



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes for January 24, 2024

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

JC Stubbs led the Invocation and the Pledge of Allegiance.

C. ROLL CALL

Roll call led by Anne Seneca, Special Projects Coordinator

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

D. ANNOUNCEMENTS

- *Board Retreat – February 14, 2024, at the Starlight Conference Room located at The Mayborn Science Theater in Killeen.*

E. CITIZENS FORUM

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

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

1. Consideration and action on approval of minutes for the Regular Meeting held on January 24th, 2024. **Anne Seneca, Special Projects Coordinator, Copperas Cove EDC.**

Secretary Ted Gonzalez made a motion to approve Agenda Item F1. Vice Chairman Bradi Diaz 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 2023. **Fred Welch, Executive Director, Copperas Cove EDC.**

Secretary Ted Gonzalez made a motion to approve Agenda Item H1. Vice Chairman Bradi Diaz 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 2023. **Fred Welch, Executive Director, Copperas Cove EDC.**

Chairman JC Stubbs made a motion to approve Agenda Item H2. Treasurer Bradi Diaz seconded the motion and with a unanimous vote, the motion carried.

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

II.

- *Executive Director Fred Welch gave an update on the following topics listed below:*
 - *School District Program*
 - *Forge Summit recap on January 9th*
 - *EDA Grant Update*
 - *Fort Cavazos Rail Study update.*
 - *Boad Retreat Meeting scheduled for February 14th*
 - *Retail Attraction event scheduled for February.*
 - *IEDC Leadership Council scheduled for February.*
 - *Staff Meeting at the Capital scheduled for February.*
- *Marketing Director Sheena Tanner gave an update on the following topics listed below:*
 - *Annual Report Update*
 - *Website Update*
 - *Size up launch date and update*
 - *Retail opportunity update.*
 - *Oscar Market Update & upcoming workshops*
 - *Restaurant Week Update*
 - *Spring Pop-up Event*
 - *Small Business Consulting*
 - *Sales Tax Workshop update.*

- *Workforce Specialist Brittany Sanders gave an update on the following topics listed below:*
 - *Hirecove Facebook page*
 - *Upcoming Job Fairs*

- *Senior Director of BRE, Sean Stevens gave an update on the following topics listed below:*
 - *Update on CRM software evaluations.*
 - *Relaunching the BRE campaign.*
 - *Update on the collaboration with a business intelligence software (Size Up).*
 - *Zoom prospect update.*
 - *Inquiry regarding a downtown property for a potential entrepreneurial center.*

J. ITEM FOR FUTURE AGENDAS

- Annual Review for Executive Director Fred Welch

K. EXECUTIVE SESSION CONVENED AT 12:31 P.M.

1. Pursuant to §551.087 of the Texas Government Code, the Economic Development Corporation Board will meet in Executive Session to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect to locate, stay, or expand in the Narrows Business and Technology Park.
Project Hometown Hero

2. Pursuant to §551.072 of the Texas Government Code, the Economic Development Corporation Board will meet in Executive Session to discuss or deliberate the purchase, exchange, lease, or value of real property.
Narrows Business & Technology Park Phase II – (Mashburn Drive expansion)

L. RECONVENE INTO OPEN SESSION at 12:48 P.M. FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION

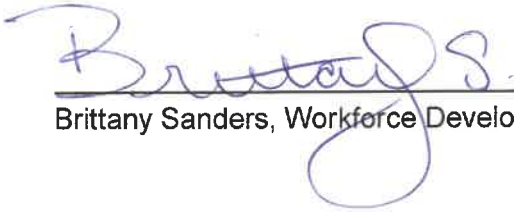
1. *No Action was taken on Item K1.*

2. *Secretary Ted Gonzalez made a motion to authorize Director Fred Welch to enter into a purchase agreement for the property specified in the contract. Vice Charman Bradi Diaz seconded the motion and with a unanimous vote, the motion carried.*

M. ADJOURN

Chairman JC Stubbs adjourned the meeting at 12:48 p.m.

ATTEST:



Brittany Sanders, Workforce Development Specialist



Ted Gonzalez, Secretary