



# CITY MANAGER'S FRIDAY MORNING MEMO

## APRIL 2, 2021

### ADMINISTRATION

- **Fire at the Bayfront Towers:** Monday's devastating fire event would have been ablaze longer without the tremendous response of 19+ agencies who came to support our Nassau Bay Volunteer Fire Department and first responders. The City of Nassau Bay would like to send our sincere thanks to all who braved the smoke and flames to contain the spread of the fire. Please keep the residents of the Bayfront Towers in your thoughts as they will continue to feel the effects for the months to come. *(Photo credit: Jeff Jefferies)*



The official statement from Fire Marshal Tony Russo for the cause of the fire at the Bayfront Towers is **Accidental, Undetermined**. Any other questions should be directed to the Fire Marshal's office. Fire Marshal Russo can be reached at [tony.russo@nassaubay.com](mailto:tony.russo@nassaubay.com).

- **Red Cross Information and Donations:** For residents of the Bayfront Towers impacted by the fire: Please contact the Red Cross for assistance at 713-498-7810. They will be able to assist you while you are displaced from your home, as well as provide other services. Donations are being accepted and coordinated by St. Thomas the Apostle Episcopal Church of Nassau Bay. If you wish to donate, please call 281-333-2384. St. Thomas is located at 18300 Upper Bay Road, Nassau Bay, TX 77058. Some options for donation include clothes, canned food, bottled water, pain relievers, baby food, trash bags, laundry detergent, socks, pillows, blankets, and diapers. Monetary donations will also be coordinated by St. Thomas.

**RESIDENTS OF BAYFRONT  
TOWERS IMPACTED  
BY THE FIRE:**



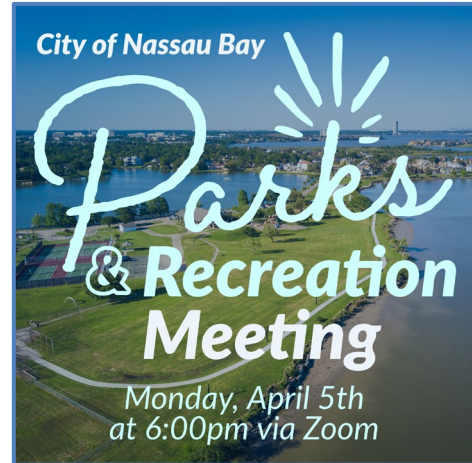
For assistance from  
the Red Cross call  
1-800-Red Cross or  
713-498-7810

Donations are being  
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Call 281-333-2384





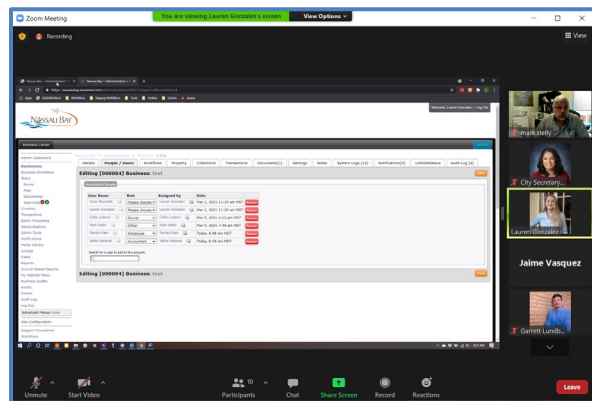
- Parks & Recreation Committee Meeting:** Want to learn more about the City's Parks? Interested in having input on the City's green spaces and recreation projects? The Parks & Recreation Committee will host a special meeting on Monday, April 5th — the public is invited to join the virtual meeting at 6:00pm via Zoom. At this meeting, the Committee will consider the bids received for the new David Braun Park playground equipment and provide a recommendation to City Council. Committee members will also review a proposal for a raised platform at Founder's Park. You can find the meeting agenda (and get more information on participating in the meeting) on the City's website at [www.nassaubay.com/81/Parks-Recreation-Committee](http://www.nassaubay.com/81/Parks-Recreation-Committee).



- Finding a Solution for Clear Creek Watershed Flooding:** Consultants involved in the Lower Clear Creek and Dickinson Bayou (LCCDB) Watershed Study hosted two virtual public meetings in March to share the findings of phase three of the study aimed at identifying solutions to reduce flooding in the two watersheds during heavy rainfall events. To review the Clear Creek presentation, click on the link: [March 2021 Lower Clear Creek Presentation \(PDF\)](#). To provide feedback regarding the study and its preliminary findings, click [here](#). The LCCDB Study began in late 2019 to develop a comprehensive flood mitigation plan for the Lower Clear Creek and Dickinson Bayou watersheds. For more information about the study, please visit [www.leaguecity.com/lccdb](http://www.leaguecity.com/lccdb).



- Short-term Rental Training:** Nassau Bay employees participated in two trainings by MUNIRevs to assist in setting up the short-term rental registration process. New short-term rental registrants will establish an account with LODGINGRevs, powered by MUNIRevs. The first training session covered administrative tasks such as reviewing applications, sending notifications, and reporting. The second training overviewed accounting functions such as processing paper tax forms / payments and reconciliation. In January, City Council enacted an ordinance that regulates the operation of Short-Term Rentals in the City. This includes requirements for permitting and life-safety inspections and allowance for collection of HOT taxes.





## CITY SECRETARY

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- **Bid No. 2021-03 Bid Opening:** The City of Nassau Bay held a bid opening for Bid No. 2021-03 David Braun Park Playground Equipment. The project includes the demolition and removal of the existing playground equipment, and all equipment / materials required for this project. The project also includes the removal of existing engineered wood fiber surfacing. The project scope includes the installation of new playground equipment recommended for children ages 5 to 12 years old, compatible or equal to the current existing playground equipment. This project also includes an Add Alternate for a commercial playground shade structure.

## PUBLIC WORKS

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- **Bayfront Towers Fire:** On March 29th, a fire erupted at Bayfront Towers condominiums. Public Works crews were dispatched to increase water pressure at the water plant and monitor the system due to higher pressures in the water distribution system. The Public Works Director contacted a demolition company to demolish the building to properly extinguish fire hot spots. Crews monitored the area and provided assistance to NBVFD. Crews also provided traffic control at immediate intersections and provided information to affected residents. On March 30th, Public Works crews picked up debris from the fire on the street and washed down the street. Crews also worked with Bayfront Tower plumbers to isolate the building water supply to make repairs. This was a two-day event.
- A water main leak was repaired at 18607 Carriage Court.
- A water meter curb stop was installed at 18322 Carriage Lane.
- Water meter boxes were installed at various locations within the City.
- **Water Valve Exercising Program:** Operators located and exercised eleven (11) main water valves in the western part of the City. This will identify any partially closed valves to ensure full water pressure and capacity in the distribution system. This will also help in isolating the distribution system for water leak repairs.
- **Water Plant Operations:** All normal operations.
- **Wastewater Plant Operations:** A TCEQ inspection of the plant was conducted last week. The belt press pump is out of operation. Operators are receiving a quote for repair or replacement. Operators continue repairs on the wash water line.
- A concrete re-pour was completed at a sanitary manhole at 1603 Saxony Lane.
- Storm water pump station weekly checks were completed.
- Storm water catch basins were cleared of trash and debris after the recent rain event.
- Storm water jetting was conducted on an estimated 2,430 feet of storm water line on the west side of the City. This will increase proper flow in the drainage system and increase capacity by clearing sand and debris blockages.

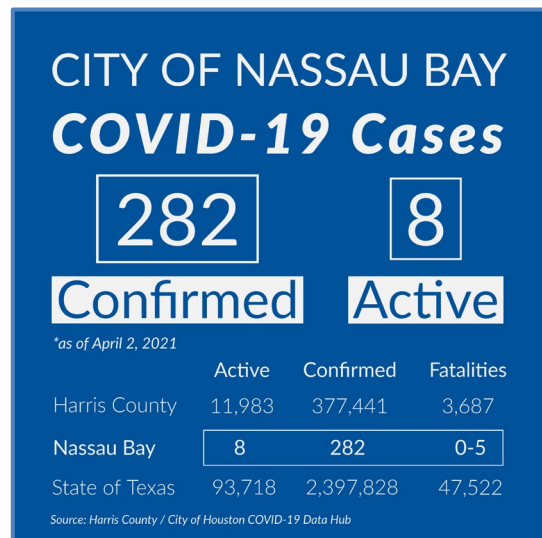




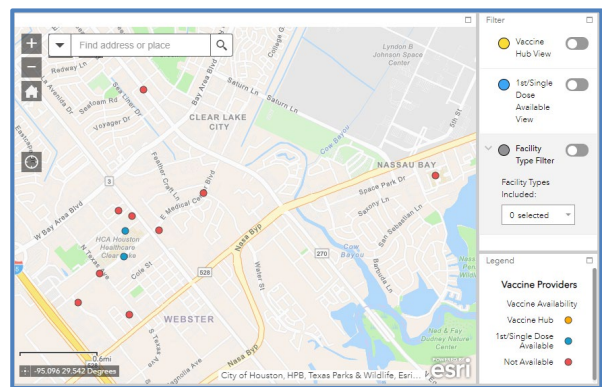
- Weekly maintenance performed at the Saturn Fountains. The fountain at the Marriott has been turned off. The pump is not producing enough pressure. A service technician has been contacted to determine the problem.
- All City facilities were mowed and trimmed.
- The Nassau Bay Peninsula was mowed and trash was picked up.
- Quarterly maintenance was performed on all City generators.
- Irrigation repairs continue throughout City medians and parks.
- CIP David Braun Park Playground Equipment: The bid opening was held on March 31st.
- An Infrastructure Committee Meeting was held on March 31st.

## EMERGENCY MANAGEMENT

- **Confirmed Nassau Bay COVID Cases:** As of Friday, April 2nd, there are 282 confirmed cases of COVID-19 in the City of Nassau Bay, with 8 active cases. To access this information and stay up-to-date with the latest case numbers, please visit the new [Harris County Public Health COVID Data Hub](#) webpage. Be sure to select the City of Nassau Bay, as the initial page displays all confirmed cases in Harris County. Harris County developed this new data hub page to provide more which information on the current threat level, testing, COVID-19 case data, demographics, and vaccine availability.) The new hub was released in partnership with Harris County Public Health (HCPH), the County Judge's Office, and Houston Health Department (HHD).



- **COVID-19 Vaccine Eligibility:** As of Monday, March 29, 2021, everyone aged 16 and older is now eligible to receive a COVID-19 vaccine in Texas. The state's Expert Vaccine Allocation Panel recommended opening vaccination to everyone who falls under the current FDA emergency use authorizations. All vaccines are authorized for people age 18 and older. The Pfizer vaccine is authorized for people 16 and older. How to find a vaccine? Use the Texas COVID-19 Vaccine Availability locator online at: [Texas COVID-19 Vaccine Availability Locator \(link\)](#).





## POLICE DEPARTMENT

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- **NBPD Weekly Statistics:** 122 calls for service, 11 reports, 28 traffic stops, 23 citations / warnings, and 2 arrests.
- **Assistance with Bayfront Towers Fire:** The Nassau Bay Police Department assisted the NBVFD with the Bayfront Towers fire on Monday evening and into the night. Additional officers were called in and shifts were adjusted to provide full coverage at the fire scene and still provide police services to the rest of the City. Precinct 8 Constables assisted with traffic control at the fire scene on Monday afternoon / evening.
- **Annual Texas Police Chiefs Association Conference:** Chief Tim Cromie attended the 62nd Annual Texas Police Chiefs Association Conference in Fort Worth, Texas this week. The conference focuses on training for police department command staff on risk management and liability, legal issues, mentorship of future female leaders, domestic terrorism, and more. The conference also provides Police Chiefs the opportunity to network with other chiefs from across the State of Texas and share proven methods and practices from various size police departments. Fun Fact: 89% of Texas police agencies have 50 or fewer officers in the department.
- **FBI-LEEDA Supervisor Leadership Institute:** Sergeant Jerel Crowder attended the FBI-LEEDA Supervisor Leadership Institute (SLI) in Baytown this week. SLI is a cutting edge 4.5 day program built especially for first-line supervisors and middle managers with the goal of enhancing their leadership competencies. The program is part one of the three-step leadership series that makes up the FBI-LEEDA Trilogy. SLI students are engaged in such topics as credibility, discipline, liability, and leadership styles.

## CITY CALENDAR

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- **Special Parks & Recreation Meeting** ~ Monday, April 5, 6:00 PM @ Virtual Zoom Meeting: [zoom.us/j/85063386451](https://zoom.us/j/85063386451), Meeting ID# 850 6338 6451, Password# 77058
- **Clear Creek ISD Board of Trustees Virtual Candidates Forum** ~ Tuesday, April 6, 5:30 PM @ Virtual Meeting: [www.clearlakearea.com/ccisdcandidatesforum](http://www.clearlakearea.com/ccisdcandidatesforum)
- **Virtual Coffee with the City Manager** ~ Friday, April 9, 9:00 AM @ Virtual Zoom Meeting: [zoom.us/j/85620778297](https://zoom.us/j/85620778297), Meeting ID# 856 2077 8297, Password# 319849
- **City Council Meeting** ~ Monday, April 12, 7:00 PM @ City Hall Council Chamber
- **Election Day** ~ Saturday, May 1, 7:00 AM @ City Hall Council Chamber