



CITY MANAGER'S FRIDAY MORNING MEMO

FEBRUARY 28, 2020

ADMINISTRATION

- **Houston Water Main Break Situation:** The City of Nassau Bay receives its water via the Clear Lake City Water Authority. CLCWA obtains its water from Houston's southeast plant, which was not impacted by the pipe rupture and is continuing to operate normally. Nassau Bay will continue to monitor the water plants to make sure water pressure is not affected and continue to take extra samples out of precaution to ensure the water supply remains safe. Public Works Director Paul Lopez is in communication with the area Public Works Department and the City continues to monitor the situation. At this time, the City does not expect any impacts to our residents and customers.
- **Republican & Democratic Primaries:** Early Voting for the Democratic Party and Republican Party Primary Elections ends today, February 28th. Voters can go to any polling location, but the closest can be found at Freeman Branch Library (16616 Diana Lane). **Voting Day is Tuesday, March 3rd, from 7:00am to 7:00pm.** The City of Nassau Bay City Hall will be the polling location for BOTH the Republican and Democratic Primary Elections. All Election Day polling locations are open to all eligible voters in Harris County. Reminder: If you possess one of the following forms of acceptable photo ID, you must present it when voting in person: Texas Driver License, Texas Election Identification Certificate, Texas Personal Identification Card, Texas Handgun License, United States Military Identification Card, United States Citizenship Certificate or a United States Passport (book or card). For more information, please visit www.harrisvotes.com.
- **Excellence in Emergency Management Award:** City Manager Jason Reynolds, Emergency Management Coordinator Dena Mahan, Deputy Emergency Management Coordinator Tom George, and former Nassau Bay Emergency Management Coordinator Jamie Galloway attended the 2020 Emergency Management Association of Texas Annual Awards Luncheon. The City of Nassau Bay was nominated by the City of Baytown and selected for an award for Excellence in Emergency Management Flood Mitigation and Home Elevation Project for our region. Great work to all those involved in this project – Nassau Bay is stronger because of our Emergency Management team!





- **Associate Professional in Human Resources Certification:** Congratulations to Nassau Bay's Human Resources Manager Chani Honeycutt! Chani just earned her Associate Professional in Human Resources™ (aPHR) certification! The aPHR certification involves knowledge of HR Operations, Recruitment and Selection, Compensation and Benefits, Human Resource Development and Retention, Employee Relations, and Health, Safety, and Security! Congrats Chani!



- **Skywarn Training:** Does severe weather intrigue you? If so, sign up for Nassau Bay's Skywarn Training presented by the National Weather Service (NWS). Skywarn is a group of trained volunteers that watch the skies during severe weather and relay reports back to their local Emergency Management Official and/or the National Weather Service (NWS). These reports can save lives by validating an existing warning or providing the data to issue a new warning. Registration is required. To register for the class, contact the Nassau Bay Office of Emergency Management (OEM) at 281-336-6293 or OEM@nassaubay.com. The training will be held at Nassau Bay City Hall, 1800 Space Park Dr #200, Nassau Bay, TX 77058.

CITY OF NASSAU BAY
SKYWARN TRAINING
Learn to watch the skies during severe weather & relay reports back to the Nassau Bay OEM!
Thursday, March 5th
6:30pm to 9:00pm
Nassau Bay City Hall
1800 Space Park Dr #200
Nassau Bay, TX 77058

- **Successful Town Hall Meeting:** Thank you to all who came to Nassau Bay's Town Hall Meeting on Monday, February 24th! This meeting was one step in the process for completing the City's Comprehensive Plan Study. We were so excited to have almost 200 residents and community members show up to help us discuss the City's future vision. It was standing room only! Be on the lookout for the next planned meeting – we hope to see you there!



- **Bid Submissions for San Sebastian Court Reconstruction:** The City of Nassau Bay issued a Notice to Bid for the partial reconstruction of San Sebastian Court (Bid No. 2020-01). Nassau Bay received seven (7) bids for the project on Wednesday, February 26th. Bids are currently being reviewed by the City Engineer and the Public Works Director. City Council will award the project at the March 9th City Council meeting.

EMERGENCY MANAGEMENT

- While attending the Emergency Management Association of Texas conference, Emergency Management Coordinator Dena Mahan had an opportunity to present on Nassau Bay's Home Elevation Grant Program during the "Learn From the Best: 2020 EMAT Awards Panel."



PUBLIC WORKS

- Major Water Leak in Houston: Staff is monitoring the current major water leak in Houston on the 96" line. The leak is not impacting the City of Nassau Bay. Water Operators will be monitoring the Water plant online after hours and emergency water wells operations are in place if the City needs to supplement the water supply.
- Palm Trees on NASA Parkway: During the early morning hours on February 21st, rain and heavy winds blew over three (3) palm trees. On February 26th, one (1) palm tree was blown over during the heavy winds. All four (4) trees were removed. These trees were previously designated as potential trees damaged by the previous freeze.
- Storm Water Improvements: Flow testing was conducted on both pumps at the Prince Williams Storm Water Station A.
- Storm water catch basins were cleared of trash and debris during the rain event.
- Town Hall Meeting: Crews picked up tables and set up the Council Chambers. After the event, crews returned the tables to the vendor.
- 2522 Baycrest: City crews secured the doors with plywood and secured the front yard with orange construction fencing and cones. Parks crews will mow only the front of the property every other week.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station weekly checks were completed.
- Water Operations: No problems reported. Normal operations.
- Waste Water Plant Operations: No problems reported. Normal operations. Turblex blower is back in operations. Concrete driveway repairs are in progress at the plant.
- Flow testing was conducted for the Methodist development.
- City-wide tree trimming is still in progress in between projects.
- David Braun Park Pavilion Basketball Court: An orange border was painted around the basketball court to match the City's logo orange color and enhance the pavilion appearance.
- Drainage at the David Braun Park Dog Park: Crews are working on improving the drainage from the parking lot to the dog park sidewalk.

HUMAN RESOURCES

- City Staff celebrated Go Texan Day on Friday, February 28th. Go Texan Day is the unofficial kickoff of the Houston Livestock Show and Rodeo. Traditionally held the Friday before the Rodeo begins, the day serves to encourage the Houston community to celebrate Western heritage and raise awareness of Rodeo season.





CITY CALENDAR

- **Skywarn Training** ~ Thursday, March 5, 6:00 PM @ City Hall Council Chamber
- **Coffee with the City Manager** ~ Friday, March 6, 9:00 AM @ City Hall Council Chamber
- **Republican & Democratic Primary Elections** ~ Tuesday, March 3, 7:00 AM @ City Hall Council Chamber
- **Joint City Council & Planning Commission Meeting** ~ Monday, March 9, 6:00 PM @ City Hall Council Chamber
- **City Council Meeting** ~ Monday, March 9, 7:00 PM @ City Hall Council Chamber
- **Beautification Day** ~ Saturday, March 28, 8:00 AM @ David Braun Park
- **50th Anniversary Kickball Tournament** ~ Saturday, March 28, 10:00 AM @ David Braun Park
- **50th Anniversary Gala** ~ Saturday, April 4, 6:30 PM @ 2100 Space Park Drive