



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 24, 2024 at 12:00 p.m. in the Technology Center at 508 S. 2nd Street, Copperas Cove, Texas 76522 at which 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 27, 2024. **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 February 2024 **Fred Welch, Executive Director, Copperas Cove EDC.****
 - 2. Consideration and action on accepting a proposal from a qualified consulting firm to develop a strategic plan for the Copperas Cove EDC. **Fred Welch, Executive Director, Copperas Cove EDC.****

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

1. Executive Director's Report. **Fred Welch, Executive Director, Copperas Cove EDC.**
2. Marketing Director's Report. **Sheena Tanner, Marketing Director, Copperas Cove EDC.**
3. Workforce Development Specialist's Report. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**
4. Senior Director, BRE Report. **Sean Stevens, Senior Director BRE, Copperas Cove EDC.**
5. Special Projects Coordinator Report, **Anne Seneca, Copperas Cove EDC.**

J. ITEMS FOR FUTURE AGENDAS

K. EXECUTIVE SESSION

Pursuant to Section 551.072 of the Texas Government Code, the Economic Development Corporation Board will meet in Executive Session to discuss deliberation regarding the purchase, exchange, lease, or value of real property. **Project Spring.**

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 **5:00 p.m. on April 19, 2024.**

Brittany Sanders, Workforce Development Specialist
Copperas Cove EDC

Economic Development Corporation

F.1.

Meeting Date: April 24, 2024

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

Subject:

Consideration and action on approval of minutes for the Regular Meeting held on March 27, 2024.

Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC

Attachments:

Regular Meeting Minutes – March 27, 2024.



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes for March 27, 2024

A. CALL TO ORDER

Chairman JC Stubbs called the Regular meeting of the Copperas Cove Economic Development Corporation to order at 12:00 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

JC Stubbs led the Invocation and the Pledge of Allegiance.

C. ROLL CALL

Roll call led by Brittany Sanders, Workforce Development Specialist.

Present: JC Stubbs, Chairman Sheena Tanner, Marketing Director
Ted Gonzalez, Secretary Brittany Sanders, Workforce Development Specialist
Anthony Martinez, Director Anne Seneca, Special Projects Coordinator
Fred Chavez, Council Liaison Barbara Boulware-Wells, Legal Counsel
Fred Welch, Executive Director

Absent: Bradi Diaz, Vice Chairman
David McPhail, Treasurer
Sean Stevens, Senior Director,
BRE

D. ANNOUNCEMENTS

Spring Pop-up Market- Friday, March 30, 2024, from 10:00 am-4:00 pm, in Downtown Copperas Cove
Military Affairs Dinner- Thursday, April 11, 2024, from 6:00 pm- 7:30 pm, Copperas Cove Civic Center
Boots and Buckle Annual Gala- Saturday, April 13, 2024, 6:00 pm, at the Copperas Cove Civic Center.
Homecoming for Heroes- Saturday, April 20, 2024, from 5:30 pm- 9:00 pm, in Oakalla, TX

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.

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 Regular Meeting held on March 6, 2024. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

Director Anthony Martinez made a motion to approve Agenda Item F1. Secretary Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried.

G. PUBLIC HEARINGS

None

H. ACTION ITEM

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

Chairman JC Stubbs made a motion to approve Agenda Item H1. Secretary Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried.

2. Consideration and action on approving the Fiscal Year 2022-2023 Annual Financial Report (Audit). **Fred Welch, Executive Director, Copperas Cove EDC.**

Chairman JC Stubbs made a motion to approve Agenda Item H2. Secretary Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried.

3. Consideration and action on amending Resolution #EDC 2023-02, to show that the Copperas Cove EDC is a co-applicant with the City of Copperas Cove on the Economic Adjustment Assistance (EAA) application for the Mashburn Drive Project. **Fred Welch, Executive Director, Copperas Cove EDC.**

Secretary Ted Gonzalez made a motion to approve Agenda Item H3. Director Anthony Martinez seconded the motion and with a unanimous vote, the motion carried.

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

- *Executive Director Fred Welch gave an update on the following topics listed below:*
 - *Recap of the State of the City Meeting*
 - *Recap of the State of the District Meeting*
 - *CCEDC award given by the Copperas Cove Chamber*
 - *Recap of Sean's trip to Atlanta with the Grand Central Texas Partnership*
 - *Update on Grant Project application*
 - *Upcoming Defense Community Summit on April 8th.*
 - *Boots and Buckle Gala on April 13th.*
 - *Mounted Warfare Gala April 20th.*
 - *Fort Cavazos Rail Study update.*

- *Marketing Director Sheena Tanner gave an update on the following topics listed below:*
 - *Update on the Marketing Campaign*
 - *Update on Facebook Ad Campaign.*
 - *Restaurant Business Round Table on April 15th.*
 - *Update on the design for the State of the City Banner.*
 - *Update on the Chamber of Commerce Community map.*
 - *Update on finalizing the website*
 - *Film Friendly Town Meeting set for May 2024.*
- *Workforce Specialist Brittany Sanders gave an update on the following topics listed below:*
 - *Update on the Copperas Cove Regional Career Fair on July 17th.*
 - *Upcoming NAWDP Conference in San Antonio.*
- *Executive Director Fred Welch gave an update for Sean Stevens on the following topics listed below:*
 - *Business Round Table*
- *Special Projects Coordinator, Anne Seneca gave an update on the following topics listed below:*
 - *#ShopCove Quarterly Pop-up Market held on March 30th.*

J. ITEM FOR FUTURE AGENDAS.

None

K. EXECUTIVE SESSION CONVENED.

None

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

None

M. ADJOURN

Chairman JC Stubbs adjourned the meeting at 12:29 p.m.

ATTEST:

Brittany Sanders, Workforce Development Specialist

Ted Gonzalez, Secretary

Economic Development Corporation

H.1.

Meeting Date: April 24, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

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

Description/Information:

The Profit and Loss report for February 2024, 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 2024, as presented by Fred Welch.

Attachments:

February 2024, Financials:

Profit and Loss
Profit and Loss Budget Performance
Cadence Bank Reconciliation
Tex Pool Reconciliation

Sales Tax for February:

City: \$1,562.33
State: \$125,445.72

Copperas Cove Economic Development Corporation
Profit & Loss

February 2024

Feb 24

Ordinary Income/Expense

Income

Revenues

Sales Tax Income 127,008.05

Interest Income 34,349.38

Total Revenues 161,357.43

Total Income 161,357.43

Expense

EXPENDITURES

EDC ADMINISTRATION

PERSONNEL

00-1150 · Phone Reimbursement 320.00

00-1100 · Car Allowance 500.00

00-1000 · Staff Salary 27,565.13

00-1200 · Longevity 22.16

00-1500 · FICA Tax 2,097.41

00-1600 · Employee Insurance 1,717.50

00-1800 · Retirement 3,608.85

Total PERSONNEL 35,831.05

SUPPLIES AND MATERIALS

00-2030 · Office Supplies 612.30

00-2820 · Furniture and Fixtures 334.18

Total SUPPLIES AND MATERIALS 946.48

REPAIRS AND MAINTENANCE

00-4100 · Repairs & Maint. - Bldg 1,696.79

00-4400 · Repairs & Maint. - Equipment 160.00

Total REPAIRS AND MAINTENANCE 1,856.79

CONTRACTUAL SERVICES

00-6200 · Communication 495.20

00-6300 · Rental of Equip / Copier Lease 289.99

00-6350 · Rental of Property 2,602.49

00-6400 · Dues and Subscriptions 625.08

00-6600 · Professional Development 3,353.70

00-6800 · Professional Services 650.00

00-6900 · Utilities 1,367.94

Total CONTRACTUAL SERVICES 9,384.40

DESIGNATED EXPENSES

00-7000 · Insurance Expense 580.70

00-1998 · Board Related Expenses 454.88

00-1999 · Public Relations 550.71

Total DESIGNATED EXPENSES 1,586.29

Total EDC ADMINISTRATION 49,605.01

DEBT SERVICES

10-9326 · 2012 Sales Tax Bond Note Int 2,611.10

Total DEBT SERVICES 2,611.10

Copperas Cove Economic Development Corporation Profit & Loss

February 2024

Feb 24

EDC NON-DEPARTMENTAL	
CONTRACTUAL SERVICES	
90-6400 · Dues and Subscriptions	150.00
90-6550 · Contract Labor	170.00
90-6610 · Business Attraction	<u>9,047.70</u>
Total CONTRACTUAL SERVICES	<u>9,367.70</u>
90-9100 · BUSINESS RETENTION	
90-9101 · Flyers / Design	402.75
90-9103 · Retention	22.74
90-9100 · BUSINESS RETENTION - Other	<u>437.14</u>
Total 90-9100 · BUSINESS RETENTION	<u>862.63</u>
Total EDC NON-DEPARTMENTAL	<u>10,230.33</u>
OTHER EXPENDITURES	
90-8600 · CAPITAL OUTLAY	
90-8607 · New Business Park Study	370.00
90-8601 · Constitution	<u>321,000.60</u>
Total 90-8600 · CAPITAL OUTLAY	<u>321,370.60</u>
Total OTHER EXPENDITURES	<u>321,370.60</u>
Total EXPENDITURES	<u>383,817.04</u>
Total Expense	<u>383,817.04</u>
Net Ordinary Income	<u>-222,459.61</u>
Net Income	<u><u>-222,459.61</u></u>

Copperas Cove Economic Development Corporation
Profit & Loss Budget Performance
October 2023 through February 2024

	<u>Oct '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
Revenues			
Sales Tax Income	531,057.46	458,333.31	1,100,000.00
Interest Income	184,251.95	41,666.69	100,000.00
Total Revenues	<u>715,309.41</u>	<u>500,000.00</u>	<u>1,200,000.00</u>
Other Income	<u>385.01</u>	<u>0.00</u>	<u>0.00</u>
Total Income	715,694.42	500,000.00	1,200,000.00
Expense			
EXPENDITURES			
EDC ADMINISTRATION			
PERSONNEL			
00-1150 · Phone Reimbursement	1,520.00	1,600.00	3,840.00
00-1100 · Car Allowance	2,500.00	3,000.00	6,000.00
00-1000 · Staff Salary	120,794.61	136,904.19	328,570.00
00-1200 · Longevity	96.00	380.00	912.00
00-1500 · FICA Tax	9,692.84	11,041.69	26,500.00
00-1600 · Employee Insurance	6,159.12	10,139.19	24,334.00
00-1700 · Worker's Comp Insurance	705.00	416.69	1,000.00
00-1800 · Retirement	16,453.38	19,508.75	46,821.00
00-1901 · Other Personnel Expenses	1,923.68	583.31	1,400.00
PERSONNEL - Other	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total PERSONNEL	159,844.63	183,573.82	439,377.00
SUPPLIES AND MATERIALS			
00-2030 · Office Supplies	1,762.39	1,666.69	4,000.00
00-2040 Printing Costs	0.00	125.00	300.00
00-2200 · Postage/Shipping	283.63	125.00	300.00
00-2820 · Furniture and Fixtures	346.07	0.00	0.00
00-2842 · Minor Equipment/Electronics	1,153.94	2,083.31	5,000.00
00-2844 · Minor Equipment - Software	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total SUPPLIES AND MATERIALS	3,546.03	4,000.00	9,600.00
REPAIRS AND MAINTENANCE			
00-4100 · Repairs & Maint. - Bldg	10,309.96	1,458.31	3,500.00
00-4200 · Repairs & Maint. - Facility	286.47	1,041.69	2,500.00
00-4400 · Repairs & Maint. - Equipment	<u>1,254.05</u>	<u>1,666.69</u>	<u>4,000.00</u>
Total REPAIRS AND MAINTENANCE	11,850.48	4,166.69	10,000.00
CONTRACTUAL SERVICES			
00-6012 · Consulting Fees (Legal)	367.50	2,083.31	5,000.00
00-6000 · Bank Analysis Fees	10.00	333.31	800.00
00-6100 · Advertising	121.50	500.00	1,200.00
00-6200 · Communication	2,217.69	2,604.19	6,250.00
00-6300 · Rental of Equip / Copier Lease	1,449.95	1,458.31	3,500.00
00-6350 · Rental of Property	13,012.45	13,000.00	31,200.00
00-6400 · Dues and Subscriptions	16,975.36	6,750.00	16,200.00

Copperas Cove Economic Development Corporation
Profit & Loss Budget Performance
October 2023 through February 2024

	<u>Oct '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
00-6550 · Contract Labor	0.00	1,458.31	3,500.00
00-6600 · Professional Development	12,559.21	8,750.00	21,000.00
00-6800 · Professional Services	7,431.21	3,625.00	8,700.00
00-6801 · Recruiting/Executive Search	1,659.81		
00-6810 · Provided City Services	0.00	145.81	350.00
00-6900 · Utilities	3,518.03	3,833.31	9,200.00
Total CONTRACTUAL SERVICES	59,322.71	44,541.55	106,900.00
DESIGNATED EXPENSES			
00-7000 · Insurance Expense	3,282.30	2,083.31	5,000.00
00-1998 · Board Related Expenses	1,561.34	1,250.00	3,000.00
00-1999 · Public Relations	3,274.26	2,500.00	6,000.00
Total DESIGNATED EXPENSES	8,117.90	5,833.31	14,000.00
Total EDC ADMINISTRATION	242,681.75	242,115.37	579,877.00
DEBT SERVICES			
10-9226 · 2012 Sales Tax Bond Principal	0.00	54,669.56	131,207.00
10-9326 · 2012 Sales Tax Bond Note Int	13,505.70	6,752.94	16,207.00
Total DEBT SERVICES	13,505.70	61,422.50	147,414.00
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	750.00	8,750.00	21,000.00
90-6100 · Advertising	848.00	891.69	2,140.00
90-6550 · Contract Labor	4,145.00	10,415.50	25,000.00
90-6610 · Business Attraction	22,490.74	31,458.31	75,500.00
90-6800 · Professional Services	99.54	8,616.84	56,081.79
Total CONTRACTUAL SERVICES	28,333.28	60,132.34	179,721.79
90-9000 · ENTREPRENEUR CENTER			
90-9001 · Start Up	0.00	5,183.31	12,440.00
90-9002 · Operations	12,488.00	14,583.31	35,000.00
Total 90-9000 · ENTREPRENEUR CENTER	12,488.00	19,766.62	47,440.00
90-9100 · BUSINESS RETENTION			
90-9101 · Flyers / Design	960.75	0.00	0.00
90-9102 · Workshops	0.00	208.31	500.00
90-9103 · Retention	-218.49	5,000.00	12,000.00
90-9104 · Travel	0.00	0.00	0.00
90-9105 · Visits	0.00	0.00	0.00
90-9106 · Workforce Development Training	0.00	500.00	1,200.00
90-9107 · Workforce Development Events	0.00	1,250.00	3,000.00
90-9100 · BUSINESS RETENTION - Other	437.14	0.00	0.00
Total 90-9100 · BUSINESS RETENTION	1,179.40	6,958.31	16,700.00
Total EDC NON-DEPARTMENTAL	42,000.68	86,857.27	243,861.79
OTHER EXPENDITURES			

Copperas Cove Economic Development Corporation
Profit & Loss Budget Performance
 October 2023 through February 2024

	<u>Oct '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
90-8600 · CAPITAL OUTLAY			
90-8607 · New Business Park Study	2,975.00	833,333.31	2,000,000.00
90-8601 · Constitution	321,000.60	0.00	0.00
90-8602 · Land Exchange	1,172.79	625,000.00	1,500,000.00
90-8605 · Infrastructure	26,650.50	0.00	0.00
Total 90-8600 · CAPITAL OUTLAY	<u>351,798.89</u>	<u>1,458,333.31</u>	<u>3,500,000.00</u>
Total OTHER EXPENDITURES	<u>351,798.89</u>	<u>1,458,333.31</u>	<u>3,500,000.00</u>
Total EXPENDITURES	<u>649,987.02</u>	<u>1,848,728.45</u>	<u>4,471,152.79</u>
Total Expense	<u>649,987.02</u>	<u>1,848,728.45</u>	<u>4,471,152.79</u>
Net Ordinary Income	<u>65,707.40</u>	<u>-1,348,728.45</u>	<u>-3,271,152.79</u>
Net Income	<u>65,707.40</u>	<u>-1,348,728.45</u>	<u>-3,271,152.79</u>

Copperas Cove Economic Development Corporation Reconciliation Detail

Cash- Cadence Bank, Period Ending 02/29/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,896,233.66
Cleared Transactions						
Checks and Payments - 45 items						
Check	01/19/2024	3317	Regions Bank	X	-16,206.84	-16,206.84
Check	01/19/2024	3315	DonkBuilt Service E...	X	-650.00	-16,856.84
Check	01/19/2024	3314	DonkBuilt Service E...	X	-650.00	-17,506.84
Check	01/19/2024	3309	Centex Technologies	X	-160.00	-17,666.84
Check	01/19/2024	3316	Centex Technologies	X	-140.00	-17,806.84
Check	01/19/2024	3310	Crazy Cactus Lawn ...	X	-125.00	-17,931.84
Check	01/19/2024	3311	Rotary Club of Copp...	X	-100.00	-18,031.84
Check	01/19/2024	3308	Jeremy Gonzales	X	-80.00	-18,111.84
Check	01/23/2024	3318	Neon Cloud Producti...	X	-234.42	-18,346.26
Check	01/30/2024	3320	Mike Barnes Group, ...	X	-4,000.00	-22,346.26
Check	01/30/2024	3322	Texas Economic De...	X	-725.00	-23,071.26
Check	01/30/2024	3324	Pristine Building Mai...	X	-625.00	-23,696.26
Check	01/30/2024	3323	Philadelphia Insuran...	X	-580.70	-24,276.96
Check	01/30/2024	3321	Camera Artistry Pho...	X	-445.00	-24,721.96
Check	01/30/2024	3325	Killeen Daily Herald	X	-166.00	-24,887.96
Check	01/30/2024	3319	Killeen Pest Control	X	-75.00	-24,962.96
General Journal	02/01/2024	81	McMullin Properties	X	-2,602.49	-27,565.45
General Journal	02/01/2024	103	Brightspeed	X	-258.58	-27,824.03
Liability Check	02/06/2024	3326	City of Copperas Co...	X	-5,111.60	-32,935.63
Check	02/06/2024	3327	Pristine Building Mai...	X	-625.00	-33,560.63
Check	02/12/2024	3335	ProTrack Plus	X	-5,000.00	-38,560.63
Liability Check	02/12/2024	EFTPS	US Treasury	X	-3,034.64	-41,595.27
Check	02/12/2024	3331	DonkBuilt Service E...	X	-831.21	-42,426.48
Check	02/12/2024	3329	Copperas Cove Edu...	X	-500.00	-42,926.48
Check	02/12/2024	3332	Clark Associates, P...	X	-370.00	-43,296.48
Check	02/12/2024	3330	Centex Technologies	X	-160.00	-43,456.48
Check	02/12/2024	3334	City of Copperas Co...	X	-149.52	-43,606.00
Check	02/12/2024	3333	Texas Economic De...	X	-100.00	-43,706.00
Liability Check	02/14/2024	3338	City of Copperas Co...	X	-3,474.72	-47,180.72
General Journal	02/14/2024	101	TXU Energy	X	-669.04	-47,849.76
Liability Check	02/14/2024	3339	United Way	X	-2.00	-47,851.76
General Journal	02/15/2024	96	Spectrum Business	X	-236.62	-48,088.38
Paycheck	02/16/2024	ACH	Frederick H Welch	X	-4,055.49	-52,143.87
Paycheck	02/16/2024	ACH	Sean Renzo Stevens	X	-2,126.62	-54,270.49
Paycheck	02/16/2024	ACH	Brittany P Sanders	X	-1,649.17	-55,919.66
Paycheck	02/16/2024	ACH	Sheena M Tanner	X	-1,423.02	-57,342.68
Paycheck	02/16/2024	ACH	Anne R Seneca	X	-1,317.77	-58,660.45
Liability Check	02/20/2024	EFTPS	US Treasury	X	-3,127.56	-61,788.01
General Journal	02/26/2024	102	Konica Minolta	X	-289.99	-62,078.00
General Journal	02/29/2024	105	TIB The Independen...	X	-6,401.63	-68,479.63
Paycheck	03/01/2024	55002	Frederick H Welch	X	-4,055.49	-72,535.12
Paycheck	03/01/2024	55003	Sean Renzo Stevens	X	-3,114.89	-75,650.01
Paycheck	03/01/2024	55001	Brittany P Sanders	X	-1,647.57	-77,297.58
Paycheck	03/01/2024	55004	Sheena M Tanner	X	-1,423.04	-78,720.62
Paycheck	03/01/2024	55000	Anne R Seneca	X	-1,388.13	-80,108.75
Total Checks and Payments					-80,108.75	-80,108.75
Deposits and Credits - 3 items						
General Journal	02/12/2024	106		X	512,265.58	512,265.58
General Journal	02/26/2024	99		X	127,008.05	639,273.63
General Journal	02/29/2024	100		X	5,210.89	644,484.52
Total Deposits and Credits					644,484.52	644,484.52
Total Cleared Transactions					564,375.77	564,375.77
Cleared Balance					564,375.77	2,460,609.43

Copperas Cove Economic Development Corporation

Reconciliation Summary

Cash- Cadence Bank, Period Ending 02/29/2024

	<u>Feb 29, 24</u>
Beginning Balance	1,896,233.66
Cleared Transactions	
Checks and Payments - 45 items	-80,108.75
Deposits and Credits - 3 items	644,484.52
Total Cleared Transactions	<u>564,375.77</u>
Cleared Balance	<u>2,460,609.43</u>
Uncleared Transactions	
Checks and Payments - 12 items	-323,876.31
Total Uncleared Transactions	<u>-323,876.31</u>
Register Balance as of 02/29/2024	<u>2,136,733.12</u>
New Transactions	
Checks and Payments - 1 item	-3,166.54
Total New Transactions	<u>-3,166.54</u>
Ending Balance	<u>2,133,566.58</u>

Copperas Cove Economic Development Corporation Reconciliation Detail

Cash- Cadence Bank, Period Ending 02/29/2024

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 12 items						
General Journal	02/19/2024	97	Iron Mountain		-131.08	-131.08
Check	02/26/2024	3341	City of Copperas Cove		-321,000.60	-321,131.68
Check	02/26/2024	3343	Nat'l Assoc of Workf...		-750.00	-321,881.68
Check	02/26/2024	3347	Pristine Building Mai...		-625.00	-322,506.68
Check	02/26/2024	3344	Philadelphia Insuran...		-580.70	-323,087.38
Check	02/26/2024	3346	Knight Law Firm		-262.50	-323,349.88
Check	02/26/2024	3345	Seneca BuildWorks		-170.00	-323,519.88
Check	02/26/2024	3348	Quill LLC		-117.29	-323,637.17
Check	02/26/2024	3340	Killeen Pest Control		-75.00	-323,712.17
Check	02/26/2024	3349	Quill LLC		-59.98	-323,772.15
Check	02/26/2024	3342	INHOUSE SYSTEM...		-39.99	-323,812.14
General Journal	02/29/2024	96	Wal-Mart		-64.17	-323,876.31
Total Checks and Payments					-323,876.31	-323,876.31
Total Uncleared Transactions					-323,876.31	-323,876.31
Register Balance as of 02/29/2024					240,499.46	2,136,733.12
New Transactions						
Checks and Payments - 1 item						
Liability Check	03/04/2024	EFTPS	US Treasury		-3,166.54	-3,166.54
Total Checks and Payments					-3,166.54	-3,166.54
Total New Transactions					-3,166.54	-3,166.54
Ending Balance					237,332.92	2,133,566.58

10:23 AM

03/07/24

Copperas Cove Economic Development Corporation
Reconciliation Summary
TEXPOOL ACCOUNT, Period Ending 02/29/2024

	<u>Feb 29, 24</u>
Beginning Balance	6,090,295.37
Cleared Transactions	
Deposits and Credits - 1 item	<u>25,767.32</u>
Total Cleared Transactions	<u>25,767.32</u>
Cleared Balance	<u>6,116,062.69</u>
Register Balance as of 02/29/2024	6,116,062.69
Ending Balance	6,116,062.69

Copperas Cove Economic Development Corporation
Reconciliation Detail
TEXPOOL ACCOUNT, Period Ending 02/29/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,090,295.37
Cleared Transactions						
Deposits and Credits - 1 item						
General Journal	02/29/2024	98		X	25,767.32	25,767.32
Total Deposits and Credits					25,767.32	25,767.32
Total Cleared Transactions					25,767.32	25,767.32
Cleared Balance					25,767.32	6,116,062.69
Register Balance as of 02/29/2024					25,767.32	6,116,062.69
Ending Balance					25,767.32	6,116,062.69

Economic Development Corporation

H.2.

Meeting Date: April 24, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action on accepting a proposal from a qualified consulting firm to develop a strategic plan for the Copperas Cove EDC. **Fred Welch, Executive Director, Copperas Cove EDC.**

History/Information:

In June 2019, the Copperas Cove Economic Development Corporation held a planning session/retreat, facilitated by Avalanche Consulting. The purpose of the session was to assist and facilitate in the strategic planning for the Copperas Cove EDC. The topics discussed during the session included an overview of Economic Development, Best Practices, Mission Statement Development, Target Discussion, and Open Discussion. However, no action was taken during the session.

In May of 2022, Mike Barns Group conducted a community assessment with community business leaders, officials, and stakeholders to assist CCEDC in the development of a marketing strategy for business retention and attraction.

It is imperative, to move forward, the CCEDC BOD and staff meet to identify goals and create a plan for the CCEDC.

Financial Impact:

TBD

Action/Recommendation:

EDC Staff recommends that the Board of Directors accept a proposal to conduct a strategic plan for the Copperas Cove EDC, as presented by Fred Welch

Attachments:

RFP/Contract

RESOLUTION NO. EDC 2024-03

A RESOLUTION OF THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION, AUTHORIZING THE ENGAGEMENT OF A PROFESSIONAL SERVICES PROVIDER FOR THE PURPOSE OF DEVELOPING AN ECONOMIC DEVELOPMENT STRATEGIC PLAN. RFP 2024-1, STRATEGIC PLAN COPPERAS COVE EDC

WHEREAS, The Board of Directors at its March 6, 2024, meeting authorized publishing RFP-2024-3, to find qualified and responsive providers to provide services for producing a strategic plan for the Copperas Cove EDC and;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive provider for the professional services requested giving consideration to the ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION:

1. **TIP Strategies**, a Texas firm, based in Austin, TX, is selected to; provide the project-related services as outlined in RFP 2024-3 (Copperas Cove EDC) for the development of a new strategic plan for the Copperas Cove EDC
2. That any and all project-related services, contracts, or commitments made with the above-named service provider(s) are dependent upon the successful negotiation of a contract with the service provider under the terms and conditions mutually agreed upon.

Further, the Executive Director for the Copperas Cove EDC is authorized to be the project manager for the EDC and will report progress on the work completed to the EDC Board and governing body of the City of Copperas Cove as requested.

PASSED, APPROVED, AND ADOPTED on this 24th of April 2024 at a regular meeting of the Economic Development Corporation which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code*, §551.001, et. seq. at which meeting a quorum was present and voting.

ATTEST:

JC Stubbs, Chairman

Ted Gonzalez, Secretary

Economic Development Corporation

I.1.

Meeting Date: April 24, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC.

UPDATE

1. Executive Director Report. **Fred Welch, Executive Director, Copperas Cove EDC.**
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Economic Development Corporation

I.2.

Meeting Date: April 24, 2024

Contact: Sheena Tanner, Marketing Director, Copperas Cove EDC.

UPDATE

1. Marketing Director's Report. **Sheena Tanner, Copperas Cove EDC**
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Economic Development Corporation

I.3.

Meeting Date: April 24, 2024

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

UPDATE

1. Workforce Specialist's Report. **Brittany Sanders, Copperas Cove EDC.**
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Economic Development Corporation

I.4.

Meeting Date: April 24, 2024

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

UPDATE

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

Economic Development Corporation

I.5.

Meeting Date: April 24, 2024

Contact: Anne Seneca, Special Projects Coordinator, Copperas Cove EDC.

UPDATE

1. Special Projects Coordinator Report. Anne Seneca, Copperas Cove EDC.
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