



CITY MANAGER'S FRIDAY MORNING MEMO

NOVEMBER 6, 2020

ADMINISTRATION

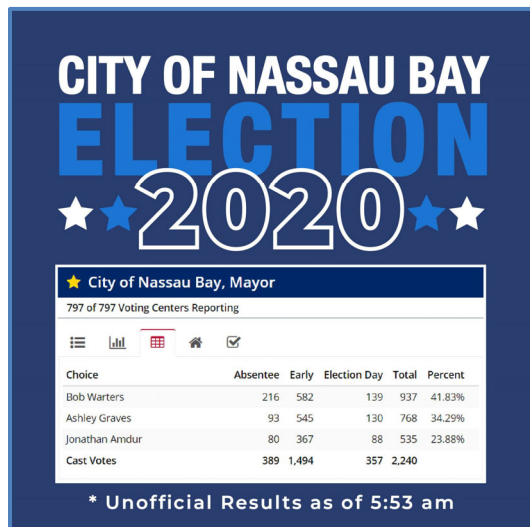
- **Thank You Nassau Bay Voters:** The City of Nassau Bay would like to thank our Voters! Unofficial results of the 2020 Election show 2,453 total Nassau Bay voters cast their vote for the November 3rd election, for an astonishing voter participation rate of just over 75%!

While the City awaits official results from Harris County, we will begin proceedings for a Mayoral runoff election that will occur in mid-December. As no candidate received more than the 50% of the votes cast, the top two Mayoral candidates Bob Warters and Ashley Graves will move forward in a runoff election.

Unopposed Councilmember Candidates Phil Johnson (Position 2), Bryce Klug (Position 4) and Matt Prior (Position 6) are considered duly elected and will be sworn in at the December 14th City Council meeting. All twenty-two (22) Charter amendment propositions also passed, and the City's Charter will be updated in the coming months.

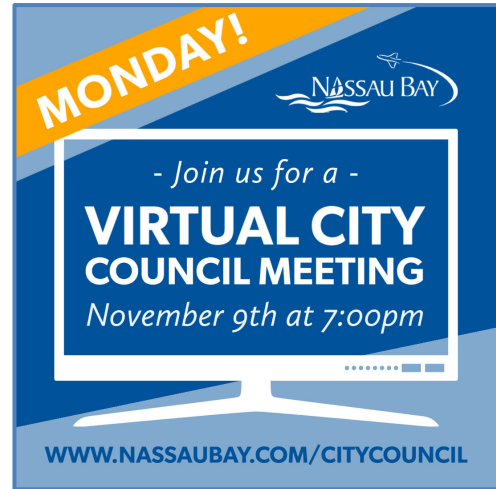
To our Mayoral candidates, THANK YOU for investing your time and efforts in this democratic process. We thank you for your dedication to wanting to make Nassau Bay the best City to live, work, and play!

- **Arbor Day Celebration:** The City will celebrate Texas Arbor Day on Friday (today), November 6th at 10:00am with the commemoration of the old magnolia tree at 2020 NASA Road 1. This tree was brought to the City of Nassau Bay in 1904 from Mississippi and planted at the front gate of Tim Murphy's property. The celebration will host Houston Methodist Hospital employees, City employees, residents, and Garden Club members. Please join the Garden Club for an outdoor socially distanced commemoration!





- **Regular City Council Meeting on November 9th:** The City of Nassau Bay will hold a virtual City Council meeting on Monday, November 9th via Zoom Video Conferencing. Please join the Zoom Meeting by clicking this link: zoom.us/j/87487425036 or calling (346) 248-7799 to join the audio (only) line of the meeting. Please utilize Meeting ID 874 8742 5036 and Password 77058. If you wish to speak before City Council for the November 9th meeting, please complete the request online: [Public Request to Speak to City Council](#). Members of the public can also submit their written comments via email to City Secretary Sandra Ham at sandra.ham@nassaubay.com. Comments from the public must be received before 1:00pm on Monday, November 9th.



- **Veterans Day:** Wednesday, November 11th is Veterans Day, and American Flags will be proudly displayed along NASA Parkway. City Hall will be closed in observance of Veterans Day on Wednesday and will resume normal business hours on Thursday, November 12th. To all the Veterans past and present, we THANK YOU for your service to our Country. Please extend Nassau Bay's greatest appreciation and gratitude to Councilmember Bob Warters, Councilmember John Mahon, City Manager Jason Reynolds, Public Works Director Paul Lopez, Human Resources Manager Chani Honeycutt, Sergeant Jerel Crowder, Officer Moses Velasco, Public Works Employee James Green, and Public Works Employee Emory Bragg (currently in the National Guard).
- **Nassau Bay Honors Our Veterans:** The Nassau Bay Special Event Committee will be honoring our resident Nassau Bay Veterans with **Nassau Bay Loves Our Veterans** yard signs in and around the community. Yard signs will be installed on November 8th, so if you know someone who you would like to honor, please contact Special Events Committee Chairman Stacey Amdur by email at staceyamdur@gmail.com to register.
- **City Street Sweeping:** City Street Sweeping is scheduled for Saturday, November 14th from 7:00am to 7:00pm, with the possibility of continued sweeping on Sunday. PLEASE park all vehicles / boats / trailers in the driveways so that we can ensure all streets are properly swept. A SWIFT Alert will be sent out next week to all residents.

- **City Council Workshop:** On Thursday, November 5th, City Council, City Staff, and related parties conducted a Council workshop session to discuss Griffin Partners Nassau Bay Limited's request to amend the Master Plan and Zoning on Parcel A and a portion of Parcel B of the Sarah Deel League, Abstract 13 (approximately 4.9 acres +/-). There was no City Council action taken at the meeting. Residents can view the full video of the City Council Workshop online on Facebook at www.facebook.com/nassaubay/videos/860584508092479.





- Palm Tree Landscaping Task Force:** The Palm Tree Landscaping Task Force met on Wednesday, November 4th. The Task Force held a discussion on the vision of the NASA Parkway median landscaping plans and set priorities to complete the project. The next step is for members to talk to local nurseries for their input, find local businesses to support funding, and find possible contractors to give input on the work. The Task Force will hire a landscape architect consultant, preferably the original designer – Lauren Griffith – so a proper, low cost, low maintenance plan can be established.

POLICE DEPARTMENT

- NBPD Weekly Statistics:** 120 calls for service, 13 reports, 45 traffic stops, 40 citations / warnings, and 2 arrests.

- Kaila M. Sullivan Chapel and Hall:** On Saturday, October 31st, Harris County Precinct 2 Commissioner Adrian Garcia hosted a small ceremony at Clear Lake Park to dedicate the former Bay Area Museum as the Kaila M. Sullivan Chapel and Hall. The facility in Clear Lake Park has been updated and includes a small chapel, reception area, updated restrooms, and a kitchen to host weddings and other ceremonies. Chief Tim Cromie and Mayor Mark Denman spoke at the dedication which was attended by members of Sergeant Sullivan’s family. As we approach the one-year anniversary of Sgt. Sullivan’s passing, we know this is a fitting tribute to her legacy in the Nassau Bay community and the bay area. You can view the full video of the ceremony at www.facebook.com/harriscountyprecinct2/videos/1495938447280919.



CITY SECRETARY

- Canvassing of the November 3rd Election and Runoff Election:** As Harris County conducted the City’s election, City Secretary Sandra Ham will await the official certified results to canvass the November 3rd Election. This canvass meeting will most likely occur on November 17th. Once canvassed, the duly-elected Councilmembers Phil Johnson, Bryce Klug, and Matt Prior will officially begin their next term of office. As no Mayoral Candidate received more than 50.1% of the votes cast, City Secretary Ham has begun communication with Harris County for the December runoff election. Candidates in the runoff election include Bob Warters and Ashley Graves. This runoff

★ City of Nassau Bay, Mayor					
797 of 797 Voting Centers Reporting					
Choice	Absentee	Early	Election Day	Total	Percent
Bob Warters	216	582	139	937	41.83%
Ashley Graves	93	545	130	768	34.29%
Jonathan Amdur	80	367	88	535	23.88%
Cast Votes	389	1,494	357	2,240	



election will be held on Saturday, December 12th. The City is working with Harris County to determine the early voting locations and dates / times.

- **Political Signs in Right-of-Ways:** Per the City Manager's Political Sign Memo, the City is asking for political signs to be picked up three (3) days after the November 3rd Election, which is Saturday, November 6th. Signs not picked up will be discarded. A new policy will be set in place for the runoff election on December 12th and will be distributed to the candidates within the coming week.

PUBLIC WORKS

- A previous water leak was reexcavated at 1210 Saxony Lane and clamps were retightened. A sidewalk concrete repair is scheduled.
- Leeward Townhome Demolition: Contractors continue demolition work. Daily site visits are conducted by Staff to evaluate the progress and address any potential concerns. Phase 1 of the project includes the removal of all of the townhome structures. Phase 2 will be the removal of the concrete slabs and concrete retaining walls. Once the slabs become excavated, City utility crews will be on site to ensure existing water and sewer lines below the townhome sites are not damaged and are capped.
- CIP Founders Park: City crews began excavation on the caliche base left from the existing road that was removed. Crews removed nine (9) dump truck loads of caliche base. A topsoil / sand mix base has been delivered in phases, and crews are putting down the topsoil. Due to the new sidewalk this is a time-consuming process, as crews do not want to damage the new sidewalk. The sign contractor is scheduled for a site visit to provide a quote to change the signage to Founders Park. The Park is closed until further notice due to construction safety measures and equipment on site.
- NASA Parkway Palm Tree Trimming: Contractors mobilized last weekend for palm tree trimming on NASA Parkway. Contractors continue to be onsite this week to complete the work.
- New LED NASA Parkway Signs: New LED signs were installed at the intersections of Nassau Bay Drive, Point Lookout Drive, Saturn Lane and Upper Bay Blvd.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station weekly checks were completed.
- Water Plant Operations: All normal operations. Monthly plant inspection completed. Crews exercised the water wells and booster pumps. Additionally, crews sealed the storm water basin.
- Wastewater Plant Operations: All normal operations. A leak on the wash water line by the outfall was discovered. Excavation is in progress for repairs next week.
- Water fire hydrant flow testing is in progress this week and will continue through next week.
- Water valve testing was conducted this week for flow testing to ensure water valves are open at full capacity. This test helps ensure proper water distribution and system pressure.
- Palm Tree Lights in the City: Eight (8) palm tree lights were replaced on Upper Bay and Martinique around Lake Nassau.



- City Medians: Parks crews are in the process of planting flowers, fertilizing, and mulching the entrances at Nassau Bay Drive, Point Lookout Drive and Upper Bay Drive. Crews are preparing the City for the holiday season. All end cap work is expected to be completed by the end of the week.
- The Palm Tree Landscaping Task Force met on Wednesday, November 4th to discuss the NASA Parkway palm trees.

HUMAN RESOURCES & COMMUNICATIONS

- Human Resources Manager Chani Honeycutt completed the hiring process for two new Paramedics as well as completed the new hire orientation process. Welcome aboard, Jason Honeycutt and Garet Garza!
- The Human Resources Manager held an Aflac Supplemental Insurance Open Enrollment Meeting for staff who want additional insurance for themselves or their family.
- The Special Events Manager held a meeting with Whimsical Events to discuss possible dates for the 50th Anniversary Gala in 2021.
- Human Resources Manager Honeycutt worked with the Chief of Police to finalize the Fiscal Year 2021 Police Department Salary Survey Implementation Plan.
- The Communications Manager focused mainly on social media communication for the November 3rd Election.

CITY CALENDAR

- **Arbor Day Ceremony** ~ Friday, November 6, 10:00 PM @ Magnolia Tree (Houston Methodist Hospital)
- **City Council Meeting** ~ Monday, November 9, 7:00 PM @ Virtual Zoom Meeting: zoom.us/j/87487425036, Meeting ID# 874 8742 5036, Passcode# 77058
- **City Hall Offices Closed in Observance of Veterans Day** ~ Wednesday, November 11
- **Virtual Coffee with the City Manager** ~ Friday, November 13, 9:00 AM @ Virtual Zoom Meeting: zoom.us/j/85620778297, Meeting ID# 856 2077 8297, Password# 319849
- **Thanksgiving** ~ Thursday, November 26
- **City Hall Closed in Observance of Thanksgiving** ~ Wednesday, November 25 @ 11:30 AM, Thursday, November 28 and Friday, November 29