



NOTICE OF MEETING OF COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION

Notice is hereby given that a Regular Meeting of the Copperas Cove Economic Development Corporation will be held on April 23, 2025, at 12:00 p.m. at the Copperas Cove Economic Development Corporation's office located at 207 S 3rd St, Suite 200, Copperas Cove, Texas 76522 during this time the following agenda will be discussed.

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. ANNOUNCEMENTS

E. CITIZENS FORUM

At this time, citizens will be allowed to speak on any matter other than personnel matters, matters under litigation, or matters on the regular agenda for a length of time not to exceed five minutes per person. Thirty minutes total has been allotted for this section.

F. CONSENT AGENDA

All matters listed under this item are considered to be routine by the EDC Board of Directors and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

1. Consideration and action on approval of minutes for the Regular Meeting held on March 26, 2025. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

G. PUBLIC HEARINGS

H. ACTION ITEMS

1. Consideration and action on approving the Profit and Loss Report for January 2025 **Fred Welch, Executive Director, Copperas Cove EDC.**
2. Consideration and action on approving the Profit and Loss Report for February 2025 **Fred Welch, Executive Director, Copperas Cove EDC.**
3. Discussion and direction for the Proposed Budget for FY 2025/2026. **Fred Welch, Executive Director, Copperas Cove EDC.**

4. Consideration and action regarding the drafting and publication of an RFQ for the development of a “Spec” office building. **Fred Welch, Executive Director, Copperas Cove EDC.**

5. Consideration and action on approving the Fiscal Year 2023-2024 Annual Financial Report (Audit). **Fred Welch, Executive Director, Copperas Cove.**

I. REPORTS FROM STAFF, OUTSIDE ENTITIES, ADVISORY COMMITTEES, AND BOARDS

1. Regional Habitat Conservation Plan (HCP) presentation. **Representative, Bell County Commissioners Court.**

2. Executive Director’s Report. **Fred Welch, Executive Director, Copperas Cove EDC.**

3. Senior Director, BRE Report. **Sean Stevens, Senior Director BRE, Copperas Cove EDC.**

4. Marketing Director’s Report. **Sheena Tanner, Marketing Director, Copperas Cove EDC.**

5. Workforce Development Specialist’s Report. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

6. Small Business Support Director’s Report. **Anne Seneca, Small Business Support Director, Copperas Cove EDC.**

J. ITEMS FOR FUTURE AGENDAS

K. EXECUTIVE SESSION

L. RECONVENE INTO AN OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION.

M. ADJOURN

The Board of Directors reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the Copperas Cove Economic Development Corporation was posted at **5 p.m. on April 17, 2025.**

Brittany Sanders, Workforce Development Specialist
Copperas Cove EDC

Economic Development Corporation

F.1.

Meeting Date: April 23, 2025

Contact: Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC

Subject:

Consideration and action on approval of minutes for the Regular Meeting held on March 26, 2025.

Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC

Attachments:

Regular Meeting Minutes – March 26, 2025



**COPPERAS COVE ECONOMIC DEVELOPMENT
CORPORATION**
Meeting Minutes for March 26, 2025

A. CALL TO ORDER

Vice Chairman JC Stubbs called the Regular Meeting of the Copperas Cove Economic Development Corporation to order at 12:03 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Secretary Fred Chavez led the Invocation and Pledge of Allegiance.

C. ROLL CALL

Roll call led by Brittany Sanders, Workforce Development Specialist

*Present: JC Stubbs, Vice Chairman
Fred Chavez, Secretary
David McPhail, Treasurer
Anthony Martinez, Director
Vonya Hart, Council Liaison*

*Fred Welch, Executive Director
Sean Stevens, Senior Director, BRE
Sheena Tanner, Marketing Director
Anne Seneca, Small Business Support Director
Brittany Sanders, Workforce Development Specialist
Isaac Almeida, Intern
Barbara Boulware-Wells, Legal Counsel*

Absent: Bradi Diaz, Chairman

D. ANNOUNCEMENTS

- *Executive Director Fred Welch announced that the Copperas Cove EDC has sponsored a table at the National Mounted Warfare Foundation's annual "Homecoming for Heroes" Gala on April 26 at SC River Ranch in Oakalla, Texas.*
- *Executive Director Fred Welch announced the State of the City Meeting on March 27, 2025, at the Copperas Cove Civic Center*
- *Vice Chairman JC Stubbs discussed the Copperas Cove Education Foundation Gala on April 5, 2025.*

E. CITIZENS FORUM

At this time, citizens will be allowed matters other than personnel matters, matters under litigation, or matters on the regular agenda, for a length of time not to exceed five minutes per person. Thirty minutes total has been allotted for this section.

None

Due to time constraints, the Copperas Cove EDC entered into Item K. Executive Session prior to Section F. Consent Agenda at 12:07 p.m. Vice Chairman JC Stubbs left the meeting during this executive session at 12:47 p.m., changing the quorum from four to three out of five members of the board.

F. **CONSENT AGENDA** - All matters listed under this item are considered to be routine by the EDC Board of Directors and will be enacted by one motion. There will not be a separate discussion of this item. If discussion is desired, that item will be removed from the consent agenda and considered separately.

1. Consideration and action on approval of minutes for the Meeting held on February 26, 2025. **Brittany Sanders, Workforce Development Specialist.**

Treasurer David McPhail made a motion to approve Agenda Item F1. Director Anthony Martinez seconded the motion, and with a unanimous vote, the motion carried.

G. PUBLIC HEARINGS

None

H. ACTION ITEMS

1. Consideration and action on approving the Profit and Loss report for December 2024. **Fred Welch, Executive Director, Copperas Cove EDC.**

Director Anthony Martinez made a motion to approve Agenda Item H1. Treasurer David McPhail seconded the motion, and with a unanimous vote, the motion carried.

2. Consideration and action on approving Resolution #EDC 2025-02 accepting the Quarterly Investment Report as presented for the quarter ending December 31, 2024, per the Investment Policy. **Fred Welch, Executive Director, Copperas Cove EDC.**

Treasurer David McPhail made a motion to approve Agenda Item H2. Director Anthony Martinez seconded the motion, and with a unanimous vote, the motion carried.

3. Consideration and action on approving the Fiscal Year 2023-2024 Annual Financial Report (Audit). **Fred Welch, Executive Director, Copperas Cove.**

No action was taken. Item H3 will be tabled for a future date.

4. Regional Habitat Conservation Plan (HCP) presented by the Bell County Commissioners Court.
Fred Welch Executive Director, Copperas Cove EDC.

No action was taken. Item H4 will be tabled for a future date.

I. EDC REPORTS FROM STAFF, OUTSIDE ENTITIES, ADVISORY COMMITTEES, AND BOARDS

1. Executive Director Fred Welch gave an update on the following topics listed below:

- *Texas Economic Development Council (TEDC) Winter Conference in Austin. Quarterly City Economic Development Summit.*
- *AUSA Skills Meeting.*
- *Meeting with Copperas Cove ISD Superintendent Dr. Hawkins.*
- *Touring of the new county tax office facility on March 25.*
- *Final phase of development agreements and annexation of EDA grant.*
- *R.A.I.L Study Grant stakeholder meetings on April 15.*
- *DCIP Grant for South Highway 9 from TxDOT is still in Austin for review and signature.*
- *Hometown Heroes Project and funding.*
- *Upcoming marketing events.*
- *Resourcing and development of plans to support the strategic plan between now and the end of the year.*
- *Association of Defense Communities Summit from March 30 to April 2.*
- *Homecoming for Heroes on April 26.*

2. Senior Director, BRE Sean Stevens gave an update on the following topics listed below:

- *Texas Economic Development Council (TEDC) Winter Conference in Austin.*
- *The development of a F.I.R.M (Finance, Insurance, Real Estate and Mortgage) Roundtable with the first meeting scheduled for Wednesday, April 9 at 3 p.m.*
- *Upcoming restaurant roundtable at Nelson brew Works on Monday April 21 at 9 a.m. with guest speaker Gina Prince of Takin' the Backroads. The Texas Restaurant Association will also attend.*
- *New Grand Central Texas membership and meetings series with site selectors from Dalas on March 6.*
- *Heart of Texas Defense Alliance (HOTDA) meeting during the Association of Defense Community Conference (ADC) in Washington D.C. and meetings with congressional representatives.*
- *Select USA Investment Summit in Washington D.C. with Team Texas from May 11 to May 15.*

Treasurer David McPhail also left the meeting during Item I at 1:14 p.m., making the quorum two out of five, meaning there was no quorum from this point onward.

3. Marketing Director Sheena Tanner gave an update on the following topics listed below:

- *Website and social media growth.*
- *Facebook growth stabilized due to the lack of advertising.*
- *Most effective posts for growth and gaining exposure in March 2025.*
- *LinkedIn audience growth and most effective LinkedIn Posts.*
- *Current marketing campaigns.*
- *Local brand awareness marketing campaign.*
- *Workforce marketing campaign.*

- *Quality of Life marketing campaign.*
 - *Restaurant Roundtable marketing campaign.*
 - *Copperas Cove EDC Economic Excellence Award marketing campaign.*
 - *Marketing recommendation analysis for the Copperas Cove EDCs new strategic plan.*
 - *Completion of Grand Central Texas flyer design.*
 - *End of year marketing report draft complete.*
 - *Upcoming projects.*
 - *Discover Cove marketing campaign.*
 - *Completion of ad design for the Texas edition of site selection magazine.*
 - *SizeUp official launch.*
 - *Recent EDC news coverage.*
4. Workforce Development Specialist Brittany Sanders gave an update on the following topics listed below:
- *Discussed the Summer Earn-and-Learn program for youth with disabilities and announced the registration of local businesses in the program.*
 - *Discussed new "Workforce Roundup" program.*
 - *Discussed the Integrated Education and Training (IET) Program at Central Texas College.*
 - *Career pathways annual career fair with Workforce Solutions.*
 - *Efforts to retain and upscale the Copperas Cove workforce.*
5. Executive Director Fred Welch gave a report on behalf of Small Business Support Director Anne Seneca on the following topics listed below:
- *Upcoming Oktoberfest planning.*
 - *Success of 6-week Entrepreneurial Academy with graduation planned for April 22 and a possible fall session.*
 - *Business visitation program consisting of visits to new local business with the Copperas Cove Chamber of Commerce and regional visits to surrounding communities with Senior Director Sean Stevens.*
 - *Oktoberfest 2025 events and planning.*
 - *Completion of basic TEDC in Waco in February.*

J. ITEM FOR FUTURE AGENDAS.

- *Regional Habitat Conservation Plan by the Bell County Commissioners Court.*
- *Fiscal Year 2023-2024 Annual Financial Report (Audit)*

K. EXECUTIVE SESSION CONVENED AT 12:07 P.M.

The Board of Directors may convene into Executive Session on any matter related to any of the above agenda items, as allowed under Chapter 551, Texas Government Code.

1. Pursuant to Section 551.072, Texas Government Code - Deliberation regarding real property - Patriot Circle Project.
2. Pursuant to Section 551.074 Local Government Code personnel matters - To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, regarding contracts of a public employee or office. **Fred Welch, Executive Director, Copperas Cove EDC.**

L. RECONVENE INTO OPEN SESSION AT 12:50 P.M. FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION.

1. Treasurer David McPhail made a motion for K1 to form a building committee consisting of at least one board member and selected EDC Staff. Director Anthony Martinez seconded the motion and with a unanimous vote, the motion carried.
2. Treasurer David McPhail made a second motion for Item K1 to Authorize Executive Director Fred Welch to present the EDC's Patriot Circle project for council approval. Secretary Fred Chavez seconded the motion, and with a unanimous vote, the motion carried.
3. Treasurer David McPhail made a motion for K2 to extend Executive Director Fred Welch's contract for a period of 12 months and to accept the undisclosed adjusted compensation discussed during the executive session. Director Anthony Martinez seconded the motion, and with a unanimous vote, the motion carried.

M. ADJOURN

Secretary Fred Chavez adjourned the meeting at 1:35 p.m.

ATTEST:

Brittany Sanders, Workforce Development Specialist

Fred Chavez, Secretary of the Board

Economic Development Corporation

H.1.

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action on approving the Profit and Loss report for the month of January 2025. **Fred Welch, Executive Director, Copperas Cove EDC**

Description/Information:

The Profit and Loss report for January 2025 has been prepared by Donkbuilt Service Exchange “Donkbuilt” as per the agreement between the CCEDC and Donkbuilt. The report is attached for review by the Board.

Financial Impact:

See attached.

Action/Recommendation:

EDC staff recommends the Board of Directors approve the Profit and Loss report for January 2025 as presented by Fred Welch.

Attachments:

January Financials:

Profit and Loss

Profit and Loss Budget vs Actual

Cadence Bank Reconciliation Detail

Tex Pool Reconciliation Detail

Copperas Cove Economic Development Corporation
Profit & Loss

January 2025

Jan 25

Ordinary Income/Expense

Income

Revenues

Sales Tax Income 99,892.97

Interest Income 25,379.86

Total Revenues 125,272.83

Total Income 125,272.83

Expense

EXPENDITURES

EDC ADMINISTRATION

PERSONNEL

00-1150 · Phone Reimbursement 611.90

00-1100 · Car Allowance 750.00

00-1000 · Staff Salary 34,368.59

00-1200 · Longevity 62.79

00-1500 · FICA Tax 3,475.16

00-1600 · Employee Insurance 4,089.93

00-1800 · Retirement 7,309.63

Total PERSONNEL 50,668.00

SUPPLIES AND MATERIALS

00-2030 · Office Supplies 559.01

Total SUPPLIES AND MATERIALS 559.01

REPAIRS AND MAINTENANCE

00-4100 · Repairs & Maint. - Bldg 466.79

00-4400 · Repairs & Maint. - Equipment 200.00

Total REPAIRS AND MAINTENANCE 666.79

CONTRACTUAL SERVICES

00-6100 · Advertising 410.00

00-6200 · Communication 254.03

00-6300 · Rental of Equip / Copier Lease 289.99

00-6350 · Rental of Property 2,702.49

00-6400 · Dues and Subscriptions 2,352.96

00-6600 · Professional Development 450.00

00-6800 · Professional Services 828.61

00-6900 · Utilities 841.26

Total CONTRACTUAL SERVICES 8,129.34

DESIGNATED EXPENSES

00-1998 · Board Related Expenses 171.80

00-1999 · Public Relations 350.54

Total DESIGNATED EXPENSES 522.34

Total EDC ADMINISTRATION 60,545.48

DEBT SERVICES

10-9326 · 2012 Sales Tax Bond Note Int 8,962.80

Total DEBT SERVICES 8,962.80

EDC NON-DEPARTMENTAL

Copperas Cove Economic Development Corporation Profit & Loss

January 2025

| | <u>Jan 25</u> |
|---|-------------------------|
| CONTRACTUAL SERVICES | |
| 90-6610 · Business Attraction | 3,484.86 |
| Total CONTRACTUAL SERVICES | <u>3,484.86</u> |
| 90-9100 · BUSINESS RETENTION | |
| 90-9103 · Retention | 439.25 |
| 90-9107 · Workforce Development Events | 534.51 |
| Total 90-9100 · BUSINESS RETENTION | <u>973.76</u> |
| Total EDC NON-DEPARTMENTAL | <u>4,458.62</u> |
| OTHER EXPENDITURES | |
| 90-8600 · CAPITAL OUTLAY | |
| 90-8607 · Narrows Phase II Expansion | 5,950.00 |
| Total 90-8600 · CAPITAL OUTLAY | <u>5,950.00</u> |
| Total OTHER EXPENDITURES | <u>5,950.00</u> |
| Total EXPENDITURES | <u>79,916.90</u> |
| Total Expense | <u>79,916.90</u> |
| Net Ordinary Income | <u>45,355.93</u> |
| Net Income | <u><u>45,355.93</u></u> |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2024 through January 2025

| | TOTAL | | |
|--|-------------------|-------------------|------------------|
| | Oct '24 - Jan 25 | Budget | \$ Over Budget |
| Ordinary Income/Expense | | | |
| Income | | | |
| Revenues | | | |
| Sales Tax Income | 414,559.75 | 377,666.64 | 36,893.11 |
| Interest Income | 105,643.90 | 73,333.36 | 32,310.54 |
| Total Revenues | <u>520,203.65</u> | <u>451,000.00</u> | <u>69,203.65</u> |
| Other Income | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Total Income | 520,203.65 | 451,000.00 | 69,203.65 |
| Expense | | | |
| EXPENDITURES | | | |
| EDC ADMINISTRATION | | | |
| PERSONNEL | | | |
| 00-1150 · Phone Reimbursement | 1,811.90 | 1,600.00 | 211.90 |
| 00-1100 · Car Allowance | 2,250.00 | 2,000.00 | 250.00 |
| 00-1000 · Staff Salary | 135,992.56 | 130,166.64 | 5,825.92 |
| 00-1200 · Longevity | 151.41 | 350.00 | -198.59 |
| 00-1500 · FICA Tax | 10,070.69 | 10,424.36 | -353.67 |
| 00-1600 · Employee Insurance | 12,269.79 | 9,578.36 | 2,691.43 |
| 00-1700 · Worker's Comp Insurance | 0.00 | 333.36 | -333.36 |
| 00-1800 · Retirement | 20,531.34 | 18,430.00 | 2,101.34 |
| 00-1901 · Other Personnel Expenses | <u>1,516.95</u> | <u>466.64</u> | <u>1,050.31</u> |
| Total PERSONNEL | 184,594.64 | 173,349.36 | 11,245.28 |
| SUPPLIES AND MATERIALS | | | |
| 00-2030 · Office Supplies | 2,011.35 | 1,333.36 | 677.99 |
| 00-2040 Printing Costs | 0.00 | 100.00 | -100.00 |
| 00-2200 · Postage/Shipping | 175.20 | 100.00 | 75.20 |
| 00-2820 · Furniture and Fixtures | 208.98 | 0.00 | 208.98 |
| 00-2842 · Minor Equipment/Electronics | <u>0.00</u> | <u>1,666.64</u> | <u>-1,666.64</u> |
| Total SUPPLIES AND MATERIALS | 2,395.53 | 3,200.00 | -804.47 |
| REPAIRS AND MAINTENANCE | | | |
| 00-4100 · Repairs & Maint. - Bldg | 3,549.37 | 1,166.64 | 2,382.73 |
| 00-4200 · Repairs & Maint. - Facility | 320.00 | 833.36 | -513.36 |
| 00-4400 · Repairs & Maint. - Equipment | <u>880.00</u> | <u>1,333.36</u> | <u>-453.36</u> |
| Total REPAIRS AND MAINTENANCE | 4,749.37 | 3,333.36 | 1,416.01 |
| CONTRACTUAL SERVICES | | | |
| 00-6012 · Consulting Fees (Legal) | 927.50 | 1,666.64 | -739.14 |
| 00-6000 · Bank Analysis Fees | 0.00 | 266.64 | -266.64 |
| 00-6100 · Advertising | 859.00 | 1,333.36 | -474.36 |
| 00-6200 · Communication | 2,083.05 | 2,083.36 | -0.31 |
| 00-6300 · Rental of Equip / Copier Lease | 1,159.96 | 833.36 | 326.60 |
| 00-6350 · Rental of Property | 10,809.96 | 11,000.00 | -190.04 |
| 00-6400 · Dues and Subscriptions | 17,987.40 | 2,666.64 | 15,320.76 |
| 00-6550 · Contract Labor | 0.00 | 1,166.64 | -1,166.64 |
| 00-6600 · Professional Development | 5,528.36 | 13,746.64 | -8,218.28 |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2024 through January 2025

| | TOTAL | | |
|--|-------------------|-------------------|-------------------|
| | Oct '24 - Jan 25 | Budget | \$ Over Budget |
| 00-6800 · Professional Services | 2,928.61 | 4,066.64 | -1,138.03 |
| 00-6810 · Provided City Services | 0.00 | 50.00 | -50.00 |
| 00-6900 · Utilities | 2,938.52 | 3,066.64 | -128.12 |
| Total CONTRACTUAL SERVICES | 45,222.36 | 41,946.56 | 3,275.80 |
| DESIGNATED EXPENSES | | | |
| 00-7000 · Insurance Expense | 1,261.42 | 1,933.36 | -671.94 |
| 00-1998 · Board Related Expenses | 1,034.30 | 1,000.00 | 34.30 |
| 00-1999 · Public Relations | 1,942.30 | 2,000.00 | -57.70 |
| Total DESIGNATED EXPENSES | 4,238.02 | 4,933.36 | -695.34 |
| Total EDC ADMINISTRATION | 241,199.92 | 226,762.64 | 14,437.28 |
| DEBT SERVICES | | | |
| 10-9226 · 2012 Sales Tax Bond Principal | 0.00 | 38,333.36 | -38,333.36 |
| 10-9326 · 2012 Sales Tax Bond Note Int | 16,170.18 | 10,804.64 | 5,365.54 |
| Total DEBT SERVICES | 16,170.18 | 49,138.00 | -32,967.82 |
| EDC NON-DEPARTMENTAL | | | |
| SUPPLIES AND MATERIAL | | | |
| 90-2060 · Program / Project Supplies | 0.00 | 0.00 | 0.00 |
| Total SUPPLIES AND MATERIAL | 0.00 | 0.00 | 0.00 |
| CONTRACTUAL SERVICES | | | |
| 90-6400 · Dues and Subscriptions | 0.00 | 2,000.00 | -2,000.00 |
| 90-6100 · Advertising | 0.00 | 713.36 | -713.36 |
| 90-6550 · Contract Labor | 3,050.00 | 6,666.64 | -3,616.64 |
| 90-6610 · Business Attraction | 14,066.79 | 18,333.36 | -4,266.57 |
| 90-6800 · Professional Services | 33,333.34 | 24,400.00 | 8,933.34 |
| Total CONTRACTUAL SERVICES | 50,450.13 | 52,113.36 | -1,663.23 |
| 90-9000 · ENTREPRENEUR CENTER | | | |
| 90-9001 · Start Up | 0.00 | 1,000.00 | -1,000.00 |
| 90-9002 · Operations | 0.00 | 11,666.64 | -11,666.64 |
| Total 90-9000 · ENTREPRENEUR CENTER | 0.00 | 12,666.64 | -12,666.64 |
| 90-9100 · BUSINESS RETENTION | | | |
| 90-9101 · Flyers / Design | 0.00 | 316.64 | -316.64 |
| 90-9102 · Workshops | 0.00 | 166.64 | -166.64 |
| 90-9103 · Retention | 2,842.60 | 2,000.00 | 842.60 |
| 90-9104 · Travel | -480.20 | 500.00 | -980.20 |
| 90-9105 · Visits | 0.00 | 0.00 | 0.00 |
| 90-9106 · Workforce Development Training | 0.00 | 933.36 | -933.36 |
| 90-9107 · Workforce Development Events | 934.51 | 1,000.00 | -65.49 |
| 90-9100 · BUSINESS RETENTION - Other | 0.00 | 0.00 | 0.00 |
| Total 90-9100 · BUSINESS RETENTION | 3,296.91 | 4,916.64 | -1,619.73 |
| Total EDC NON-DEPARTMENTAL | 53,747.04 | 69,696.64 | -15,949.60 |
| OTHER EXPENDITURES | | | |
| 90-8600 · CAPITAL OUTLAY | | | |
| 90-8607 · Narrows Phase II Expansion | 27,825.00 | 666,666.64 | -638,841.64 |
| 90-8601 · Constitution | 0.00 | 0.00 | 0.00 |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
 October 2024 through January 2025

| | TOTAL | | |
|---------------------------------------|-------------------|---------------------|--------------------|
| | Oct '24 - Jan 25 | Budget | \$ Over Budget |
| 90-8602 · Land Exchange | 0.00 | 0.00 | 0.00 |
| 90-8605 · Infrastructure | 0.00 | 166,666.64 | -166,666.64 |
| Total 90-8600 · CAPITAL OUTLAY | 27,825.00 | 833,333.28 | -805,508.28 |
| Total OTHER EXPENDITURES | 27,825.00 | 833,333.28 | -805,508.28 |
| Total EXPENDITURES | 338,942.14 | 1,178,930.56 | -839,988.42 |
| Total Expense | 338,942.14 | 1,178,930.56 | -839,988.42 |
| Net Ordinary Income | 181,261.51 | -727,930.56 | 909,192.07 |
| Net Income | 181,261.51 | -727,930.56 | 909,192.07 |

Copperas Cove Economic Development Corporation Reconciliation Detail

02/17/25

Cash- Cadence Bank, Period Ending 01/31/2025

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|---------|------------------------|-----|-------------|-------------|
| Beginning Balance | | | | | | 656,858.99 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 39 items | | | | | | |
| Check | 12/03/2024 | 3547 | SizeUp, Inc | X | -9,772.64 | -9,772.64 |
| Liability Check | 12/09/2024 | 3556 | United Way | X | -2.00 | -9,774.64 |
| Check | 12/16/2024 | 3558 | Copperas Cove Edu... | X | -500.00 | -10,274.64 |
| Check | 12/16/2024 | 3560 | Jeremy Gonzales | X | -80.00 | -10,354.64 |
| Check | 12/26/2024 | 3564 | TIP Strategies, Inc | X | -16,666.67 | -27,021.31 |
| Check | 12/26/2024 | 3566 | DonkBuilt Service E... | X | -700.00 | -27,721.31 |
| Check | 12/26/2024 | 3565 | Jani-King of Austin | X | -397.00 | -28,118.31 |
| Check | 12/26/2024 | 3563 | Killeen Pest Control | X | -75.00 | -28,193.31 |
| General Journal | 12/31/2024 | 103 | Brightspeed | X | -271.40 | -28,464.71 |
| General Journal | 01/01/2025 | 83 | McMullin Properties | X | -2,702.49 | -31,167.20 |
| Liability Check | 01/07/2025 | EFTPS | US Treasury | X | -3,615.46 | -34,782.66 |
| Check | 01/14/2025 | 3567 | Regions Bank | X | -20,975.10 | -55,757.76 |
| Check | 01/14/2025 | 3575 | Clark Associates, P... | X | -5,950.00 | -61,707.76 |
| Liability Check | 01/14/2025 | 3576 | City of Copperas Co... | X | -5,714.18 | -67,421.94 |
| Check | 01/14/2025 | 3572 | Knight Law Firm | X | -542.50 | -67,964.44 |
| Check | 01/14/2025 | 3568 | Copperas Cove Lea... | X | -410.00 | -68,374.44 |
| Check | 01/14/2025 | 3570 | Centex Technologies | X | -200.00 | -68,574.44 |
| Check | 01/14/2025 | 3573 | Copperas Cove Cha... | X | -175.00 | -68,749.44 |
| Check | 01/14/2025 | 3574 | City of Copperas Co... | X | -136.93 | -68,886.37 |
| Check | 01/14/2025 | 3569 | Rotary Club of Copp... | X | -100.00 | -68,986.37 |
| Check | 01/14/2025 | 3571 | Inhouse Systems | X | -39.99 | -69,026.36 |
| General Journal | 01/15/2025 | 96 | Spectrum Business | X | -254.03 | -69,280.39 |
| General Journal | 01/16/2025 | 101 | TXU Energy | X | -635.84 | -69,916.23 |
| Paycheck | 01/17/2025 | 1000001 | Frederick H Welch | X | -4,174.58 | -74,090.81 |
| Paycheck | 01/17/2025 | 1000003 | Sean Renzo Stevens | X | -2,354.37 | -76,445.18 |
| Paycheck | 01/17/2025 | 1000004 | Sheena M Tanner | X | -1,531.77 | -77,976.95 |
| Paycheck | 01/17/2025 | 1000000 | Brittany P Sanders | X | -1,513.56 | -79,490.51 |
| Paycheck | 01/17/2025 | 999999 | Anne R Seneca | X | -1,059.17 | -80,549.68 |
| Paycheck | 01/17/2025 | 1000002 | Isaac Almeida | X | -533.33 | -81,083.01 |
| Liability Check | 01/21/2025 | EFTPS | US Treasury | X | -3,578.04 | -84,661.05 |
| General Journal | 01/21/2025 | 97 | Iron Mountain | X | -388.35 | -85,049.40 |
| General Journal | 01/25/2025 | 102 | Konica Minolta | X | -289.99 | -85,339.39 |
| General Journal | 01/30/2025 | 106 | TIB The Independen... | X | -4,654.15 | -89,993.54 |
| Paycheck | 01/31/2025 | 1000007 | Frederick H Welch | X | -4,174.58 | -94,168.12 |
| Paycheck | 01/31/2025 | 1000009 | Sean Renzo Stevens | X | -2,354.37 | -96,522.49 |
| Paycheck | 01/31/2025 | 1000010 | Sheena M Tanner | X | -1,531.77 | -98,054.26 |
| Paycheck | 01/31/2025 | 1000006 | Brittany P Sanders | X | -1,513.58 | -99,567.84 |
| Paycheck | 01/31/2025 | 1000005 | Anne R Seneca | X | -1,068.16 | -100,636.00 |
| Paycheck | 01/31/2025 | 1000008 | Isaac Almeida | X | -641.53 | -101,277.53 |
| Total Checks and Payments | | | | | -101,277.53 | -101,277.53 |
| Deposits and Credits - 2 items | | | | | | |
| General Journal | 01/31/2025 | 107 | | X | 1,567.31 | 1,567.31 |
| General Journal | 01/31/2025 | 98 | | X | 99,892.97 | 101,460.28 |
| Total Deposits and Credits | | | | | 101,460.28 | 101,460.28 |
| Total Cleared Transactions | | | | | 182.75 | 182.75 |
| Cleared Balance | | | | | 182.75 | 657,041.74 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 4 items | | | | | | |
| Check | 01/28/2025 | 3577 | Copperas Cove Civi... | | -440.00 | -440.00 |
| Check | 01/28/2025 | 3579 | Texas Economic De... | | -100.00 | -540.00 |
| Check | 01/28/2025 | 3578 | Killeen Pest Control | | -75.00 | -615.00 |
| Liability Check | 01/31/2025 | TWC | TWC | | -4.93 | -619.93 |
| Total Checks and Payments | | | | | -619.93 | -619.93 |
| Total Uncleared Transactions | | | | | -619.93 | -619.93 |
| Register Balance as of 01/31/2025 | | | | | -437.18 | 656,421.81 |
| New Transactions | | | | | | |
| Checks and Payments - 16 items | | | | | | |

**Copperas Cove Economic Development Corporation
Reconciliation Detail**

Cash- Cadence Bank, Period Ending 01/31/2025

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Clr</u> | <u>Amount</u> | <u>Balance</u> |
|---------------------------|-------------|------------|--------------------------|------------|-------------------|-------------------|
| Check | 02/10/2025 | 3581 | Nelson Brew Works ... | | -24,000.00 | -24,000.00 |
| Check | 02/10/2025 | 3588 | Dewlad Design-Build | | -5,000.00 | -29,000.00 |
| Check | 02/10/2025 | 3583 | Copperas Cove Cha... | | -775.00 | -29,775.00 |
| Check | 02/10/2025 | 3585 | Top Notch Lawn Care | | -400.00 | -30,175.00 |
| Check | 02/10/2025 | 3584 | Jani-King of Austin | | -397.00 | -30,572.00 |
| Check | 02/10/2025 | 3589 | Five Loves Two Fish... | | -350.00 | -30,922.00 |
| Check | 02/10/2025 | 3586 | Centex Technologies | | -240.00 | -31,162.00 |
| Check | 02/10/2025 | 3580 | Divine Signs & Printi... | | -195.00 | -31,357.00 |
| Check | 02/10/2025 | 3587 | City of Copperas Co... | | -169.34 | -31,526.34 |
| Check | 02/10/2025 | 3582 | Killeen Daily Herald | | -166.00 | -31,692.34 |
| Paycheck | 02/13/2025 | 1000013 | Frederick H Welch | | -3,998.01 | -35,690.35 |
| Paycheck | 02/13/2025 | 1000015 | Sean Renzo Stevens | | -2,804.29 | -38,494.64 |
| Paycheck | 02/13/2025 | 1000016 | Sheena M Tanner | | -1,726.98 | -40,221.62 |
| Paycheck | 02/13/2025 | 1000012 | Brittany P Sanders | | -1,533.35 | -41,754.97 |
| Paycheck | 02/13/2025 | 1000011 | Anne R Seneca | | -1,475.60 | -43,230.57 |
| Paycheck | 02/13/2025 | 1000014 | Isaac Almeida | | -643.99 | -43,874.56 |
| Total Checks and Payments | | | | | -43,874.56 | -43,874.56 |
| Total New Transactions | | | | | -43,874.56 | -43,874.56 |
| Ending Balance | | | | | -44,311.74 | 612,547.25 |

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002



COPPERAS COVE EDC
ECONOMIC DEVELOPMENT CORP
ATTN FREDERICK H WELCH
207 S 3RD ST STE 200
COPPERAS COVE TX 76522-2178

Participant Statement

Statement Period 01/01/2025 - 01/31/2025

Customer Service 1-866-TEX-POOL
Location ID 000079661
Investor ID 000025621

TexPool Update

Keep up to date with the latest market talk from our portfolio managers and strategists by visiting the Insights page of TexPool.com.

| TexPool Summary | | | | | | |
|--|-----------------------|----------------|-------------------|--------------------|-----------------------|-----------------|
| Pool Name | Beginning Balance | Total Deposits | Total Withdrawals | Total Interest | Current Balance | Average Balance |
| Texas Local Government Investment Pool | \$6,383,931.29 | \$0.00 | \$0.00 | \$23,812.55 | \$6,407,743.84 | \$6,384,699.44 |
| Total Dollar Value | \$6,383,931.29 | \$0.00 | \$0.00 | \$23,812.55 | \$6,407,743.84 | |

Portfolio Value

| Pool Name | Pool/Account | Market Value (01/01/2025) | Share Price (01/31/2025) | Shares Owned (01/31/2025) | Market Value (01/31/2025) |
|--|----------------|---------------------------|--------------------------|---------------------------|---------------------------|
| Texas Local Government Investment Pool | 449/7966100001 | \$6,383,931.29 | \$1.00 | 6,407,743.840 | \$6,407,743.84 |
| Total Dollar Value | | \$6,383,931.29 | | | \$6,407,743.84 |

Interest Summary

| Pool Name | Pool/Account | Month-to-Date Interest | Year-to-Date Interest |
|--|----------------|------------------------|-----------------------|
| Texas Local Government Investment Pool | 449/7966100001 | \$23,812.55 | \$23,812.55 |
| Total | | \$23,812.55 | \$23,812.55 |

Transaction Detail

Texas Local Government Investment Pool

Participant: COPPERAS COVE EDC

Pool/Account: 449/7966100001

| Transaction Date | Settlement Date | Transaction Description | Transaction Dollar Amount | Share Price | Shares This Transaction | Shares Owned |
|---------------------------------------|-----------------|-------------------------|---------------------------|---------------|-------------------------|----------------------|
| 01/01/2025 | 01/01/2025 | BEGINNING BALANCE | \$6,383,931.29 | \$1.00 | | 6,383,931.290 |
| 01/31/2025 | 01/31/2025 | MONTHLY POSTING | \$23,812.55 | \$1.00 | 23,812.550 | 6,407,743.840 |
| Account Value as of 01/31/2025 | | | \$6,407,743.84 | \$1.00 | | 6,407,743.840 |

**Copperas Cove Economic Development Corporation
Reconciliation Detail**

TEXPOOL ACCOUNT, Period Ending 01/31/2025

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Clr</u> | <u>Amount</u> | <u>Balance</u> |
|--------------------------------------|-------------|------------|-------------|------------|------------------|---------------------|
| Beginning Balance | | | | | | 6,383,931.29 |
| Cleared Transactions | | | | | | |
| Deposits and Credits - 1 item | | | | | | |
| General Journal | 01/31/2025 | 99 | | X | 23,812.55 | 23,812.55 |
| Total Deposits and Credits | | | | | 23,812.55 | 23,812.55 |
| Total Cleared Transactions | | | | | 23,812.55 | 23,812.55 |
| Cleared Balance | | | | | 23,812.55 | 6,407,743.84 |
| Register Balance as of 01/31/2025 | | | | | 23,812.55 | 6,407,743.84 |
| Ending Balance | | | | | 23,812.55 | 6,407,743.84 |

Economic Development Corporation

H.2.

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action on approving the Profit and Loss report for the month of February 2025. **Fred Welch, Executive Director, Copperas Cove EDC**

Description/Information:

The Profit and Loss report for February 2025 has been prepared by Donkbuilt Service Exchange “Donkbuilt” as per the agreement between the CCEDC and Donkbuilt. The report is attached for review by the Board.

Financial Impact:

See attached.

Action/Recommendation:

EDC staff recommends the Board of Directors approve the Profit and Loss report for February 2025 as presented by Fred Welch.

Attachments:

February Financials:

Profit and Loss

Profit and Loss Budget vs Actual

Cadence Bank Reconciliation Detail

Tex Pool Reconciliation Detail

Copperas Cove Economic Development Corporation
Profit & Loss

February 2025

Feb 25

Ordinary Income/Expense

Income

Revenues

Sales Tax Income 141,995.96

Interest Income 22,850.23

Total Revenues 164,846.19

Other Income 20.00

Total Income 164,866.19

Expense

EXPENDITURES

EDC ADMINISTRATION

PERSONNEL

00-1150 · Phone Reimbursement 200.00

00-1100 · Car Allowance 250.00

00-1000 · Staff Salary 31,574.65

00-1200 · Longevity 44.32

00-1500 · FICA Tax 2,355.93

00-1600 · Employee Insurance 1,363.31

00-1800 · Retirement 4,802.61

00-1901 · Other Personnel Expenses 118.30

Total PERSONNEL 40,709.12

SUPPLIES AND MATERIALS

00-2030 · Office Supplies 218.57

Total SUPPLIES AND MATERIALS 218.57

REPAIRS AND MAINTENANCE

00-4100 · Repairs & Maint. - Bldg 397.00

00-4400 · Repairs & Maint. - Equipment 240.00

Total REPAIRS AND MAINTENANCE 637.00

CONTRACTUAL SERVICES

00-6200 · Communication 525.26

00-6300 · Rental of Equip / Copier Lease 289.99

00-6350 · Rental of Property 2,702.49

00-6400 · Dues and Subscriptions 941.00

00-6800 · Professional Services 7,200.00

00-6900 · Utilities 767.86

Total CONTRACTUAL SERVICES 12,426.60

DESIGNATED EXPENSES

00-7000 · Insurance Expense 2,076.68

Total DESIGNATED EXPENSES 2,076.68

Total EDC ADMINISTRATION 56,067.97

DEBT SERVICES

10-9326 · 2012 Sales Tax Bond Note Int 4,202.43

Total DEBT SERVICES 4,202.43

EDC NON-DEPARTMENTAL

CONTRACTUAL SERVICES

Copperas Cove Economic Development Corporation
Profit & Loss

February 2025

| | <u>Feb 25</u> |
|---|-------------------------|
| 90-6550 · Contract Labor | 400.00 |
| 90-6610 · Business Attraction | 195.00 |
| Total CONTRACTUAL SERVICES | 595.00 |
| 90-9100 · BUSINESS RETENTION | |
| 90-9103 · Retention | 24,000.00 |
| 90-9107 · Workforce Development Events | 88.75 |
| Total 90-9100 · BUSINESS RETENTION | 24,088.75 |
| Total EDC NON-DEPARTMENTAL | 24,683.75 |
| OTHER EXPENDITURES | |
| 90-8600 · CAPITAL OUTLAY | 5,000.00 |
| Total OTHER EXPENDITURES | 5,000.00 |
| Total EXPENDITURES | 89,954.15 |
| Total Expense | 89,954.15 |
| Net Ordinary Income | 74,912.04 |
| Net Income | <u>74,912.04</u> |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2024 through February 2025

| | TOTAL | | |
|--|-------------------------|-------------------|-----------------------|
| | <u>Oct '24 - Feb 25</u> | <u>Budget</u> | <u>\$ Over Budget</u> |
| Ordinary Income/Expense | | | |
| Income | | | |
| Revenues | | | |
| Sales Tax Income | 556,555.71 | 472,083.31 | 84,472.40 |
| Interest Income | 128,494.13 | 91,666.69 | 36,827.44 |
| Total Revenues | <u>685,049.84</u> | <u>563,750.00</u> | <u>121,299.84</u> |
| Other Income | 20.00 | 0.00 | 20.00 |
| Total Income | <u>685,069.84</u> | <u>563,750.00</u> | <u>121,319.84</u> |
| Expense | | | |
| EXPENDITURES | | | |
| EDC ADMINISTRATION | | | |
| PERSONNEL | | | |
| 00-1150 · Phone Reimbursement | 2,011.90 | 2,000.00 | 11.90 |
| 00-1100 · Car Allowance | 2,500.00 | 2,500.00 | 0.00 |
| 00-1000 · Staff Salary | 167,567.21 | 162,708.31 | 4,858.90 |
| 00-1200 · Longevity | 195.73 | 437.50 | -241.77 |
| 00-1500 · FICA Tax | 12,426.62 | 13,030.44 | -603.82 |
| 00-1600 · Employee Insurance | 13,633.10 | 11,972.94 | 1,660.16 |
| 00-1700 · Worker's Comp Insurance | 0.00 | 416.69 | -416.69 |
| 00-1800 · Retirement | 25,333.95 | 23,037.50 | 2,296.45 |
| 00-1901 · Other Personnel Expenses | 1,635.25 | 583.31 | 1,051.94 |
| Total PERSONNEL | <u>225,303.76</u> | <u>216,686.69</u> | <u>8,617.07</u> |
| SUPPLIES AND MATERIALS | | | |
| 00-2030 · Office Supplies | 2,229.92 | 1,666.69 | 563.23 |
| 00-2040 Printing Costs | 0.00 | 125.00 | -125.00 |
| 00-2200 · Postage/Shipping | 175.20 | 125.00 | 50.20 |
| 00-2820 · Furniture and Fixtures | 208.98 | 0.00 | 208.98 |
| 00-2842 · Minor Equipment/Electronics | 0.00 | 2,083.31 | -2,083.31 |
| Total SUPPLIES AND MATERIALS | <u>2,614.10</u> | <u>4,000.00</u> | <u>-1,385.90</u> |
| REPAIRS AND MAINTENANCE | | | |
| 00-4100 · Repairs & Maint. - Bldg | 3,946.37 | 1,458.31 | 2,488.06 |
| 00-4200 · Repairs & Maint. - Facility | 320.00 | 1,041.69 | -721.69 |
| 00-4400 · Repairs & Maint. - Equipment | 1,120.00 | 1,666.69 | -546.69 |
| Total REPAIRS AND MAINTENANCE | <u>5,386.37</u> | <u>4,166.69</u> | <u>1,219.68</u> |
| CONTRACTUAL SERVICES | | | |
| 00-6012 · Consulting Fees (Legal) | 1,102.50 | 2,083.31 | -980.81 |
| 00-6000 · Bank Analysis Fees | 0.00 | 333.31 | -333.31 |
| 00-6100 · Advertising | 859.00 | 1,666.69 | -807.69 |
| 00-6200 · Communication | 2,608.31 | 2,604.19 | 4.12 |
| 00-6300 · Rental of Equip / Copier Lease | 1,449.95 | 1,041.69 | 408.26 |
| 00-6350 · Rental of Property | 13,512.45 | 13,750.00 | -237.55 |
| 00-6400 · Dues and Subscriptions | 18,928.40 | 3,333.31 | 15,595.09 |
| 00-6550 · Contract Labor | 0.00 | 1,458.31 | -1,458.31 |
| 00-6600 · Professional Development | 5,528.36 | 17,183.31 | -11,654.95 |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2024 through February 2025

| | TOTAL | | |
|--|-------------------|-------------------|-------------------|
| | Oct '24 - Feb 25 | Budget | \$ Over Budget |
| 00-6800 · Professional Services | 10,128.61 | 5,083.31 | 5,045.30 |
| 00-6810 · Provided City Services | 0.00 | 62.50 | -62.50 |
| 00-6900 · Utilities | 3,706.38 | 3,833.31 | -126.93 |
| Total CONTRACTUAL SERVICES | 57,823.96 | 52,433.24 | 5,390.72 |
| DESIGNATED EXPENSES | | | |
| 00-7000 · Insurance Expense | 3,338.10 | 2,416.69 | 921.41 |
| 00-1998 · Board Related Expenses | 1,034.30 | 1,250.00 | -215.70 |
| 00-1999 · Public Relations | 1,942.30 | 2,500.00 | -557.70 |
| Total DESIGNATED EXPENSES | 6,314.70 | 6,166.69 | 148.01 |
| Total EDC ADMINISTRATION | 297,442.89 | 283,453.31 | 13,989.58 |
| DEBT SERVICES | | | |
| 10-9226 · 2012 Sales Tax Bond Principal | 0.00 | 47,916.69 | -47,916.69 |
| 10-9326 · 2012 Sales Tax Bond Note Int | 20,372.61 | 13,505.81 | 6,866.80 |
| Total DEBT SERVICES | 20,372.61 | 61,422.50 | -41,049.89 |
| EDC NON-DEPARTMENTAL | | | |
| SUPPLIES AND MATERIAL | | | |
| 90-2060 · Program / Project Supplies | 0.00 | 0.00 | 0.00 |
| Total SUPPLIES AND MATERIAL | 0.00 | 0.00 | 0.00 |
| CONTRACTUAL SERVICES | | | |
| 90-6400 · Dues and Subscriptions | 0.00 | 2,500.00 | -2,500.00 |
| 90-6100 · Advertising | 0.00 | 891.69 | -891.69 |
| 90-6550 · Contract Labor | 3,450.00 | 8,333.31 | -4,883.31 |
| 90-6610 · Business Attraction | 14,261.79 | 22,916.69 | -8,654.90 |
| 90-6800 · Professional Services | 33,333.34 | 30,500.00 | 2,833.34 |
| Total CONTRACTUAL SERVICES | 51,045.13 | 65,141.69 | -14,096.56 |
| 90-9000 · ENTREPRENEUR CENTER | | | |
| 90-9001 · Start Up | 0.00 | 1,250.00 | -1,250.00 |
| 90-9002 · Operations | 0.00 | 14,583.31 | -14,583.31 |
| Total 90-9000 · ENTREPRENEUR CENTER | 0.00 | 15,833.31 | -15,833.31 |
| 90-9100 · BUSINESS RETENTION | | | |
| 90-9101 · Flyers / Design | 0.00 | 395.81 | -395.81 |
| 90-9102 · Workshops | 0.00 | 208.31 | -208.31 |
| 90-9103 · Retention | 26,842.60 | 2,500.00 | 24,342.60 |
| 90-9104 · Travel | -480.20 | 625.00 | -1,105.20 |
| 90-9105 · Visits | 0.00 | 0.00 | 0.00 |
| 90-9106 · Workforce Development Training | 0.00 | 1,166.69 | -1,166.69 |
| 90-9107 · Workforce Development Events | 1,023.26 | 1,250.00 | -226.74 |
| 90-9100 · BUSINESS RETENTION - Other | 0.00 | 0.00 | 0.00 |
| Total 90-9100 · BUSINESS RETENTION | 27,385.66 | 6,145.81 | 21,239.85 |
| Total EDC NON-DEPARTMENTAL | 78,430.79 | 87,120.81 | -8,690.02 |
| OTHER EXPENDITURES | | | |
| 90-8600 · CAPITAL OUTLAY | | | |
| 90-8607 · Narrows Phase II Expansion | 27,825.00 | 833,333.31 | -805,508.31 |
| 90-8601 · Constitution | 0.00 | 0.00 | 0.00 |

Copperas Cove Economic Development Corporation
Profit & Loss Budget vs. Actual
 October 2024 through February 2025

| | TOTAL | | |
|---------------------------------------|-------------------|---------------------|----------------------|
| | Oct '24 - Feb 25 | Budget | \$ Over Budget |
| 90-8602 · Land Exchange | 0.00 | 0.00 | 0.00 |
| 90-8605 · Infrastructure | 0.00 | 208,333.31 | -208,333.31 |
| 90-8600 · CAPITAL OUTLAY - Other | 5,000.00 | | |
| Total 90-8600 · CAPITAL OUTLAY | 32,825.00 | 1,041,666.62 | -1,008,841.62 |
| Total OTHER EXPENDITURES | 32,825.00 | 1,041,666.62 | -1,008,841.62 |
| Total EXPENDITURES | 429,071.29 | 1,473,663.24 | -1,044,591.95 |
| Total Expense | 429,071.29 | 1,473,663.24 | -1,044,591.95 |
| Net Ordinary Income | 255,998.55 | -909,913.24 | 1,165,911.79 |
| Net Income | 255,998.55 | -909,913.24 | 1,165,911.79 |

Copperas Cove Economic Development Corporation Reconciliation Detail

03/19/25

Cash- Cadence Bank, Period Ending 02/28/2025

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|---------|---------------------------|-----|------------|------------|
| Beginning Balance | | | | | | 657,041.74 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 36 items | | | | | | |
| Check | 01/28/2025 | 3577 | Copperas Cove Civi... | X | -440.00 | -440.00 |
| Check | 01/28/2025 | 3579 | Texas Economic De... | X | -100.00 | -540.00 |
| Check | 01/28/2025 | 3578 | Killeen Pest Control | X | -75.00 | -615.00 |
| Liability Check | 01/31/2025 | TWC | TWC | X | -4.93 | -619.93 |
| General Journal | 02/01/2025 | 81 | McMullin Properties | X | -2,702.49 | -3,322.42 |
| General Journal | 02/03/2025 | 103 | Brightspeed | X | -271.72 | -3,594.14 |
| Liability Check | 02/04/2025 | ACH | City of Copperas Co... | X | -10,094.25 | -13,688.39 |
| Liability Check | 02/04/2025 | EFTPS | US Treasury | X | -3,614.92 | -17,303.31 |
| General Journal | 02/04/2025 | 104 | Philadelphia Insuran... | X | -700.65 | -18,003.96 |
| General Journal | 02/04/2025 | 105 | Philadelphia Insuran... | X | -700.65 | -18,704.61 |
| Check | 02/10/2025 | 3581 | Nelson Brew Works ... | X | -24,000.00 | -42,704.61 |
| Check | 02/10/2025 | 3583 | Copperas Cove Cha... | X | -775.00 | -43,479.61 |
| General Journal | 02/10/2025 | 101 | TXU Energy | X | -671.92 | -44,151.53 |
| Check | 02/10/2025 | 3585 | Top Notch Lawn Care | X | -400.00 | -44,551.53 |
| Check | 02/10/2025 | 3584 | Jani-King of Austin | X | -397.00 | -44,948.53 |
| Check | 02/10/2025 | 3589 | Five Loves Two Fish... | X | -350.00 | -45,298.53 |
| Check | 02/10/2025 | 3586 | Centex Technologies | X | -240.00 | -45,538.53 |
| Check | 02/10/2025 | 3580 | Divine Signs & Printi... | X | -195.00 | -45,733.53 |
| Check | 02/10/2025 | 3587 | City of Copperas Co... | X | -169.34 | -45,902.87 |
| Check | 02/10/2025 | 3582 | Killeen Daily Herald | X | -166.00 | -46,068.87 |
| Paycheck | 02/13/2025 | 1000013 | Frederick H Welch | X | -3,998.01 | -50,066.88 |
| Paycheck | 02/13/2025 | 1000015 | Sean Renzo Stevens | X | -2,804.29 | -52,871.17 |
| Paycheck | 02/13/2025 | 1000016 | Sheena M Tanner | X | -1,726.98 | -54,598.15 |
| Paycheck | 02/13/2025 | 1000012 | Brittany P Sanders | X | -1,533.35 | -56,131.50 |
| Paycheck | 02/13/2025 | 1000011 | Anne R Seneca | X | -1,475.60 | -57,607.10 |
| Paycheck | 02/13/2025 | 1000014 | Isaac Almeida | X | -643.99 | -58,251.09 |
| Liability Check | 02/18/2025 | EFTPS | US Treasury | X | -3,972.32 | -62,223.41 |
| General Journal | 02/18/2025 | 96 | Spectrum Business | X | -253.54 | -62,476.95 |
| General Journal | 02/21/2025 | 97 | Iron Mountain | X | -218.57 | -62,695.52 |
| General Journal | 02/25/2025 | 102 | Konica Minolta | X | -289.99 | -62,985.51 |
| Paycheck | 02/28/2025 | 1000019 | Frederick H Welch | X | -4,174.58 | -67,160.09 |
| Paycheck | 02/28/2025 | 1000021 | Sean Renzo Stevens | X | -2,354.37 | -69,514.46 |
| Paycheck | 02/28/2025 | 1000022 | Sheena M Tanner | X | -1,531.77 | -71,046.23 |
| Paycheck | 02/28/2025 | 1000018 | Brittany P Sanders | X | -1,513.56 | -72,559.79 |
| Paycheck | 02/28/2025 | 1000017 | Anne R Seneca | X | -1,059.18 | -73,618.97 |
| Paycheck | 02/28/2025 | 1000020 | Isaac Almeida | X | -662.77 | -74,281.74 |
| Total Checks and Payments | | | | | -74,281.74 | -74,281.74 |
| Deposits and Credits - 5 items | | | | | | |
| Check | 02/21/2025 | 3593 | Conrin, Inc | X | 0.00 | 0.00 |
| General Journal | 02/21/2025 | 101 | EventBright | X | 20.00 | 20.00 |
| General Journal | 02/27/2025 | 106 | | X | 141,995.96 | 142,015.96 |
| General Journal | 02/28/2025 | 93 | | X | 1,440.84 | 143,456.80 |
| Check | 03/03/2025 | 3599 | TIB The Independen... | X | 0.00 | 143,456.80 |
| Total Deposits and Credits | | | | | 143,456.80 | 143,456.80 |
| Total Cleared Transactions | | | | | 69,175.06 | 69,175.06 |
| Cleared Balance | | | | | 69,175.06 | 726,216.80 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 8 items | | | | | | |
| Check | 02/10/2025 | 3588 | Dewlad Design-Build | | -5,000.00 | -5,000.00 |
| Check | 02/21/2025 | 3594 | Pattillo, Brown & Hill... | | -6,500.00 | -11,500.00 |
| Check | 02/21/2025 | 3591 | DonkBuilt Service E... | | -828.61 | -12,328.61 |
| Check | 02/21/2025 | 3590 | DonkBuilt Service E... | | -700.00 | -13,028.61 |
| Check | 02/21/2025 | 3597 | Philadelphia Insuran... | | -675.38 | -13,703.99 |
| Check | 02/21/2025 | 3595 | Knight Law Firm | | -245.00 | -13,948.99 |
| Check | 02/21/2025 | 3596 | Copperas Cove Lea... | | -138.75 | -14,087.74 |
| Liability Check | 02/26/2025 | 3598 | City of Copperas Co... | | -5,714.18 | -19,801.92 |
| Total Checks and Payments | | | | | -19,801.92 | -19,801.92 |
| Deposits and Credits - 1 item | | | | | | |

Copperas Cove Economic Development Corporation Reconciliation Detail

03/19/25

Cash- Cadence Bank, Period Ending 02/28/2025

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|--------|--------------------------|-----|------------------|-------------------|
| General Journal | 02/27/2025 | 107 | | | 400.00 | 400.00 |
| Total Deposits and Credits | | | | | 400.00 | 400.00 |
| Total Uncleared Transactions | | | | | -19,401.92 | -19,401.92 |
| Register Balance as of 02/28/2025 | | | | | 49,773.14 | 706,814.88 |
| New Transactions | | | | | | |
| Checks and Payments - 25 items | | | | | | |
| Liability Check | 03/03/2025 | EFTPS | US Treasury | | -3,618.14 | -3,618.14 |
| Liability Check | 03/04/2025 | ACH | City of Copperas Co... | | -6,632.17 | -10,250.31 |
| Check | 03/05/2025 | 3601 | Conrin, Inc | | -4,837.50 | -15,087.81 |
| Check | 03/05/2025 | 3600 | Inhouse Systems | | -79.98 | -15,167.79 |
| Check | 03/12/2025 | 3607 | TIP Strategies, Inc | | -16,666.65 | -31,834.44 |
| Liability Check | 03/12/2025 | 3616 | City of Copperas Co... | | -5,714.18 | -37,548.62 |
| Check | 03/12/2025 | 3605 | Texas Economic De... | | -3,500.00 | -41,048.62 |
| Check | 03/12/2025 | 3608 | National Mounted W... | | -2,000.00 | -43,048.62 |
| Check | 03/12/2025 | 3611 | Oncor | | -500.00 | -43,548.62 |
| Check | 03/12/2025 | 3614 | Texas Economic De... | | -450.00 | -43,998.62 |
| Check | 03/12/2025 | 3609 | Top Notch Lawn Care | | -400.00 | -44,398.62 |
| Check | 03/12/2025 | 3602 | Jani-King of Austin | | -397.00 | -44,795.62 |
| Check | 03/12/2025 | 3610 | Divine Signs & Printi... | | -243.00 | -45,038.62 |
| Check | 03/12/2025 | 3606 | Centex Technologies | | -200.00 | -45,238.62 |
| Check | 03/12/2025 | 3613 | Quill LLC | | -175.96 | -45,414.58 |
| Check | 03/12/2025 | 3615 | Knight Law Firm | | -140.00 | -45,554.58 |
| Check | 03/12/2025 | 3612 | City of Copperas Co... | | -124.50 | -45,679.08 |
| Check | 03/12/2025 | 3604 | Texas Economic De... | | -100.00 | -45,779.08 |
| Check | 03/12/2025 | 3603 | Killeen Pest Control | | -75.00 | -45,854.08 |
| Paycheck | 03/14/2025 | 333002 | Frederick H Welch | | -4,176.18 | -50,030.26 |
| Paycheck | 03/14/2025 | 333004 | Sean Renzo Stevens | | -2,688.03 | -52,718.29 |
| Paycheck | 03/14/2025 | 333005 | Sheena M Tanner | | -1,531.77 | -54,250.06 |
| Paycheck | 03/14/2025 | 333001 | Brittany P Sanders | | -1,513.57 | -55,763.63 |
| Paycheck | 03/14/2025 | 333000 | Anne R Seneca | | -1,059.16 | -56,822.79 |
| Paycheck | 03/14/2025 | 333003 | Isaac Almeida | | -600.92 | -57,423.71 |
| Total Checks and Payments | | | | | -57,423.71 | -57,423.71 |
| Total New Transactions | | | | | -57,423.71 | -57,423.71 |
| Ending Balance | | | | | -7,650.57 | 649,391.17 |

**Copperas Cove Economic Development Corporation
Reconciliation Detail**

TEXPOOL ACCOUNT, Period Ending 02/28/2025

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Clr</u> | <u>Amount</u> | <u>Balance</u> |
|--------------------------------------|-------------|------------|-------------|------------|------------------|---------------------|
| Beginning Balance | | | | | | 6,407,743.84 |
| Cleared Transactions | | | | | | |
| Deposits and Credits - 1 item | | | | | | |
| General Journal | 02/28/2025 | 92 | | X | 21,409.39 | 21,409.39 |
| Total Deposits and Credits | | | | | 21,409.39 | 21,409.39 |
| Total Cleared Transactions | | | | | 21,409.39 | 21,409.39 |
| Cleared Balance | | | | | 21,409.39 | 6,429,153.23 |
| Register Balance as of 02/28/2025 | | | | | 21,409.39 | 6,429,153.23 |
| Ending Balance | | | | | 21,409.39 | 6,429,153.23 |

Economic Development Corporation

H.3

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Discussion and direction for the Proposed Budget for FY 2025/2026. **Fred Welch, Executive Director, Copperas Cove EDC.**

Description/Information:

The Executive Director of the EDC is required to prepare an itemized budget to cover the proposed expenditures of the EDC for each upcoming fiscal year (FY). Article V, Section 8 of the CCEDC's Bylaws states that "The proposed budget shall be submitted to the Board the 90th day prior to the Board adoption of the budget."

Financial Impact:

See Draft Proposed FY 2025/2026 Budget

Action/Recommendation:

CCEDC staff seeks direction on the FY 2025/2026 Proposed Budget.

Attachments:

Draft Proposed Budget for FY 2025/2026

INCOME

Beginning Fund Balance

Unreserved, Undesignated \$ 7,988,000.00 \$ 6,400,000.00

Revenue

Sales Tax \$ 1,133,000.00 \$ 1,166,990.00 3% increase
 Interest \$ 220,000.00 \$ 220,000.00
 Property Sales \$ - \$ -
 Misc. \$ - \$ -
Total Income \$ 1,353,000.00 \$ 1,386,990.00

TOTAL FUNDS AVAILABLE \$ 9,341,000.00 \$ - \$ 7,786,990.00

EXPENDITURES

Personnel

00-1150 Phone Reimbursement \$ 4,800.00 \$ 4,800.00 \$ 4,800.00
 00-1100 Car Allowance \$ 6,000.00 \$ 6,000.00
 00-1000 Staff Salary \$ 390,500.00 \$ 402,215.00 3% increase
 00-1200 Longevity \$ 1,050.00 \$ 1,102.50 5% increase
 00-1500 FICA Tax \$ 31,273.00 \$ 32,836.65 5% increase
 00-1600 Employee Insurance \$ 28,735.00 \$ 30,171.75 5% increase
 00-1700 Worker's Comp Insurance \$ 1,000.00 \$ 1,253.00 \$ 1,050.00 5% increase
 00-1800 Retirement \$ 55,290.00 \$ 58,054.50 5% increase
 00-1901 Other Personnel Expenses \$ 1,400.00 \$ 1,470.00 5% increase
Total Personnel \$ 520,048.00 \$ 6,053.00 \$ 537,700.40

Supplies and Materials

00-2030 Office Supplies \$ 4,000.00 \$ 2,367.16 \$ 4,000.00
 00-2040 Printing Costs \$ 300.00 \$ 143.05 \$ 300.00
 00-2200 Postage/Shipping \$ 300.00 \$ 186.63 \$ 300.00
 00-2300 Minor Tools \$ - \$ -
 00-2820 Furniture and Fixtures \$ - \$ 3,400.08 \$ -
 00-2842 Minor Equipment/Electronics \$ 5,000.00 \$ 1,998.92 \$ 5,000.00
 00-2844 Minor Equipment-Software \$ - \$ -
Total Supplies and Materials \$ 9,600.00 \$ 8,095.84 \$ 9,600.00

Repairs and Maintenance

00-4100 Repairs & Maint. - Office Bldg \$ 3,500.00 \$ 14,515.39 \$ 2,500.00
 00-4200 Repairs & Maint. - Narrows \$ 2,500.00 \$ 1,095.00 \$ 13,000.00
 00-4400 Repairs & Maint. - Equipment \$ 4,000.00 \$ 562.00 \$ 2,000.00
 00-4600 Repairs & Maint. - Software \$ - \$ -
Total Repairs and Maintenance \$ 10,000.00 \$ 16,172.39 \$ 17,500.00

Building and Facility

00-6200 Internet (Spectrum) \$ 6,250.00 \$ 2,920.43 \$ 3,000.00 *00-6200 is Communications approved \$6250
 00-6201 Phone Service (Brightspeed) \$ - \$ 3,101.38 \$ 3,000.00
 00-6202 Network Upgrade \$ - \$ - \$ 4,123.69 RSI One-Time System Upgrade
 00-6350 Rental of Property \$ 33,000.00 \$ 31,229.88 \$ 33,000.00
 00-6900 Utilities \$ 9,200.00 \$ 5,963.36 \$ 10,000.00
Total Building and Facility \$ 48,450.00 \$ 43,215.05 \$ 53,123.69

Contractual Services

00-6012 Consulting Fees (Legal) \$ 5,000.00 \$ 5,650.00 \$ 5,000.00
 00-6000 Bank Analysis Fees \$ 800.00 \$ - \$ 500.00
 00-6300 Rental of Copier \$ 2,500.00 \$ 3,479.88 \$ 3,500.00
 00-6400 Dues \$ 8,000.00 \$ 11,088.33 \$ 17,150.00 * \$8000 Budget in 24/25 for Dues/Subscriptions/Software
 00-6401 Subscriptions \$ - \$ 522.72 \$ 600.00
 00-6402 Software Licenses \$ - \$ 39,967.13 \$ 36,502.69
 00-6550 Contract Labor \$ 3,500.00 \$ 11,065.90 \$ 7,900.00
 00-6551 IT Services (Cybersecurity/Helpdesk) \$ - \$ 2,460.00 \$ 3,000.00
 00-6600 Professional Development \$ 41,240.00 \$ 24,926.57 \$ 43,157.40
 00-6800 Professional Services \$ 12,200.00 \$ 80,384.21 \$ 50,000.00
 00-6801 Recruiting/Executive Search \$ - \$ - \$ -
 00-6810 Provided City Services \$ 150.00 \$ - \$ -
Total Contractual Services \$ 73,390.00 \$ 179,544.74 \$ 167,310.09

Designated Expenses

00-7000 Insurance Expense \$ 5,800.00 \$ 5,295.25 \$ 5,800.00
 00-1998 Board Related Expenses \$ 3,000.00 \$ 6,161.43 \$ 6,000.00
 00-1999 Public Relations \$ 6,000.00 \$ 4,124.39 \$ 6,000.00
 00-1997 Public Hearing/Legal Ads \$ - \$ 202.50 \$ 500.00
Total Designated Expenses \$ 14,800.00 \$ 15,581.07 \$ 18,300.00

Debt Services

10-9325 2001 Sales Tax Bond Note Interest \$ -
 10-9226 2012 Sales Tax Bond Principal \$ 115,000.00 \$ 115,000.00
 10-9326 2012 Sales Tax Bond Note Interest \$ 32,414.00 \$ 32,414.00

| | | | | | | | |
|---------|---|----|---------------------|----|---------------------|----|---------------------------------|
| 10-8506 | Relieve Route Commit Interest | \$ | - | | | | |
| | Total Debt Services | \$ | 147,414.00 | \$ | - | \$ | 147,414.00 |
| | Operations | | | | | | |
| 90-9002 | Apparel | \$ | - | \$ | 657.21 | \$ | 500.00 |
| 90-9003 | Employee Appreciation | \$ | - | \$ | 453.93 | \$ | 500.00 |
| 90-9004 | Meals | \$ | - | \$ | 1,515.39 | \$ | 1,500.00 |
| 90-9005 | SOS Reporting | \$ | - | \$ | 183.07 | \$ | 200.00 |
| | Total Operations | \$ | - | \$ | 2,809.60 | \$ | 2,700.00 |
| | Business Attraction | | | | | | |
| 90-6610 | Business Attraction | \$ | 55,000.00 | \$ | 12,537.95 | \$ | 25,000.00 |
| | Total Business Attraction | \$ | 55,000.00 | \$ | 12,537.95 | \$ | 25,000.00 |
| | Entrepreneur/Small Business | | | | | | |
| 90-9000 | Entrepreneur/Small Business | \$ | 38,000.00 | \$ | 5,608.59 | \$ | 12,000.00 |
| | Total Entrepreneur/Small Business | \$ | 38,000.00 | \$ | 5,608.59 | \$ | 12,000.00 |
| | Business Retention | | | | | | |
| 90-9103 | Business Retention | \$ | 8,950.00 | \$ | 173.59 | \$ | 8,500.00 |
| | Total Business Retention | \$ | 8,950.00 | \$ | 173.59 | \$ | 8,500.00 |
| | Workforce Development | | | | | | |
| 90-9106 | Workforce Development Events (Annual Career | \$ | 3,000.00 | \$ | 1,286.06 | \$ | 3,000.00 |
| 90-9107 | Workforce Development Training | \$ | 2,800.00 | \$ | - | \$ | - |
| | Total Workforce Development | \$ | 5,800.00 | \$ | 1,286.06 | \$ | 3,000.00 |
| | Marketing | | | | | | |
| 90-6800 | Professional Services | \$ | 75,500.00 | \$ | 91,668.00 | \$ | 100,000.00 |
| 90-6100 | Advertising | \$ | 2,140.00 | \$ | 1,465.53 | \$ | 2,000.00 |
| 90-6100 | Digital Marketing | \$ | - | \$ | 27.90 | \$ | 5,000.00 |
| | Total Marketing | \$ | 77,640.00 | \$ | 93,161.43 | \$ | 107,000.00 |
| | Incentives | | | | | | |
| 90-6611 | Facade Grant | \$ | - | \$ | - | \$ | 25,000.00 |
| 90-9108 | Workforce Achievement Grant | \$ | - | \$ | - | \$ | 50,000.00 |
| 90-9109 | Other Incentives | \$ | - | \$ | - | \$ | 25,000.00 |
| | Total Incentives | \$ | - | \$ | - | \$ | 100,000.00 |
| | TOTAL EDC OPERATIONS | \$ | 960,642.00 | \$ | 341,024.26 | \$ | 1,209,148.18 |
| | Capital Outlay | | | | | | |
| 90-8607 | Narrows Business Park II Development | \$ | 2,000,000.00 | \$ | 38,697.50 | \$ | 2,000,000.00 |
| 90-8601 | Constitution | \$ | - | \$ | - | \$ | - |
| 90-8602 | Cavazos RAIL | \$ | - | \$ | 40,625.16 | \$ | - |
| 90-9605 | Infrastructure | \$ | 500,000.00 | \$ | - | \$ | 500,000.00 |
| 90-9606 | Patriot Circle Office Building | \$ | - | \$ | - | \$ | 1,000,000.00 |
| | Total Capital Outlay | \$ | 2,500,000.00 | \$ | 79,322.66 | \$ | 3,500,000.00 |
| | TOTAL EDC EXPENDITURES | \$ | 3,460,642.00 | \$ | 420,346.92 | \$ | 4,709,148.18 |
| | TOTAL ENDING FUND BALANCE | \$ | 5,880,358.00 | \$ | (420,346.92) | \$ | 3,077,841.82 |
| | IDEAL FUND BALANCE | \$ | 203,307.00 | \$ | 85,256.07 | \$ | 265,433.55 |
| | OVER/UNDER IDEAL FUND BALANCE | \$ | 5,677,051.00 | \$ | (505,602.99) | \$ | 2,812,408.28 |
| | BALANCE (Income - Expense) | | | | | \$ | 177,841.82 |
| | | | | | | | Does not include Capital Outlay |

FY 2025/2026 Proposed Budget

We have added new line items that provide a more accurate reflection of our expenses. This refined structure will help us better track expenses.

1. Building and Facility

Line item 00-6200 was originally budgeted \$6250 for Communications. We have created new line items for Internet and Phone Service for \$3000 each. Line item 00-6202 is a place holder for proposed costs to upgrade the office phone service to a digital platform.

2. Contractual Services

Line item 00-6400 was originally budgeted \$8000 for Dues and Subscriptions. We have created new line items for Dues (Memberships to organizations), Subscriptions (monthly charges for newspapers, magazines, etc), and Software (Licenses for use of software). This total amount is \$54,252.69. As part of the Dues, we are proposing an increase for Team Texas membership from \$3,500 to \$8,000. This will give us more opportunities and is not a “pay for play” model. We are also proposing memberships to TEDC and IEDC for all staff members.

00-6551 - We have also broke out IT Services (Cybersecurity/helpdesk) as a separate line item, budgeted at \$3000.

00-6600 - We have attempted to capture all Professional Development (training) for all employees to include budgets for registration, travel, and food for each event.

3. Operations

This is a new section. Many of these expenses were previously captured in Public Relations. This includes Company Apparel, Employee Appreciation, and Team Meals.

4. Entrepreneur/Small Business

Line Item 90-9000 was previously budgeted at \$38,000 for the Entrepreneur Center. We are proposing \$5000 for Small Business and Entrepreneur assistance. ShopCove Octoberfest has been moved here, from Business Retention and budgeted for \$7000.

5. Workforce Development

Workforce was previously budgeted, but did not have its own line item. We are proposing \$3,000 to host the Annual Career Fair.

6. Marketing

Marketing includes an advertising budget for local media as well as promotional items. We have also included \$100,000 to partner with the City on a marketing/branding plan. We are also proposing \$5000 for digital marketing on Facebook, LinkedIn and other social media.

7. Incentives

We are proposing \$25,000 to launch a Façade Grant targeting downtown businesses. Also, \$50,000 to work with CTC on a Workforce Achievement Grant to assist Cove residents in completing a degree program and career pathways. This is in response to the strategic plan findings of 33% of residents have some college but no degree. Lastly, \$25,000 for other incentives.

8. Capital Outlay

These are expenses from our Reserve Account. \$2,000,000 for development at the Narrows Business Park II; \$500,000 for Infrastructure; \$1,000,000 for The Patriot Circle Office Building.

Economic Development Corporation

H.4.

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action authorizing EDC Staff to draft and publish an RFQ for the development of a “Spec” office building. **Fred Welch, Executive Director, Copperas Cove EDC.**

Description/Information:

The recent strategic plan approved by the EDC and City Council brought out a weakness in our SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats) that our existing industrial, office and retail inventory was very limited and aging. One of the key sectors identified for recruitment is professional services, information technology, engineering, and legal services. We need both housing and professional office space to attract higher-wage jobs and businesses to our city.

Financial Impact:

TBD

Action/Recommendation:

The EDC staff recommends that the board of directors authorize the drafting and publication of a Request for Qualifications for architectural and design services for a commercial office building on Patriot Circle.

Attachments:

Economic Development Corporation

I.1.

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

UPDATE

1. Regional Habitat Conservation Plan (HCP) presentation. **Representative, Bell County Commissioners Court.**
-

Attachments:

Regional Habitat Conservation Plan (HCP) presentation

Regional Habitat Conservation Plan for Bell and Coryell Counties (BELCOR RHCP)

BELCOR RHCP

Presentation to the
Board of Directors of the
Copperas Cove
Economic Development
Corporation



Photo Credit: Bettina Arrigoni, Flickr



Photo Credit: Pete Pattavina, USFWS

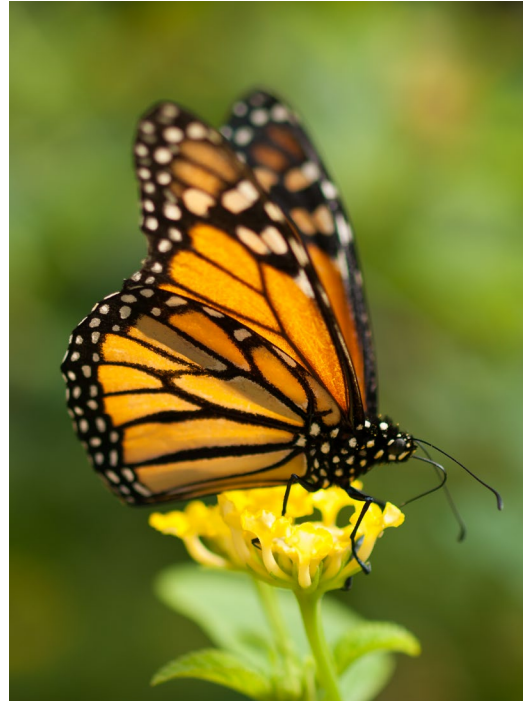


Photo credit: William Warby, Wikipedia



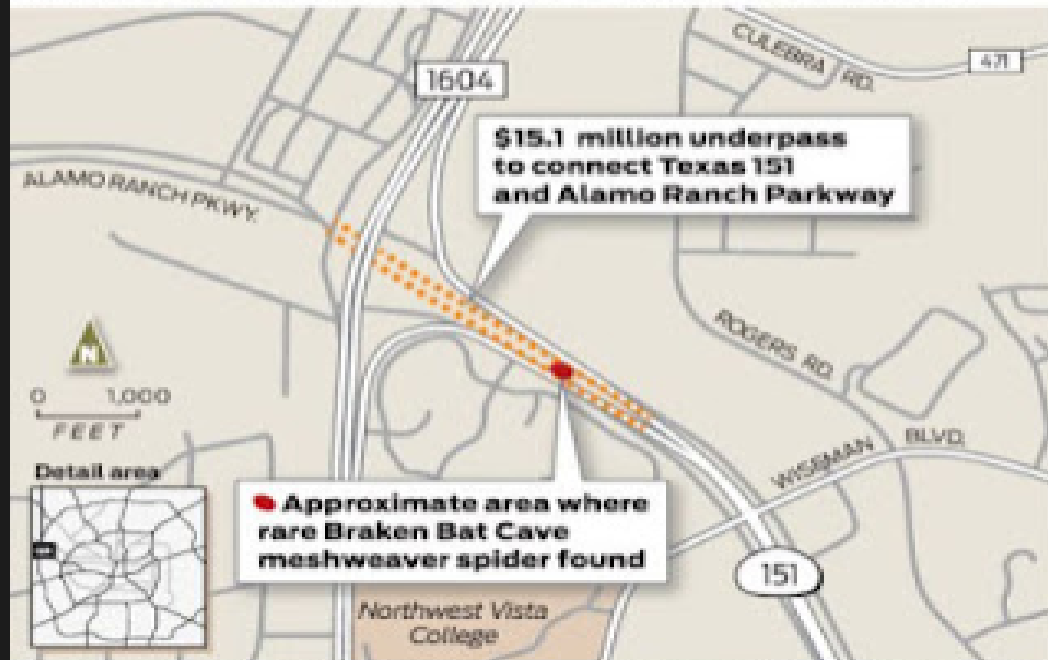
Photo credit: Adam Baker, In Defense of Plants

BELCOR RHCP Background

Endangered Spider Discovery Stops \$15 Million Texas Highway Construction Project

Underpass project delayed by spider

For now, highway officials have stopped construction of a Texas 151 underpass after an endangered spider was discovered in the area.



While biologists may be rejoicing over the recent discovery of a rare spider that was thought to be extinct, not everyone is elated — particularly commuters around San Antonio, Texas.

Workers found the Braken Bat Cave Meshweaver (*Cicurina venii*) spider, which hasn't been seen in three decades, in the middle of a \$15.1 million highway construction project in northwestern San Antonio. The eyeless arachnid is on the endangered species list—since

construction would disrupt the spider's natural habitat, the project has been halted for the foreseeable future.

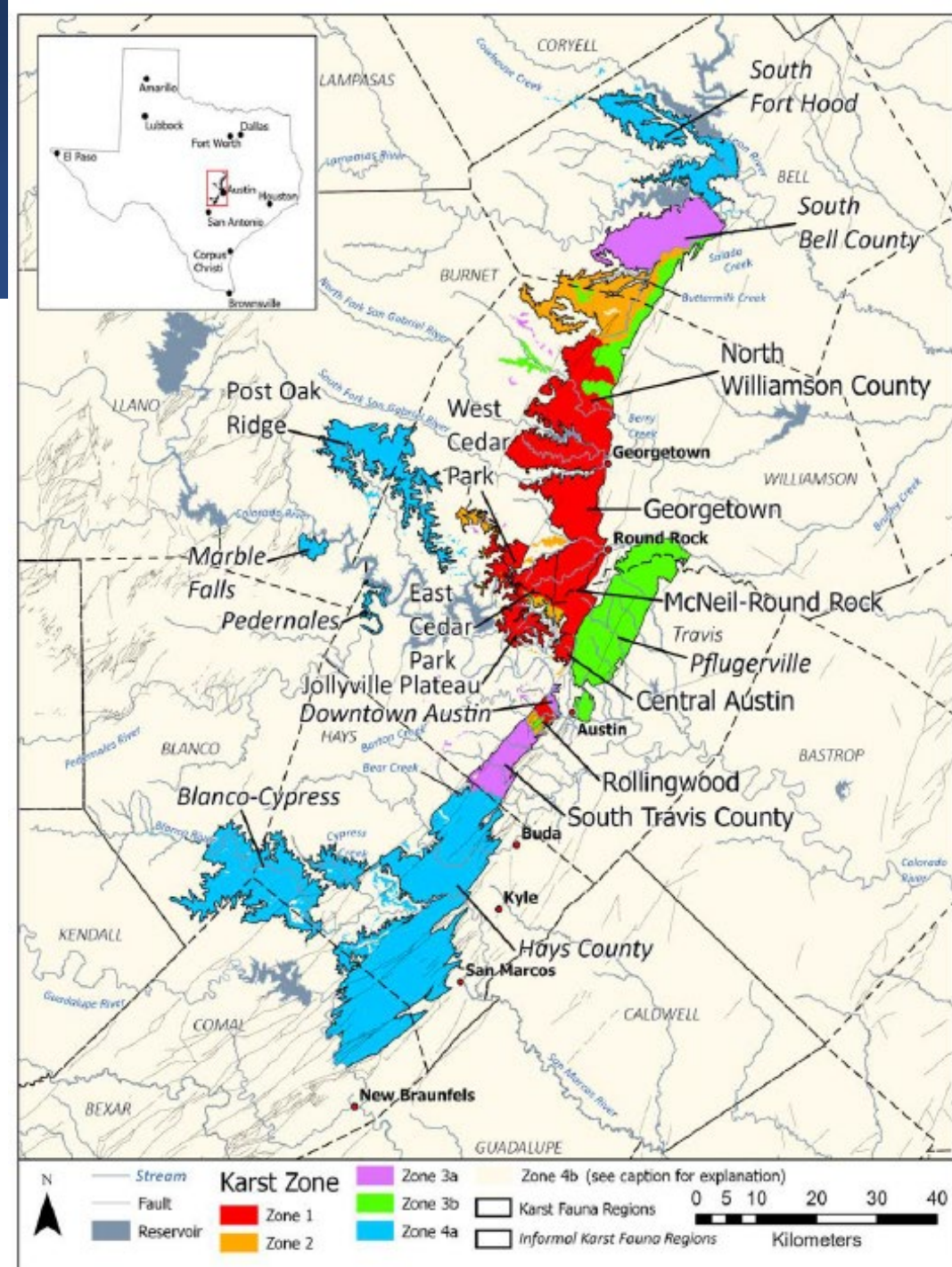
BELCOR RHCP Background

**Why are
We Here
Today ?**

On April 27, 2020, I received a phone call from US Fish & Wildlife Service advising me that “ Bell County is now a ‘county of interest’ ” as it related to Karst Fauna Regions

BELCOR RHCP Background

2021 KARST ZONE MAP



BELCOR RHCP Background

16 karst invertebrates listed as endangered in Central Texas .. 6 beetles, 9 spiders, and 1 scorpion.



Bat Cave Spider



Bee Cave Harvestman Spider



Coffin Cave Mold Beetle

So...

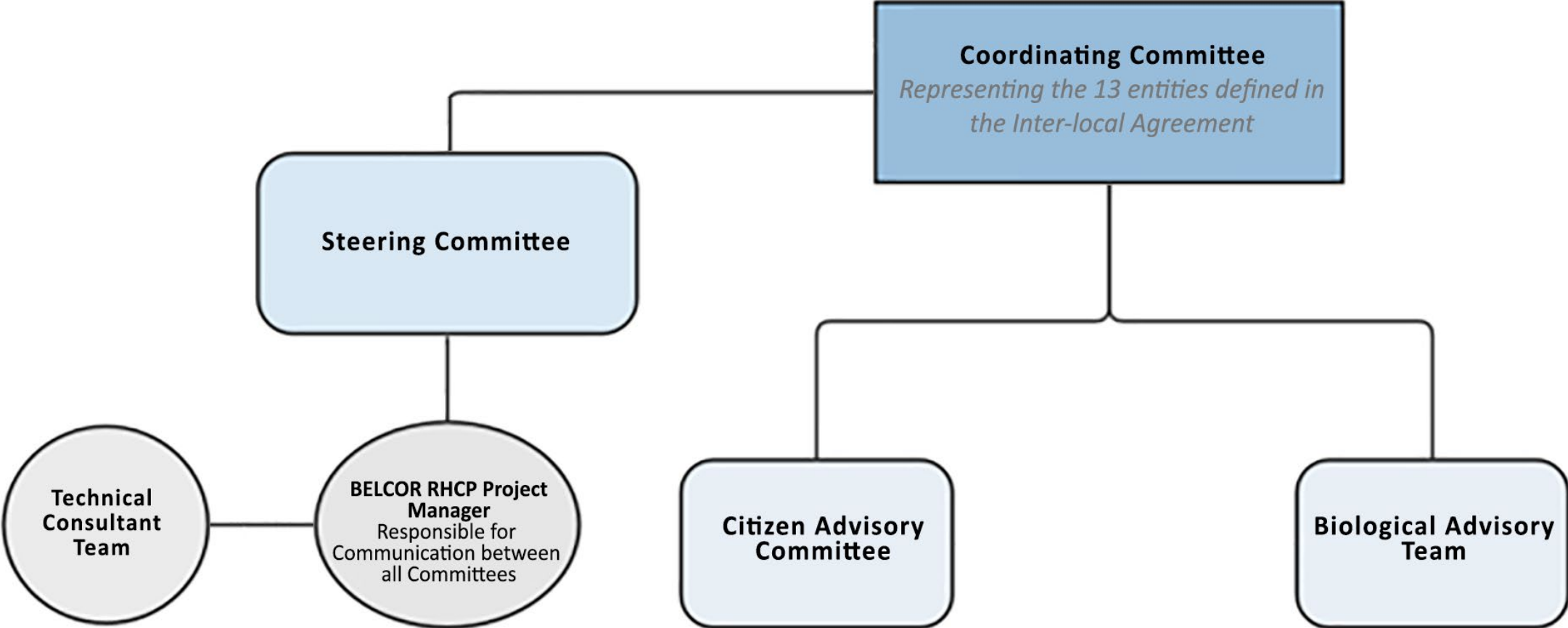
- It seems clear that the Endangered Species Act (and federal and state agencies) reach relating to environmental concerns continues to expand
- It also seems clear that it is not a question of if a listed or threatened species is going to be found in our community...simply a question of when
- Real question is how can we best prepare for and manage the balancing of protecting species and habitat with growth and development
- The best pathway seems to be to create a habitat conservation plan

BELCOR RHCP Background

- In 2020: Bell and Coryell Counties along with several other partners formed the Karst Coalition to collaborate on the development of a regional habitat conservation plan.
- The coalition became the BELCOR RHCP Partners
- In 2022: Bell County was awarded a \$1 Million federal grant to develop the BELCOR RHCP

| BELCOR RHCP Partners (Plan Participants) | | |
|--|------------------------|--------------------|
| Bell County | City of Killeen | City of Belton |
| Coryell County | City of Temple | City of Gatesville |
| Clearwater UWCD | City of Copperas Cove | Village of Salado |
| Brazos River Authority | City of Harker Heights | Middle Trinity GCD |
| | | Killeen-Temple MPO |

BELCOR RHCP Management Structure



Habitat Conservation Plans

Compliance with the Endangered Species Act (ESA)

- ESA provides protections for federally listed (threatened and endangered) species
- Cannot impact federally listed species without proper permit
- Incidental Take Permit (ITP) authorizes impacts to listed species incidental to otherwise lawful activities
- Development of habitat conservation plan (HCP) is required to obtain ITP
- Plans must be approved by U.S. Fish and Wildlife Service

"Take" means "To harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect a species, or attempt to engage in any such conduct."

Contents of Habitat Conservation Plans

- Identification of plan area, covered species, covered activities, and requested permit term
- Assessment of impacts to covered species from covered activities
- Biological goals and objectives for each species covered by the HCP
- Plan for monitoring compliance and effectiveness' and approach to adaptive management
- Conservation strategy that includes measures that minimize and mitigate impacts
- Funding plan

BELCOR RHCP Proposed Covered Species

| Common Name | Current Federal ESA Status |
|------------------------------|----------------------------|
| Salado Salamander | Threatened |
| Golden-cheeked Warbler | Endangered |
| Coffin Cave Mold Beetle | Endangered |
| Tooth Cave Spider | Endangered |
| Bone Cave Harvestman | Endangered |
| Monarch butterfly | Candidate |
| Tricolored Bat | Proposed Endangered |
| Brazos Heelsplitter (mussel) | Not Listed |
| Texas Fawnsfoot (mussel) | Threatened |
| Balcones Spike (mussel) | Endangered |



Photo credit: Steve Maslowski, USFWS

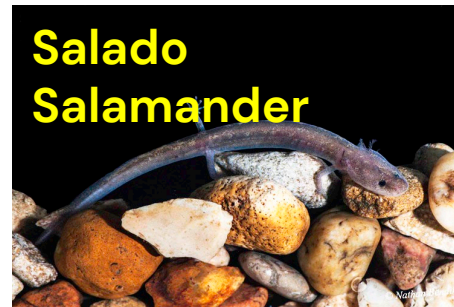


Photo credit: Nathan Bendik, Brazos River Authority



Photo credit: Garrett P. Weiberg/iNaturalist



Photo credit: Sciworthy Team, Sciworthy

BELCOR RHCP Proposed Covered Activities

Covered activities: Otherwise lawful activities under the direct control of the plan participants

- **Development Activities**
 - Land use authorizations
 - Communication and public facilities with infrastructure construction
 - Transportation construction (new road, bridge, and road culvert installation)
 - Construction of new gas and electric lines
- **Public Facility and Infrastructure Maintenance Activities**
 - Vegetation management
 - Public facility and infrastructure maintenance
 - Road and bridge maintenance and replacement
 - Maintenance of gas and electric lines
- **Water Management Activities**
 - Construction, maintenance, and operation of surface and groundwater management facilities including reservoir maintenance
 - Water rights, groundwater pumping, and water/wastewater discharge (relevant rights and permits only)
 - Habitat restoration and enhancement

BELCOR RHCP Development Timeline

| Phase | Milestone | Completion Date |
|-------|--|------------------------------|
| 1 | Federal Grant Application | June 2022 |
| | Operating Framework | May 2023 |
| 2 | Stakeholder Involvement Plan | December 2023 |
| | HCP Foundations Memo | December 2023 |
| | Data Collection and Prelim Species Accounts | April 2024 |
| 3 | Modeling and Research | December 2024 |
| | Species Impact Assessment/Prelim “Take” Estimates | January 2025 |
| | Preliminary Conservation Strategy and Monitoring Program | May 2025 |
| | Preliminary Cost and Funding Analysis | Jun 2025 |
| | Cost Review Period | July – September 2025 |
| 4 | Preliminary Draft HCP | April 2026 |
| | Public Draft HCP | July 2026 |
| | Revised Second Draft | November 2026 |
| 5 | Environmental Impact Statement | October 2027 |
| 6 | HCP Permit Acquisition | October 2027 |

BELCOR RHCP Information and Materials

[Bell County, TX \(bellcountytexas.com\)](http://bellcountytexas.com)

The screenshot shows the top portion of the Bell County website. At the top left is the Bell County Texas logo, featuring a map of Texas with a star and the text "Bell County TEXAS". To the right of the logo is a horizontal navigation menu with the following items: HOME, ABOUT US, GOVERNMENT, DEPARTMENTS, HOW DO I?, and SERVICES. Below the navigation menu is a large banner image of a field of bluebonnets under a dramatic, cloudy sky. Overlaid on the bottom left of the banner is a dark sidebar containing the text "Bell County & Coryell County - Regional Habitat Conservation Plan" in gold, and two menu items: "About Us" with a dropdown arrow and "Meeting Archive". Overlaid on the bottom right of the banner is a dark navigation bar with the following items: "HOME > ABOUT US > BELCOR REGIONAL HABITAT CONSERVATION PLAN", "NOTIFY ME" with a bell icon, "EMAIL THIS PAGE" with an envelope icon, and "PRINT THIS PAGE" with a printer icon. On the far right edge of the banner, there is a red social media share button and a small white icon.

Regional Habitat Conservation Plan

We Want Your Feedback

Questions?

Input on how your organization would like to keep informed?

Upcoming meetings or events for keeping informed and sharing information?

Economic Development Corporation

I.2.

Meeting Date: April 23, 2025

Contact: Fred Welch, Executive Director, Copperas Cove EDC

UPDATE

2. Executive Director's Report. Fred Welch, Executive Director, Copperas Cove EDC

Economic Development Corporation

I.3.

Meeting Date: April 23, 2025

Contact: Sean Stevens, Senior Director, BRE, Copperas Cove EDC

UPDATE

- 3. Senior Director, BRE's Report. Sean Stevens, Copperas Cove EDC**
-

Economic Development Corporation

I.4.

Meeting Date: April 23, 2025

Contact: Sheena Tanner, Marketing Director, Copperas Cove EDC

UPDATE

4. Marketing Director's Report. Sheena Tanner, Copperas Cove EDC

Economic Development Corporation

I.5.

Meeting Date: April 23, 2025

Contact: Brittany Sanders, Workforce Specialist, Copperas Cove EDC

UPDATE

- 5. Workforce Development Specialist's Report. Brittany Sanders, Copperas Cove EDC**
-

Economic Development Corporation

I.6.

Meeting Date: April 23, 2025

Contact: Anne Seneca, Small Business Support Director, Copperas Cove EDC

UPDATE

6. Small Business Support Director's Report. Anne Seneca, Copperas Cove EDC
