



**COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION**  
**Meeting Minutes for February 22, 2023**

**A. CALL TO ORDER**

*Chairman JC Stubbs called the Regular meeting of the Copperas Cove Economic Development Corporation to order at 12:02 p.m.*

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

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

**C. ROLL CALL**

*Roll call led by Brittany Sanders, Economic Development Specialist*

<i>Present: JC Stubbs, Chairman</i>	<i>Fred Welch, Executive Director</i>
<i>Rick Kirkpatrick, Vice Chairman</i>	<i>Sheena Tanner, Marketing Specialist</i>
<i>Elizabeth Ruskiewicz, Secretary</i>	<i>Brittany Sanders, ED Specialist</i>
<i>Bradi Diaz, Director</i>	<i>Barbara Boulware-Wells, Legal Counsel</i>
<i>Ted Gonzalez, Director</i>	
<i>Fred Chavez, Council Liaison</i>	

*Absent: Diane Drussell, Assistant Director*

**D. ANNOUNCEMENTS**

- Sales Tax and Business Expense Workshop, February 28, 2023, in the CCISD Board Rm at 5:45 pm.
- Oscar's Market Workshop, February 25, 2023, 9:30 a.m. at Cinergy Cinemas
- Mounted Warfare Museum Gala, April 22, 2023, at River Ranch in Oakalla , TX

**E. CITIZENS FORUM**

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

**F. CONSENT AGENDA** - All matters listed under this item are considered to be routine by the EDC Board of Directors and will be enacted by one motion. There will not be a separate discussion of 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 January 25, 2023. **Brittany Sanders, Economic Development Specialist, Copperas Cove EDC.**

*Vice Chairman Rick Kirkpatrick made a motion to approve Agenda Item F1. Secretary Elizabeth Ruskiewicz seconded the motion and with a unanimous vote, the motion carried.*

**G. PUBLIC HEARINGS**

*None*

**H. ACTION ITEM**

1. Consideration and action on approving the Profit and Loss report for the month of January 2023. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Secretary Elizabeth Ruskiewicz a motion to approve Agenda Item H1. Director Bradi Diaz seconded the motion and with a unanimous vote, the motion carried*

2. Consideration and action on approving Resolution # EDC 2023-01 accepting the Quarterly Investment Report as presented for the quarter ending December 31, 2022, per the Investment Policy **Fred Welch, Executive Director, Copperas Cove EDC.**

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

3. Consideration and action on crafting and publishing an RFP for grant writing services to assist in the submission of an Economic Development Administration (EDA) grant, to support land development along Mashburn Dr. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Vice Chairman Rick Kirkpatrick made a motion to approve Agenda Item H3. Secretary Elizabeth Ruskiewicz seconded the motion and with a unanimous vote, the motion carried.*

4. Consideration and action to approve a consultation agreement between the CCEDC and NaviRetail, to conduct a marketing analysis and create recruitment strategies to attract targeted commercial and retail businesses. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Ted Gonzalez made a motion to approve Agenda Item H4. Director Bradi Diaz seconded the motion and with a unanimous vote, the motion carried.*

5. Consideration and action on approving additional funding to the City of Copperas Cove for the reconstruction of Constitution Drive. **Fred Welch, Executive Director, Copperas Cove EDC**

*Executive Director Fred Welch tabled agenda item H5, which will be presented at March 2023 Regular Board meeting.*

**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:*
  - *Sales Tax and Business Expense Workshop*
  - *Camp Gladiator training at the Narrows Business and Technology Park*
  - *Youth Entrepreneur Workshop on Saturday, February 25, 2023*
  - *Preparation for Oscars Market on April 15, 2023*
  - *Business visits for the month of March*
  - *Identifying buildings for the Entrepreneur Center*

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

- *Executive Director Fred Welch gave an update on the following topics listed below:*
  - *IEDC recap*
  - *City Council recap*
  - *Trade Show recap*
  - *Project/Land swap recap*
  - *Fort Hood Rail project and ADD Conference*

**J. ITEM FOR FUTURE AGENDAS**


**K. EXECUTIVE SESSION CONVENED**

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

**M. ADJOURN**

*Chairman JC Stubbs adjourned the meeting at 12:39 p.m.*

ATTEST:

  
Brittany Sanders, ED Specialist

  
Elizabeth Ruskiewicz, Secretary