



City Manager's Friday Morning Memo

January 11, 2019

Administration

- **January 14th City Council Meeting:** Please join us at the new Nassau Bay Fire and EMS Station for the January 14th City Council meeting. The address for the Fire & EMS Station is 18295 Upper Bay Road, Nassau Bay, TX. The City Council meeting will begin at 7:00pm. Please note, the January 2019 meeting is the only regular Council meeting to be held at this new location. View the latest Nassau Bay City Council agendas and minutes at www.nassaubay.com/CityCouncil.
- **May 4, 2019 City Officers' Election:** The first day for candidates to file their application for a place on the General Election ballot is Wednesday, January 16, 2019 at 8:00am. The [2019 City Council Candidate Packet](#) is available in the City Secretary's office and includes important information, deadlines, and the necessary forms for those interested in running in the General Election. The last day to file is Friday, February 15, 2019 at 5:00pm. For more information, please visit www.nassaubay.com/election.
- **Water Tank Repairs:** The City is painting and making interior structural repairs on the water plant's 750,000-gallon ground storage tank. The project will last 75 days (pending rain delays) and citizens may experience construction noise from sand blasting and painting equipment. If you have concerns or issues during this time, please contact Chris Defrancis at 281-333-2944 or by email at chris.defrancis@nassaubay.com.

Police Department

- The Nassau Bay Police Department is happy to partner with PoliceOne Academy to provide additional training to all officers within the department. The online learning academy will allow officers to train when it's convenient – additionally officers can complete courses on their phone, tablet or computer at any time or day of the year. PoliceOne Academy is a TCOLE certified training provider and will provide officers the opportunity to complete the 40 hours of the Texas Commission on Law Enforcement's annual continuing education requirements. Department administration will also be able to assign courses, videos and internal local policy training to officers in one easy step. Automated email and site notifications will help to keep the officers and the department in compliance with required training.

Public Works

- A water leak on a 2-inch line at 18303 Antigua Lane was repaired.
- Water service line leak repaired at 1306 Davon Lane.



- Water Plant Operations: No problems were reported.
- CIP Water Tank Painting / Rehabilitation Project: Contractors have mobilized and will begin construction. The City is anticipating 75 construction days to complete the project.
- Water meter cut offs were performed due to non-payment.
- Waste Water Operations: No problems were reported.
- Approximately 1,000 feet of sanitary sewer line was jetted in the 18200 block of Point Lookout. The jetting will improve flow capacity.
- Upper Bay Storm Water Pump A: The new higher capacity pump was installed. Initial testing and warranty will be performed by pump vendor by end of week.
- Storm water pump station weekend checks performed.
- Street sweeping of the City was performed on Saturday, January 5th. Some areas of the City WERE NOT completed. These areas were identified, and a makeup date is being scheduled for these areas.
- Howard Ward Park: Crews installed low lighting in Tranquility Arbor to improve security at night.
- Swan Lagoon Park: Crews completed temporary cement repairs on the sidewalk to reduce potential tripping hazards.
- David Braun Park Tennis Court Lighting: The Department has noted electrical issues with the control panels and wiring. Electrical contractors have been notified to troubleshoot and make the necessary repairs.
- A dead palm tree was removed from NASA Parkway west bound. The tree was previously cut down, but due to saturated ground conditions, crews were unable to remove it off site until now.
- Field Operator Robert Villanueva attended Leadership Clear Lake on January 9th.

City Calendar

- **City Council Meeting** ~ January 14, 7:00 PM @ New Fire & EMS Station
- **First Day to File Application for a Place on the General Election Ballot** ~ January 16, 8:00 AM @ Nassau Bay City Hall
- **Coffee with the City Manager** ~ January 18, 9:00 AM @ Texas Citizens Bank
- **Fire Station Open House** ~ January 19, 10:00 AM @ New Fire & EMS Station
- **Parks & Recreation** ~ January 23, 7:00 PM @ City Hall Conference Room
- **Municipal Court Hearing** ~ January 29, 3:30 PM @ City Hall Council Chambers
- **EDC Meeting** ~ February 4, 7:00 PM @ City Hall Council Chambers