

**ANNUAL REPORT OF THE NASSAU BAY  
ECONOMIC DEVELOPMENT CORPORATION**

**Fiscal Year 2006 -- 2007**

Prepared for the City Council of the City of  
Nassau Bay, Texas

November 2007

*Approved by EDC 10-22-07*

*Approved by Council 11-13-07*



**ANNUAL REPORT OF THE NASSAU BAY  
ECONOMIC DEVELOPMENT CORPORATION  
For  
Fiscal Year 2006 – 2007**

**Prepared for the City Council of the City of Nassau Bay, Texas**

In accordance with the by-laws of the Nassau Bay Economic Development Corporation, this annual report covering the period October 1, 2006 - September 30, 2007, is submitted as required by paragraph 5. (b). The following items summarize major EDC activities and decisions for Fiscal Year 2006 - 2007:

1. Heard report from Bob Mitchell, Executive Director of Space Alliance Technology Outreach Program (SATOP) of Bay Area Houston Economic Partnership (BAHEP) regarding Partnership's activities.
2. Elected same slate of officers – those being Don Matter as President; Ron Swofford as Vice President; Mark Denman as Treasurer; and David Braun as Secretary.
3. Approved draft of Annual Report for Fiscal Year 2005-2006 as prepared by Staff.
4. Authorized City Manager on behalf of EDC to enter into a lease agreement with Hilton Hotel for office space to be used jointly by EDC and Transwestern Development.
5. Participated in joint meetings with City Council on January 8 & 11, 2007 to discuss real estate matters and economic development negotiations – no action was taken.
6. Accepted annual audit for fiscal year ending September 30, 2006 as prepared by Sandersen Knox & Belt.
7. Approved funding of \$52,467.50 for dredging project from undesignated economic projects budget.
8. Participated in joint meeting with City Council on February 10, 2007 to discuss real estate matters and economic development negotiations – no action was taken.
9. Approved draft of EDC's Mid-Year Report to Council as prepared by Staff.
10. Participated in joint meeting with City Council on May 7, 2007 to discuss real estate matters and economic development negotiations – no action was taken.
11. Reviewed and made recommendation to City Council regarding funding of membership agreement with BAHEP (recommended three-year contract at \$15k annually).

12. Approved budget for FY07/08.
13. Participated in joint meeting with City Council on July 23, 2007 to discuss real estate matters and economic development negotiations – no action was taken

**NASSAU BAY**  
**ECONOMIC DEVELOPMENT CORPORATION**  
**FINANCIAL STATEMENTS**  
**Unaudited**  
**For the Fiscal Year Ended**  
**September 30, 2007**

**Nassau Bay Economic Development Corporation**  
**FY07 Sales Tax Revenue**  
**Unaudited**  
**September 30, 2007**

Month	EDC Year Ended 9-30-05 (FY05)	EDC Year Ended 9-30-06 (FY06)	EDC Year Ended 9-30-07 (FY07)	EDC Budget 9-30-07 (FY07)	Over (Under) Budget (FY07)
December	16,043.20	13,211.76	14,200.32	13,500	700.32
January	19,126.16	12,972.87	10,597.49	12,500	(1,902.51)
February	15,193.56	19,366.87	16,179.71	18,000	(1,820.29)
March	14,394.93	12,462.45	10,488.08	12,500	(2,011.92)
April	14,886.69	12,409.86	12,799.66	12,500	299.66
May	17,141.89	19,200.45	20,561.81	18,000	2,561.81
June	10,267.54	14,613.90	14,021.75	13,000	1,021.75
July	* 4,314.38	A 15,048.90	12,793.55	12,000	793.55
August	16,004.25	16,822.24	19,944.29	16,000	3,944.29
September	13,717.87	12,881.66	13,029.78	12,500	529.78
* October	16,553.64	12,815.73	11,945.03	13,000	(1,054.97)
* November	16,574.48	16,730.76	16,500.00	p 16,500	-
<b>Total</b>	<b>174,218.59</b>	<b>178,537.45</b>	<b>173,061.47</b>	<b>170,000</b>	<b>3,061.47</b>

EDC Budget	<u>170,000.00</u>	<u>170,000.00</u>	<u>170,000</u>
P Projected			

\* Includes one time  
 Refund to State of:  
 A. \$(8,105.83)

* Accrued at September 30: (October & Nov. 20xx payments)	<u>33,128.12</u>	<u>29,546.49</u>
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Nassau Bay Economic Development Corporation  
 EDC Expenses for FY2007  
 Unaudited  
 September 30, 2007

For Year  
 Ended  
 09-30-07

Payee	Vendor	Check No.	Description	For Year Ended 09-30-07
<b>Expenditures:</b>				
BAH Economic Partnership		1237	Aerospace Advisory Council	410.00
BAH Economic Partnership		1238	FY07 membership	12,500.00
City of Nassau Bay	City Debt Service	1239	2006 Tax Notes	18,047.80
Ashford TRS Lessee	Rent	1240	Hilton Rent/Deposit Oct/Jan	500.00
City of Nassau Bay	Transwestern	1241	Development Services Dec. QTR	7,500.00
City of Nassau Bay	S K. & Belt, CPA	1242	FY06 Audit	4,500.00
City of Nassau Bay	City of N.B. Adm.	1243	FY07 Administrative Expense	12,000.00
Void		1244		-
City of Nassau Bay	Capital Projects	1245	FY07 Joint Dredging Project	52,467.50
City of Nassau Bay	Transwestern	1002	Development Services Mar. QTR	7,500.00
City of Nassau Bay	Hilton	1003	Office Rent- Fef.Mar. & April	300.00
City of Nassau Bay	Robinson Eelem.PTA	1004	EDC Grant	550.00
Refund	Robinson Eelem.PTA		EDC Grant	(50.00)
Void		1005		-
Void		1006		-
City of Nassau Bay	ICSC	1007	ICSC Convention Expenses	1,235.00
City of Nassau Bay	Houston Chronicle	1008	NASA Mgt. Dist.-Legal Notices	842.74
City of Nassau Bay	Harris CAD	1009	Certificate of Ownership-NASA Mgt. D	545.00
City of Nassau Bay	Transwestern	1010	Development Services June QTR	7,500.00
City of Nassau Bay	Hilton	1011	Office Rent May-July	300.00
City of Nassau Bay	Gregg&Gregg	1012	Legal Services	1,525.00
City of Nassau Bay	City of Nassau Bay	1013	Travel - ICSC Convention	1,545.24
City of Nassau Bay	TEDC	1014	Council Membership	350.00
City of Nassau Bay	Bay Area Houston E.C.	1015	General Membership Meeting	20.00
WCF Development, L.L.C.	A&E	1016	Professional Services for ICSC	11,661.12
Chansen Publishing, Inc.	Chansen Publishing	1017	Hilton Luna Promotion	2,600.00
Allen Boone Humphries	Allen Boone Humphries	1018	NASA Area Management	22,311.78
Void		1029		-
City of Nassau Bay	Hilton	1020 A/P	Office Rent August-September	200.00
City of Nassau Bay	Gregg&Gregg	1021 A/P	Legal Services	300.00
City of Nassau Bay	Chansen Publishing	1022 A/P	Hilton Luna Promotion	2,550.00
City of Nassau Bay	Gloria Dei Magazine	1023 A/P	Hilton Luna Promotion	900.00
City of Nassau Bay	BAHEP	1024 A/P	Annau Banquet	2,200.00
City of Nassau Bay	Transwestern	1025 A/P	Development Services Sept. QTR	7,500.00
<b>Total Expenditures</b>				<b>180,311.18</b>

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 15:53 10/18/07  
 Fund: 51 ECONOMIC DEVELOPMENT FUND

City of Nassau Bay  
 Revenue & Expense Report  
 Period Ending: 09/07

Account	Description	Year Budget (SUBTOTAL)	Month Actual (SUBTOTAL)	Year To Date Actual (SUBTOTAL)	Encumbrce (SUBTOTAL)	Budget Balance (SUBTOTAL)	Percent Received Spent
Department number: 1 Economic Development							
Program number:							
51-3020-01-00	Interest on Investments	2,000 00-	413 21-	5,224 32-		3,224 32	261 216
51-3110-01-00	Sales Tax Revenue	170,000 00-	41,474 81-	173,061 47-		3,061 47	101 801
Subtotal:		172,000 00-	41,888 02-	178,285 79-		6,285 79	103 655
Program number: 0		172,000 00-	41,888 02-	178,285 79-		6,285 79	103 655
Department number: 1 Economic Development							
Department number: 99 FUND RESERVE							
Program number:							
51-9520-99-00	Prior Year Balance	119,111 00-		81,190 00-		37,921 00-	68 143
51-9525-99-00	End of Year Reserve	58,011 00				58,011 00	
Subtotal:		61,100 00-		81,190 00-		20,090 00	132 881
Program number: 0		61,100 00-		81,190 00-		20,090 00	132 881
Department number: 99 FUND RESERVE							
Revenue Subtotal - - - -		233,100 00-	41,888 02-	259,475 79-		26,375 79	111 315
Department number: 1 Economic Development							
Program number:							
51-5000-01-00	Administrative Expense	12,000 00		12,000 00			100 000
51-5001-01-00	Audit	4,500 00		4,500 00			100 000
51-5002-01-00	Promotion/Consulting	13,000 00	5,650 00	9,180 00		3,820 00	70 615
51-5003-01-00	Reserve	43,740 00				43,740 00	
51-5004-01-00	Training	1,000 00				1,000 00	
51-5005-01-00	Legal	5,000 00	300 00	1,825 00		3,175 00	36 500
51-5006-01-00	Memberships-SANEP/TEBC	12,850 00		12,850 00			100 000
51-5100-01-00	Economic Dev Proj-Undesignated						
51-5103-01-00	Dredging Projects	52,468 00		52,467 50		50	99 999
51-5108-01-00	City Building-Joint Project						
51-5109-01-00	Development Services	32,400 00	7,700 00	31,300 00		1,100 00	96 605
51-5110-01-00	Debt Service-2006 Tax Notes	18,050 00		18,047 80		2 20	99 988
51-5111-01-00	NASA Management District	23,700 00		23,699 52		48	99 998
51-5112-01-00	ICSC Convention	14,392 00		14,441 36		49 36-	100 343
Subtotal:		233,100 00	13,650 00	180,311 18		52,788 82	77 354
Program number: 0		233,100 00	13,650 00	180,311 18		52,788 82	77 354

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 15:53 10/18/07  
 Fund: 51 ECONOMIC DEVELOPMENT FUND

City of Nassau Bay  
 Revenue & Expense Report  
 Period Ending: 09/07

Account	Description	Year Budget (SUBTOTAL)	Month Actual (SUBTOTAL)	Year To Date Actual (SUBTOTAL)	Encumbrce (SUBTOTAL)	Budget Balance (SUBTOTAL)	Percent Received Spent
Department number:	1 Economic Development	233,100 00	13,650 00	180,311 18		52,788 82	77 354
Expenditure	Subtotal - - - -	233,100 00	13,650 00	180,311 18		52,788 82	77 354
Fund number:	51 ECONOMIC DEVELOPMENT FUND		28,238 02-	77,164 61-		79,164 61	

\*\*\*\*\* End of Report \*\*\*\*\*

glpb1sh2    DQUICK  
15:54 10/18/07  
Fund: 51 ECONOMIC DEVELOPMENT FUND

City of Nassau Bay  
Balance Sheet  
Period Ending: 09/30/07

Account Number	Description	Debit	Credit
51-1010-01-00	CASH		
51-1013-01-00	CASH-EDC Bk of America	4,289.51	
51-1032-01-00	INVESTMENTS	110,080.84	
51-1122-01-00	Accounts Receivable		
51-1135-01-00	SALES TAX RECEIVABLE	28,445.03	
51-2005-01-00	Accounts Payable		
51-2053-01-00	Due To Primary Government		-13,650.00
51-2420-01-00	EDC Reserved Fund Balance		-50,000.00
51-2520-01-00	FUND BALANCE		-81,190.77
51-2521-01-00	Prior Year Reserve	81,190.00	
	Current Year Revenue/Expense		-79,164.61
	Fund totals:	224,005.38	-224,005.38

\*\*\*\*\* End of Report \*\*\*\*\*

## **ECONOMIC DEVELOPMENT CORPORATION**

### **OCTOBER 2006**

Officers are re-elected as follows:

President	Don Matter
Vice President	Ron Swofford
Secretary	David Braun
Treasurer	Mark Denman

Directors	Gary Mossman
	Joe Murdock
	George Dempsey

### **JUNE 11, 2007**

Council ratifies appointment of the following directors by virtue of their service on Council:

Don Matter	term to expire May 2008
Ron Swofford	term to expire May 2009
David Braun	term to expire May 2008
Mark Denman	term to expire May 2009

Council ratifies current additional director as:

Joe Murdock	term to expire May 2008
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Council reappoints current additional directors:

Gary Mossman	term to expire May 2009
George Dempsey	term to expire May 2009