

MINUTES
NASSAU BAY ECONOMIC DEVELOPMENT CORPORATION
FEBRUARY 4, 2019
7:00 PM

MEMBERS OF THE CORPORATION PRESENT: Mark Denman, John Mahon, Jonathan Amdur, Bryce Klug, Cindy Harreld-DeWease, Bill Quinn, and Tony Quezada

MEMBERS ABSENT: None

OTHERS PRESENT: Mayor Pro Tem Don Matter, City Manager Jason Reynolds, Assistant City Manager Mary Chambers, City Secretary Sandra Ham, Finance Director Csilla Ludanyi, and Planning Commission Chairman Roscoe Lee

PRESIDING: President Mark Denman

CALL TO ORDER AND ROLL CALL OF MEMBERS

The meeting was called to order at 7:00 p.m.

A quorum of the EDC was present with all board members in attendance.

APPROVAL OF MINUTES

The minutes of the meeting on October 29, 2018 were presented for approval.

It was moved by Bill Quinn, seconded by John Mahon, that the minutes be approved.

Motion passed 7 – 0.

CITIZENS' REQUEST FOR HEARING BEFORE EDC

Public Hearing was opened at 7:01 p.m.

There being no one wishing to speak, the public hearing was immediately closed.

NEW BUSINESS

Approval of Orders for Payment to Reimburse the City for Invoices Paid on Behalf of the EDC

Finance Director Csilla Ludanyi discussed the expenditures listed below. The invoice amounts to be reimbursed were:

Reimbursements to the City of Nassau Bay for FY19:

- a. BAHEP – ICSC Conference – \$343.00
- b. Gregg & Gregg – \$137.50
- c. BAHEP AAC – \$320.00
- d. BATP 2019 Membership – \$2,500.00
- e. Clear Lake Area Chamber Epicurean – \$1,500.00

- f. Hahn Drainage Pump (Station A) – \$10,765.00
- g. FY19 Q1 Tax Incentive – \$1,981.62
- h. Fire Station FF&E – \$195,783.70

TOTAL FY19 – \$213,330.82

Finance Director Ludanyi noted all reimbursements are FY19 expenditures, with a couple line items to be accrued back to FY18. The large reimbursement amount for the Fire Station FF&E is a carryforward.

Board Member Jonathan Amdur inquired if there were any unplanned expenditures. Finance Director Ludanyi highlighted the large efforts of the fire department volunteers. As they did most of the work in the building, there are many receipts submitted for the EDC Board to review, rather than one receipt from one vendor.

Board Member John Mahon requested further details on the Corporation's Bay Area Houston Transportation Partnership (BATP) membership. Ms. Ludanyi indicated the organization evaluates transportation and mobility in the region and felt it most appropriate for the EDC budget.

It was moved by Bryce Klug, seconded by Bill Quinn, to approve all items for reimbursement.

Motion passed 6 – 0 – 1, Cindy Harreld-DeWease abstaining.

Approval of the January 31, 2019 Financial Statements

Finance Director Csilla Ludanyi provided an overview of the January 31, 2019 Financial Statements and provided projections for the end of the fiscal year. As the audit is not complete, she noted the document presented to the Corporation was unaudited.

At year end, the budgeted anticipated cash position for the Corporation is \$361,768. Ms. Ludanyi continued by overviewing the Corporation's investment portfolio and sales tax projections. She indicated these sales tax projections were based on previous years' sales tax numbers, and thus far, the Corporation will exceed the budgeted amount of \$300,000. The addition of Chick-fil-A has contributed to the increased sales tax projections. Finance Director Ludanyi also noted the Balance Sheet presented does not include the reimbursements previously approved at the beginning of the meeting. Ms. Ludanyi ended her discussion by detailing the expenses year to date.

President Mark Denman highlighted the Corporation's increased sales tax projections. Finance Director Ludanyi also noted the Corporation received a one-time lump payment from a payor in January, which contributed to the month's increased sales tax receipts.

It was moved by Bryce Klug, seconded by Jonathan Amdur, to approve the January 31, 2019 Financial Statements.

Motion passed 7 – 0.

Approval of an amendment of the FY19 Budget

Finance Director Csilla Ludanyi indicated an amendment to the EDC FY19 Budget was needed due to line items related to the Fire Department and drainage projects. At the time the EDC Budget was adopted, it was anticipated that the Fire Station FF&E would be complete before the end of FY18. This amendment will provide for those FF&E expenses delayed into FY19 to be adequately captured in the FY19 Budget. Additionally, Ms. Ludanyi indicated the storm sewer pump had not been estimated as part of the storm sewer drainage solutions. The proposed budget amendment provides approximately \$10,000 additional funds towards drainage projects.

Board Member Bryce Klug expressed appreciation to Finance Director Ludanyi for the updated budget.

Board Member Jonathan Amdur requested clarification on the budget amendments. Ms. Ludanyi indicated the amendment is needed as the projects are being performed and the funds are being spent in FY19.

It was moved by Bryce Klug, seconded by Jonathan Amdur, to approve the amendment of the FY19 Budget.

Motion passed 7 – 0.

Update on Code Enforcement and how it impacts Economic Development in Nassau Bay

City Manager Jason Reynolds began discussions by recognizing the impact of code enforcement on economic development in Nassau Bay. He continued by detailing recent action taken in the condemnation process for two homes in Nassau Bay. Additional homes have been targeted for action, which will subsequently contribute to the increasing number of vacant lots in the City.

Nassau Bay is aggressively working on code enforcement in order to prevent decreasing property values in the area. Board Member John Mahon inquired on the additional homes targeted for action. City Manager Reynolds noted the homes to be 2415 Baycrest, two homes on Martinique, and a home on Antiqua Court. The homeowners have been notified of their status and violations. In order to avoid the demolition process, the home must be brought into compliance with Nassau Bay's Code of Ordinances. Mr. Reynolds emphasized the need for code enforcement to ensure property values continue to rise in Nassau Bay.

EXECUTIVE SESSION

Meeting recessed to Executive Session at 7:18 p.m. as authorized by Texas Government Code, Chapter 551, Open Meetings, Subchapter D, Exceptions to Requirement that Meeting be Open, with Mayor Denman reading from the posted agenda the following topics to be discussed in Executive Session:

1. §551.087 Deliberations Regarding Economic Development Negotiations - Discussion of economic development options.

Meeting returned to Open Session at 8:00 p.m.

ACTION ITEMS FROM EXECUTIVE SESSION

1. Consider and take action, if any, on matters discussed in Executive Session.

It was moved by Cindy Harreld-DeWease, seconded by John Mahon to form a joint task force with the Economic Development Corporation and the City Council to facilitate action regarding economic development negotiations.

Motion passed 7 – 0.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:03 p.m.

Minutes approved as submitted and/or corrected this 22nd day of April, A.D., 2019.

CITY OF NASSAU BAY, TEXAS
ECONOMIC DEVELOPMENT CORP.



Mark A. Denman
President

Cindy Harreld-DeWease
Secretary