





CITY MANAGER'S FRIDAY MORNING MEMO

DECEMBER 4, 2020

ADMINISTRATION

- **Honoring Sergeant Kaila Sullivan:** On Thursday, December 10th, the Nassau Bay Police Department and the City of Nassau Bay will remember Sergeant Kaila M. Sullivan, who was killed in the line of duty one year earlier. The Nassau Bay Police Department would like to invite everyone to join us for a Virtual Remembrance of Sergeant Sullivan. Unfortunately, because of the COVID pandemic and social distancing requirements, we are not able to meet in person. The Nassau Bay Police Department and the City of Nassau Bay will present a Virtual Remembrance of Sergeant Sullivan on December 10, 2020 at 10:00am. The virtual remembrance will also be shared on the Nassau Bay Police Department Facebook page, the City of Nassau Bay Facebook page, and the City of Nassau Bay website. View the online event here: www.facebook.com/events/661898904482978.
- **December 12th Runoff Election Early Voting Continues:** Early Voting continues through the weekend until Tuesday, December 8th in the Nassau Bay City Hall Council Chamber (1800 Space Park Drive, Suite 200). The remaining Early Voting schedule is as follows:
 - Saturday, December 5th – 7:00am to 7:00pm
 - Sunday, December 6th – 12:00pm to 7:00pm
 - Monday, December 7th to Tuesday, December 8th – 7:00am to 7:00pmElection Day will be held in the City Hall Council Chamber on Saturday, December 12th from 7:00am to 7:00pm. For more information, please visit our website at www.nassaubay.com/Election.
- **Street Sweeping:** The remainder of the City Street Sweeping will be completed Sunday, December 6th. A SWIFT ALERT will be issued (today, Friday December 4th) as a reminder to PLEASE park all vehicles, boats, and trailers in your driveways so the City can ensure all streets are properly swept.



- **Christmas Boat Lane Parade:** Ring in the holidays with the 59th Annual Christmas Boat Lane Parade produced by the Clear Lake Area Chamber of Commerce. The parade features more than 60 brightly decorated power and sailboats that will traverse the Clear Lake channel from the South Shore Harbour Marina and the Nassau Bay Lagoon to Galveston Bay.



Fireworks will be launched from the Nassau Bay Peninsula at 6:00pm to signal the start of the parade. Please remember to stay COVID-19 smart and social distance! If possible, enjoy the fireworks from your vehicle. **Avoid gathering in large groups and please wear a face covering.**

- **Santa in the Park:** Nassau Bay's Special Event Committee is bringing the holiday season to you! Due to social distancing requirements, Nassau Bay's normally scheduled Holiday in the Park event is canceled — but no worries, there is still a jolly event in store! Join the Special Event Committee on Saturday, December 12th for Santa Claus at Howard Ward Park! Residents



will be asked to [register in advance](#) for this socially distanced visit with Santa. For all the details, including how to sign up, visit www.nassaubay.com/specialevents.

CITY SECRETARY

- **Mayoral Runoff Early Voting Statistics:** As of end of day, Thursday, December 3rd — 453 Nassau Bay voters have officially cast their vote in the Mayoral Runoff Election. This includes votes by personal appearance (254) and received mail-in-ballots (199).
- **December 14th City Council Meeting:** The December 14th City Council meeting will be held in-person in the Nassau Bay City Hall Council Chamber. Due to the COVID-19 pandemic and the CDC's recommendations regarding social distancing measures, attendance will be limited to 25 percent of the room capacity. Members of public can provide a comment in person or via email to City Secretary Sandra Ham, which will be read aloud to City Council during the meeting. Additionally, members of the public can view the live stream of the City Council meeting at www.facebook.com/NassauBay. Residents do not need a Facebook account to view the City's page or view the meeting video. For more detailed instructions on how to participate in this meeting, please visit our website at www.NassauBay.com/CityCouncil.



POLICE DEPARTMENT

- **Congrats Sergeant Glenn Sharp:** On Saturday, December 5th, Sergeant Glenn Sharp will celebrate his 15 year anniversary with the Nassau Bay Police Department. He has 20 years of law enforcement service and holds a Master Peace Officer certification from the State of Texas. Sergeant Sharp is the senior sergeant and a valuable asset to the Police Department. Congratulations Sergeant Sharp and thank you for your service to Nassau Bay.
- **NBPD Weekly Statistics:** 92 calls for service, 12 reports, 30 traffic stops, 28 citations / warnings, and 1 arrest.



PUBLIC WORKS

- Water fire hydrant flow testing is completed for 2020.
- Crews pumped out standing water on Monday and Thursday at the entrance of the property at 2522 Baycrest. This was performed twice this week due to heavy rains.
- CIP Founders Park: Due to the heavy rains this week, no sand was delivered or spread. No work was performed. The Park is closed until further notice due to construction safety measures and equipment on site.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station weekly checks were completed.
- Stormwater catch basins were checked twice for trash and debris during the recent rain events.
- Water Plant Operations: All normal operations. Monthly inspection and the pump / well exercise was completed.
- Wastewater Plant Operations: A grease fouled wet well level indicator at the Wastewater Treatment Plant prevented one pump from turning on during the rain event on Wednesday. This caused two manholes to overflow, resulting in a third pump being manually turned on to immediately stop the overflow. The level indicator was cleaned and is now working correctly. A manhole at 18122 Point Lookout overflowed during the rain event due to the partially clogged line. The line was jetted approximately 400 feet and now has full flow. All areas were cleaned and properly disinfected.
- An electrical panel at Saturn Town Square was repaired after water intrusion damage.
- A white street light pole on San Sebastian was hit and was removed. Crews have straightened the concrete and will be installing a light pole and light head.
- Tranquility Arbor at Howard Ward Park: New breakers were installed due to electrical problems. Parks crews assisted the Garden Club in decorating the Arbor.
- City Hall Christmas decorations were set up and decorating is in progress. Green and red up lighting will be installed at the front glass of the building.



- Upper Bay Palm Tree Christmas Lights: Crews are currently installing the red and green covers over the palm tree lighting along Upper Bay. In progress, weather permitting.
- Howard Ward Park Christmas Decorations: Crews are currently testing lights and removing Christmas decorations from storage. Crews are scheduled to start decorating the park gazebos on Monday, December 7th, weather pending.

CITY CALENDAR

- **Last Day of Runoff Election Early Voting** ~ Tuesday, December 8, 7:00AM @ City Hall Council Chamber
- **Virtual Coffee with the City Manager** ~ Friday, December 11, 9:00AM @ Virtual Zoom Meeting: zoom.us/j/85620778297, Meeting ID# 856 2077 8297, Password# 319849
- **Runoff Election Day** ~ Saturday, December 12, 7:00AM @ City Hall Council Chamber
- **Santa in the Park** ~ Saturday, December 12, 1:00PM @ Howard Ward Park
- **Clear Lake Boat Parade** ~ Saturday, December 12, 6:00PM @ Nassau Bay Lagoon
- **City Council Meeting** ~ Monday, December 14, 7:00PM @ City Hall Council Chamber