

**COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION**  
**Meeting Minutes for December 20, 2022**

**A. CALL TO ORDER**

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

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

*Chairman JC Stubbs led the Invocation and the Pledge of Allegiance.*

**C. ROLL CALL**

*Roll call led by Diane Drussell, Assistant Director*

*Present: JC Stubbs, Chairman  
Elizabeth Ruszkiewicz, Secretary  
Ted Gonzalez, Director*

*Fred Welch, Executive Director  
Diane Drussell, Assistant Director  
Sheena Tanner, Marketing  
Specialist*

*Absent: Bradi Diaz, Director  
Rick Kirkpatrick, Vice Chairman  
Brittany Sanders, ED Specialist  
Fred Chavez, Council Liaison  
Barbara Boulware-Wells, Legal Counsel*

**D. ANNOUNCEMENTS**

**E. CITIZENS FORUM**

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

- Jimmy Clark gave an update on his property sale In the Narrows Business and Technology Park.

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

1. Consideration and action on approval of minutes for the Regular Meeting held on October 25, 2022. **Brittany Sanders, Economic Development Specialist, Copperas Cove EDC.**

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

**G. PUBLIC HEARINGS**

*None*

**H. ACTION ITEM**

1. Consideration and action on approving the Profit and Loss report for the month of October 2022. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Director Ted Gonzalez made a motion to approve Agenda Item H1. Secretary Elizabeth Ruszkiewicz seconded the motion and with a unanimous vote, the motion carried*

2. Consideration and action on approving the Profit and Loss report for the month of November 2022. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Secretary Elizabeth Ruszkiewicz made a motion to approve Agenda Item H2. Director Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried*

3. Consideration and action on approving the Fiscal Year 2020-2021 Annual Financial Report. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Executive Director Fred Welch tabled agenda Item H3, which will be presented at January's meeting.*

4. Consideration and action on setting a firm retreat date for the CCEDC Board and staff. **Fred Welch, Executive Director, Copperas Cove EDC.**

Executive Director Fred Welch recommended the 2<sup>nd</sup> week of January and the 3<sup>rd</sup> week of February, EDC staff will notify the board with a finalized date.

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

1. Update on EDC Activities. **Diane Drussell, Assistant Director, Copperas Cove EDC.**

• *Assistant Director Diane Drussell gave an update on the following topics listed below:*

- *Small Business Saturday recap*
- *Open house for the EDC's new location*
- *Business retention and business visits for the month of December*

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

- *Executive Director Fred Welch gave an update on the following topics listed below:*
  - *End Year recap*
  - *Current Projects*
  - *Association of Defense Community Meeting*
  - *ICSC Conference in January*
  - *Community Outreach*
  - *EDC video for website*
  - *Marketing communications*

**J. ITEM FOR FUTURE AGENDAS**

**K. EXECUTIVE SESSION CONVENED AT 12:21 PM.**

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

*Secretary Elizabeth Ruszkiewicz made a motion to approve the engagement letter with Strategic Location Services for the consultant services for the Texas Rail project. Director Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried.*

Pursuant to Chapter 551.074 of the Texas Government Code regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

*Director Ted Gonzalez made a motion to create a full-time marketing and branding position. Secretary Elizabeth Ruszkiewicz seconded the motion and with a unanimous vote, the motion carried*

Pursuant to §551.087 of the Texas Government Code, the Economic Development Corporation Board will meet in Executive Session for an update regarding the offer of financial or other incentives to a business prospect.

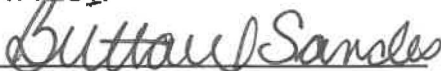
*No Action was taken.*

**L. RECONVENE INTO OPEN SESSION AT 1:05 PM FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION**

**M. ADJOURN**

*Chairman JC Stubbs adjourned the meeting at 1:07 p.m.*

ATTEST:

  
Brittany Sanders, ED Specialist

  
Elizabeth Ruszkiewicz, Secretary