



CITY MANAGER'S FRIDAY MORNING MEMO

JANUARY 15, 2021

ADMINISTRATION

- ***Congrats NBVFD Fire Academy Grads:***

Congrats to the recent Nassau Bay Volunteer Fire Department COM Fire Academy Graduates! The College of the Mainland (COM) Fire Academy curriculum is based on the Texas Commission on Fire Protection (TCFP) Basic Fire Suppression Curriculum Manual, which includes classroom instruction and activities, firefighter skills training, and physical training. The classes are held two nights a week and every Saturday for 16 weeks. These graduates dedicated their personal time to train and improve on their skills as a successful firefighter. Special congratulations to Kristopher Gaffey, Ronald Domino, Greg Forrest, Hunter Ducharme, Javon Thomas, Cara Spencer, Unique McCamy, Joe Trainor and Hailey Riley. Thank you for your continued commitment to the NBVFD!



- ***Generator Installation at the Fire & EMS Station:***

Last December the City contracted for the fabrication and construction of a galvanized steel platform at the City's fire station. Today, the generator is being installed atop the platform, allowing the station to be fully powered should the station lose power due to heavy storms or planned outages.



- ***Progress of the Moody Neurorehabilitation Institute:***

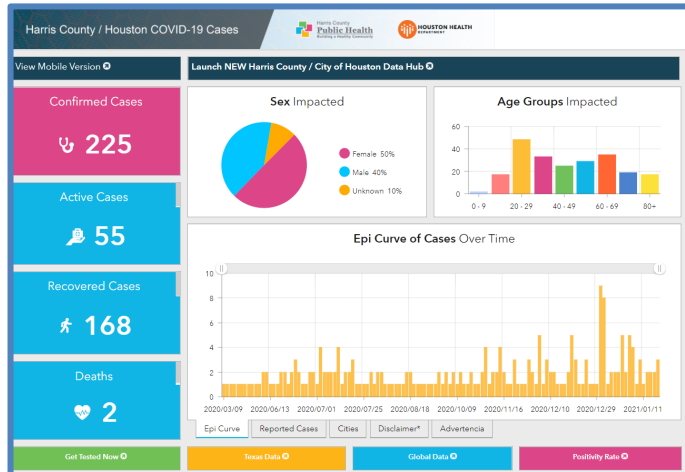
Contractors are breaking up concrete at the site of the new Moody Neurorehabilitation Center (formerly Transitional Learning Center). The Institute will construct their parking garage prior to starting construction on the building. Thank you to Roscoe Lee for capturing the picture.





EMERGENCY MANAGEMENT

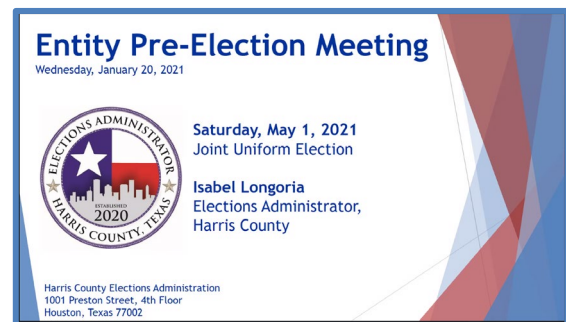
- Confirmed COVID Cases:** As of Friday, January 22nd, there are 225 confirmed cases of COVID-19 in the City of Nassau Bay. To access this information and stay up-to-date with the latest case numbers, please visit the [Harris County Public Health COVID Data Hub](#) webpage. Be sure to select the City of Nassau Bay to ensure only the City's case numbers are displayed (as the initial page displays all confirmed cases in Harris County).



- COVID Hotline Call Center:** As a reminder, for those individuals who received the first round dose of the COVID vaccine, the second vaccine clinic will be next week on Thursday, January 28th and Friday, January 29th. The clinic will be held again at the Nassau Bay Baptist Church and will only be for the individuals who received the first vaccine in December. **PLEASE NOTE, THERE WILL BE NO 1ST ROUND VACCINATIONS AVAILABLE. This is only for the second round of vaccines.** For more information, please call the COVID Hotline Call center at 832-927-7575 or 832-927-8787.

CITY SECRETARY

- Harris County Entity Pre-Election Meeting:** As Nassau Bay is still determining whether the City will be contracting with Harris County for the May General Election, there are various important deadlines and continued coordination required to prepare for the election. Additionally, the City utilizes the Harris County voter registrar for ballot by mail and voter registration processes. City Secretary Sandra Ham attended the Harris County Entity Pre-Election meeting on Wednesday, January 20th. The meeting introduced the County's new Election Administrator and provided necessary contact information for moving forward.



- PreBid Meeting for Bid No. 2021-01:** The City of Nassau Bay is requesting bids for the rehabilitation of its existing sand filter wastewater treatment unit. A formal notice for the project has been issued. The project includes new equipment and floodproofing of the unit, and all labor, equipment, materials, and incidentals required for the project. The Pre-Bid meeting was held Wednesday, January 20th and all potential bidders were invited to attend.



POLICE DEPARTMENT

- **NBPD Weekly Statistics:** 127 calls for service, 18 reports, 23 traffic stops, 20 citations / warnings, and 4 arrests.
- **Bomb Threat on January 19th:** The Nassau Bay Police Department responded to a bomb threat called in to the Nassau Bay Fire Department. At about 5:15pm, a person called the Fire Department and indicated a bomb was in the building. All personnel were immediately evacuated from the building. The Police Department arrived and set up a perimeter around the building and blocked off traffic in the area. The Bay Regional Bomb Squad, a multi-agency law enforcement cooperative, was contacted and responded to the scene. The fire station was searched and no bomb was located. The area was cleared and the roadways were reopened at about 8:00 pm. An investigation is continuing at this time to determine the source of the threat.

PUBLIC WORKS

- CIP Wastewater Plant Sand Filter Rehabilitation Project. A pre-bid meeting was held on January 20th. After the meeting, contractors visited the project site for further evaluation.
- Water meter re-reads were conducted for Utility Billing.
- Multiple water meters were removed from the building located at 18021 Upper Bay. This building is set to be demolished by Houston Methodist Hospital contractors.
- A pilot automated water meter reading unit was installed on a water meter. This unit will be monitored by the Public Works and Utility Billing Department.
- New trucks for the Public Works fleet have been delivered. Crews began removing logos, toolboxes, and emergency lighting on the old trucks.
- Weekly maintenance performed at the Saturn Fountains. The water tank was drained and treated. The fountain will be out of service until next week. Broken light covers were replaced along the sitting wall.
- Storm water pump station weekly checks were completed.
- Point Lookout Median and Palm Tree Lighting: A total of 16 bulbs or electrical units were replaced.
- Sprinkler repairs completed on the Upper Bay medians.
- Water Plant Operations: All normal operations.
- Wastewater Plant Operations: All normal operations. A new spiral screen unit was ordered for the Wastewater Plant.
- Trees around the jogging trail at Howard Ward Park were trimmed.
- David Braun Park Repairs: Loose or broken boards were replaced along the boardwalk. Five (5) lights were replaced in the park.
- The green space at West Indies was mowed. This area will be the future home of the NBVFD boathouse.



- Public Works Director Paul Lopez attended the Parks & Recreation Committee Meeting on January 20th.

CITY CALENDAR

- **Virtual Coffee with the City Manager** ~ Friday, January 29, 9:00 AM @ Virtual Zoom Meeting: zoom.us/j/85620778297, Meeting ID# 856 2077 8297, Password# 319849
- **Economic Development Corporation Meeting** ~ Monday, February 1, 7:00 PM @ Virtual Zoom Meeting: zoom.us/j/84840801164, Meeting ID# 848 4080 1164, Password# 77058
- **City Council Meeting** ~ Monday, February 8, 7:00 PM @ City Hall Council Chamber
- **Last Day to File an Application for a Place on the General Election Ballot** ~ Friday, February 12, 5:00 PM @ Nassau Bay City Hall
- **CCEF Annual Cleanup** ~ Saturday, February 20, 8:30 AM @ Nassau Bay Peninsula