



**COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION**  
**Meeting Minutes for December 11, 2024**

**A. CALL TO ORDER**

*Chairman Bradi Diaz called the Regular Meeting of the Copperas Cove Economic Development Corporation to order at 12:00 p.m.*

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

*Executive Director Fred Welch led the Invocation and the Pledge of Allegiance.*

**C. ROLL CALL**

*Roll call led by Anne Seneca, Special Projects Coordinator.*

<i>Present: Bradi Diaz, Chairman</i>	<i>Fred Welch, Executive Director</i>
<i>JC Stubbs, Vice Chairman</i>	<i>Sean Stevens, Senior Director, BRE</i>
<i>David McPhail, Treasurer</i>	<i>Sheena Tanner, Marketing Director</i>
<i>Fred Chavez, Council Liaison</i>	<i>Anne Seneca, Special Projects Coordinator</i>
<i>Anthony Martinez, Director</i>	<i>Isaac Almeida, Intern</i>
	<i>Barbara Boulware-Wells, Legal Counsel</i>

<i>Absent: Ted Gonzalez, Secretary</i>	<i>Brittany Sanders, Workforce Development Specialist</i>
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**D. ANNOUNCEMENTS**

**E. CITIZENS FORUM**

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

*None*

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

1. Consideration and action on approval of minutes for the Meeting held on November 13, 2024. **Brittany Sanders, Workforce Development Specialist.**

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

## **G. PUBLIC HEARINGS**

*None*

## **H. ACTION ITEM**

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

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

2. Consideration and action on approving Resolution #EDC 2025-01 accepting the Quarterly Investment Report as presented for the quarter ending September 30, 2024, per the Investment Policy. **Fred Welch, Executive Director, Copperas Cove EDC**

*Treasurer David McPhail made a motion to approve Agenda Item H2. Vice Chairman JC Stubbs seconded the motion and with a unanimous vote, the motion carried.*

3. Consideration and action on approving Resolution #EDC 2025-02, adopting the Investment Policy of the Copperas Cove Economic Development Corporation. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Vice Chairman JC Stubbs made a motion to approve Agenda Item H3. Treasurer David McPhail seconded the motion and with a unanimous vote, the motion carried.*

4. Discussion and direction regarding amending the City of Copperas Cove Ordinance to restrict certain uses in the Primary Corridor Overlay District. **Sean Stevens, Senior Director BRE, Copperas Cove EDC.**

*Sean Stevens, Senior Director, BRE opened the discussion and provided directions on amending the City of Copperas Cove Ordinance to restrict certain uses in the Primary Corridor Overlay District. The ordinance would restrict mini storage facilities, recreational vehicle (RV) storage facilities, trailer storage facilities, wind turbines, and solar farms located in the Primary Corridor Overlay District. On November 12, 2024, EDC Staff met with the Development Review Committee (DRC) to discuss this amendment. The EDC Board advised EDC staff to move forward with amending the City of Copperas Cove ordinance to restrict certain uses in the Primary Corridor Overlay District.*

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

1. Executive Director Fred Welch gave an update on the following topics listed below:
  - *Current and open EDC projects.*
  - *EDA Grant.*
  - *Rail Study Grant.*
  - *DCIP Grant.*
  - *Fort Cavazos Rail Project Data Collection Phase and meetings next year.*
  - *Marketing Events.*
2. Senior Director, BRE Sean Stevens gave an update on the following topics listed below:
  - *Strategic Plan Draft and Public Feedback.*
  - *Upcoming Restaurant Roundtable on January 13, 2025.*
  - *EDC efforts to establish a CenTex Texas Restaurant Association (TRA) Chapter.*
  - *Cove EDC's anticipated Participation in the Governors Small Business Summit.*
  - *SizeUp marketing campaign and launch.*
  - *Completion of Masters (MBA) Program from Grand Canyon University (GCU).*
  - *Upcoming travel to Dallas and Miami.*
3. Marketing Director Sheena Tanner gave an update on the following topics listed below:
  - *Surge in EDC website traffic due to the Killeen Daily Herald (KDH) coverage on the EDC's strategic plan.*
  - *Facebook audience growth.*
  - *LinkedIn Growth Maintained.*
  - *Top 4 most effective posts for November 2024.*
  - *Current Workforce, quality of life, Small Business and Economic Development campaigns.*
  - *Film and Digital Media Friendly Projects.*
  - *Designing of retail banner for International Council of Shopping Centers (ICSC).*
  - *Recent news coverage on EDC Strategic Plan and Small Business Saturday.*
4. Senior Director, BRE, Sean Stevens gave the report on behalf of Workforce Development Specialist Brittany Sanders on the following topics listed below:
  - *Upcoming Mini Career Fair February 2025*
  - *December 3<sup>rd</sup> meeting with Come and Take it Skilled Trades Training to discuss a partnership for the upcoming career fair in February.*
  - *December 9<sup>th</sup> meeting with the Texas Veterans Commission and Workforce Solutions of Central Texas to plan a Skilled Trades Mini Career Fair in February.*
  - *Upcoming career fair on January 28<sup>th</sup>.*
  - *Upcoming Resume Workshop with the Texas Veterans Commission during the 3<sup>rd</sup> week of January.*
5. Special Projects Coordinator Anne Seneca gave an update on the following topics listed below:
  - *Downtown Copperas Cove Special Event Procedures and Guidelines booklet.*
  - *Assisted two small businesses on assessing holiday price points.*
  - *Governors' Small Business Summit application.*
  - *EDC training in Waco.*

**J. ITEM FOR FUTURE AGENDAS.**

*Presentation from Bell County head, Judge Blackburn.*

**K. EXECUTIVE SESSION CONVENED.**

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

*No action was taken*

**M. ADJOURN**

*Chairman Bradi Diaz adjourned the meeting at 12:41 p.m.*

ATTEST:

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Brittany Sanders, Workforce Development Specialist

*for J.C. Stebbins*  
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Ted Gonzalez, Secretary of the Board