



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 July 31, 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 Special Joint Workshop Meeting held on June 20, 2024. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**
2. Consideration and action on approval of minutes for the Regular Meeting held on June 26, 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 May 2024. **Fred Welch, Executive Director, Copperas Cove EDC.**

2. Consideration and action on approving the proposal from Clark Associates for the final development and planning services for Phase II of the Narrows Business Technology Park. (Mashburn Drive Project, 45 acres tract) **Fred Welch, Executive Director, Copperas Cove EDC**
3. Consideration and action on approving Resolution #EDC 2024-06, amending the 2023/2024 Budget for the purchase of property located on the East side of US 190 bypass. (Phase II of the Narrows Business Technology Park, Mashburn Drive Project, 45 acres tract) **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

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 July 31, 2024.**

Brittany Sanders, Workforce Development Specialist
Copperas Cove EDC

Economic Development Corporation

F.1.

Meeting Date: July 31, 2024

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

Subject:

Consideration and action on approval of minutes for the Special Joint Workshop Meeting on June 20, 2024. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

Attachments:

Special Joint Workshop Meeting Minutes– June 20, 2024.



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes for June 20, 2024

A. CALL TO ORDER

Chairman JC Stubbs called the Special Joint Workshop meeting of the Copperas Cove Economic Development Corporation and the City of Copperas Cove to order at 12:01 p.m.

B. ROLL CALL

Roll call led by Brittany Sanders, Workforce Development Specialist.

<i>Present: JC Stubbs, Chairman</i>	<i>Fred Welch, Executive Director</i>
<i>Bradi Diaz, Vice Chairman</i>	<i>Sean Stevens, Senior Director, BRE</i>
<i>David McPhail, Treasurer</i>	<i>Sheena Tanner, Marketing Director</i>
<i>Anthony Martinez, Director</i>	<i>Anne Seneca, Special Projects Coordinator</i>
<i>Fred Chavez, Council Liaison</i>	<i>Brittany Sanders, Workforce Development Specialist</i>

Absent: Ted Gonzalez, Secretary

C. WORKSHOP ITEMS

1. Presentation given by TIP Strategies on the Strategic Plan for the Copperas Cove Economic Development Corporation **Jon Roberts, TIP Strategies.**

Jon Roberts from TIP Strategies gave a presentation on the Copperas Cove Economic Development Corporation Strategic Plan.

2. Discussion and direction on identifying economic development strategies. **Fred Welch, Executive Director of the Copperas Cove Economic Development Corporation.**

Copperas Cove EDC Staff along with City Council identified the following economic strategies listed below:

- *Small Business and Entrepreneurship*
- *Targeted Business Attraction*
- *Commercial Revitalization and Reuse*
- *Workforce Development*
- *Infrastructure Development and Housing*

D. ADJOURN

Chairman JC Stubbs adjourned the meeting at 4:05 p.m.

ATTEST:

Brittany Sanders, Workforce Development Specialist

Ted Gonzalez, Secretary of the Board

Economic Development Corporation

F.2.

Meeting Date: July 31, 2024

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

Subject:

Consideration and action on approval of minutes for the Regular Meeting held on June 26, 2024.

Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.

Attachments:

Regular Meeting Minutes – June 26, 2024.



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes for June 26, 2024

A. CALL TO ORDER

Chairman JC Stubbs called the Regular meeting of the Copperas Cove Economic Development Corporation to order at 12:06 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.

<i>Present: JC Stubbs, Chairman</i>	<i>Fred Welch, Executive Director</i>
<i>Bradi Diaz, Vice Chairman</i>	<i>Sheena Tanner, Marketing Director</i>
<i>David McPhail, Treasurer</i>	<i>Brittany Sanders, Workforce Development Specialist</i>
<i>Fred Chavez, Council Liaison</i>	<i>Anne Seneca, Special Projects Coordinator</i>
<i>Anthony Martinez, Director</i>	<i>Barbara Boulware-Wells, Legal Counsel</i>

Absent:

Ted Gonzalez, Secretary
Sean Stevens, Senior Director, BRE

D. ANNOUNCEMENTS

Executive Director Fred Welch asked that Alex Nelson of Nelson Brewery give an introduction about his company and future plans for downtown.

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 May 22, 2024. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

Vice Chairman Bradi Diaz made a motion to approve Agenda Item F1. Treasurer David McPhail seconded the motion and with a unanimous vote, the motion carried.

2. Consideration and action on approval of minutes for the Regular Meeting held on June 20, 2024. **Brittany Sanders, Workforce Development Specialist, Copperas Cove EDC.**

Vice Chairman Bradi Diaz made a motion to approve Agenda Item F2. Treasurer David McPhail 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 April 2024. **Fred Welch, Executive Director, Copperas Cove EDC.**

Vice Chairman Bradi Diaz made a motion to approve Agenda Item H1. Director Anthony Martinez seconded the motion and with a unanimous vote, the motion carried.

2. Consideration and action on approving Resolution # EDC- 2024-05 for Copperas Cove Economic Development Corporation FY 2024-2025 Proposed Budget. **Fred Welch, Executive Director, Copperas Cove EDC.**

Chairman JC Stubbs made a motion to approve Agenda Item H2. Vice Chairman Bradi Diaz 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:*
 - *Update on AUSA scholarship dinner*
 - *Recap on TEDC mid-year conference*
 - *Update on a presentation given to City Council on June 18th*
 - *Update on Staff participation in the Leadership Academy*
 - *Update on the approval of the EDA Grant*
 - *Update on Rail Study Grant submission*
 - *Update on DCIP Grant for SH 9 – submitted June 17*
 - *Update on Hometown Heroes*
 - *Update on the 15.7 acres sold in August*

- *Marketing Director Sheena Tanner gave an update on the following topics listed below:*
 - *Recap on ShopCove Marketing Campaign*
 - *Update on Career Fair Campaign*
 - *Update on Resturant Roundtable*
 - *Update on social media*
 - *Update on upcoming marketing projects*
- *Workforce Specialist Brittany Sanders gave an update on the following topics listed below:*
 - *Update on the Copperas Cove Regional Career Fair on July 17th.*
- *Fred Welch gave an update for Senior Director of BRE Sean Stevens on the following topics listed below:*
 - *Recap on attendance at TED Mid-Year Conference & SelectUSA Investment Summit*
 - *Update on Restaurant Roundtable*
 - *Update on Restaurant Owners Facebook Group*
 - *Update on Texas Downtown Association*
- *Special Projects Coordinator, Anne Seneca gave an update on the following topics listed below:*
 - *#ShopCove Quarterly Pop-up Market in September.*

J. ITEM FOR FUTURE AGENDAS.

None

K. EXECUTIVE SESSION CONVENED AT 12:35 PM

1. 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. **Narrows Business & Technolgy Park Phase II- (Mashburn Drive expansion)**
 2. Pursuant to 551.087 of the Texas Government Code, the Economic Development Corporation Board will meet in Executive Session regarding the offer of a financial or other incentive to a business prospect referenced as **Project Nelson**.
- **RECONVENE INTO OPEN SESSION AT 1:23 PM FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION**
1. *Chairman JC Stubbs made a motion to approve the Purchase Contract and Right of Entry between Jimmy Clark, Wesly Atkinson, and the Copperas Cove EDC with modification of the deed to state "Warranty" as opposed to "Special Warranty". Vice Chairman Bradi Diaz seconded the motion and with a unanimous vote, the motion carried.*
 2. *Chairman JC Stubbs made a motion to approve an economic incentive and performance agreement subject to the inclusion of a UCC1 agreement for project Nelson. Treasurer David McPhail seconded the motion and with a unanimous vote, the motion carried.*

L. ADJOURN

Chairman JC Stubbs adjourned the meeting at 1:29 p.m.

ATTEST:

Brittany Sanders, Workforce Development Specialist

Ted Gonzalez, Secretary of the Board

Economic Development Corporation

H.1.

Meeting Date: July 31, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

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

Description/Information:

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

Attachments:

May 2024, Financials:

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

Copperas Cove Economic Development Corporation
Profit & Loss

May 2024

May 24

Ordinary Income/Expense

Income

Revenues

Sales Tax Income 119,535.23

Interest Income 35,671.48

Total Revenues 155,206.71

Total Income 155,206.71

Expense

EXPENDITURES

EDC ADMINISTRATION

PERSONNEL

00-1150 · Phone Reimbursement 400.00

00-1100 · Car Allowance 500.00

00-1000 · Staff Salary 32,731.23

00-1200 · Longevity 25.84

00-1500 · FICA Tax 2,163.47

00-1600 · Employee Insurance 1,734.46

00-1800 · Retirement 4,222.02

00-1901 · Other Personnel Expenses 212.20

Total PERSONNEL 41,989.22

SUPPLIES AND MATERIALS

00-2030 · Office Supplies 408.96

Total SUPPLIES AND MATERIALS 408.96

REPAIRS AND MAINTENANCE

00-4100 · Repairs & Maint. - Bldg 1,253.61

00-4200 · Repairs & Maint. - Facility 80.00

00-4400 · Repairs & Maint. - Equipment 200.00

Total REPAIRS AND MAINTENANCE 1,533.61

CONTRACTUAL SERVICES

00-6000 · Bank Analysis Fees 177.64

00-6200 · Communication 506.14

00-6300 · Rental of Equip / Copier Lease 289.99

00-6350 · Rental of Property 2,602.49

00-6400 · Dues and Subscriptions 1,100.83

00-6600 · Professional Development 1,848.10

00-6800 · Professional Services 650.00

00-6900 · Utilities 471.86

Total CONTRACTUAL SERVICES 7,647.05

DESIGNATED EXPENSES

00-1998 · Board Related Expenses 96.01

00-1999 · Public Relations 43.59

Total DESIGNATED EXPENSES 139.60

Total EDC ADMINISTRATION 51,718.44

DEBT SERVICES

10-9326 · 2012 Sales Tax Bond Note Int 2,701.14

Copperas Cove Economic Development Corporation

Profit & Loss

May 2024

May 24

Total DEBT SERVICES	2,701.14
EDC NON-DEPARTMENTAL	
CONTRACTUAL SERVICES	
90-6400 · Dues and Subscriptions	44.34
90-6550 · Contract Labor	21,050.00
90-6610 · Business Attraction	3,297.96
90-6800 · Professional Services	25,000.00
Total CONTRACTUAL SERVICES	49,392.30
90-9100 · BUSINESS RETENTION	
90-9103 · Retention	94.14
Total 90-9100 · BUSINESS RETENTION	94.14
Total EDC NON-DEPARTMENTAL	49,486.44
Total EXPENDITURES	103,906.02
Total Expense	103,906.02
Net Ordinary Income	51,300.69
Net Income	<u>51,300.69</u>

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

	<u>Oct '23 - May 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
Revenues			
Sales Tax Income	835,423.25	733,333.32	1,100,000.00
Interest Income	291,996.15	66,666.68	100,000.00
Total Revenues	<u>1,127,419.40</u>	<u>800,000.00</u>	<u>1,200,000.00</u>
Other Income	<u>385.01</u>	<u>0.00</u>	<u>0.00</u>
Total Income	1,127,804.41	800,000.00	1,200,000.00
Expense			
EXPENDITURES			
EDC ADMINISTRATION			
PERSONNEL			
00-1150 · Phone Reimbursement	2,640.00	2,560.00	3,840.00
00-1100 · Car Allowance	4,000.00	4,000.00	6,000.00
00-1000 · Staff Salary	233,938.00	219,046.68	328,570.00
00-1200 · Longevity	182.76	608.00	912.00
00-1500 · FICA Tax	17,192.72	17,666.68	26,500.00
00-1600 · Employee Insurance	11,328.58	16,222.68	24,334.00
00-1700 · Worker's Comp Insurance	705.00	666.68	1,000.00
00-1800 · Retirement	30,284.21	31,214.00	46,821.00
00-1901 · Other Personnel Expenses	3,149.71	933.32	1,400.00
PERSONNEL - Other	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total PERSONNEL	303,420.98	292,918.04	439,377.00
SUPPLIES AND MATERIALS			
00-2030 · Office Supplies	2,742.85	2,666.68	4,000.00
00-2040 Printing Costs	72.40	200.00	300.00
00-2200 · Postage/Shipping	283.63	200.00	300.00
00-2820 · Furniture and Fixtures	346.07	0.00	0.00
00-2842 · Minor Equipment/Electronics	1,153.94	3,333.32	5,000.00
00-2844 · Minor Equipment - Software	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total SUPPLIES AND MATERIALS	4,598.89	6,400.00	9,600.00
REPAIRS AND MAINTENANCE			
00-4100 · Repairs & Maint. - Bldg	12,732.52	2,333.32	3,500.00
00-4200 · Repairs & Maint. - Facility	511.47	1,666.68	2,500.00
00-4400 · Repairs & Maint. - Equipment	<u>1,814.05</u>	<u>2,666.68</u>	<u>4,000.00</u>
Total REPAIRS AND MAINTENANCE	15,058.04	6,666.68	10,000.00
CONTRACTUAL SERVICES			
00-6012 · Consulting Fees (Legal)	2,485.00	3,333.32	5,000.00
00-6000 · Bank Analysis Fees	187.64	533.32	800.00
00-6100 · Advertising	396.50	800.00	1,200.00
00-6200 · Communication	3,737.41	4,166.68	6,250.00
00-6300 · Rental of Equip / Copier Lease	2,319.92	2,333.32	3,500.00
00-6350 · Rental of Property	20,819.92	20,800.00	31,200.00
00-6400 · Dues and Subscriptions	25,778.86	10,800.00	16,200.00

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

	<u>Oct '23 - May 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
00-6550 · Contract Labor	0.00	2,333.32	3,500.00
00-6600 · Professional Development	21,000.75	14,000.00	21,000.00
00-6800 · Professional Services	16,881.21	5,800.00	8,700.00
00-6801 · Recruiting/Executive Search	1,659.81		
00-6810 · Provided City Services	0.00	233.32	350.00
00-6900 · Utilities	5,265.04	6,133.32	9,200.00
Total CONTRACTUAL SERVICES	100,532.06	71,266.60	106,900.00
DESIGNATED EXPENSES			
00-7000 · Insurance Expense	3,863.00	3,333.32	5,000.00
00-1998 · Board Related Expenses	2,036.57	2,000.00	3,000.00
00-1999 · Public Relations	6,170.82	4,000.00	6,000.00
Total DESIGNATED EXPENSES	12,070.39	9,333.32	14,000.00
Total EDC ADMINISTRATION	435,680.36	386,584.64	579,877.00
DEBT SERVICES			
10-9226 · 2012 Sales Tax Bond Principal	0.00	87,471.32	131,207.00
10-9326 · 2012 Sales Tax Bond Note Int	21,609.12	10,804.68	16,207.00
Total DEBT SERVICES	21,609.12	98,276.00	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	1,094.34	14,000.00	21,000.00
90-6100 · Advertising	1,097.00	1,426.68	2,140.00
90-6550 · Contract Labor	27,864.93	16,666.00	25,000.00
90-6610 · Business Attraction	31,131.11	50,333.32	75,500.00
90-6800 · Professional Services	25,000.00	55,211.91	56,081.79
Total CONTRACTUAL SERVICES	86,187.38	137,637.91	179,721.79
90-9000 · ENTREPRENEUR CENTER			
90-9001 · Start Up	0.00	8,293.32	12,440.00
90-9002 · Operations	12,488.00	23,333.32	35,000.00
Total 90-9000 · ENTREPRENEUR CENTER	12,488.00	31,626.64	47,440.00
90-9100 · BUSINESS RETENTION			
90-9101 · Flyers / Design	1,247.11	0.00	0.00
90-9102 · Workshops	0.00	333.32	500.00
90-9103 · Retention	754.78	8,000.00	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	800.00	1,200.00
90-9107 · Workforce Development Events	0.00	2,000.00	3,000.00
90-9100 · BUSINESS RETENTION - Other	437.14	0.00	0.00
Total 90-9100 · BUSINESS RETENTION	2,439.03	11,133.32	16,700.00
Total EDC NON-DEPARTMENTAL	101,114.41	180,397.87	243,861.79
OTHER EXPENDITURES			

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

	<u>Oct '23 - May 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
90-8600 · CAPITAL OUTLAY			
90-8607 · New Business Park Study	2,975.00	1,333,333.32	2,000,000.00
90-8601 · Constitution	795,782.75	0.00	0.00
90-8602 · Land Exchange	4,639.74	1,000,000.00	1,500,000.00
90-8605 · Infrastructure	26,650.50	0.00	0.00
90-8600 · CAPITAL OUTLAY - Other	12,500.00		
Total 90-8600 · CAPITAL OUTLAY	<u>842,547.99</u>	<u>2,333,333.32</u>	<u>3,500,000.00</u>
Total OTHER EXPENDITURES	<u>842,547.99</u>	<u>2,333,333.32</u>	<u>3,500,000.00</u>
Total EXPENDITURES	<u>1,400,951.88</u>	<u>2,998,591.83</u>	<u>4,471,152.79</u>
Total Expense	<u>1,400,951.88</u>	<u>2,998,591.83</u>	<u>4,471,152.79</u>
Net Ordinary Income	<u>-273,147.47</u>	<u>-2,198,591.83</u>	<u>-3,271,152.79</u>
Net Income	<u><u>-273,147.47</u></u>	<u><u>-2,198,591.83</u></u>	<u><u>-3,271,152.79</u></u>

Copperas Cove Economic Development Corporation Reconciliation Detail

06/14/24

Cash- Cadence Bank, Period Ending 05/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,722,226.86
Cleared Transactions						
Checks and Payments - 45 items						
Check	02/26/2024	3345	Seneca BuildWorks	X	-170.00	-170.00
Check	04/08/2024	3378	Rotary Club of Copp...	X	-100.00	-270.00
Check	04/23/2024	3383	DonkBuilt Service E...	X	-650.00	-920.00
Check	04/23/2024	3387	EDSuite	X	-419.93	-1,339.93
Check	04/23/2024	3385	Killeen Daily Herald	X	-249.00	-1,588.93
Check	04/23/2024	3384	Killeen Pest Control	X	-75.00	-1,663.93
Check	04/23/2024	3389	Tasha Roberts	X	-55.00	-1,718.93
General Journal	05/01/2024	92	McMullin Properties	X	-2,602.49	-4,321.42
General Journal	05/01/2024	103	Brightspeed	X	-257.95	-4,579.37
Check	05/06/2024	3395	EDSuite	X	-20,650.00	-25,229.37
Liability Check	05/06/2024	ACH	City of Copperas Co...	X	-6,022.50	-31,251.87
Check	05/06/2024	3394	Knight Law Firm	X	-962.50	-32,214.37
Check	05/06/2024	3391	Jani-King of Austin	X	-397.00	-32,611.37
Check	05/06/2024	3393	Centex Technologies	X	-200.00	-32,811.37
Check	05/06/2024	3392	Jeremy Gonzales	X	-80.00	-32,891.37
Check	05/06/2024	3390	Inhouse Systems	X	-39.99	-32,931.36
Liability Check	05/09/2024	EFTPS	US Treasury	X	-3,287.96	-36,219.32
General Journal	05/10/2024	105	TIB The Independen...	X	-6,381.47	-42,600.79
Paycheck	05/10/2024	55502	Frederick H Welch	X	-4,128.72	-46,729.51
Paycheck	05/10/2024	55503	Sean Renzo Stevens	X	-2,131.82	-48,861.33
Paycheck	05/10/2024	55501	Brittany P Sanders	X	-1,647.57	-50,508.90
Paycheck	05/10/2024	55504	Sheena M Tanner	X	-1,635.22	-52,144.12
Paycheck	05/10/2024	55500	Anne R Seneca	X	-1,496.54	-53,640.66
Liability Check	05/13/2024	EFTPS	US Treasury	X	-3,287.98	-56,928.64
General Journal	05/15/2024	96	Spectrum Business	X	-248.19	-57,176.83
General Journal	05/20/2024	101	TXU Energy	X	-531.26	-57,708.09
General Journal	05/20/2024	97	Iron Mountain	X	-131.66	-57,839.75
Liability Check	05/22/2024	3396	City of Copperas Co...	X	-3,474.72	-61,314.47
Check	05/22/2024	3398	City of Copperas Co...	X	-19.24	-61,333.71
Liability Check	05/22/2024	3399	United Way	X	-2.00	-61,335.71
Liability Check	05/22/2024	3397	United Way	X	-2.00	-61,337.71
Paycheck	05/24/2024	55508	Frederick H Welch	X	-4,128.71	-65,466.42
Paycheck	05/24/2024	55509	Sean Renzo Stevens	X	-2,131.82	-67,598.24
Paycheck	05/24/2024	55506	Brittany P Sanders	X	-1,647.57	-69,245.81
Paycheck	05/24/2024	55505	Anne R Seneca	X	-1,496.54	-70,742.35
Paycheck	05/24/2024	55510	Sheena M Tanner	X	-1,423.04	-72,165.39
Check	05/24/2024	3403	DonkBuilt Service E...	X	-650.00	-72,815.39
Check	05/24/2024	3407	Top Notch Lawn Care	X	-400.00	-73,215.39
Check	05/24/2024	3400	Jani-King of Austin	X	-389.82	-73,605.21
Paycheck	05/24/2024	55507	Eliana Stevens	X	-277.05	-73,882.26
Check	05/24/2024	3402	City of Copperas Co...	X	-126.73	-74,008.99
Liability Check	05/28/2024	EFTPS	US Treasury	X	-3,333.86	-77,342.85
General Journal	05/28/2024	102	Konica Minolta	X	-289.99	-77,632.84
General Journal	05/29/2024	96	Wal-Mart	X	-94.14	-77,726.98
General Journal	05/30/2024	106	Card Service Center	X	-10,682.55	-88,409.53
Total Checks and Payments					-88,409.53	-88,409.53
Deposits and Credits - 2 items						
General Journal	05/31/2024	100		X	4,303.23	4,303.23
General Journal	05/31/2024	98		X	119,535.23	123,838.46
Total Deposits and Credits					123,838.46	123,838.46
Total Cleared Transactions					35,428.93	35,428.93
Cleared Balance					35,428.93	1,757,655.79
Uncleared Transactions						
Checks and Payments - 4 items						
Check	05/24/2024	3406	TIP Strategies, Inc		-25,000.00	-25,000.00
Check	05/24/2024	3405	Texas Economic De...		-1,500.00	-26,500.00
Check	05/24/2024	3404	Texas Economic De...		-1,000.00	-27,500.00
Check	05/24/2024	3401	Killeen Pest Control		-75.00	-27,575.00
Total Checks and Payments					-27,575.00	-27,575.00

**Copperas Cove Economic Development Corporation
Reconciliation Detail**

06/14/24

Cash- Cadence Bank, Period Ending 05/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 1 item						
General Journal	05/28/2024	99	U.S Department of T...		2.00	2.00
Total Deposits and Credits					2.00	2.00
Total Uncleared Transactions					-27,573.00	-27,573.00
Register Balance as of 05/31/2024					7,855.93	1,730,082.79
New Transactions						
Checks and Payments - 14 items						
Liability Check	06/04/2024	ACH	City of Copperas Co...		-5,999.72	-5,999.72
Check	06/04/2024	3411	Crazy Cactus Lawn ...		-475.00	-6,474.72
Check	06/04/2024	3410	Jani-King of Austin		-397.00	-6,871.72
Check	06/04/2024	3414	Altrusa International ...		-390.00	-7,261.72
Check	06/04/2024	3413	Quill LLC		-217.66	-7,479.38
Check	06/04/2024	3408	Jimmy Gonzales		-140.00	-7,619.38
Check	06/04/2024	3409	Jeremy Gonzales		-130.00	-7,749.38
Check	06/04/2024	3412	Inhouse Systems		-39.99	-7,789.37
Paycheck	06/07/2024	555004	Frederick H Welch		-4,128.72	-11,918.09
Paycheck	06/07/2024	555005	Sean Renzo Stevens		-2,131.83	-14,049.92
Paycheck	06/07/2024	555002	Brittany P Sanders		-1,833.82	-15,883.74
Paycheck	06/07/2024	555006	Sheena M Tanner		-1,602.59	-17,486.33
Paycheck	06/07/2024	555001	Anne R Seneca		-1,062.76	-18,549.09
Paycheck	06/07/2024	555003	Eliana Stevens		-550.10	-19,099.19
Total Checks and Payments					-19,099.19	-19,099.19
Total New Transactions					-19,099.19	-19,099.19
Ending Balance					-11,243.26	1,710,983.60

Copperas Cove Economic Development Corporation

Reconciliation Summary

Cash- Cadence Bank, Period Ending 05/31/2024

	<u>May 31, 24</u>
Beginning Balance	1,722,226.86
Cleared Transactions	
Checks and Payments - 45 items	-88,409.53
Deposits and Credits - 2 items	123,838.46
Total Cleared Transactions	<u>35,428.93</u>
Cleared Balance	<u>1,757,655.79</u>
Uncleared Transactions	
Checks and Payments - 4 items	-27,575.00
Deposits and Credits - 1 item	2.00
Total Uncleared Transactions	<u>-27,573.00</u>
Register Balance as of 05/31/2024	<u>1,730,082.79</u>
New Transactions	
Checks and Payments - 14 items	-19,099.19
Total New Transactions	<u>-19,099.19</u>
Ending Balance	<u>1,710,983.60</u>

8:54 AM

06/18/24

Copperas Cove Economic Development Corporation
Reconciliation Summary
TEXPOOL ACCOUNT, Period Ending 05/31/2024

	<u>May 31, 24</u>
Beginning Balance	6,170,511.35
Cleared Transactions	
Deposits and Credits - 1 item	<u>27,860.01</u>
Total Cleared Transactions	<u>27,860.01</u>
Cleared Balance	<u>6,198,371.36</u>
Register Balance as of 05/31/2024	6,198,371.36
Ending Balance	6,198,371.36

Economic Development Corporation

H.2.

Meeting Date: July 31, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action on approving the proposal from Clark Associates for the final development and planning services for Phase II of the Narrows Business Technology Park. (Mashburn Drive Project, 45 acres) **Fred Welch, Executive Director, Copperas Cove EDC**

Description/Information:

The Copperas Cove EDC has a large industrial project and additional IT-related projects requiring land of 25 acres or more. Working with Mr. Clark and the city we have identified 60 to 80 acres of land that can be utilized on the former Fort Hood property on the East side of SH 190/IH 14 at Old Copperas Cove Road. The staff has visited with the city, Mr. Clark, and our neighbors to identify engineering companies that can complete an initial conceptual design on 45 acres (now expanded to 60) of land within that parcel. These services are outlined in the proposal for services attached and would get the EDC to a position to determine the cost of public infrastructure (roads, water, sewer), easements, and right of way needed to support the development of this land.

In August of 2022, the EDC Board approved the proposal from Clark Associates for preliminary development and planning services for Phase II of the Narrows Business and Technology Park. The Copperas Cove EDC is interested in extending our pre-existing agreement with Clark and Associates for the following reasons.

- They are familiar with the project (supports the above)
- They are not tied to the interests of the parties we purchase the land from.
- Their rates are aligned with other firms that are aligned with the parties we are purchasing the land from

These criteria, as set out in 2254.004 Government Code, support our selection.

Financial Impact:

Amount not to exceed:

\$305,500- Design and engineering

\$151,000-Construction and inspections

Action/Recommendation:

EDC staff recommends the Board approve the proposal from Clark Associates for the final development and planning services for Phase II of the Narrows Business Technology Park. (Mashburn Drive Project, 45 acres)

Attachments:

Clark Associates Proposal

June 27, 2024

Fred Welch
Executive Director
Copperas Cove EDC
113 W. Avenue D
Copperas Cove, Texas 76522



Proposal for Professional Civil Engineering & Surveying Consulting Services to support the 45 Acre Industrial Park Design and Construction Phase Services located in Copperas Cove, Texas

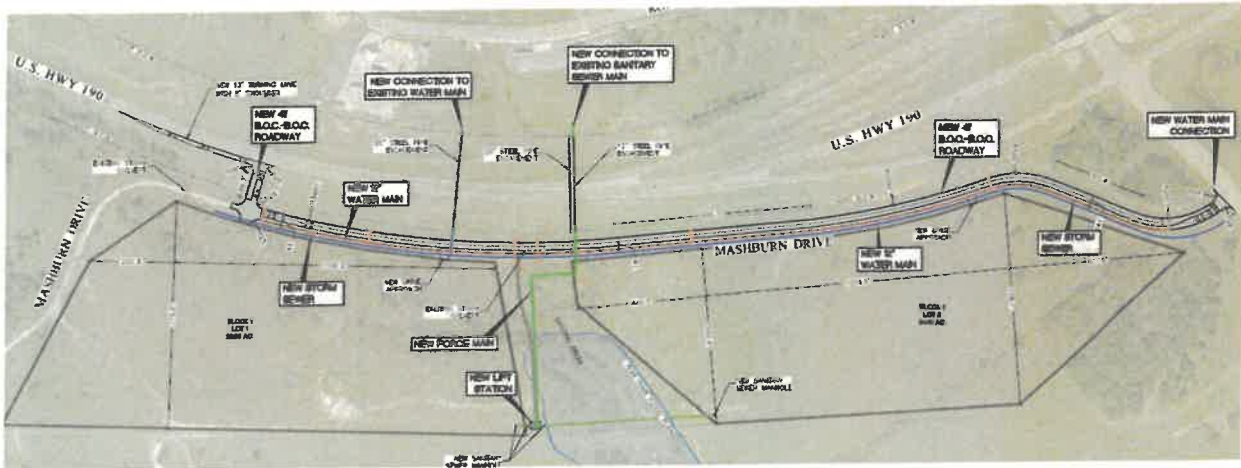
Mr. Welch:

We appreciate the opportunity to submit a professional services proposal in response to your request for a proposal to perform Professional Civil Engineering & Surveying Consulting Services required for the above referenced project.

BASIC ENGINEERING SERVICES:

Clark Associates, PLLC hereinafter ENGINEER proposes to the Copperas Cove EDC hereinafter CLIENT the following professional Civil Engineering and Surveying Services for the Copperas Cove EDC – 45 Acre Industrial Park Design and Construction Phase Services located in Copperas Cove, Texas.

It is our understanding that a new road extension, lift station, sanitary sewer, and storm extensions are to be designed and constructed at the site shown below. The estimated project cost for these additions is \$ 4.8 million and the estimated time for construction is 365 days. In addition, project coordination with the EDC, City of Copperas Cove and the Texas Department of Transportation will be required as a part of the project scope. We understand that the extents of the civil portion of BASIC SERVICES are as outlined below.



Proposed Project Site

EXHIBIT "A"

Professional Services Proposal for 2024 Copperas Cove EDC

Civil Engineers Design - Scope of Professional Services

Topography Survey

\$ 22,750.00

- Topography Survey (approx. 45 Acres) to establish existing features and elevations to support Civil Engineers Site Design & Document Development.
- Boundary Establishment
- Provide one-foot contours, with TBM's referencing the datum
- Provide a CAD map to CLIENT and/or CLIENT's Representative

Civil Engineering Design & Permitting Services

\$ 270,000.00

- Research Existing Utilities
- Prepare 30% Design Construction Documents and Determination of Final Road, Lift Station, Drainage, and Utility Alignments for City Staff and Texas Department of Transportation review and comment
- Electrical Design Construction Documents
- Structural Design Construction Documents
- Prepare 60% & 90% Design Construction Documents for EDC and City Staff Review
- Prepare 100% Design Construction Documents for Bidding and Construction
- Preparation of Storm Water Pollution Prevention Plan (SWPPP)
- Provide Engineers Opinion of Construction Cost and Probable Days to Complete Project Construction
- Project Coordination with the Texas Department of Transportation
- Preparation of TxDOT Access Permit and Coordination
- Attend and Facilitate Project Coordination with the EDC, City Staff, and/or TxDOT
- Provide Miscellaneous Maps and Exhibit Drawings (If required)

Project Bidding Phase

\$ 4,000.00

- Prepare and Distribute Copies of Plans, Bid Schedule, and Specifications to the Copperas Cove EDC and prospective bidders
- Attend and Facilitate a Pre-Bid Meeting
- Respond to Contractors Request For Information
- Prepare and Issue Necessary Addenda
- Attendance at Bid Opening
- Review Contractor Bids for conformance to Engineers Plans
- Provide Bid Tabulation and Sealed Letter of Recommendation to Award Project
- Provide Engineers Sealed Opinion of Probable Cost and Estimated Number of Days to Construct
- Attendance at Copperas Cove EDC Meeting for Construction Project Award

Final Plat (If required)

\$ 8,750.00 + Fees +Tax

- Preparation of Final Plat and Submission to the City of Copperas Cove
- Maximum 2 Lot Plat
- Final Dedication Instruments
- Representation at City Review Meetings
- Representation at Planning & Zoning and/or City Council Meetings
- Preparation of Surveyors Field Notes
- Setting of Final Property Corners (One Time)

Title Commitment

(Provided by CLIENT)

Zoning Application

(Provided by CLIENT)

Construction Phase - Scope of Professional Services

Construction Phase	\$ 38,000.00
<ul style="list-style-type: none">• Attend and facilitate a Pre-Construction Meeting• Review all Contractor Submittals• Provide Construction Administration and Project “Site” Visits to assist contractor with field construction questions• Assist the EDC with Construction Questions and Respond to Requests for Information (RFI’s)• Review Contractor Applications for Payment and ensure conformance with percentage of construction complete• Execute Necessary Change Orders• Monthly Contractor Review<ul style="list-style-type: none">▪ Quality and Timeliness of Work▪ Cooperation with Project Team and General Public• Attend Final Project Inspection• Project Acceptance Letter• Provide Final Inspection Punch List• Prepare Record Drawings	
Daily Onsite Construction Project Representation and Inspection Services	\$ 68,000.00
<ul style="list-style-type: none">• Perform “Daily” On-Site Inspections• Review Contractor Construction Conformance to Engineers Plans and Specifications• Facilitate Monthly Project Construction Meetings• Provide the EDC with Inspector’s Daily Construction Reports	
Construction Staking (Allowance - If needed)	\$ 45,000.00
<ul style="list-style-type: none">• Provide Construction Staking with Offsets for New Road, Lift Station, and Utility Construction• Provide Site Benchmarks	

ADDITIONAL SERVICES:

All services provided beyond the BASIC SERVICES as described above shall be provided as requested in writing by CLIENT on an hourly basis per the attached Clark Associates, PLLC Professional Fee Schedule. The following items are not to be considered all inclusive, but representative items included within ADDITIONAL SERVICES. These items include Preparation of Civil Engineering Construction Drawings; Septic System Designs and/or OSSF Site Assessments; SWPPP Inspection Services; Landscaping and/or Irrigation Designs; Architectural Building Designs; MEP and/or Building Fire Suppression Designs; Geotechnical Services and/or Pavement Designs; Structural and/or Structural Foundation Designs; Retaining Wall Designs; Offsite Roadway Extensions; 100-Year Floodplain Analysis and/or Studies; Preparation and/or Submission of FEMA LOMA and/or LOMR; TDLR Review Submittals; Traffic Impact Analysis (TIA) and/or Traffic studies; Construction Staking; Street ROW and/or Easement Abandonment; and Right of Way or Easement Acquisition and/or Abandonment. Governmental fees, taxes, and costs for Plat and/or Plan Submission shall be paid for by the CLIENT.

DELIVERABLES AND REPRODUCTION OF DOCUMENTS:

One Full-Size 24x36 set of original drawings and PDF files with signatures shall be included in this contract. Paper reproduction sets shall be provided to CLIENT at cost incurred by the ENGINEER per sheet.

PAYMENT OF SERVICES:


Payment for services shall be invoiced monthly based upon percent of work complete by date of invoice. Invoices are due within 30 days from date of invoice. Payment for any additional services, requested by the OWNER/CLIENT, shall be invoiced on a monthly basis based upon an hourly basis of work completed by date of invoice. Invoices are due within 30 days from date of invoice.

Professional Fee Schedule is enclosed for Informational Purposes Only.

If this proposal meets with your approval, please return one signed copy to confirm agreement of proposed fees and to provide written authorization for us to begin the outlined scope.

We're looking forward to working with you on this project and we look forward to participating in developing an overall successful project. Please notify us as to your acceptance so that we may schedule this project to meet the established deadlines

Sincerely,
Clark Associates, PLLC



Monty Clark, P.E.

Please sign below as authorization for Clark Associates, PLLC to begin design.

C/O Copperas Cove EDC

Date



PROFESSIONAL FEE SCHEDULE

Senior Licensed Professional Engineer (PE)	\$ 225.00/hr.
Licensed Professional Engineer (PE)	\$ 185.00/hr.
Licensed Professional Structural Engineer (PE)	\$ 220.00/hr.
Licensed Professional Architect	\$ 220.00/hr.
Engineer in Training (EIT)	\$ 125.00/hr.
Design Technician	\$ 90.00/hr.
CADD Technician	\$ 80.00/hr.
CADD Draftsman	\$ 65.00/hr.
Clerical	\$ 55.00/hr.
Licensed Professional Land Surveyor (RPLS)	\$ 275.00/hr.
Field Crew & Total Station	\$ 195.00/hr.
Field Crew & GPS	\$ 250.00/hr.
Survey Technician	\$ 125.00/hr.
Survey Research and Schematic Production	\$ 90.00/hr.
Daily On-Site Inspection Services	\$ 68.00/hr.
Landscaping Designer	\$ 85.00/hr.
Expenses	Additional Cost Plus 10%



STANDARD TERMS AND CONDITIONS

1. Clark Associates, PLLC hereinafter (CA) will perform its services in accordance with the standard of care and diligence normally practiced by recognized professional firms in performing services of a similar nature, in the same locality, under similar circumstances. CLIENT expressly acknowledges that CA makes no other warranties or guarantees, expressed or implied, regarding the services set forth herein. CLIENT expressly acknowledges that all of the services provided to it by CA pursuant to this Agreement are professional services involving only CA's advice, judgment and opinion.
2. CLIENT will provide written right-of-entry to the buildings and sites which are the subjects of CA's services. CLIENT represents that it possesses authority for such right-of-entry and that the building/site operator(s) possess the necessary permits and licenses for current activities at the site.
3. CA will not be responsible for damages to any underground utilities by contractor or his subcontractors. We cannot accept responsibility and will not be liable for showing, or not showing, locations of any underground utility, underground storage tank, or other subsurface condition not identified during collection of site topography either by CA and/or other third-party surveyor if third party surveyor provides said information to CA.
4. The survey costs estimates, if any, does not include costs incurred to provide access to sites which are inaccessible to our survey vehicle(s). They also do not include costs incurred due to delays caused by inclement weather.
5. CLIENT shall provide CA with all relevant documents and information in relation to project. In preparing the scope of work documents, CA may review and interpret certain information provided to it by the CLIENT or by third parties. CA will not conduct an independent evaluation of the accuracy or completeness of such information and shall not be responsible for any errors or omissions contained in such information, or errors which result from reliance on same.
6. The final documents and other Instruments of Service are prepared for, and made available for the sole use of, the CLIENT, and the contents thereof may not be used or relied upon by any other person without the express written authorization of CA. Any unauthorized use or distribution is expressly prohibited and shall be at the CLIENT's sole risk and without liability to CA. CA reserves the right to obtain as their sole property any Design Calculations and/or Engineered Models of Drainage Systems, Sanitary Sewer Systems, Water Distribution Systems, etc. created within and during the scope of contract. CLIENT is provided a project specific license for the use of these Instruments of Service.
7. CA's liability to CLIENT, or to any third party, for injury or damage to persons or property arising out of work performed for CLIENT and for which legal liability may be found to rest upon CA, other than for professional errors and omissions, will be limited to CA's general liability insurance coverage of \$1,000,000 or the dollar value of the design contract, whichever is less.
8. CLIENT will be invoiced on a monthly basis for services rendered to date. Invoices are payable within 30 days after the invoice date upon receipt. If the invoice is not paid within 30 days, CA may without waiving any rights against the CLIENT, and without liability whatsoever to the CLIENT, suspend or terminate services and commence with collection procedures. Invoices unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after the invoice date, CLIENT shall pay all costs of collection or legal action, including reasonable attorney's fees. If there are any disputes or claims made during the project, they shall be subject to a non-jury trial in Bell County. CLIENT is expressly giving up, waiving, and foregoing its right to a jury trial. CA shall be entitled to reasonable and necessary attorney fees for prosecuting or defending any claim related to this agreement.



STANDARD TERMS AND CONDITIONS – CONT'D

9. CLIENT will indemnify CA against any claims or costs which exceed the limitation on CA's liability provided for in the preceding paragraph or result from acts or omissions of CLIENT.

10. Cancellation of the Agreement to which these terms and conditions apply may be made by either party for just cause after thirty days' written notification of intent of cancellation is provided to the other party. In the event the CLIENT elects to terminate the Agreement, CA will be compensated in full for all services, materials, supplies, and expenses incurred prior to the actual cancellation date of the Agreement regardless of whether final Instruments of Service have been provided to CLIENT. The CLIENT shall promptly in any event pay all amounts invoiced that the CLIENT does not dispute as provided herein.

11. All claims, disputes, and other controversy between CA and CLIENT arising out of or in any way related to the services provided by CA will be submitted to "alternative dispute resolution" (ADR) such as mediation, before and as a condition precedent to other remedies provided by law. If a dispute at law arises related to these services and that dispute requires litigation as provided above, then; a) CLIENT assents to personal jurisdiction in the State of CA's principal place of business; b) The claim will be brought and tried in judicial jurisdiction of the court of the county where CA's principal place of business is located, and CLIENT waives the right to remove action to any other county or jurisdiction; and c) CA is entitled to recovery of all reasonable costs incurred in prosecuting or defending same, including staff time, court costs, attorneys' and expert witness fees, and other claim-related expenses.

12. The person or entity responsible for performing the Work under the contract for Construction shall be defined as the Contractor. CA's site safety responsibilities are solely limited to the activities of CA and CA's employees on the site. These responsibilities shall not be inferred by any party to mean that CA has responsibility for site safety for any reason. Safety in, on or about the site is the sole and exclusive responsibility of the Contractor and/or CLIENT. The Contractor's methods of work performance, superintendent of the Contractor's employees, and sequencing of construction are also the sole and exclusive responsibility of the Contractor and/or CLIENT. CLIENT warrants that: 1) these responsibilities will be made clear in CLIENT'S agreement with the Contractor; 2) CLIENT'S agreement with the Contractor shall require the Contractor, to the extent of Contractor's negligence, to indemnify, defend and hold CLIENT and CA harmless from any fine, penalty, claim, or liability for injury or loss arising from CLIENT's and CA's alleged failure to exercise site safety responsibility; and 3) CLIENT'S agreement with Contractor shall require the Contractor to make CLIENT and CA additional insured under the Contractor's general liability insurance policy and all other relevant and applicable policies, which insurance protection shall be primary protection for CLIENT and CA, and shall hold CLIENT and CA harmless from claims, losses, and defense arising from the negligence of Contractor or subcontractor on any tier.

13. Each provision of this Agreement is intended to be several. If any terms or provisions of this agreement shall be held to be invalid, illegal, or unenforceable of any reason whatsoever, the validity, legality, and enforceability of the remaining provisions hereof shall remain in full force and effect and shall not in any way be affected or impaired thereby. Moreover, to the maximum extent allowed by law, the Parties hereto stipulate that any offending provisions will be modified or altered, as necessary, so as to give such provision the maximum permissible effect and application intended.

14. This Agreement, and all of its attachments, constitutes the entire, integrated Agreement between the Parties to it, and this Agreement superseded all other Agreements, oral or written between the Parties, concerning the subject set forth in this Agreement. This Agreement may not be amended except in writing, with that amendment being signed by both Parties.

Economic Development Corporation

H.3

Meeting Date: July 31, 2024

Contact: Fred Welch, Executive Director, Copperas Cove EDC

Subject:

Consideration and action on approving Resolution #EDC 2024-06, amending the 2023/2024 Budget for the purchase of property located on the East side of US 190 bypass. (Phase II of the Narrows Business Technology Park, Mashburn Drive Project, 45 acres tract) **Fred Welch, Executive Director, Copperas Cove EDC.**

Description/Information:

The 2023/2024 Budget was adopted by City Council on August 15, 2023.

The awarding of the grant from the EDA for infrastructure to support expansion of The Narrows Phase II was received in May of 2024. This necessitated two actions by CCEDC

1. Purchase contract for 24 acres of land along Mashburn Dri. With the option to purchase an additional 24 acres adjacent and contiguous to the 24 acres – The purchase price as authorized by the CCEDC Board and City Council is \$ 2,125,000.80
2. Award of an engineering and final design contract to be used to bid for services provided under the EDA grant \$\$456,500

Fund allocated and approved towards Mashburn drive project in FY 23-24 Budget \$2,000,000
Budget Shortfall \$ 581,500.80

Financial Impact:

\$2,120,500.80

Budgeted funds for FY 23-24 \$885,000

Expenses for the project are now estimated at \$1,414,883.15 (there may be an additional invoice)

Budget shortfall - \$ 532,883.15

Budget amendment moving from capital reserve account to projects account for Constitution Drive and Mashburn Drive Project \$1,114,383.95

Action/Recommendation:

EDC staff requests BOD approve Resolution #EDC 2024-06, to transfer \$1,114,383.95 from the CCEDC Reserve Account to the Capital Projects account to support the Mashburn Drive (Narrows Ph II expansion) and expenses related to Constitution Drive rebuild. Upon approval, this item will be presented to City Council for final approval.

Attachments:

Resolution #EDC 2024-06
FY 2023/2024 Amended Budget

RESOLUTION NO. EDC 2024-06

**A RESOLUTION OF THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
APPROVING AND AMENDING THE BUDGET FOR THE COPPERAS COVE ECONOMIC
DEVELOPMENT CORPORATION FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND
ENDING ON SEPTEMBER 30, 2024; AND ESTABLISHING A SAVINGS CLAUSE AND AN
EFFECTIVE DATE.**

WHEREAS, the Copperas Cove Economic Development Corporation desires to amend the operating budget of the Economic Development Corporation for the fiscal year October 1, 2023 to September 30, 2024; and

WHEREAS, said budget amendments have been submitted to the Economic Development Corporation Board by the Economic Development Director in accordance with the bylaws.

WHEREAS, if such amendments are approved by the Board of Directors, said budget amendments will be submitted for ratification to the City Council of the City of Copperas Cove, Texas.

NOW, THEREFORE, BE IT RESOLVED BY THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION:

SECTION I.

The Copperas Cove Economic Development Corporation approves and adopt the amendments to the budget considered for the fiscal year of October 1, 2023, to September 30, 2024.

SECTION II.

That the amendments to the budget approved and adopted hereby will be forwarded for consideration and approval by the City Council of the City at their next available meeting.

SECTION III.

That all resolutions for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this resolution.

SECTION IV.

That should any part, portion, or section of this resolution be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this resolution, which provisions shall be, remain and continue to be in full force and effect.

SECTION V.

That this resolution shall take effect and be in full force and effect from and after its passage and approval of the City Council.

PASSED, APPROVED, AND ADOPTED this day of _____, 2024, at a meeting of the Copperas Cove 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 of the Board

David McPhail Treasurer of the Board

APPROVED AS TO FORM:

Barbara Boulware Wells Knight- Law Firm
Copperas Cove Economic Development Corporation Attorney

Economic Development Corporation

I.1.

Meeting Date: July 31, 2024

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

UPDATE

1. Executive Director Report. **Fred Welch, Executive Director, Copperas Cove EDC.**
-

Economic Development Corporation

I.2.

Meeting Date: July 31, 2024

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

UPDATE

1. Marketing Director's Report. **Sheena Tanner, Copperas Cove EDC**
-

Economic Development Corporation

I.3.

Meeting Date: July 31, 2024

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

UPDATE

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

Economic Development Corporation

I.4.

Meeting Date: July 31, 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: July 31, 2024

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

UPDATE

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