



Agenda 11/15/2017

Notice is hereby given of a regular meeting of the City of San Angelo Development Corporation (COSADC) to be held on November 15, 2017 at 8:30 AM at the McNease Convention Center – South Meeting Room, 501 Rio Concho Drive, San Angelo, Texas, for the purpose of considering the following agenda items.

1. Call to Order

2. Prayer

3. Public Comment

Issues or items that are not on the agenda may be raised by the public at this time. Citizens should speak from the podium, begin by stating their name and limit remarks to less than three minutes. Board members may request that a discussed item be placed on a future agenda. The Board takes public comment on all Regular Agenda items during the discussion of those items.

4. Consent Agenda

- a. Consider approving the October 25, 2017 minutes
- b. Consider approving the necessary Corporation disbursements
- c. Consider approving the October 2017 Financial Statements

5. Regular Agenda

- a. Consider approving a Resolution of the City of San Angelo Development Corporation Board of Directors authorizing the use of sales and use tax funds in an amount not to exceed \$40,260 to provide an Economic Development Incentive to Elite Solutions, Inc. for a project related to Business Enterprises that create or retain primary jobs, as authorized for a Type B Corporation under Local Government Code Chapter 501 Subchapter C (Presentation by Shannon Scott, Economic Development Specialist)

- b. Public Hearing for 4 (four) Projects. A Public Hearing is required to undertake a Project under Section 505.159 (b) a Type B Corporation shall hold at least one public hearing before funds can be expended to undertake the project. (Presentation by Roland Pena, Economic Development Director)
1. Public Hearing regarding the use of Sales and Use Tax Funds in a sum not to exceed \$168,000, in support of establishing a Construction Trades Program at Howard College to be partially funded under a Texas Workforce Commission High Demand Skills Development Grant, a project authorized under Chapter 501 of the Texas Development Corporation Act
2. Public Hearing regarding the use of Sales and Use Tax Funds in an amount not to exceed \$1,500,000 for expansion of the training mission of Goodfellow Air Force Base, a project authorized for Type 4B Development Corporations under Texas Local Government Code, Section 501.104 relating to certain military bases or missions
3. Public Hearing regarding the use of Sales and Use Tax Funds in an amount not to exceed \$5,000 for a Project authorized under the Texas Local Government Code, Chapter 505, for economic development promotional purposes, with McLaughlin Advertising for advertising services for the 2018 Business Plan Competition
-
4. Public Hearing regarding the expenditure of \$578,088 for the COSADC-City of San Angelo Agreement for Provision of Administrative Services for FY2018 and subsequent years of FY2019 and FY2020 as annual budgets are approved by the Board
- c. Update presentation regarding the 2018 San Angelo Business Plan Competition (Presentation by Dave Erickson, ASU Small Business Development Center Director)
- d. Consider approving a resolution authorizing the President to negotiate and execute a Memorandum of Understanding with the City of San Angelo funding Task Order No. 110 to City Professional Services Agreement, RFQ AP-02-15, with KSA Engineers, Inc., effective October 27, 2015, in a sum of \$205,000 to perform professional engineering and surveying services for reconstruction and upgrade of a hangar located at 8092 Hangar Road, San Angelo Regional Airport—Mathis Field, a project authorizing the use of Sales and Use Tax funds pursuant to the Texas Development Corporation Act, Chapter 505 of the Texas Local Government Code, subject to approval of the City Council
- e. Consider approving a resolution authorizing the Board President to execute a utility easement on behalf of the Development Corporation conveying to the City of San Angelo a 20 foot perpetual utility easement across 1.061 acres of land owned by COSADC and located East of Highway 67, North of FM 380, City of San Angelo Tom Green County Texas

f. Staff Update on the following:

1. I-14 Gulf Coast Strategic Highway Coalition - Congressional District Strategy Meeting, Alexandria, Louisiana
2. Goodfellow Air Force Base Ribbon Cutting - New Training Center
3. ACT Work Ready Community Award Recognition - Austin Workforce Summit

6. Closed Session

Executive Session under the provision of Government Code, Title 5. Open Government; Ethics, Subtitle A. Open Government, Chapter 551. Open Meetings, Subchapter D. Exceptions to Requirement that Meetings be Open under the following sections:

7. Follow Up and Administrative Issues

- a. Consider items discussed in Executive Session, if needed
- b. Announcements and consideration of Future Agenda Items

8. Adjournment

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of San Angelo, Texas, on the 10th day of November 2017, at 5:00 p.m.

Roland Pena, Economic Development Director

All agenda items are subject to action. All contracts/agreements may be subject to further negotiation prior to execution. The Board reserves the right to consider business out of posted order and/or meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code. In compliance with the Americans with Disabilities Act, the City of San Angelo Development Corporation will provide for reasonable accommodations for persons attending board meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the Economic Development Office at 325-653-7197. COSADC meetings are broadcast on Channel 17-Government Access at 8:00 A.M. on every Wednesday on the Wednesday after each meeting.

Report to Board



Requestor: Shannon Scott, Economic Development Specialist, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Consent Item

Caption:

Consider approving the October 25, 2017 minutes

Summary/History:

Attached are the October 25, 2017 COSADC Meeting minutes

Financial Impact:

Other Information/Recommendation:

Attachments:

- | | |
|-----------------------------|---------------------------|
| 1. October 25, 2017 Minutes | Oct. 25, 2017 Minutes.pdf |
|-----------------------------|---------------------------|

Presentation:

Roland Pena

Approvals/Reviews:

Shannon Scott	Created/Initiated
Roland Pena	Approved
Dan Saluri	Approved
Theresa James	Approved
Bryan Kendrick	Final Approval

City of San Angelo, Texas
Development Corporation Meeting
Wednesday, October 25, 2017

1. Call to Order

With a quorum of the City of San Angelo Development Corporation Board Members present, First Vice President Juan Flores called the regular session of the City of San Angelo Development Corporation meeting to order at 8:30 a.m. on Wednesday, October 25, 2017 in the San Angelo McNease Convention Center, 501 Rio Concho Drive San Angelo, Texas, 76903. **President Carrasco was absent.**

2. Prayer

An invocation was provided by Director Tankersley

3. Public Comment

Issues or items that are not on the agenda may be raised by the public at this time. Citizens should speak from the podium, begin by stating their name and limit remarks to less than three minutes. Board members may request that a discussed item be placed on a future agenda. The Board takes public comment on all Regular Agenda items during the discussion of those items.

No public comment

4. Consent Agenda

- a. Consider approving the September 27, 2017 minutes and the October 5, 2017 special meeting minutes.
- b. Consider approving the necessary Corporation disbursements
- c. Consider approving the September 2017 Financial Statements

Director Bariou made a motion, seconded by Director Dendle to approve the consent agenda with the exception of item 4c. The motion carried unanimously six (6) ayes to zero (0) nays

Finance Director Tina Dierschke made the presentation for the September 2017 Financial Statements. Director Bariou made a motion, seconded by Second Vice President Kolls to approve item 4c. as presented. The motion carried unanimously six (6) ayes to zero (0) nays

5. Regular Agenda

- a. Update regarding the 2017 Ports to Plains Alliance Annual meeting held in Lubbock September 12th-14th, 2017. (Presentation by Mayor Brenda Gunter and COSADC Director John Bariou)

No action taken

- b. Consider approving a resolution authorizing the use of Sales and Use Tax Funds in a sum not to exceed \$168,000, in support of establishing a Construction Trades Program at Howard College to be partially funded under a Texas Workforce Commission High Demand Skills Development Grant, a project authorized under Chapter 501 of the Texas Development Corporation Act (Presentation by Roland Peña, Economic Development Director)

Director Bariou made a motion, seconded by Director Tankersley to approve the resolution as presented. The motion carried unanimously six (6) ayes to zero (0) nays

- c. Consider a Resolution authorizing the use of Sales and Use Tax Funds for expansion of the training mission of Goodfellow Air Force Base, a project authorized for Type 4B Development Corporations under Texas Local Government Code, Section 501.104 relating to certain military bases or missions and authorizing the Board President to negotiate and execute an MOU with Tom Green County and Goodfellow Air Force Base on behalf of the Corporation and such other legal documents necessary to the project. (Presentation by Roland Peña, Economic Development Director)

Director Tankersley made a motion, seconded by Second Vice President Kolls to approve the resolution as presented. The motion carried unanimously six (6) ayes to zero (0) nays

- d. Consider adoption of a resolution authorizing the use of sales and use tax proceeds for a Project authorized under the Texas Local Government Code, Chapter 505, for economic development promotional purposes, sponsoring the 2018 San Angelo Business Plan Competition; authorizing the Board President to negotiate and execute an advertising services agreement with McLaughlin Advertising, not to exceed \$5,000 for advertising services therefore; and recommending ratification by City Council. (Presentation by Nora Nevarez, Executive Office Coordinator)

Director Bariou made a motion, seconded by Second Vice President Kolls to approve the resolution as presented. The motion carried unanimously six (6) ayes to zero (0) nays

- e. Consider approving the COSADC – City of San Angelo Agreement for Provision of Administrative Services for FY2018 in the amount of \$578,088 and subsequent years of FY2019 and FY2020 as annual budgets are approved by the Board, recommending ratification by City Council and authorizing the Board President to execute the agreement in substantially the same form as the attached. (Presentation by Roland Peña, Economic Development Director)

Director Bariou made a motion, seconded by Vice President Kolls to approve the administrative services agreement as presented. The motion carried unanimously six (6) ayes to zero (0) nays

- f. Consider appointing a staff member as Board Secretary in accordance with the Bylaws of the City of San Angelo Development Corporation Article III, Section 2.B. which states "The Secretary of the Corporation shall be a City staff member assigned to the Corporation under a contract between the Corporation and the City of San Angelo, as approved by the Board of Directors." (Presentation by Roland Peña, Economic Development Director)

Director Bariou made a motion, seconded by Director Tankersley to appoint Executive Director Pena to the Corporation as the Board Secretary. The motion carried unanimously six (6) ayes to zero (0) nays

- g. Public Hearing regarding the expenditure with McLaughlin Advertising of up to \$60,000 for a Project consisting of a promotional campaign to expand the Air Service Marketing Initiative and advertise the City of San Angelo for the purpose of developing new and expanded business enterprises. (Presentation by Roland Peña, Economic Development Director)

First Vice President Flores opened the Public Hearing. No public comment. First Vice President Flores closed the Public Hearing

- h. Public Hearing regarding the use of sales and use tax funds in an amount not to exceed \$100,000, for a project that entails acquisition costs of \$25,000 and professional engineering and surveying services including closing costs of up to \$75,000 for a 17.58 acre parcel of real property fronting on Houston Harte Expressway, within an area bounded by Southwest Boulevard, Sherwood Way and Sunset Drive, and a Development Agreement with the city pursuant to which the property will be improved for resale and commercial development as permitted under Chapter 505 of the Texas Development Corporation Act to promote and develop a new or expanded business enterprises that create or retain primary jobs, or that provide facilities that enhance Convention Purposes and Tourism (Presentation by Roland Peña, Economic Development Director)

First Vice President Flores opened the Public Hearing. No public comment. First Vice President Flores closed the Public Hearing

- i. Public Hearing regarding the use of sales and use tax funds in an amount not to exceed \$300,000 to provide an Economic Development Incentive to Detmar Logistics, LLC for a project related to Business Enterprises that create or retain primary jobs, as authorized for a Type B Corporation under Local Government Code Chapter 504 Subchapter C (Presentation by Shannon Scott, Economic Development Specialist)

First Vice President Flores opened the Public Hearing. No public comment. First Vice President Flores closed the Public Hearing

- j. Public Hearing regarding the expenditure with Parkhill Smith & Cooper, Inc. a sum not to exceed \$280,000 to perform professional engineering and surveying services for infrastructure for the San Angelo Business & Industrial Park, for a project necessary to promote or develop new or expanded business enterprises as authorized under the Texas Development Corporation Act. (Presentation by Roland Peña, Economic Development Director)

First Vice President Flores opened the Public Hearing. No public comment. First Vice President Flores closed the Public Hearing

6. Closed Session

Executive Session under the provision of Government Code, Title 5. Open Government; Ethics, Subtitle A. Open Government, Chapter 551. Open Meetings, Subchapter D. Exceptions to Requirement that Meetings be Open under the following sections:

At 9:35 A.M., the Board convened in Executive Session under the provision of Government Code, Title 5. Open Government; Ethics, Subtitle A. Open Government, Chapter 551. Open Meeting, Subchapter D. Exceptions to Requirement that Meetings be Open under the following sections:

- a. Section 551.087 (2) to deliberate the offer of a financial or other incentive with Project 2017E285, that the governmental body seeks to have locate, stay, or expand in or near the territory of the

governmental body and with which the governmental body is conducting economic development negotiations

- b. Section 551.072 Deliberations about Real Property regarding 17.58 acre parcel of real property fronting on Houston Harte Expressway, within an area bounded by Southwest Boulevard, Sherwood Way and Sunset Drive

At 10:15 A.M., The Board reconvened.

7. Follow Up and Administrative Issues

- a. Consider items discussed in Executive Session, if needed

No action was taken from Executive Session

- b. Announcements and consideration of Future Agenda Items

Executive Director Pena informed the Board that a joint meeting with Council will be scheduled for either November 7, 2017 or November 21, 2017

8. Adjournment

At 10:16 A.M., Second Vice President Kolls made a motion, seconded by Director Bariou, to adjourn the meeting. The motion carried unanimously six (6) ayes to zero (0) nays

THE CITY OF SAN ANGELO

Corporation President

ATTEST:

Corporation Secretary

In accordance with Chapter 2, Article 2.300, of the Official Code of the City of San Angelo, the minutes of this meeting consist of the preceding Minute Record and the Supplement Minute Record. Details on Board meetings may be obtained from the City Clerk's Office. (Portions of the video recording may be distorted due to equipment malfunction or other uncontrollable factors.)

Requestor: Shannon Scott, Economic Development Specialist, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Consent Item

Caption:

Consider approving the necessary Corporation disbursements

Summary/History:

Financial Impact:

Other Information/Recommendation:

Attachments:

- | | |
|--------------------------------|-----------------------------|
| 1. Disbursement, Nov. 15, 2017 | Disbursement 11-15-2017.pdf |
|--------------------------------|-----------------------------|

Presentation:

Approvals/Reviews:

Shannon Scott	Created/Initiated
Roland Pena	Approved
Dan Saluri	Approved
Theresa James	Approved
Tina Dierschke	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

City of San Angelo Development Corporation
Check Disbursements
For Board Approval November 15, 2017

Economic Development

PK Kelly Insurance Agence	\$	9,868.00	Comm. General Liability for BRC	Ck. 4069
SKG Engineering, LLC		6,700.00	Houston Harte surveying service (Inv. 2054)	
Moontime		3,300.00	BP 2nd Place	
			Reimburse Sept. 2017 P-card charges: Admin.	
			Travel -\$1,069.05; Admin. Training - \$255.00;	
			Admin. Software - \$1,190.00; Admin food - \$5.34;	
City of San Angelo		2,626.21	BREP - \$106.82	Ck. 4067
Parkhill Smith & Cooper		2,443.00	Architectural services (Inv. 03940717001)	
Moontime		1,950.00	Business Plan Comp. - 2nd Place	Ck. 4079
Liberty Power		1,234.10	Elec serv at BRC & Industrial Park	
			Air travel for R. Pena & E. Carrasco to attend I-14	
Horizon Travel		1,134.80	Coalition meeting in Alexandria, LA.	Ck. 4078
CalTech Software Systems, Inc.		1,100.00	Sales Tax and Development fee rebate	Ck. 4071
Total for Board Consideration	\$	30,356.11		
Sam Tambunga Insurance	\$	773.85	Renewal of Gen. Liability Coverage @ Indust.	
Lamar		650.00	Park	Ck. 4070
		566.31	Billboard advertisement - ACT (Inv. 108589078 =	
Longhorn Coffee Co.		489.84	\$575.00 & Inv. 108573052 = \$75.00)	
MC Electric		474.74	Business Plan Comp. - 3rd Place	Ck. 4068
Suddenlink		405.08	Light bulbs for BRC (Inv. 81)	Ck. 4080
Standard Times		367.93	Telephone/Internet Serv for Incubator	Ck. 4081
Angelo Awards		150.00	Legal notices (Ad 1805550)	
Faith by a Flash Photography		124.94	Plaques for BREP Apprec. Reception (Inv. 1288)	Ck. 4084
Protection1 Alarm		106.37	Photography service for BREP Apprec. Reception	
COSA Utility Billing		77.08	(Inv. 106)	Ck. 4089
Republic Services,		77.08	Monthly burglary & fire serv. (Inv. 119222214)	Ck. 4087
Republic Services, Inc.		61.58	Water & sewer serv at BRC	
House of Chemicals		55.90	Trash service at BRC	Ck. 4073
West Texas Fire Extinguisher		39.47	Trash service for BRC	Ck. 4088
Suddenlink		15.00	Janitorial supplies for BRC (Inv. 549360)	Ck. 4085
COSA Utility Billing		20.00	Annual inspec & maint. (Inv. 163665)	Ck. 4083
TX. Depart. Of Licensing and Regulations			Phone line in elevator at BRC	
			Water bill at BRC	
			Annual elevator inspec. Fee	
Total Routine Disbursements	\$	4,455.17		
Total Economic Development Disbursements	\$	34,811.28		
<u>Ballot</u>				
First Title Co.	\$	46,107.44	Sale of 703 W. 19th	Ck. 1479
Total for Board Consideration	\$	46,107.44		
Total Routine Disbursements	\$	-		
Total Ballot Disbursements	\$	46,107.44		
Grand Total Disbursements this Period	\$	80,918.72		

Requestor: Robert Schneeman, Economic Development Coordinator, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Consent Item

Caption:

Consider approving the October 2017 Financial Statements

Summary/History:

Financial Impact:

Other Information/Recommendation:

October 2017 Financial Statements attached

Attachments:

1. Financials COSADC Stmtns 1710.pdf

Presentation:

Approvals/Reviews:

Robert Schneeman

Theresa James

Becky Dunn

Bryan Kendrick

Created/Initiated

Approved

Approved

Final Approval

City of San Angelo Development Corporation

Financial Information and Schedules As of October 31, 2017

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2011 Bond Issue

Hickory Water Supply

**City of San Angelo Development Corporation
Executive Summary
October 2017**

Available Fund Balances

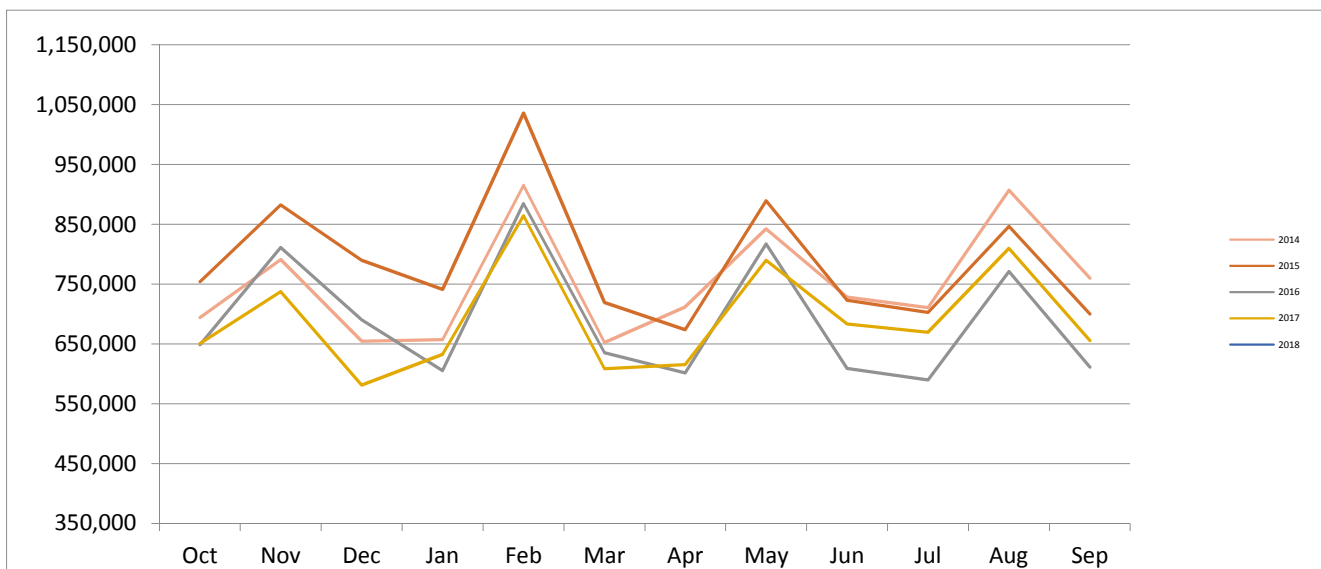
Unrestricted Fund Balance-Economic Development
Unrestricted Fund Balance-Ballot

9,702,784
538,695

Sales Tax Analysis

Month	2014	2015	2016	2017	2018	% Over/(Under)
Oct	694,238	754,116	648,367	650,926	747,063	14.77%
Nov	791,077	882,259	811,466	737,436		
Dec	654,425	789,859	690,231	581,382		
Jan	657,448	741,227	605,393	632,603		
Feb	914,889	1,035,939	884,468	864,339		
Mar	652,229	719,149	635,021	608,253		
Apr	711,587	673,524	601,420	615,673		
May	842,090	889,509	816,925	789,680		
Jun	728,545	723,051	608,947	683,530		
Jul	710,555	702,893	590,012	669,686		
Aug	907,050	846,650	771,109	809,685		
Sep	759,728	700,008	611,361	655,327		

Estimated Year to Date Sales Tax Budget 8.33% = 654,167
excess/(shortage) 74,065



City of San Angelo Development Corporation
Balance Sheet - Economic Development
As of October 31, 2017

ASSETS

Current Assets

Checking/Savings

101101 · Cash 8,751

103200 · Money Market 933,849

Total Checking/Savings 942,600

Accounts Receivable

115000 · Sales Tax Receivables 372,331

Total Accounts Receivable 372,331

Other Current Assets

117000 · Investments 13,317,845

Total Other Current Assets 13,317,845

Total Current Assets 14,632,776

Fixed Assets

140500 · Land -Industrial Park 85,728

141000 · Industrial Park-Phase I 1,013,908

143000 · Industrial Park-Phase II 51,609

144000 · Industrial Park-Phase III 20,377

152000 · Building-Business Resource Ctr 2,004,967

159999 · Accum Depr-Building (559,720)

Total Fixed Assets 2,616,869

TOTAL ASSETS 17,249,645

LIABILITIES & FUND EQUITY

Liabilities

Current Liabilities

201000 · Accounts Payable 10,372

Total Current Liabilities 10,372

Total Liabilities 10,372

Fund Equity

Committed for Eco. Dev. Projects 4,247,906

Restricted for Fixed Assets 2,616,869

Assigned for Equipment Replacement 671,714

Unassigned Fund Balance 9,702,784

Total Fund Equity 17,239,273

TOTAL LIABILITIES & FUND EQUITY 17,249,645

City of San Angelo Development Corporation
Revenue Expenditure Report - Economic Development
October 2017

	<u>Budget</u>	<u>Month Actual</u>	<u>YTD Actual</u>	<u>Over/(Under) Budget</u>	<u>% of Budget</u>
Revenues					
313000 · Income-Sales & Use Tax	2,198,000	203,905	203,905	(1,994,095)	9%
360000 · Interest on Investments	23,000	9,780	9,780	(13,220)	43%
363101 · Lease Income	85,250	0	0	(85,250)	0%
392200 · Gain on Sale Assets	250,000	0	0	(250,000)	0%
Total Revenues	<u>2,556,250</u>	<u>213,685</u>	<u>213,685</u>	<u>(2,342,565)</u>	<u>8%</u>
Expenditures					
410000 · Administrative	151,974	10,572	10,572	(141,402)	7%
412000 · Partner Affiliations	76,197	0	0	(76,197)	0%
415000 · City Services	433,566	0	0	(433,566)	0%
415331 · Annual Report	1,200	0	0	(1,200)	0%
420000 · Industrial Park Ops & Maint	30,650	774	774	(29,876)	3%
432000 · Outside Legal Services	25,000	0	0	(25,000)	0%
440000 · Marketing-Chamber of Commerce	225,000	0	0	(225,000)	0%
440200 · Business Ret & Exp Prog	696,000	0	0	(696,000)	0%
445000 · Promotion (SADC Marketing)	10,300	0	0	(10,300)	0%
450000 · Business Resource Ctr	35,281	692	692	(34,589)	2%
452101 · Business Factory	93,873	2,025	2,025	(91,848)	2%
452112 · Project-Martifer-Hirschfeld	1,390,435	0	0	(1,390,435)	0%
452115 · Project-Blue Cross Blue Shield	111,355	0	0	(111,355)	0%
452121 · Project-MedHab	796,250	0	0	(796,250)	0%
452124 · Project-DeCoty Coffee	96,902	0	0	(96,902)	0%
452131 · Project-Time Clock Plus	10,500	0	0	(10,500)	0%
452132 · Project-TGC/GAFB	633,000	0	0	(633,000)	0%
452133 · Project-Phase I Sewer Line	39,560	0	0	(39,560)	0%
452134 · Project-Principle LED	194,005	0	0	(194,005)	0%
452136 · Project-Phase II Sewer Line	96,000	0	0	(96,000)	0%
452137 · Project-TXDOT Aside Prog. Grant	100,000	0	0	(100,000)	0%
452138 · Project-CalTech	583,999	1,100	1,100	(582,899)	0%
452140 · Project-Grant Works	4,000	0	0	(4,000)	0%
452141 · Project-Houston Harte	3,000	0	0	(3,000)	0%
452142 · Project-Netco	190,000	0	0	(190,000)	0%
452900 · Project-Future Projects	736,603	0	0	(736,603)	0%
453000 · Capital Purchases	31,612	0	0	(31,612)	0%
Total Expenditures	<u>6,796,262</u>	<u>15,163</u>	<u>15,163</u>	<u>(6,781,099)</u>	<u>0%</u>
Revenue Over/(Under) Expenditures	<u>(4,240,012)</u>	<u>198,522</u>	<u>198,522</u>	<u>4,438,534</u>	

City of San Angelo Development Corporation
Economic Development Projects
As of October 31, 2017

Project	Budget	Current Year Activity	Inception to Date	Remaining Budget
Martifer-Hirschfeld	3,684,743		2,294,308	1,390,435
Blue Cross Blue Shield	408,522		297,167	111,355
MedHab	797,750		1,500	796,250
DeCoty Coffee	101,835		4,933	96,902
Time Clock Plus	336,500		326,000	10,500
TGC/GAFB	633,000		0	633,000
Phase I Sewer Line	110,000		70,440	39,560
Principle LED	550,001		355,996	194,005
Phase II Sewer Line TGC	100,000		4,000	96,000
TXDOT Aside Prog. Grant	100,000		0	100,000
CalTech	603,999	1,100	21,100	582,899
Grant Works	4,000		0	4,000
Houston Harte	8,000		5,000	3,000
Netco	190,000		0	190,000
	<u>6,464,148</u>	<u>1,100</u>	<u>1,444,120</u>	<u>4,247,906</u>
Total Committed, Not Expended				<u><u>4,247,906</u></u>

City of San Angelo Development Corporation
Balance Sheet - Ballot
As of October 31, 2017

ASSETS

Current Assets

Checking/Savings

101101 · Cash

1,795

103200 · Money Market

1,860,893

Total Checking/Savings

1,862,688

Accounts Receivable

115000 · Sales Tax Receivables

957,412

115201 · Note Receivable

19,800

Total Accounts Receivable

977,212

Other Current Assets

117000 · Investments

2,679,804

Total Other Current Assets

2,679,804

Total Current Assets

5,519,704

TOTAL ASSETS

5,519,704

LIABILITIES & FUND EQUITY

Liabilities

Current Liabilities

201000 · Accounts Payable

4,220,966

Total Current Liabilities

4,220,966

Total Liabilities

4,220,966

Fund Equity

Committed for Ballot Projects

364,686

Assigned for Debt Service

395,357

Unrestricted Fund Balance

538,695

Total Fund Equity

1,298,738

TOTAL LIABILITIES & FUND EQUITY

5,519,704

City of San Angelo Development Corporation
Revenue & Expenditure Report - Ballot
October 2017

	<u>Budget</u>	<u>Month Actual</u>	<u>YTD Actual</u>	<u>Over/(Under) Budget</u>	<u>% of Budget</u>
Revenues					
313000 · Income-Sales & Use Tax	5,652,000	524,327	524,327	(5,127,673)	9%
360000 · Interest on Investments	4,000	2,430	2,430	(1,570)	61%
Total Revenues	<u>5,656,000</u>	<u>526,757</u>	<u>526,757</u>	<u>(5,129,243)</u>	<u>9%</u>
Expenditures					
410000 · Administrative	3,500	0	0		
415000 · City Services	144,522	0	0	(144,522)	0%
430000 · Loan/Debt Service	4,744,285	0	0	(4,744,285)	0%
451102 · Project-Sports Facilities Maint	291,061	0	0	(291,061)	0%
451200 · Project-Affordable Housing	357,674	46,107	46,107	(311,567)	13%
452123 · Project-W. Tx Water Partnership	12,480	0	0	(12,480)	0%
452126 · Project-Red Arroyo SW Basin	38,470	0	0	(38,470)	0%
452900 · Project-Future Projects	137,632	0	0	(137,632)	0%
Total Expenditures	<u>5,729,624</u>	<u>46,107</u>	<u>46,107</u>	<u>(5,683,517)</u>	<u>1%</u>
Revenue Over/(Under) Expenditures	<u>(73,624)</u>	<u>480,650</u>	<u>480,650</u>	<u>554,274</u>	

City of San Angelo Development Corporation
Projects
As of October 31, 2017

Project	Budget	Current Year Activity	Inception to Date	Remaining Budget
Ballot Projects:				
Water Supply Projects				
West Texas Water Partnership	413,793	0	401,312	12,481
Reclaimed Water Alternatives	1,389,965	0	1,389,965	-
Red Arroyo Storm Water Basin	189,510	0	151,040	38,470
Total Expenditures	1,993,268	0	1,942,317	50,951
Total Water Supply Projects				50,951
Affordable Housing				
Revenues				
Sale of Fixed Assets - Blackshear Properties	394,351	0	394,351	0
Total Revenues				
Expenditures				
Affordable Housing	2,854,330	46,107	2,542,763	311,567
Administrative Contract	120,405	0	120,405	0
Blackshear Neighborhood Boundary	28,300	0	28,300	0
Blackshear Properties	404,125	0	404,125	0
Neighborhood Blitz	550,000	0	550,000	0
Neighbors Helping Neighbors	53,000	0	53,000	0
Rebuilding Together - Housing One Stop	23,759	0	23,759	0
Rebuilding Together - Housing Repair	74,920	0	74,920	0
Rehabs	114,487	0	114,487	0
Roofing Grant	200,000	0	200,000	0
Total Expenditures	4,423,326	46,107	4,111,760	22,674
Total Affordable Housing				22,674
Other Projects				
Sports Facilities Maintenance	291,061	0	0	291,061
Total Expenditures	291,061	0	-	291,061
Total Ballot Projects Committed, Not Expended				364,686

Voter Approved Projects:

Fort Concho Improvements	900,000	900,000	900,000	-
Sports & Athletics Facilities	708,744	708,744	708,744	-
29th Street Sports Complex	1,750,000	1,750,000	1,750,000	-
Total Expenditures	3,358,744	3,358,744	3,358,744	-
Total Voter Approved Projects Committed, Not Expended				-

City of San Angelo Development Corp
Transaction Detail by Account
October 2017

Economic Development

	Num	Name	Memo	Amount
313000 · Income-Sales & Use Tax				
	747	City of San Angelo	Adj Aug Sales Tax Recievable	33,615.62
	748	City of San Angelo	Record Oct. Sales Tax Receivable	170,289.39
Total 313000 · Income-Sales & Use Tax				203,905.01
360000 · Interest on Investments				
	733		Interest on Sec #3132X0KJ9	3,281.25
	740		Interest income on Sec #3130A4GJ5	5,625.00
	745		Interest for October 2017	153.78
	746		MM Interest for October 2017	720.44
Total 360000 · Interest on Investments				9,780.47
410000 · Administrative				
410332 · Admin-Software				
	4067	City of San Angelo (COSA)	Reimburse COSA for P-Card Expenses	(1,190.00)
	744	City of San Angelo (COSA)	Reverse Accrual	1,190.00
Total 410332 · Admin-Software				-
410520 · Admin-Insurance				
	4069	PK Kelley Insurance Agency	Insurance Renewal - Policy # BKS (15) 55336814	(9,868.00)
Total 410520 · Admin-Insurance				(9,868.00)
410530 · Admin-Communication				
	4052	City of San Angelo (COSA)	3rd and 4th Quarter Reimb.	(1,674.04)
	4077	Suddenlink	Acc # 100001-8615-721194301	(29.61)
Total 410530 · Admin-Communication				(1,703.65)
410531 · Admin-Cell Phone				
	4052	City of San Angelo (COSA)	3rd and 4th Quarter Reimb.	(1,041.66)
	721	City of San Angelo (COSA)	Reverse Accrual	1,674.04
	721	City of San Angelo (COSA)	Reverse Accrual	1,041.66
Total 410531 · Admin-Cell Phone				1,674.04
410580 · Admin-Travel & Lodging				
	4052	City of San Angelo (COSA)	3rd and 4th Quarter Reimb.	(2,005.67)
	721	City of San Angelo (COSA)	Reverse Accrual	2,005.67
	4067	City of San Angelo (COSA)	Reimburse COSA for P-Card Expenses	(1,069.05)
	744	City of San Angelo (COSA)	Reverse Accrual	1,069.05
Total 410580 · Admin-Travel & Lodging				-
410590 · Admin-Training				
	4067	City of San Angelo (COSA)	Reimburse COSA for P-Card Expenses	(255.00)
	744	City of San Angelo (COSA)	Reverse Accrual	255.00
Total 410590 · Admin-Training				-
410591 · Admin-Professional Dues				
	4063	International Economic DevelopmentCouncil	Mebership Renewal R. Peña	(610.00)
Total 410591 · Admin-Professional Dues				(610.00)
410605 · Admin-Public Notices				
	731	San Angelo Standard Times	Reverse Accrual	708.89
	4059	San Angelo Standard Times	Newspaper Ad #1772089	(708.89)
Total 410605 · Admin-Public Notices				-
410610 · Admin-Office Supplies				
	4052	City of San Angelo (COSA)	3rd and 4th Quarter Reimb.	(789.00)
	721	City of San Angelo (COSA)	Reverse Accrual	789.00
	738	Staples Advantage	Reverse Accrual	249.98
	4065	Staples Advantage	Inv 3353903646	(249.98)
Total 410610 · Admin-Office Supplies				-
410614 · Admin-Postage				
	4052	City of San Angelo (COSA)	3rd and 4th Quarter Reimb.	(125.98)
	721	City of San Angelo (COSA)	Reverse Accrual	125.98
	4074	FedEx	Inv # 5-952-04488	(63.89)
Total 410614 · Admin-Postage				(63.89)

City of San Angelo Development Corp
Transaction Detail by Account
October 2017

	Num	Name	Memo	Amount
410630 · Admin-Food				
	4057	City of San Angelo (COSA)	Coffee Set-ups for COSADC Meetings	(240.00)
	725	City of San Angelo (COSA)	Reverse Accrual	240.00
	4067	City of San Angelo (COSA)	Reimburse COSA for P-Card Expenses	(5.34)
	744	City of San Angelo (COSA)	Reverse Accrual	5.34
Total 410630 · Admin-Food				-
Total 410000 · Administrative				(10,571.50)
412000 · Partner Affiliations				
412020 · ACT Work Ready Comm				
	4054	Lamar Companies	Inv 9999999999	(650.00)
	4056	ACT, Inc.	Inv ACT-0168-0147-0156	(450.00)
	723	Lamar Companies	Reverse Accrual	650.00
	724	ACT, Inc.	Reverse Accrual	450.00
Total 412020 · ACT Work Ready Comm				-
Total 412000 · Partner Affiliations				-
415000 · City Services				
415310 · COSA-Legal Services				
	4050	City of San Angelo (COSA)	Inv 47965 Customer #14700 FN	(181,328.25)
	719	City of San Angelo (COSA)	Reverse Accrual	181,328.25
Total 415310 · COSA-Legal Services				-
Total 415000 · City Services				-
420000 · Industrial Park Ops & Maint				
420411 · Ind Park-Water/Sewer Utilities				
	4072	City of San Angelo Utility Billing	Acc # 118947-187774 Service Date 08/31/17 - 10/02/17	(29.19)
	4072	City of San Angelo Utility Billing	Acc # 118947-187772 Service Date 08/31/17 - 10/03/17	(29.18)
	4072	City of San Angelo Utility Billing	Acc # 118947-187770 Service Date 08/31/17 - 10/01/17	(23.88)
	743	City of San Angelo Utility Billing	Reverse Accrual	82.25
Total 420411 · Ind Park-Water/Sewer Utilities				-
420413 · Ind Park-Electricity				
	739	Liberty Power	Reverse Accrual	52.08
	4066	Liberty Power	Acc #95329064-832	(52.08)
Total 420413 · Ind Park-Electricity				-
420521 · Ind Park-Liability Ins				
	4070	Sam Tambunga Insurance LLC	Renewal of General Liability Coverage - Ind Pk	(773.85)
Total 420521 · Ind Park-Liability Ins				(773.85)
420000 · Industrial Park Ops & Maint - Other				
	4053	J & R Silva Tree Service & Landscaping	Inv 1351 PO21	(264.00)
	4053	J & R Silva Tree Service & Landscaping	Inv 1361 PO21	(198.00)
	722	J & R Silva Tree Service & Landscaping	Reverse Accrual	264.00
	722	J & R Silva Tree Service & Landscaping	Reverse Accrual	198.00
Total 420000 · Industrial Park Ops & Maint - Other				-
Total 420000 · Industrial Park Ops & Maint				(773.85)
440000 · Marketing-Chamber of Commerce				
	737	San Angelo Chamber of Commerce	Reverse Accrual	36,998.95
	4061	San Angelo Chamber of Commerce	Marketing invoice for Aug	(18,750.00)
	4061	San Angelo Chamber of Commerce	Marketing invoice for Sept	(18,248.95)
Total 440000 · Marketing-Chamber of Commerce				-
440200 · Business Ret & Exp Prog				
	4067	City of San Angelo (COSA)	Reimburse COSA for P-Card Expenses	(106.82)
	744	City of San Angelo (COSA)	Reverse Accrual	106.82
Total 440200 · Business Ret & Exp Prog				-
450000 · Business Resource Ctr				
450010 · BRC-Water/Sewer Utilities				

City of San Angelo Development Corp
Transaction Detail by Account
October 2017

	Num	Name	Memo	Amount
	4072	City of San Angelo Utility Billing	Acc # 171939-179340 Service Date 08/29/17 - 09/28/17	(79.78)
	4072	City of San Angelo Utility Billing	Acc # 186765-50710 Service Date 08/30/17 - 09/28/17	(11.25)
	743	City of San Angelo Utility Billing	Reverse Accrual	91.03
Total 450010 · BRC-Water/Sewer Utilities				-
450013 · BRC-Trash Utilities				
	4073	Republic Services, Inc	Inv # 0691-000752478	(57.81)
Total 450013 · BRC-Trash Utilities				(57.81)
450000 · Business Resource Ctr - Other				
	4053	J & R Silva Tree Service & Landscaping	Inv 1362 PO21	(382.50)
	722	J & R Silva Tree Service & Landscaping	Reverse Accrual	382.50
	4075	MC Electric	Inv # 74	(90.00)
	4076	Dirt Doctor of San Angelo	Inv # 2989	(543.75)
Total 450000 · Business Resource Ctr - Other				(633.75)
Total 450000 · Business Resource Ctr				(691.56)
452101 · Business Factory				
	4053	J & R Silva Tree Service & Landscaping	Inv 1362 PO21	(127.50)
	722	J & R Silva Tree Service & Landscaping	Reverse Accrual	127.50
	4062	Moontime LLC	Camera purchase	(627.83)
	4062	Moontime LLC	Aromatherapy product	(126.14)
	4068	Longhorn Coffee Company	FY17 - BPC 3rd Place - Customs fee for K-cup machines	(566.31)
	4072	City of San Angelo Utility Billing	Acc # 171939-179340 Service Date 08/29/17 - 09/28/17	(26.59)
	4072	City of San Angelo Utility Billing	Acc # 186765-50710 Service Date 08/30/17 - 09/28/17	(3.75)
	4073	Republic Services, Inc	Inv # 0691-000752478	(19.27)
	4075	MC Electric	Inv # 74	(30.00)
	4076	Dirt Doctor of San Angelo	Inv # 2989	(181.25)
	4077	Suddenlink	Acc # 100001-8615-721194301	(9.86)
	4077	Suddenlink	Acc # 100001-8615-717221601	(464.67)
	743	City of San Angelo Utility Billing	Reverse Accrual	30.34
Total 452101 · Business Factory				(2,025.33)
452133 · Project-Phase I Sewer Extension				
	730	City of San Angelo (COSA)	Reverse Accrual	70,439.97
	4058	City of San Angelo (COSA)	Inv 47535	(70,439.97)
Total 452133 · Project-Phase I Sewer Extension				-
452138 · Project-CalTech				
	4071	CalTech Software Systems, Inc	Sales Tax and Development Fee Rebate	(1,100.00)
Total 452138 · Project-CalTech				(1,100.00)
452139 · Project-Parkhill				
	4051	Parkhill Smith & Cooper	Inv 01940617.00-2	(24,386.84)
	4051	Parkhill Smith & Cooper	Inv 01940617.00-1	(3,613.16)
	720	Parkhill Smith & Cooper	Reverse Accrual	24,386.84
	720	Parkhill Smith & Cooper	Reverse Accrual	3,613.16
Total 452139 · Project-Parkhill				-
TOTAL				198,523.24

City of San Angelo Development Corp
Transaction Detail by Account
October 2017

Ballot

	Num	Name	Memo	Amount
313000 · Income-Sales & Use Tax				
	236	City of San Angelo	Adj Sales Tax Receivable for Aug.	86,440.16
	237	City of San Angelo	Sales Tax Receivable For Oct	<u>437,887.00</u>
Total 313000 · Income-Sales & Use Tax				524,327.16
360000 · Interest on Investments				
	233		Interest on Sec #3132X0KJ9	1,093.75
	234		Interest for October 2017	21.41
	235		MM Interest for October 2017	<u>1,314.69</u>
Total 360000 · Interest on Investments				2,429.85
415000 · City Services				
415310 · COSA-Legal Services				
	1474	City of San Angelo (COSA)	Inv 47965 Customer #14700 FN	0.00
	1476	City of San Angelo (COSA)	Inv 47965 Customer #14700 FN	-60,442.75
	227	City of San Angelo (COSA)	Reverse Accrual	<u>60,442.75</u>
Total 415310 · COSA-Legal Services				<u>0.00</u>
Total 415000 · City Services				0.00
451200 · Project-Affordable Housing				
	1479	First Title Company	Sale of 703 W 19th M. Silva	<u>-46,107.44</u>
Total 451200 · Project-Affordable Housing				-46,107.44
452123 · Project-W. Tx Water Partnership				
	1475	City of San Angelo (COSA)	Inv 801017132	0.00
	1477	City of San Angelo (COSA)	Inv 801017132	-3,218.33
	228	City of San Angelo (COSA)	Reverse Accrual	3,218.33
	232	City of San Angelo (COSA)	Reverse Accrual	309.33
	1478	City of San Angelo (COSA)	Inv 801017136	<u>-309.33</u>
Total 452123 · Project-W. Tx Water Partnership				<u>0.00</u>
TOTAL				<u>480,649.57</u>

Requestor: Shannon Scott, Economic Development Specialist, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Consider approving a Resolution of the City of San Angelo Development Corporation Board of Directors authorizing the use of sales and use tax funds in an amount not to exceed \$40,260 to provide an Economic Development Incentive to Elite Solutions, Inc. for a project related to Business Enterprises that create or retain primary jobs, as authorized for a Type B Corporation under Local Government Code Chapter 501 Subchapter C (Presentation by Shannon Scott, Economic Development Specialist)

Summary/History:

Elite Solutions is a technology contractor headquartered out of San Angelo, Texas that installs cable networks, multimedia systems, cameras etc. with low voltage technology at hospitals, schools, universities and businesses. They currently employ 24 people at their San Angelo location. 70-90% of their business is conducted outside of the City of San Angelo and they maintain 60-70% of the market share within San Angelo. They would like to expand their businesses by converting an empty room at the back of their current facility into a BICSI Authorized Training Facility at a cost of approximately \$75,000. This would be the only type of its facility in West Texas and would attract around 60 students each year from around the State to train and learn at this facility. They would also like to build a shop, located at their current facility, to help store their products/inventory at a cost of approximately \$100,000. If these improvements are made, they anticipate the need to hire around 7 employees with an average salary of \$34,000 each year for the next 4 years. This Project will support \$8.7 million in annual economic output or sales for businesses in the community and increase the GAP by \$5.5 million.

Financial Impact:

Up to \$40,260 in Economic Development Incentives

Annual Economic Output: \$8.7 million

GAP: \$5.5 million

Other Information/Recommendation:

Attachments:

- | | |
|-------------------------------|---------------------------------------|
| 1. Elite Solutions Resolution | 17-XXX_COSADC_ELITE_PROJECT_RESO.docx |
|-------------------------------|---------------------------------------|

Presentation:

Shannon Scott

Approvals/Reviews:

Shannon Scott	Created/Initiated
Roland Pena	Approved
Dan Saluri	Approved
Theresa James	Approved
Julia Antilley	Approved
Tina Dierschke	Approved
Roland Pena	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING THE USE OF SALES AND USE TAX FUNDS IN AN AMOUNT NOT TO EXCEED \$40,260, TO PROVIDE AN ECONOMIC DEVELOPMENT INCENTIVE TO ELITE SOLUTIONS, INC. FOR A PROJECT RELATED TO BUSINESS ENTERPRISES THAT CREATE OR RETAIN PRIMARY JOBS, AS AUTHORIZED FOR A TYPE B CORPORATION UNDER LOCAL GOVERNMENT CODE CHAPTER 505, SUBCHAPTER D.

WHEREAS, The voters of the City of San Angelo on November 2, 2010 approved the use of sales and use tax proceeds for the continued economic development projects authorized under Section 4B of the Act, including but not limited to, the development, promotion, creation, retention, or expansion of business enterprises that create or retain primary jobs, including suitable infrastructure, and

WHEREAS, Elite Solutions, Inc. would like to invest approximately ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) for capital improvements and commercial personal property and,

WHEREAS such investment by Elite Solutions, Inc. could create up to twenty eight (28) new Full Time Equivalent (FTE) positions, and,

WHEREAS, Elite Solutions, Inc. has requested incentives from COSADC to facilitate such investment and job creation, and

WHEREAS, at least sixty (60) days prior to undertaking a project, a public notice of the specific project shall be published and at least one public hearing shall be held by the Development Corporation prior to expending funds on the Project in compliance with the requirements of the Development Corporation Act, Sections 505.159 and 505.160 of the Local Government Code and

WHEREAS, the City of San Angelo Development Corporation will hold a Public Hearing on the Project at its November 15th, 2017 meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation offers this Resolution authorizing the use of sales and use tax funds as an economic development incentive to Elite Solutions, in an amount not to exceed \$40,260; authorizing the Director of Economic Development to prepare an economic development performance agreement with Elite Solutions in compliance with the Development Corporation Act and as approved by the City Attorney; authorizing the COSADC Board President to execute said agreement; and recommending to City Council ratification of the incentive and approval of the economic development performance agreement.

CITY OF SAN ANGELO DEVELOPMENT CORPORATION

ATTEST:

By: _____
Edward Carrasco, President

Bryan Kendrick, Corporate Secretary

Requestor: Shannon Scott, Economic Development Specialist, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Public Hearing for 4 (four) Projects. A Public Hearing is required to undertake a Project under Section 505.159 (b) a Type B Corporation shall hold at least one public hearing before funds can be expended to undertake the project. (Presentation by Roland Pena, Economic Development Director)

1. Public Hearing regarding the use of Sales and Use Tax Funds in a sum not to exceed \$168,000, in support of establishing a Construction Trades Program at Howard College to be partially funded under a Texas Workforce Commission High Demand Skills Development Grant, a project authorized under Chapter 501 of the Texas Development Corporation Act
2. Public Hearing regarding the use of Sales and Use Tax Funds in an amount not to exceed \$1,500,000 for expansion of the training mission of Goodfellow Air Force Base, a project authorized for Type 4B Development Corporations under Texas Local Government Code, Section 501.104 relating to certain military bases or missions
3. Public Hearing regarding the use of Sales and Use Tax Funds in an amount not to exceed \$5,000 for a Project authorized under the Texas Local Government Code, Chapter 505, for economic development promotional purposes, with McLaughlin Advertising for advertising services for the 2018 Business Plan Competition
4. Public Hearing regarding the expenditure of \$578,088 for the COSADC-City of San Angelo Agreement for Provision of Administrative Services for FY2018 and subsequent years of FY2019 and FY2020 as annual budgets are approved by the Board

Summary/History:

Construction Trades Program

This item was unanimously approved by the COSADC Board on Oct. 25, 2017 (6 ayes to 0 nays) and ratified (6 ayes to 0 nays) by City Council on Nov. 7, 2017. This project will be in support of Howard College for the completion of funding for a new Construction trades program. COSADC, Howard College, and the Concho Valley Workforce Development Board (CVWDB) are in the process of applying for a High Demand Skills Development Grant similar to that received for the LVN-RN Program.

This funding will provide community matching funds required in the amount of \$167,769 from COSADC and \$100,000 will be matched by the Texas Workforce Commission directly to the Concho Valley Workforce Development Board for the grant. The combined funds are critical to finalize the funds needed to buy equipment, hire instructors and launch the program.

Howard College, Texas Workforce Commission and the San Angelo Home Builders Association have identified a critical need for a training program covering the construction trades. Phase 1 of this Construction trades program will introduce, train and promote all the general skills needed to build a complete house. Additionally, the follow on Phase 2

& 3 efforts in 2018-2019 are planned to add welding and craftsman buildings and components to the program.

To date approximately \$500,000 has been raised through private funding by the Home Builders Association of San Angelo, local businesses and the Health Foundation. These funds will be used for construction of the needed facilities to house the program. However, the Skilled construction workers are a critical shortage in the local area, with Hurricane Harvey impacts to the Houston area exacerbating the issues. By summer 2016, there were an estimated 1,600 positions associated with construction companies and their support subcontractors in skilled trades across the construction spectrum in Tom Green County not filled and growing worse. This is being caused by an aging workforce, low replacement numbers (estimated 1 person for every 3 retiring), and a high 20% exodus rate (from Texas Association of Builders "Texas' Skilled Worker Shortage Post-Hurricane Harvey"). Hurricane Harvey's impact to the Houston area further aggravates the shortages for years to come as it pulls workers from the local area into Houston. Current labor market information shows most construction-related jobs are in high demand with increasing requirements through 2021. Additionally, CVWDB's remaining 12 rural counties for the most part do not have general construction skills locally available to help grow infrastructure, thus stagnating their economies.

According to the Texas Association of Builders, 52%-plus home builders are experiencing labor shortages which slow builders' completion of projects and impact their budgets. From the Texas Association of Builders "Texas' Skilled Worker Shortage Post-Hurricane Harvey" article, research has shown that:

- "For every three tradesmen who retire, only one skilled person enters the workforce...",
- "According to the Bureau of Labor statistics, more than one-third of tradesmen are over the age of 50, and the average age of skilled craftsmen (plumber, carpenter, electrician, stone mason) is 60, and
- 20 percent of the skilled workers have left the construction industry in the last five years.

Of note, before Hurricane Harvey hit, the demand for craft professionals through 2020 totaled over 500,000, but with the 30,000 destroyed homes and 135,000 homes needing repair caused by the hurricane, the shortages are further exacerbated. Additionally, low housing inventories (3.3 months' supply through 2016 according to TX Association of Realtors) coupled with significant rise in Texas residents (July 2015 – July 2016) caused by phenomenal growth in Texas business and industry, places a long-term high demand for construction trades.

Goodfellow Air Force Base

This item was unanimously approved by the COSADC Board on Oct. 25, 2017 (6 ayes to 0 nays) and ratified (6 ayes to 0 nays) by City Council on Nov. 7, 2017. This project is in regards to a Memorandum of Understanding (MOU) with Tom Green County (TGC) and Goodfellow Air Force Base (GAFB) to provide matching funds as part of the local contribution requirement under the Defense Economic Adjustment Assistance Grant. Tom Green County will act as the fiscal agent and administrator of the grant if awarded.

The funding will allow GAFB to expand the mission of intelligence training at the base which will require renovations to approximately 24,000 square feet in two facilities that creates additional highly classified classrooms; provides support space for instructors and a psychologist; provides increased dining facility seating to support an additional 150 person. The total costs for the Project are estimated at \$8.8 million.

The Project has the potential to attract new military missions to GAFB and result in additional active duty and civilian jobs having a positive impact on the economy of TGC and City, and is considered an authorized Project under Section 501.104 of Chapter 501 of the Development Corporation Act. Therefore, the use of sales and use tax funds for this type of a project is authorized by statute.

The COSADC match is contingent on Tom Green County being awarded the Defense Economic Adjustment Assistance Grant (DEAAG). This is the second time, COSADC partners with Goodfellow AFB, Tom Green County, and the Chamber of Commerce in applying for a Texas Governor's Grant.

Last January 27th, 2016 the COSADC Board approved an agenda item that allowed staff to negotiate and execute an economic development performance agreement between COSADC and Goodfellow and the allocation in the amount up to \$760,000. The motion carried unanimously five (5) ayes to zero (0) nays. Tom Green County received \$2,042,000 in DEAAG funds in 2016.

The MOU agreement with Tom Green County was ultimately executed May 25, 2016 for an amount of \$633,000 County for the renovation of two GAFB buildings to be used as a training center and collaboration center and the purchase of technology hardware required for instruction. That project allowed students from 32 countries to attend intelligence training; is near completion any day.

McLaughlin Advertising

This item was unanimously approved by the COSADC Board on Oct. 25, 2017 (6 ayes to 0 nays) and ratified (6 ayes to 0 nays) by City Council on Nov. 7, 2017 and relates to an agreement with McLaughlin Advertising for the purposes of promoting the San Angelo Business Plan Competition and the expenditure of up to \$5,000. COSADC funds the San Angelo Business Plan Competition and the promotion will be to create interest in applying for the competition and announcement of winners. The Competition Coordinators are: The Business Factory, ASU Small Business Development Center (SBDC), and ASU College of Business (COB). The Competition Coordinators and additional committee members have utilized McLaughlin Advertising for the past two years and wanted to use the advertising company again this year because of the success of program and the securing of the in-kind prizes of which McLaughlin is credited with.

The SBDC serves as the coordinator of the Business Plan Competition.

The Business Plan Competition 2018 is an opportunity for entrepreneurs to develop viable business plans that will create new ventures or expand existing businesses in San Angelo. The competition is a three-phase business plan competition with cash prizes and in-kind prizes donated by local businesses. A Judging Panel will be assembled from a pool of successful entrepreneurs, business leaders, financial professionals, and other economic development supporters in San Angelo. The Competition Coordinators and the Judging Panel are considered the "Competition Officials."

Administrative Services Contract

This item was unanimously approved by the COSADC Board on Oct. 25, 2017 (6 ayes to 0 nays) and ratified (6 ayes to 0 nays) by City Council on Nov. 7, 2017 and is in regards to the COSADC-City of San Angelo agreement for staff services for the FY2018 and future fiscal years of 2019-2020. Please note that this contract also includes services. Performance measures for all departments are contained in Exhibit "A" of the attached contract.

Financial Impact:**Construction Trades Program:**

Up to \$168,000 as part of matching funds contingent upon being awarded a Texas Workforce Commission High Demand Skills Development Grant

Goodfellow Air Force Base:

Up to \$1.5 million as part of matching funds contingent upon being awarded the Defense Economic Adjustment Assistant Grant (DEAAG)

McLaughlin Advertising:

Up to \$5,000 for promotional and advertising services for the 2018 Business Plan Competition

Administrative Services Contract:

Contract between COSADC - City of San Angelo for staff services in the amount of \$578,088 for FY2018 and future Fiscal year's 2019-2020.

Other Information/Recommendation:**Attachments:**

- | | | |
|----|--------------------------------------|-------------------------------|
| 1. | Howard College Resolution | Howard College Resolution.pdf |
| 2. | Goodfellow Air Force Base Resolution | Goodfellow Resolution.pdf |
| 3. | McLaughlin Advertising Resolution | McLaughlin Resolution.pdf |
| 4. | Administrative Services Agreement | Staff Services Agreement.docx |

Presentation:

Roland Pena

Approvals/Reviews:

Shannon Scott	Created/Initiated
Roland Pena	Approved
Dan Saluri	Approved
Theresa James	Approved
Julia Antilley	Approved
Tina Dierschke	Approved

Roland Pena
Becky Dunn
Bryan Kendrick

Approved
Approved
Final Approval

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION, AUTHORIZING THE USE OF SALES AND USE TAX FUNDS IN A SUM NOT TO EXCEED \$168,000, IN SUPPORT OF ESTABLISHING A CONSTRUCTION TRADES PROGRAM AT HOWARD COLLEGE TO BE PARTIALLY FUNDED UNDER A TEXAS WORKFORCE COMMISSION HIGH DEMAND SKILLS DEVELOPMENT GRANT, A PROJECT AUTHORIZED UNDER CHAPTER 501 OF THE TEXAS DEVELOPMENT CORPORATION ACT

WHEREAS, skilled construction workers are in critical shortage in Tom Green County and by summer 2016, an estimated 1,600 positions associated in skilled trades across the construction spectrum in Tom Green County were unfilled, and that number is growing due to continuing attrition coupled with the lack of career development programs to replenish the local construction trades workforce;

WHEREAS, according to the Texas Association of Builders, over 52% of home builders are experiencing labor shortages which slow home builders' completion of projects, and,

WHEREAS Howard College proposes a Construction Trades Program at San Angelo to provide career training for enhancement of the local construction trades workforce, for which Howard College and the Concho Valley Workforce Development Board seek a High Demand Skills Development Grant from the Texas Workforce Commission (TWC), which grant award will require local matching funds; and,

WHEREAS, the TWC High Demand Training Grant is an opportunity for local community stakeholders such as; Howard College of San Angelo, the Concho Valley Workforce Development Board, the San Angelo Home Builders Association, San Angelo Health Foundation, and City of San Angelo Development Corporation to come together to enhance the local construction trade workforce in response to industry need, and

WHEREAS, the City of San Angelo Development Corporation is Type 4B Development Corporation authorized to utilize half cent sales and use tax funds for career centers such as the proposed Construction Trades Program at Howard College, including necessary physical improvements and related expenditures, for a self-sustaining Construction Trades Program ("Project"); and, finds that partial funding in a sum not to exceed \$168,000, contingent upon award of the TWC High Demand Skills Development Grant to Howard College and the Concho Valley Workforce Development Board, is required or suitable for the Project purposes; and,

WHEREAS, at least sixty (60) days prior to undertaking a project, a public notice of the specific project shall be published and at least one public hearing shall be held by the Development Corporation prior to expending funds on the Project in compliance with the requirements of the Development Corporation Act, Sections 505.159 and 505.160 of the Local Government Code;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation offers this Resolution in support of: City Council approval of the use of sales and use tax funds in an amount not to exceed \$168,000, in support of a Project for a self-sustaining Construction Trades Program at Howard College, to include such physical improvements and expenditures as required, to be funded in part with a High Demand Skills Development

Grant from the Texas Workforce Commission the award of which will require local matching funds (the "Project), Approval of the Project is contingent upon award of the TWC High Demand Skills Development Grant to Howard College and the Concho Valley Workforce Development Board, in support of the Howard College Construction Trades Program. It is hereby further directed: that staff cause notice of the Project to be published as required under the Act; and that the Board hold a public hearing on the Project prior to expenditure of Project funds.

PASSED, APPROVED, and ADOPTED on this the 25th day of October, 2017.

CITY OF SAN ANGELO DEVELOPMENT
CORPORATION

By: _____
Edward Carrasco, President

ATTEST:

By: _____
Bryan Kendrick, Corporation Secretary

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION BOARD OF DIRECTORS, AUTHORIZING THE USE OF SALES AND USE TAX FUNDS FOR EXPANSION OF THE TRAINING MISSION OF GOODFELLOW AIR FORCE BASE, A PROJECT AUTHORIZED FOR TYPE 4B DEVELOPMENT CORPORATIONS UNDER TEXAS LOCAL GOVERNMENT CODE, SECTION 501.104 RELATING TO CERTAIN MILITARY BASES OR MISSIONS AND AUTHORIZING THE BOARD PRESIDENT TO NEGOTIATE AND EXECUTE AN MOU WITH TOM GREEN COUNTY AND GOODFELLOW AIR FORCE BASE ON BEHALF OF THE CORPORATION AND SUCH OTHER LEGAL DOCUMENTS NECESSARY TO THE PROJECT.

WHEREAS, Goodfellow Air Force Base (“GAFB”) is located in the City of San Angelo (“City”), Tom Green County (“TGC”), Texas and is the City’s largest employer; and,

WHEREAS, the mission of GFAB is intelligence training for all branches of the United States Military; and,

WHEREAS, GAFB desires to expand the intelligence training mission of the base which will require renovation of two facilities that will allow consolidation of special instruments training and expansion of the Intel training mission; and increase the dining facility capacity by 150 seats (hereinafter “Project”); and,

WHEREAS, TGC has applied for and awaiting the award of a Defense Economic Adjustment Assistance Grant (hereinafter the Application and Grant are collectively referred to as the “Grant”) from the Office of the Governor, Texas Military Preparedness Commission, to provide state funding for the project, which funding requires local matching funds; and,

WHEREAS, the City of San Angelo Development Corporation (“COSADC”) is Type 4 B Development Corporation under the Texas Development Corporation Act (the “Act”) authorized to utilize half cent sales and use tax funds for Projects relating to certain Military Bases or Missions that create or retain primary jobs and that may include the development of facilities, improvements, acquisition, buildings, or expenditures found by the board of directors to be required or suitable for attracting new military missions to a military base in active use, and;

WHEREAS, TGC and COSADC recognize the strategic priority and role that they can play to support our nation’s security efforts through local support of the base in the form of application for the Grant and provision for matching funds necessary to secure the Grant; and,

WHEREAS the COSADC Board of Directors has determined that the Project will attract new military missions to GAFB and result in additional active duty and civilian primary jobs having a positive impact on the economy of TGC and City, and is thereby an authorized Project under Section 501.104 of Chapter 501 of the Development Corporation Act (hereinafter the ‘Act’); and,

WHEREAS, on October 25, 2017, the board of directors of COSADC determined that the Project and provision of funding for a portion of matching funds required as stated in the MOU are in compliance with the requirements and purposes of the Act, COSADC Articles of Incorporation, and the COSADC Business Retention and Expansion Program (BREP) approved by City Council; and, that the Project and funding serve the public purposes set forth in the Act.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation offers this Resolution in support of: City Council approval of the use of sales and use tax funds for a Project for expansion of the training mission of Goodfellow Air Force Base (GAFB) requiring renovation of two facilities for consolidation of special instruments training and expansion of the Intel training mission, increase in dining facility capacity, and retention or creation of primary jobs, by providing local matching funds in an amount not to exceed \$1,500,000, as required under the Defense Economic Adjustment Assistance Grant in the sum of \$4,550,000, and contingent upon the award of Grant to Tom Green County. It is hereby further directed: that the President negotiate and execute an MOU with TGC and GAFB on behalf of the Corporation and such other legal documents necessary to the Project; that staff cause notice of the Project to be published as required under the Act; and that the Board hold a public hearing on the Project.

PASSED, APPROVED, and ADOPTED on this the 25th day of October, 2017.

CITY OF SAN ANGELO DEVELOPMENT
CORPORATION

By: _____
Edward Carrasco, President

ATTEST:

By: _____
Bryan Kendrick, Corporation Secretary

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION BOARD OF DIRECTORS, AUTHORIZING THE USE OF SALES AND USE TAX PROCEEDS FOR A PROJECT AUTHORIZED UNDER THE TEXAS LOCAL GOVERNMENT CODE, CHAPTER 505, FOR ECONOMIC DEVELOPMENT PROMOTIONAL PURPOSES, SPONSORING THE 2018 SAN ANGELO BUSINESS PLAN COMPETITION AND AUTHORIZING THE BOARD PRESIDENT TO NEGOTIATE AND EXECUTE AN ADVERTISING SERVICES AGREEMENT WITH MCLAUGHLIN ADVERTISING, NOT TO EXCEED \$5,000 FOR ADVERTISING SERVICES THEREFORE.

WHEREAS, The voters of the City of San Angelo on November 2, 2010 approved the use of sales and use tax proceeds for the continued economic development projects authorized under Section 4B of the Development Corporation Act (Chapter 505 of the Texas Local Government Code), that authorizes expending up to but not more than ten percent (10%) of corporate revenues for economic development promotional purposes, and

WHEREAS, the City of San Angelo Development Corporation (COSADC) desires to sponsor the 2018 San Angelo Business Plan Competition (the "Project") and contract for advertising agency services to promote the competition (the "Services"); and,

WHEREAS, the City of San Angelo Development Corporation desires to contract with Stephen McLaughlin, dba McLaughlin Advertising for the Services subject to the terms and conditions to be set forth in an advertising agency agreement between COSADC and McLaughlin Advertising, and

WHEREAS, at least sixty (60) days prior to undertaking the Project, a public notice of the specific project shall be published and at least one public hearing shall be held by the Development Corporation prior to expending funds on the Project in compliance with the requirements of the Development Corporation Act, Sections 505.159 and 505.160 of the Local Government Code;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation Board of Directors offers this Resolution in support of City Council approval of the use of sales and use tax proceeds for a Project sponsoring the 2018 San Angelo Business Plan Competition for economic development promotional purposes and authorizing the negotiation and execution of an advertising services agreement with Stephen McLaughlin, dba McLaughlin Advertising., in an amount not to exceed \$5,000, to promote the Project;.

PASSED, APPROVED, and ADOPTED on this the 25th day of October, 2017.

CITY OF SAN ANGELO DEVELOPMENT CORPORATION

ATTEST:

By: _____
Edward Carrasco, Corporation President

By: _____
Bryan Kendrick, Corporate Secretary

APPROVED FOR CONTENT

Roland Peña, Director of Economic Development

APPROVED AS TO FORM

Dan T. Saluri, Deputy City Attorney

APPROVED FOR CONTENT

Roland Peña ,
Director of Economic Development

SAN ANGELO DEVELOPMENT CORPORATION AND CITY OF SAN ANGELO
AGREEMENT FOR PROVISION OF ADMINISTRATIVE SERVICES

This Agreement ("Agreement") is entered into this 29th day of September 2017 by and between the CITY of San Angelo, a Texas home-rule municipal corporation ("CITY") and the City of San Angelo Development Corporation, a type 4 B development corporation organized pursuant to the Texas Development Corporation Act ("COSADC"), effective 1st day of October, 2017, the Effective Date.

RECITALS

A. COSADC is required by law to contract with CITY for the provision of administrative services ("Services").

B. CITY is authorized by law to provide Services to COSADC utilizing municipal personnel.

C. COSADC wishes to engage Services of CITY, and CITY wishes to perform Services for COSADC, under the terms and conditions set forth herein ("Agreement").

D. On October 25, 2017, COSADC approved this Agreement between COSADC and CITY and authorized the President of COSADC to execute a contract, under the terms and conditions set forth herein.

E. On November 7, 2017, the CITY Council ratified approval of this Agreement given by the Board of Directors of COSADC and authorized its execution for CITY.

NOW THEREFORE, in consideration of the mutual covenants and promises herein contained, COSADC and CITY agree as follows:

Article 1.

Term

This Agreement shall commence on the Effective Date and automatically renew annually effective on the first day of October of each fiscal year, terminating on September 30, 2020, unless earlier terminated in accordance with Article 6 herein.

Article 2.

Scope of Services

- A. CITY agrees the CITY's Economic Development Department Staff will administer COSADC's authorized projects by performing Services for COSADC, as set out in **Exhibit "A"** attached hereto and incorporated herein for all purposes.
- B. In addition to Services described under Section A of this Article 2, CITY agrees to provide staff employees for the provision of Audit, Finance, Real Estate, Accounting, Public Information Office, Information Technology, Purchasing, Billing & Receipt, Human Resources, Communications, Neighborhood & Family Services, City Attorney, and City Management services to COSADC as set out in **Exhibit "A"** ..

Article 3.

Compensation

- A. COSADC agrees to reimburse CITY for all Services provided under Article 2 above and described in **Exhibit "A"**, in the total amount of \$578,088 for fiscal year 2018, and for each fiscal year thereafter allocated as approved by the COSADC Board and City Council budget approval process. The cost reimbursements for fiscal year 2018 will be made in four equal quarterly installments of up to ONE HUNDRED FORTY-FOUR THOUSAND, FIVE HUNDRED TWENTY-TWO DOLLARS AND NO/100 DOLLARS (\$144,522) due and payable on or about January 1, 2018, April 1, 2018, July 1, 2018 and September 29, 2018.
- B. . The staff services costs reimbursement sums shall be reviewed on an ongoing basis throughout the term of this Agreement subject to adjustments to ensure that estimated administrative services costs allocated to COSADC accurately reflect CITY employee staff time required to perform those services.
- C. For Services of all CITY employees provided under Article 2 above and described in **Exhibit "B"**, other than employees of the Economic Development Department, \$192,158 for fiscal year 2018, shall be allocated of the total amount to be reimbursed to CITY.
- D. In no event shall the amount payable by COSADC under this Agreement exceed the amount reasonably required to reimburse CITY for employee staff time actually spent on COSADC related tasks pursuant to this Agreement.

Article 4.

Use of Funds

It is expressly understood and agreed by COSADC and CITY that all funds received from COSADC by CITY shall be used solely for the purposes set out in Article 2.

Article 5

Employees

All personnel furnishing administrative services provided for hereunder shall be employees of CITY.

Article 6

Termination

Either party hereto may terminate this Agreement by giving the other party notice in writing of termination of this Agreement thirty (30) calendar days prior to the effective date of termination. Upon the effective date of termination of this Agreement, COSADC shall pay CITY for all administrative services rendered by CITY staff up to the date of termination on a pro-rated upon the part of the term of this agreement then expired and the sum of payments herein authorized.

Article 7.

Assignment

This Agreement may not be assigned by either party hereto without prior written consent of the other party.

EXECUTED in duplicate originals this _____ day of _____, 2016.

**CITY OF SAN ANGELO
DEVELOPMENT CORPORATION**

CITY OF SAN ANGELO

By: _____
Edward Carrasco, President

By: _____
Daniel Valenzuela, CITY Manager

ATTEST:

ATTEST:

Bryan Kendrick, Corporate Secretary

Bryan Kendrick, CITY Clerk

APPROVED AS TO CONTENT:

Roland A. Peña
Economic Development Director

APPROVED AS TO FORM:

Dan T. Saluri, Deputy City Attorney

EXHIBIT “A”

I.

Required Services and Performance Measures Economic Development Administration

Required Economic Development Services

1. Prepare, post and distribute COSADC meeting agenda and related background Information.
2. Respond to economic development prospect inquiries:
 - a. Prepare offers of financial incentives;
 - b. Compose related agreements;
 - c. Ensure compliance with all economic development incentive agreements and abatement agreements.
3. Create and maintain an annual incentive Agreement compliance report.
4. Develop and implement Program of Work Goals.
5. Begin preparations of annual COSADC budget in early spring.
6. Monitor performance measures required of COSADC administrative partner; i.e. the San Angelo Chamber of Commerce).
8. Provide management services to the Business Resource Center
10. Coordinate and facilitate business recruiting prospect meetings including participation in other economic development partners’ business recruitment meetings.
12. Coordinate with officials of Tom Green County and City of San Angelo on reinvestment zones, tax abatement agreements and other economic development programs or incentives.
13. Obtain and maintain staff professional training and proficiency in economic development trends, techniques, and knowledge of market conditions.

The CITY’s Economic Development Director shall serve on the Water Advisory Board at the discretion of COSADC Board.

Performance Measures

1. Ensure COSADC Board packet is distributed no later than the Friday before Wednesday COSADC meetings.
2. Present regular staff updates to COSADC Board.
3. Provide bi-annual updates on program of work goals to the COSADC Board.

5. Provide performance agreements within 10 business days of COSADC/Council approval.
6. Document the economic impact of each performance agreement.
7. Ensure compliance of contract terms and performance measures prior to grant or incentive payments.
8. Ensure Program of Work contains performance measures.

II.

Required Services and Performance Measures Audit

Required Audit Services

1. Perform audit services for COSADC operations, as necessary and appropriate.
2. Coordinate with CITY Financial staff and COSADC Board and staff to establish audit objectives in advance of performing any audit services.
3. Provide audit report to the COSADC Board and staff upon completion.

Performance Measures

1. Audit COSADC agreements, administrative files and financial records for compliance with relevant requirements and regulations.
2. Provide draft audit report to City's Financial staff and COSADC staff for review prior to finalizing report.
3. Coordinate services with City's Financial staff and COSADC staff and make presentations on audit results to COSADC Board and/or CITY Council, as necessary and upon request.

III. Required Services and Performance Measures Real Estate Services:

Required Real Estate Services

1. Manage real estate closings for COSADC.
2. Research history of properties, including council actions.

Performance Measures

1. Deliver copies of all easements, restrictions and encumbrances affecting the property to buyer.
2. Work with title company, buyer and seller to close a transaction.
3. Provide City Attorney's Office with closing documents for Legal review and approval.
4. Provide Accounting Dept and management with sales information.

IV. Required Services and Performance Measures Finance & Accounting

Required Finance Department Services

1. Develop monthly and present quarterly financial reports in format and detail level to meet the needs of the COSADC Board.
2. Determine allocation of cost of services for COSADC budget as part of the indirect costs contract with consultant or other comparable means, .
3. Assist COSADC staff in the preparation of the annual COSADC budget.
4. Provide financial analysis and projections on available funds, sales tax trends, bonding capacity, and voter-approved project, as requested by COSADC Board.
5. Provide annual Economic Development Corporation report to the Texas Comptroller of Public Accounts.
6. Provide services of the Finance Director to serve as Board Treasurer.

Performance Measures

1. Provide COSADC Board and staff with financial updates and reports at COSADC meetings each month, in format requested by Board.
2. Make recommendations to COSADC Board and staff to ensure staff is adhering to approved financial policies and practices
3. Prepare and submit the annual Economic Development Corporation and Eminent Domain reports to the Texas Comptroller of Public Accounts as required by state law each year.
4. Fulfill responsibilities of the Treasurer in accordance with COSADC By-laws

V.

Required Services and Performance Measures Information & Communications

Information & Communications Services

1. Create, update, install and maintain all IT infrastructure.
2. Provide communications reliability and maintenance support to the BRC building.

Performance Measures

1. Provide assistance to COSADC staff on recommendation to take advantage of the latest technologies in an effort to operate as efficiently and effectively as possible.
2. Review all billing and ensure best value for cost.
3. Assist COSADC staff in evaluating communications options for the department.

VI. Required Services and Performance Measures Purchasing

Purchasing Division Services

1. Review purchase requisitions and compile formal bids to fulfill state and local purchasing law.
2. Review all Payment Request support documentation (contracts, invoices, etc.) as required for approval of vendor payments.
3. Manage P-card initiation, monthly reconciliation, and on-going program support.
4. Assist with travel settlements.

Performance Measures

1. Provide COSADC staff with procurement support in compliance with state and local law and City purchasing policies.
2. Make recommendations to COSADC staff to ensure adherence to approved policies and best practices.
3. Support COSADC staff at Board meetings as required for formal bids.

VII.

Required Services and Performance Measures Billing & Receipt

Billing & Receipt Services

1. Timely accountable records of general accounts receivable invoicing and cash receipts for Staff Services and other City – COSADC contracts.

Performance Measures

1. Timely accountable records for the reviewing and processing of receivable billing for COSADC Board approval and disbursement.

VIII.

Required Services and Performance Measures Human Resources

1. Provide sufficient availability of HR staff support, guidance, and resources to ensure compliance by COSADC with applicable federal, state and local laws. Make recommendations to the Board to assist with such compliance as reasonably necessary.
2. Attend COSADC Board meetings, as necessary or appropriate.

Performance Measures

1. Evaluate staffing levels for optimum allocation of employee time and resources on an annual basis.
2. Upon request and as frequently as necessary, participate in COSADC related meetings to provide guidance on Human Resources related issues.

IX. Required Services and Performance Measures Public Information

Public Information Office Services

2. Attend all COSADC Board meetings
3. Prepare, maintain and operate audio, visual, and computer equipment for all COSADC Board meetings
4. Maintain presence during COSADC Board meetings for technical assistance
5. Post public notice of COSADC Board meetings and agendas on COSA Government Channel for public view

Performance Measures

1. Attend, or send authorized representative, to all COSADC Board meetings.
2. Publish video recording for COSA Government Channel within 48 hours.
3. Maintain official recordings of COSADC Board meetings in compliance with state records retention regulations and local guidelines.
4. Provide copies of recordings of meeting to COSADC staff.

5. As needed, provide assistance with special COSADC Board meetings or Economic Development events.

X.

Required Services and Performance Measures Neighborhood & Family services

Required Neighborhood & Family Services

1. Maintain oversight & management of City of San Angelo Affordable Housing Program.
2. Assist in preparation of contracts with approved program applicants.
3. Administer Affordable Housing contracts and oversight of compliance issues.
4. Assist with COSADC administrative oversight of the community development projects authorized by ballot.
5. Assist the City Finance Department with budget oversight of projects and Affordable Housing Development funds, receipts and expenditures.
6. Make reports to civic groups, City Council and COSADC.
7. Ensure effective management of grant agreements.
8. Provide necessary follow-up services to grantees and contractors under the Affordable Housing Development program.
9. Gather, maintain and report statistical data for the program.
10. Schedule and organize loan closings.

Performance Measures

1. Provide quarterly reports on required services and performance measures to COSADC Board.
2. Seek annual input for program improvements from stakeholders.
3. Submit all grant-related reports for Program on or before due dates.
4. Work with community partners to ensure effective marketing for program.
5. Construct six (6) Program houses based on available funds.

XI.

Required Services and Performance Measures City Attorney

Required Legal Department Services

1. Attend all COSADC meetings to provide legal recommendations; as an observer of COSADC proceedings, and to the extent which Legal is involved, ensure the board and staff are adhering to all applicable federal and State laws, City ordinances and policies, and the corporation Articles and Bylaws.
2. Provide legal services to COSADC Board and the CITY Economic Development Department staff including, but not limited to the following:
 - a. Draft, review and finalize all real estate-related and legal transactions pertaining to matters for which the Board has authority.
 - b. Provide oversight of and assist in developing and implementing economic development programs for the City of San Angelo and the COSADC Board.
 - c. Agreement composition, review and approval as to form for economic development partner agreements, economic incentives such as tax abatements or grants and other agreements authorized by the Board.
 - d. Respond to requests for legal opinions on matters relating to the use of sales tax revenue, Type 2 (4B) economic development corporations and projects and other legal matters related to the COSADC Board.
3. Advise Board and COSADC staff on matters relating to the Public Information Act, Open Meetings Act, Corporate By Laws, and Corporate Charter, including keeping the Board and staff up to date on changes which may occur at the City, State and Federal level affecting COSADC.

Performance Measures

1. Attend all COSADC meetings.
2. Follow up with COSADC staff and Board, as necessary, after State legislative sessions regarding any relevant changes in law that affect the Corporation.
3. Advise the Board as needed on legislative or other regulatory changes at local, state and federal levels of government.
4. Respond to requests for legal assistance in a timely manner, and as priorities dictate.

5. Provide timely, effective and accurate legal advice and assistance to the City Economic Development Department to ensure that all matters acted upon by the COSADC Board are in compliance with the City Charter, Code of Ordinances, federal and state laws and regulations.

XII.

Required Services and Performance Measures CITY Management

Required CITY Management Services

1. Attend COSADC Board meetings, as requested and/or appropriate.
2. Participate in business prospect/incentive meetings, discussions, and negotiations, as requested and/or as appropriate.
3. Make available sufficient staff support, guidance, and resources to provide effective and efficient operations of Economic Development Department services and COSADC programs in compliance with law.

Performance Measures

1. Provide executive representation at COSADC Board meetings, or send suitable substitute, when executive representation is requested.
2. Participate in, or send a suitable substitute to, COSADC-related meetings and discussions that require executive representation and/or guidance.
3. Provide recommendations for operational improvements to COSADC Board and staff and reallocate City resources as necessary to ensure success.

Exhibit “B”

Allocation of Costs to be Reimbursed to City Staff Services

COSADC agrees to reimburse CITY for City Staff Services pursuant to Article 2(B), as follows:

		FY 2017
Economic Development		\$393,452
Audit		\$1,886
Real Estate		\$17,950
Finance		\$8,702
Accounting		\$46,392
Information Tech		\$16,430
Communications		\$110
Purchasing		\$431
Billing & Receipt		\$82
Human Resources		\$1,403
Public Information Office		\$5,699
Neighborhood & Family Services		\$30,135
City Attorney		\$36,190
City Management		\$19,226
Total		\$578,088

Report to Board



Requestor: Nora Nevarez, Executive Office Coordinator, Economic Development, 325-653-7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Update presentation regarding the 2018 San Angelo Business Plan Competition (Presentation by Dave Erickson, ASU Small Business Development Center Director)

Summary/History:

COSADC funds the San Angelo Business Plan Competition. The Business Plan Competition 2018 is an opportunity for entrepreneurs to develop viable business plans that will create new ventures or expand existing businesses in San Angelo. It is a three-phase business plan competition with cash prizes and in-kind prizes donated by local businesses. The Competition Coordinators are: The Business Factory, ASU Small Business Development Center (SBDC), and ASU College of Business (COB). A Judging Panel will be assembled from a pool of successful entrepreneurs, business leaders, financial professionals, and other economic development supporters in San Angelo. The Competition Coordinators and the Judging Panel are considered the "Competition Officials."

Financial Impact:

Not to exceed \$75,000.

Other Information/Recommendation:

Attachments:

- | | |
|------------------------------|--------------------------------|
| 1. Business Plan Competition | Business Plan Competition.docx |
|------------------------------|--------------------------------|

Presentation:

Roland Pena

Approvals/Reviews:

Nora Nevarez	Created/Initiated
Roland Pena	Approved
Theresa James	Approved
Julia Antilley	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

REPORT TO COSADC BOARD

Requestor: David Erikson, Director of the ASU-SBDC

Meeting Date: November 1, 2017

Item type: Regular

Caption:

Update presentation regarding the San Angelo Business Plan Competition 2018

Summary/History

COSADC funds the San Angelo Business Plan Competition. The Business Plan Competition 2018 is an opportunity for entrepreneurs to develop viable business plans that will create new ventures or expand existing businesses in San Angelo. is a three-phase business plan competition with cash prizes and in-kind prizes donated by local businesses. The Competition Coordinators are: The Business Factory, ASU Small Business Development Center (SBDC), and ASU College of Business (COB). A Judging Panel will be assembled from a pool of successful entrepreneurs, business leaders, financial professionals, and other economic development supporters in San Angelo. The Competition Coordinators and the Judging Panel are considered the "Competition Officials."

Financial Impact: \$75,000

Other Information/Recommendation: Press conference immediately after the COSADC Board Meeting.

Presentation: Power Point

Approvals/Reviews: Reviewed by Roland Peña, Director of Economic Development

Requestor: Robert Schneeman, Economic Development Coordinator, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Consider approving a resolution authorizing the President to negotiate and execute a Memorandum of Understanding with the City of San Angelo funding Task Order No. 110 to City Professional Services Agreement, RFQ AP-02-15, with KSA Engineers, Inc., effective October 27, 2015, in a sum of \$205,000 to perform professional engineering and surveying services for reconstruction and upgrade of a hangar located at 8092 Hangar Road, San Angelo Regional Airport—Mathis Field, a project authorizing the use of Sales and Use Tax funds pursuant to the Texas Development Corporation Act, Chapter 505 of the Texas Local Government Code, subject to approval of the City Council

Summary/History:

This item is to for work to present a proposal to the airport tenant, Customs and Border Protection Air & Marine Operations. The proposal is for improvements at the hanger in hopes of incentivizing a potential expansion. The tenant currently occupies the City owned hangar located at 8092 Hangar Road, at the San Angelo Regional Airport. Such proposal has the potential to expand their current mission to include additional personnel. For this to occur the existing hangar requires maintenance, repair and alteration to accommodate additional personnel, larger aircraft and additional maintenance and operations functions.

Engineering design services and cost estimates are necessary to determine both the extent and feasibility of the required alterations including roof repair, structural modifications, heating & air conditioning, electrical and plumbing upgrades. The estimated cost of the Engineering and Design services is \$205,000.

The proposal has the potential to add up to 62 additional jobs at an average salary of \$120,000, and maintenance of additional numbers and types of aircraft.

Financial Impact:

\$205,000 from future projects to a new project number.

Other Information/Recommendation:

Attachments:

1. Resolution 18-XXX_COSADC_AP_KSA_892_HANGAR_RD_RESO.pdf

Presentation:

Robert Schneeman

Approvals/Reviews:

Robert Schneeman

Dan Saluri

Julia Antilley

Roland Pena

Bryan Kendrick

Created/Initiated

Approved

Approved

Approved

Approved

Approved

Approved

Approved

Final Approval

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING THE PRESIDENT TO NEGOTIATE AND EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF SAN ANGELO FUNDING TASK ORDER NO. 110 TO CITY PROFESSIONAL SERVICES AGREEMENT, RFQ AP-02-15, WITH KSA ENGINEERS, INC., EFFECTIVE OCTOBER 27, 2015, IN A SUM OF \$205,000 TO PERFORM PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR RECONSTRUCTION AND UPGRADE OF A HANGAR LOCATED AT 8092 HANGAR ROAD, SAN ANGELO REGIONAL AIRPORT—MATHIS FIELD, A PROJECT AUTHORIZING THE USE OF SALES AND USE TAX FUNDS PURSUANT TO THE TEXAS DEVELOPMENT CORPORATION ACT, CHAPTER 505 OF THE TEXAS LOCAL GOVERNMENT CODE, SUBJECT TO APPROVAL OF THE CITY COUNCIL

WHEREAS, The voters of the City of San Angelo on November 2, 2010 approved the use of sales and use tax proceeds for the continued economic development projects authorized under Section 4B (Local Government Code, Chapter 505) of the Development Corporation Act; and,

WHEREAS, the City of San Angelo (COSA) issued a Request for Qualifications, RFQ No. AP -02-15, for Professional Engineering and Surveying Services for the San Angelo Regional Airport—Mathis Field (“Airport”); KSA Engineers, Inc. (“Provider” or “KSA”) was selected as the most qualified for the provision of the Engineering and Surveying Services; and, City and KSA entered into a contract for such services to be designated from time to time by task order as needed; and,

WHEREAS, the Board determines that funding engineering services for developing plans and specifications relating to the reconstruction and upgrade of the hangar located at the Airport, 8092 Hangar Road, is necessary to an economic development project authorized for a type B corporation under Chapter 505 of the Local Government Code; and,

WHEREAS, at least sixty (60) days prior to undertaking the Project, a public notice of the specific project shall be published and at least one public hearing shall be held by the Development Corporation prior to expending funds on the Project in compliance with the requirements of the Development Corporation Act, Sections 505.159 and 505.160 of the Local Government Code;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation Board offers this Resolution: in support of City Council approval of a Project funding professional engineering and surveying services to be incurred by the City of San Angelo with KSA Engineers, Inc. pursuant to professional services contract awarded under RFQ-AP-02-15, Task Order 110, in the sum of \$205,000, for the development of plans and specifications relating to the reconstruction and upgrade of the hangar located at the San Angelo Regional Airport, 8092 Hangar Road, necessary to an economic development project authorized for a

type B development corporation under Chapter 505 of the Local Government Code; authorizing the Board President to negotiate and execute an MOU and related documents with the City of San Angelo for such purposes; recommends City Council approval of the Project; and directs that notice of the Project be published and a public hearing be held pursuant to statutory requirements.

PASSED, APPROVED, and ADOPTED on this the 15th day of November, 2017.

CITY OF SAN ANGELO DEVELOPMENT CORPORATION

ATTEST:

By: _____
Edward Carasco, President

By: _____
Bryan Kendrick, Corporate Secretary

APPROVED FOR CONTENT

APPROVED AS TO FORM

Roland Peña, Director of Economic Development

Dan T. Saluri, Deputy City Attorney

Report to Board



Requestor: Robert Schneeman, Economic Development Coordinator, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Consider approving a resolution authorizing the Board President to execute a utility easement on behalf of the Development Corporation conveying to the City of San Angelo a 20 foot perpetual utility easement across 1.061 acres of land owned by COSADC and located East of Highway 67, North of FM 380, City of San Angelo Tom Green County Texas

Summary/History:

Financial Impact:

No fiscal impact

Other Information/Recommendation:

Attachments:

1. Resolution COSADC_CITY_JAIL_UTILITY_EASEMENT_RESO.pdf

Presentation:

Approvals/Reviews:

Robert Schneeman	Created/Initiated
Roland Pena	Approved
Dan Saluri	Approved
Theresa James	Approved
Roland Pena	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

**A RESOLUTION OF THE CITY OF SAN ANGELO
DEVELOPMENT CORPORATION (COSADC) AUTHORIZING
THE BOARD PRESIDENT TO EXECUTE A UTILITY EASEMENT
ON BEHALF OF THE DEVELOPMENT CORPORATION
CONVEYING TO THE CITY OF SAN ANGELO A 20 FOOT
PERPETUAL UTILITY EASEMENT ACROSS 1.061 ACRES OF
LAND OWNED BY COSADC AND LOCATED EAST OF
HIGHWAY 67, NORTH OF FM 380, CITY OF SAN ANGELO TOM
GREEN COUNTY TEXAS**

WHEREAS, the City of San Angelo and Tom Green County entered into a Memorandum of Understanding for the installation of a sewer system to benefit a new jail facility and future development in the area; and,

WHEREAS, a segment of the planned utility right-of-way crosses certain property owned by COSADC; and,

WHEREAS, the Board determines that extension of the sewer main across COSADC property as planned to service the new Tom Green County jail facility provides a mutual benefit to COSADC;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN ANGELO, TEXAS THAT:

The Board President is hereby authorized to execute a Utility Easement declaring a 20 foot perpetual easement and right of way over, under and across 1.061 acres of land owned by COSADC, generally located east of Highway 67 and north of FM 380, situated in the C. Neuse Survey, Survey, A-1751, and the J. Fenner Survey, A-4985, Tom Green County, Texas, as more particularly described and depicted in **Exhibit "A"**, for the benefit of public utility facilities.

PASSED, APPROVED, and ADOPTED on this the 15th day of November, 2017.

CITY OF SAN ANGELO DEVELOPMENT CORPORATION

ATTEST:

By: _____
Edward Carasco, President

By: _____
Roland Pena, Corporate Secretary

APPROVED FOR CONTENT

APPROVED AS TO FORM

Roland Peña, Director of Economic Development

Dan T. Saluri, Deputy City Attorney

EXHIBIT "A"

1 of 2 Pages



A·DYNAMIC·PERSPECTIVE

140 East Tyler Street, Suite 600
Longview, TX 75601
903.236.7700

METES AND BOUNDS DESCRIPTION

1.061 ACRE

20' WIDE UTILITY EASEMENT

C. NEUSE SURVEY, A-1751

J. FENNER SURVEY, A-4985

TOM GREEN COUNTY, TEXAS

Being 1.061 acres of land, situated in the C. Neuse Survey, A-1751, and the J. Fenner Survey, A-4985, Tom Green County, Texas, and being a portion of a called 406.674 acre tract conveyed to the City of San Angelo Development Corp. by an instrument recorded in Volume 798, Page 801, Deed Records Tom Green County Texas (DRTGCT), said 1.061 acres of land being more particularly described by metes and bounds as follows;

BEGINNING at a point on the east boundary line of said 406.674 acre tract, from which a 1/2" iron rod with plastic cap found in the east boundary line of said 406.674 acre tract, same being the northeast corner of the Gateway Addition Section 1 recorded in Document # 522429, DRTGCT, bears S00°34'33"E, a distance of 71.17 feet;

THENCE N 63° 00' 47" W, along the eastward projection of the north fence line around an existing lift station, at 10.14 feet pass a chain link fence corner post and continuing for a total distance of 22.33 feet to a point for corner, the northwest fence corner post of said lift station site bears N 63°00'47" W, 5.60 feet;

THENCE N 00° 34' 33" E, a distance of 2315.56 feet to the point of intersection with the northeast boundary line of said 406.674 acre tract, from which a 1/2" iron pipe found at the north corner of said 406.674 acre tract bears N47°11'13"W, a distance of 3029.14 feet;

THENCE S 47° 11' 13" E, along said northeast boundary line, a distance of 27.01 feet to the northeast corner of said tract;

THENCE S 00° 34' 33" W, along the east boundary line of said 406.674 acre tract, a distance of 2307.33 feet to the **PLACE OF BEGINNING** and containing 1.061 acres of land, more or less.

The bearings recited herein GRID, based on the Texas State Plane Coordinate System, (NAD83 2011) Central Zone, and referenced to NGS Monuments DM7141, DM7143, and DM7157;

This description and corresponding plat were prepared from a survey made on the ground under my supervision in November 2016.

Jeffrey Elsworth Hudson
Registered Professional Land Surveyor
Texas Registration No. 4850

Date

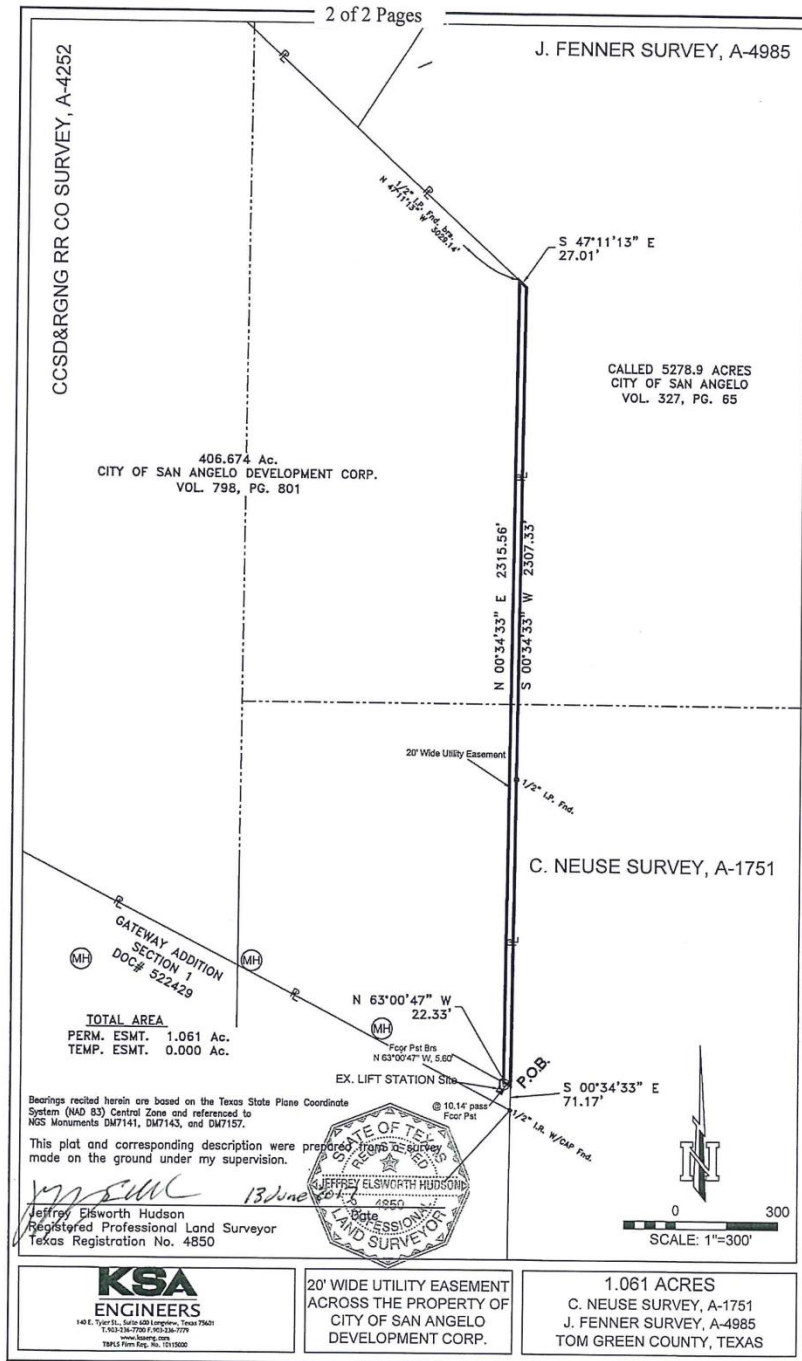
13 June 2017



ksaeng.com

EXHIBIT "A"

2 of 2 Pages



Requestor: Roland Pena, Economic Development Director, COSADC, 325.653.7197

Meeting Date: November 15, 2017

Item type: Regular Item

Caption:

Staff Update on the following:

1. I-14 Gulf Coast Strategic Highway Coalition - Congressional District Strategy Meeting, Alexandria, Louisiana
2. Goodfellow Air Force Base Ribbon Cutting - New Training Center
3. ACT Work Ready Community Award Recognition - Austin Workforce Summit

Summary/History:

Financial Impact:

Other Information/Recommendation:

Attachments:

- | | | |
|----|------------|--|
| 1. | I-14_Email | I-14 Congressional Delegation Strategy Meeting.pdf |
| 2. | GAFB_Email | GAFB Ribbon Cutting.pdf |

Presentation:

Approvals/Reviews:

Roland Pena	Created/Initiated
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

From: Don Rodman [<mailto:don@therodmanco.com>]
Sent: Monday, October 23, 2017 12:16 PM
To: Peña, Roland
Subject: I-14 Gulf Coast Strategy Session on Nov. 7th



Gulf Coast Strategic Highway Coalition

Connecting U.S. Army Facilities and Texas Strategic Ports

I-14 Gulf Coast Strategic Highway Coalition Congressional Designation Strategy Session

The I-14/Gulf Coast Strategic Highway Coalition will hold a three-state strategy session in Alexandria on November 7th to discuss an I-14 congressional designation amendment to the federal infrastructure bill expected to come up early in 2018. The initial designation across most of Texas was achieved by adding language to the FAST Act of 2015. We are seeking to extend the I-14 designation in West Texas to serve San Angelo and Midland-Odessa and to add spur routes improving connections to Beaumont and Corpus Christi. In Louisiana the route would run from Leesville and Fort Polk to Alexandria-Pineville and then on to the Mississippi River bridge at Vidalia and Natchez before connecting to I-55 in Mississippi.

The upcoming federal transportation bill may be the only legislative vehicle available for such an amendment for the next two years and we believe our best chance for success is to have an amendment supported by the combined congressional delegations of all three states.

We hope you can join community leaders from along the I-14 corridor route in Texas, Louisiana and Mississippi who will participate in organizing this united initiative.

DATE: **Tuesday, November 7th, 1:30 p.m. to 3:00 p.m.**
LOCATION: Offices of the Central Louisiana Regional Chamber of Commerce
1118 Third St., Alexandria, Louisiana 71309

RSVP: It is important that we know if you will participate.
Please RSVP (accept or regrets) to Don Rodman.
don@therodmanco.com

Don Rodman - The Rodman Co.

Communications Consultant to Gulf Coast Strategic Highway Coalition
www.TheRodmanCo.com
5101 Dominica Lane, Fort Worth, Texas 76244
(817) 379-2461
Cell: (361) 877-0409
E-MAIL: don@therodmanco.com

Peña, Roland

From: Goodfellow AFB Protocol <17TRW.CCP.Civ@us.af.mil>
Sent: Thursday, November 9, 2017 4:46 PM
Cc: Goodfellow AFB Protocol; POPE, JOHN S JR GG-12 USAF AETC 17 TRS/TSRP; EWING, JACOB A Capt USAF AETC 17 TRSS/TSO
Subject: Invitation: International Training Center Ribbon Cutting
Attachments: Map to ITC.jpg

Friends of Goodfellow,

We are proud to extend an invitation to attend the ribbon cutting ceremony of Goodfellow Air Force Base's new International Training Center. This building has been a long undertaking that you have all been a major part of, and we would be honored if you could attend. The details are as follows:

What: ITC Ribbon Cutting

When: 21 November 2017 @ 3 PM (lasts about a half hour)

Where: Goodfellow AFB Bldg 900 (Map attached)

Dress: Business Casual

Guests?: Please!

Parking: DV parking will be blocked. If you have parking needs please let us know in your R.s.v.p.

Please feel free to reply to this email to R.s.v.p. We will be happy to answer any questions you may have; you may reach us at the number below, or 325-654-5400. As always, thank you for what you do for Goodfellow and our community and we look forward to seeing you there!

V/R,

CHRISTOPHER A. ASHCRAFT, CIV, DAF

Protocol Assistant, 17 TRW/CCP

Comm: 325-654-3891

DSN: 477-3891

<https://goodfellow.eis.aetc.af.mil/17TRW/Protocol/default.aspx>

!!OBSERVE OPSEC--Please encrypt emails with personal/critical information!!

Reference your Wing/Unit CIL

Report to Board



Requestor: Bryan Kendrick, City Clerk, Accounting,

Meeting Date: November 15, 2017

Item type: Consent Item

Caption:

Consider items discussed in Executive Session, if needed

Summary/History:

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Bryan Kendrick

Becky Dunn

Bryan Kendrick

Created/Initiated

Approved

Final Approval

Report to Board



Requestor: Bryan Kendrick, City Clerk, Accounting,

Meeting Date: November 15, 2017

Item type: Consent Item

Caption:

Announcements and consideration of Future Agenda Items

Summary/History:

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Bryan Kendrick

Becky Dunn

Bryan Kendrick

Created/Initiated

Approved

Final Approval