



## City Manager's Friday Morning Memo

March 8, 2019

### Administration

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- **Spring Forward:** Don't forget to "Spring Forward" and set your clocks one hour forward on Sunday, March 10th. This is also a great time of year to check your smoke and CO detectors and replace their batteries! Make this a good homeowner habit by replacing the batteries at least twice a year at the start and end of Daylight Savings Time.
- **Easter in the Park:** Join the Nassau Bay Special Events Committee on Sunday, April 7th at 2:00pm for Easter in the Park – Nassau Bay's Annual Easter Egg Hunt! In addition, enjoy photo board selfies and pictures with our very special guest, the Easter Bunny. The egg hunt starts at 2:00pm sharp in David Braun Park. Get there early so you don't miss out!! Get more information and share with your friends on our [Facebook](#) page.
- **Small Business Workshop:** Eager to start a business? Join us on March 21st at 9:00am for our Small Business Workshop to learn about the "Basics of Starting a Small Business" (how to get started, fundamentals of business plan development, organizational structure). In this seminar, you will learn the important basics needed to start and run a successful business. This seminar is for people considering going into business for the first time. You will walk away with good ideas and guidelines to help you start smart and grow smart. The workshop is free, but [online registration](#) is required.

### Public Works

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- Water Plant Operations: No problems reported.
- Street panels in the 18802 Point Lookout area were poured due to a previous water leak. Some discrepancies have been found by the Street Supervisor in the post inspection. Barricades have been removed temporary. The street panel will be removed by the contractor, per the Public Works Director's request, and a new section will be poured, possibly next week.
- Waste Water Plant Operations: No problems reported. A new starter was installed on the emergency generator. Normal Operations.
- Water meter shut offs were performed for non-payment.
- FEMA Funded Repairs / Tennis Court Lighting: Electrical contractors have completed the project. Some lights are out due to normal issues. New lights are being ordered and will be installed by the Parks crew.
- CIP Water Tank Painting: In progress. Cold weather and rain have resulted in delays in work.



- CIP David Braun Pavilion Mechanical Roof Replacement: The project is complete with a new metal roof, gutter system. Additionally, the building has been pressure washed. The street crew is pulling new wire to re-install outside perimeter light.
- Crepe myrtles are currently being trimmed in the City due to infestation of ball moss. They will be trimmed only on top and not cut from the main trunks.
- CenterPoint Lights 2019 Phase I: CenterPoint Energy has accepted the Public Works Director's recommendation for the placement of 50 lights. Installation dates will be given, once the City receives confirmation.
- Weekly maintenance checks at the Saturn fountain were completed.
- Storm water pump station weekly checks were completed.
- Existing Street Light Poles: Eight (8) existing poles were removed.
- Cold Weather: Initial checks of the City facilities were completed. Crews moved filing cabinets and made improvements to the Public Works building during the cold weather.
- Field Operator II Robert Villanueva attended a Clear Lake Chamber of Commerce's Leadership Clear Lake training on March 6th.



## Police Department

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- Police Chief Tim Cromie, Sergeant Glenn Sharp, and Officer Michael Cavazos were invited to be guest judges last Friday at Methodist Clear Lake Hospital's Chili Cook Off. Fourteen (14) teams from the various departments within the hospital were judged on chili and booth decorations.
- Reminder: Next week is the start of Spring Break for many of the area schools, as well as colleges from across the region and state. Children will be out enjoying their time off and hopefully, enjoying the weather as well. Please drive carefully in and around neighborhoods and/or while traveling. Always remember to designate a sober driver or use a ride sharing service when needed. Happy Spring Break from NBPD!

## City Calendar

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- **City Council Meeting** ~ March 11, 7:00 PM @ City Hall Council Chambers
- **Coffee with the City Manager** ~ March 15, 9:00 AM @ Texas Citizens Bank
- **Small Business Workshop** ~ March 21, 9:00 AM @ City Hall Council Chambers
- **Beautification Day** ~ March 30, 8:00 AM @ David Braun Park Pavilion
- **Easter in the Park** ~ April 7, 2:00 PM @ David Braun Park
- **Street Eat Party** ~ April 27, 6:00 PM @ Nassau Bay Town Square