



CITY MANAGER'S FRIDAY MORNING MEMO

JULY 24, 2020

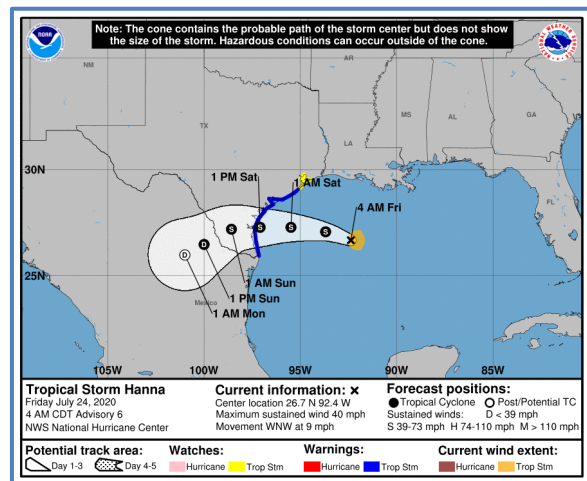
ADMINISTRATION

- **Virtual Comprehensive Plan Open House:** Join the City of Nassau Bay for a virtual Open House to hear about the draft updated Comprehensive Plan – Plan 2040: Our Legacy Our Future. The virtual Open House provides an opportunity to offer input on the draft plan and ask questions of the consultant team.
 - When: Monday, July 27th, 7:00pm to 8:00pm
 - Zoom at zoom.us/j/87829443505
 - Over the phone at (346) 248-7799
 - Meeting ID# 8878 2944 3505 and Password# 77058



Be sure to visit our Comprehensive Plan website at www.nassaubay.com/Plan2040 to view the [Full Draft Plan](#) and [Future Land Use and Character Map](#). These two items will be referenced by the consultants during the meeting.

- **Monitoring Tropical Storm Hanna:** The City of Nassau Bay is monitoring Tropical Storm Hanna (previously Tropical Depression 8), which is expected to make landfall near Corpus Christi on Saturday, July 25th. Two to four inches of rain are forecast for our area, and responders are ready should flash flooding occur. Additionally, the City's Emergency Operations Team remains on standby and ready. Construction sites around the City are working to remove trash and debris from the properties. Because flash flooding is possible, residents are encouraged to move vehicles off the streets, if possible, and secure any lightweight items in their yards.





- **Test of Nassau Bay's Emergency Alert Notification System – Swift911:** Nassau Bay's Emergency Alert system allows City Officials to quickly send alerts via phone, email, or text message directly to residents and businesses. These alerts help keep you informed and safe in the event of emergency situations, including: severe weather, road construction, water issues, and more. On Wednesday, July 22nd at 3:00pm, the City of Nassau Bay conducted a test of its Nassau Bay Alerts notification system – SWIFT911. **Did you get the call?** Residents and businesses that have signed up for the notification system should have received a text, email, or recorded message (based on your signup preference). There is no need for any action following the test. If you did not receive a text, call, or email, then you are NOT signed up to receive emergency notifications from the City. Visit www.nassaubay.com/alerts to add or update your phone number. If you need help registering, call City Hall at 281-333-4211 or email OEM@nassaubay.com.



- **TCU's Certified Public Communicator Program:** Communication Manager Chani Honeycutt and City Secretary Sandra Ham virtually attended TCU's Certified Public Communicator Program (CPC) the week of July 20th. The CPC is a post-baccalaureate, graduate-level program that offers leadership training and rigorous post-baccalaureate education for communication professionals and public information managers working for cities, counties, school districts, and other public and public-private agencies and organizations. During the week, topics included best practices for change management, well-being and social media fatigue, communication best practices during COVID-19 legal issues for public communicators, and leadership theories.



POLICE DEPARTMENT

- The Nassau Bay Police Department welcomes a new junior officer. Officer Clint Brown, along with his wife Brooke, welcomed their new daughter Kaila Marie Brown into the world on July 18th at 10:45pm. Kaila weighed in at 7 lbs 10 oz. Everyone is healthy and doing well – especially brother Grayson, who has now been happily promoted to Big Brother. Congratulations to the entire Brown family and best of wishes!
- NBPD Weekly Statistics: 81 calls for service, 9 reports, 9 traffic stops, 4 citations / warnings, and 0 arrests.





PUBLIC WORKS

- Tropical Disturbance in the Gulf: Staff and crews prepared City facilities and mobilized equipment from the wastewater plant site to higher grounds. Staff will monitor the disturbance over the weekend and standby crews will be dispatched.
- Lake Nassau was pumped down in anticipation of heavy rains.
- A water leak was repaired at 18718 Prince Williams.
- Water meter re-reads were conducted for Utility Billing.
- Sanitary Sewer Jetting: Two-hundred feet (200ft) of sanitary sewer was jetted in the 18100 block of Point Lookout Drive.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station daily checks were completed.
- Storm water catch basins were checked in anticipation of the approaching rains.
- Water Plant Operations: All normal operations. Chlorinator maintenance was performed on equipment. Operators prepared the water plant for the impending storm.
- Wastewater Plant Operations: All normal operations. Operators prepared the wastewater plant for the storm and emergency operations.
- Palm trees were trimmed at the inner circle on Upper Bay.
- Trees trimmed around the City between projects.
- Crepe myrtles trees on Point Lookout Drive were trimmed.

EMERGENCY MANAGEMENT

- Emergency Management Coordinator Dena Mahan participated in a Virtual Supply Chain Weather Workshop hosted by the City of Houston Office of Emergency Management. It discussed ways governments can partner with the private sector to fill supply and logistics needs during hurricanes.
- Emergency Management Coordinator Mahan completed and submitted the Emergency Management Performance Grant financial and progress reports. Both reports were accepted as complete by the Texas Division of Emergency Management.
- The Office of Emergency Management conducted a test call to residents using the Nassau Bay Alerts (Swift911) system. Employee contact information was also updated in the system.
- Harris County has released details of their Small Cities Assistance Program that will reimburse cities within Harris County for COVID-19 related expenses. Emergency Management Coordinator Mahan will coordinate this effort for Nassau Bay.



CITY CALENDAR

- **Joint City Council & Planning Commission Meeting** ~ Monday, July 27, 6:00 PM @ Virtual Zoom Meeting (zoom.us/j/87027391737, Meeting ID# 870 2739 1737, Password# 77058)
- **Virtual Comprehensive Plan Open House** ~ Monday, July 27, 7:00 PM @ Virtual Meeting Zoom Meeting (zoom.us/j/87829443505, Meeting ID# 87829443505, Password# 77058)
- **Economic Development Corporation Meeting** ~ Monday, August 3, 7:00 PM @ Virtual Zoom Meeting (zoom.us/j/87439861992, Meeting ID# 874 3986 1992, Passcode# 336246)
- **Planning Commission Meeting** ~ Tuesday, August 4, 6:00 PM @ Virtual Zoom Meeting (zoom.us/j/89732799824, Meeting ID# 897 3279 9824, Password# 420747)
- **City Council Meeting** ~ Monday, August 10, 7:00 PM @ Virtual Zoom Meeting: zoom.us/j/89182384261, Meeting ID# 891 8238 4261, Passcode# 733086)
- **Board of Adjustment Meeting** ~ Tuesday, August 13, 7:00 PM @ Virtual Zoom Meeting (zoom.us/j/81618784041, Meeting ID# 816 1878 4041, Password# 200365)