



CITY MANAGER'S FRIDAY MORNING MEMO

AUGUST 21, 2020

ADMINISTRATION

- **Meet Nassau Bay's Two New Public Works Employees:** Please join us in welcoming two new employees to the Public Works Department! Matthew Deering (Parks Maintenance) and Garrett Halphen (Utility Maintenance) started with the City of Nassau Bay on August 17th and we are so excited to have them! When you see them out and about make sure to greet them with a big Nassau Bay welcome!



- **Tracking Tropical Depression Fourteen:** The City of Nassau Bay's Office of Emergency Management is monitoring some activity in the tropics. Tropical Depression 14 is forecast to likely become a strong tropical storm or category one hurricane before landfall. The track forecast is uncertain, but it is still mostly likely to track toward the upper Texas coast or Louisiana. This morning, Tropical Depression 14 was located near the coast of Honduras with maximum sustained winds of 35 mph. With Tropical Depression 14 in the Gulf of Mexico, take time within the next few days to make sure your hurricane plan is ready to be used, just in case it is needed. What's your hurricane plan? Does it need amending or updating? The Office of Emergency Management has started working the City's hurricane plan and will continue to post updates on social media as needed.



POLICE DEPARTMENT

- **NBPD Weekly Statistics:** 95 calls for service, 3 reports, 12 traffic stops, 14 citations / warnings, and 1 arrest.
- **Congratulations Officer Cavazos:** Congratulations to Officer Michael Cavazos, who reached his two year anniversary with Nassau Bay Police Department on August 20th. Officer Cavazos

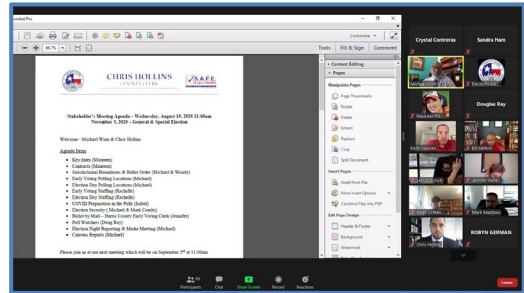


is a Nassau Bay native, growing up in Nassau Bay. He is currently assigned to the night shift patrol division. We thank him for his commitment to the NBPD and the community, and wish him many more safe and successful years in Nassau Bay.

- **City Ordinance Parking Regulations:** Did you know? City Ordinance prohibits the parking of vehicles and trailers on the unpaved portion (grass) area of your yard. Please make sure your vehicles, boat trailers, golf carts, etc. are parked on the driveway or parking lots at your homes and businesses, and not in the grass or yard. You can view the portion of the Nassau Bay Code of Ordinances regulating parking on property online at: [Sec. 19-33 Nassau Bay Code of Ordinances](#). Did you also know? Some areas of the City have restrictions from the HOA about parking boats or trailers on property, including driveways, except behind your home and hidden from the street area. The HOA would enforce these rules in accordance with the homeowner agreements, instead of the City. The NBPD is helping to keep you informed!

CITY SECRETARY

- **Harris County Election Stakeholders Meeting:** City Secretary Sandra Ham attended a virtual Harris County Elections Stakeholders meeting on Wednesday, August 19th. The focus of the meeting was upcoming key deadlines and an update on Early Voting and Election Day polling locations. Early Voting will be conducted by Harris County, beginning on Tuesday, October 13th through Friday, October 30th. The nearest early voting place for the City of Nassau Bay will be Freeman Branch Library (16616 Diana Lane, Houston, Texas 77062).



- **Harris County Ballot Portal Submission:** City Secretary Ham submitted the required ballot language to Harris County for the November 3rd election via the Harris County entity portal. Harris County will review the information and provide a ballot proof to the City next week. In addition to voting for the positions of Mayor and Council Positions 2, 4 and 6, Nassau Bay residents will also be asked to vote on twenty-two (22) propositions amending the City Charter. The full list of propositions can be found on the City's website at www.nassaubay.com/Election/Propositions.

Contest	Has Write-In	Type
Mayor	false	Regular
Council Position 2	false	Regular
Council Position 4	false	Regular
Council Position 6	false	Regular
PROPOSITION A (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION B (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION C (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION D (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION E (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION F (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION G (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition
PROPOSITION H (PROPOSED AMENDMENT TO THE CITY CHARTER)		Bond/Proposition

PUBLIC WORKS

- Staff is monitoring the tropical depression over the weekend. City facilities have started preparations.



- Two new employees began with Public Works in the Parks Department and the Utilities Department.
- A water leak was repaired on the main water supply line at City Hall.
- A water leak was repaired on the main line at the 18600 block of Upper Bay.
- A water leak was repaired on the irrigation system from the main line at the 18600 block of Upper Bay.
- CenterPoint light poles are now activated at all locations.
- Existing white streetlight poles, as well as circuit breakers, are currently being removed where the new CenterPoint streetlights are being installed.
- Streets signs / brackets were installed at intersections where new streetlights were installed.
- Weekly maintenance performed at the Saturn Fountains. The concrete was also pressure washed.
- Storm water pump station weekly checks were completed.
- Storm water catch basins were cleared of trash and debris.
- Water Plant Operations: All normal operations.
- Wastewater Plant Operations: All normal operations.
- All Public Works facilities were mowed and trimmed.

HUMAN RESOURCES

- The Human Resources Manager completed the new hire orientation process for two new Public Works employees. Please help us welcome Matthew Deering, Parks Maintenance and Garrett Halphen, Utility Maintenance!
- Communications: The Communications Manager met with i45Now and Public Works Director Paul Lopez to discuss and plan a video to inform the community about the Storm Water Pump Improvement Project. The video is on the schedule for September.

CITY CALENDAR

- **Virtual Coffee with the City Manager** ~ Friday, August 28, 9:00 AM @ Virtual Zoom Meeting (zoom.us/j/85620778297, Meeting ID# 856 2077 8297, Password# 319849)
- **Special City Council Meeting (Budget Adoption)** ~ Monday, August 31, 7:00 PM @ Virtual Zoom Meeting (zoom.us/j/89303306789, Meeting ID# 893 0330 6789, Password# 77058)
- **Planning Commission Meeting** ~ Tuesday, September 1, 6:00 PM @ Virtual Zoom Meeting (zoom.us/j/86962272245, Meeting ID# 869 6227 2245, Password# 77058)
- **City Council Meeting** ~ Monday, September 14, 7:00 PM @ Virtual Zoom Meeting: zoom.us/j/84897456213, Meeting ID# 848 9745 6213, Passcode# 77058)