



CITY MANAGER'S FRIDAY MORNING MEMO

NOVEMBER 13, 2020

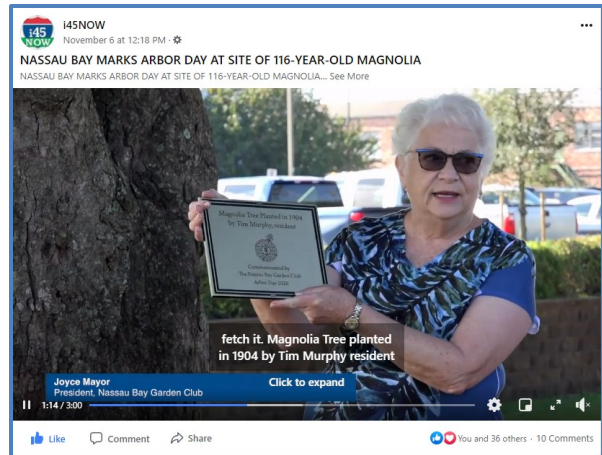
ADMINISTRATION

- **City Street Sweeping:** Attention Residents – 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, and trailers in your driveways so the City can ensure all streets are properly swept.** A SWIFT Alert was sent out to all residents this morning. To sign up for Swift911 Alerts and stay connected, please visit our website at www.nassaubay.com/Alerts.
- **Special Election Council Meeting:** City Council will hold a Special City Council meeting on Tuesday, November 17th at 5:15pm to canvass the results of the November 3, 2020 Election and to order the December 12th Runoff Election. The canvass is an official certification of the November 3rd election results. The canvassing authority (City Council) prepares a tabulation stating the total number of voters who cast a ballot for each candidate and for or against each Charter Amendment Proposition in the election. Nassau Bay cannot legally perform this action until the City receives the official results from the Harris County Clerk's office. Once canvassed, the duly-elected Councilmembers Phil Johnson, Bryce Klug, and Matt Prior can officially begin their next term of office. Please visit our website at www.nassaubay.com/CityCouncil for details on accessing the meeting.
- **Congrats Fire Marshal Russo on 20 Years:** At Monday's City Council Meeting, Mayor Denman, City Council, and City Staff recognized Fire Marshal Tony Russo for 20 years of service with the City of Nassau Bay. Tony Russo has been employed with the City of Nassau Bay since September of 2000. He began his employment as a Deputy Fire Marshal and in 2015 was promoted to his current position of Fire Marshal. Tony entered the fire service as a volunteer firefighter in 1989 while still in High School. In addition to his part-time employment at Nassau Bay, Tony has been a full-time firefighter with the City of Houston since 1994, currently holding the rank of District Fire Chief in suppression.





- Coffee with the City Manager:** Did you know Coffee with the City Manager is now available for viewing on our City's website? Each "coffee" will now be recorded and can be viewed on the City Manager's webpage at www.nassaubay.com/558/Administration. Additionally, City Manager Jason Reynolds makes past City Manager Monthly Reports and Friday Morning Memos available for residents to access on this page.
- Arbor Day Celebration:** Nassau Bay's Arbor Day Ceremony was held last Friday, November 6th, in the shade of a majestic magnolia tree that was planted before the city was conceived. The celebration marked Texas Arbor Day on the site of the old magnolia tree at 2020 NASA Road One. This magnolia tree was brought to the City of Nassau Bay in 1904 from Mississippi and planted at the front gate of Tim Murphy's property. City employees, residents and Garden Club members joined the outdoor, socially distanced commemoration. Nassau Bay Arbor Day Committee Chair, Angela Braun, read a historical account of the original tree planting in 1904 from the book, "The Return to Clear Creek," by Bill O'Dell. The excerpt included O'Dell's impression of a tree that bore "flowers as big as a bucket." You can view the ceremony online here: www.facebook.com/i45NOW/videos/1292806631070975.



CITY SECRETARY

- Nassau Bay's November 9th Virtual City Council Meeting:** Nassau Bay City Council hosted a virtual City Council meeting on Monday, November 9th. This was a regularly scheduled City Council meeting in which City Council discussed a future proposed Short Term Rental ordinance. Residents interested in viewing the video of Monday's meeting can visit the City's Facebook page. Residents do not need a Facebook account to view the City's page or view the meeting video. The full City Council meeting can be viewed online at www.facebook.com/nassaubay/videos/378276850267710.





- **December 12th Runoff Election:** At the next special City Council meeting, Nassau Bay will order the December 12th Runoff Election. City Secretary Sandra Ham has begun communication with Harris County to determine the early voting location, as well as the early voting dates and times. Once the Early Voting details are confirmed, they will be included in the next City Manager Friday Morning Memo, as well as online at www.nassaubay.com/Election. At this time, it is confirmed Election Day will be held in the City Hall Council Chamber on December 12th from 7:00am to 7:00pm.
- **May 2021 General Officers' Election:** The City Secretary's Office has begun planning for the May 1, 2021 General Election. The purpose of this General Election will be to elect three Councilmembers for Positions 1, 3, and 5, which are currently occupied by Mayor Pro Tem Don Matter, Councilmember John Mahon, and Councilmember Bob Wartens, respectively.



POLICE DEPARTMENT

- **NBPD Weekly Statistics:** 144 calls for service, 13 reports, 70 traffic stops, 34 citations / warnings, and 2 arrests.

PUBLIC WORKS

- City offices were closed on Wednesday, November 11th for Veterans Day.
- Water meter readings were completed for Utility Billing.
- Leeward Townhome Demolition: Contractors continue demolition work. Daily site visits are conducted by Staff to evaluate the progress and address any potential concerns. Townhome structures have been removed and demolition of the concrete slab is in progress.
- CIP Founders Park: No work was performed this week by City crews, due to water meter reads and the Veterans Day holiday. Next week more truck loads of topsoil will be delivered and spread in the park. The Park is closed until further notice due to construction safety measures and equipment on site.
- NASA Parkway Palm Tree Trimming: Palm tree trimming was completed along NASA Parkway. Palm trees were trimmed at the entrances of the City.
- Upper Bay Boardwalk Red Valve: Maintenance on the 24" stormwater red valve was completed. Testing was also conducted.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station weekly checks were completed.
- Testing was conducted on the stormwater pump station located at the 18600 block of Upper Bay for discharge flow.
- Water Plant Operations: All normal operations. Monthly plant inspection completed.



- Wastewater Plant Operations: All normal operations. A leak on the 3" wash water line by the outfall was repaired.
- Water fire hydrant flow testing is still in progress.
- Contractors mobilized to 2522 Baycrest to cut down small trees and brush. Dirt was also brought in to fill low spots so that the property can be properly maintained.
- City Medians: Parks crews finished planting flowers, fertilizing, and mulching the entrances to the City.
- Public Works Director Paul Lopez attended the City of Houston Southeast Water Purification Plant Transmission Line quarterly meeting.
- American Flags were proudly displaced along NASA Parkway for Veterans Day.

HUMAN RESOURCES

- TML Health Medical Insurance Open Enrollment began this week on Tuesday, November 10th. Full-time City employees have until December 10th to enroll in the City's medical insurance plan.
- Human Resources Manager Chani Honeycutt held a virtual meeting with ICMA-RC for City employees interested in a supplemental retirement plan.
- The Human Resources Manager completed the *2021 Best & Brightest Companies to Work For* application.

COMMUNITY

- Making spirits BRIGHT! As a partner with Communities In Schools - Bay Area, and a sponsor of Space Center Intermediate, Nassau Bay is proud to continue the annual Communities in Schools Gifting Angel Tree. As City Hall remains closed to the public, this year we were unable to place the Angel Tree in the City Hall lobby. This year, Special Events Committee Chairman Stacey Amdur continues with a virtual gifting tree: [Click Here to Access the Virtual Angel Tree](#). This year, students will be receiving a "stocking" of goodies for the holidays. Each stocking will be packaged in a large gift bag, one per student, and delivered to the student before December 18th. Items should be delivered to 17 Leeward, Nassau Bay, TX 77058 no later than December 8th, so that they can be grouped and delivered to the school by December 11th. You can drop off gifts or mail them directly from an online store. If sending from a store, please address the package to Communities in Schools. If you have any questions, please contact Stacey at staceyamdur@gmail.com or 713-261-9151. Thank you for helping to make this a special holiday season for these students!





CITY CALENDAR

- **Special City Council Meeting** ~ Tuesday, November 17, 5:15 PM @ Virtual Zoom Meeting: zoom.us/j/84666381569, Meeting ID# 846 6638 1569, Passcode# 77058
- **Virtual Coffee with the City Manager** ~ Friday, November 20, 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