



**COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION**  
**Meeting Minutes for May 22, 2024**

**A. CALL TO ORDER**

*Chairman JC Stubbs called the Regular meeting of the Copperas Cove Economic Development Corporation to order at 12:01 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>David McPhail, Treasurer</i>	<i>Sheena Tanner, Marketing Director</i>
<i>Ted Gonzalez, Secretary</i>	<i>Anne Seneca, Special Projects Coordinator</i>
<i>Anthony Martinez, Director</i>	<i>Barbara Boulware-Wells, Legal Counsel</i>
<i>Fred Chavez, Council Liaison</i>	

*Absent:*

*Brittany Sanders, Workforce  
Development Specialist*

**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.

**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 April 24, 2024. **Anne Seneca, Special Projects Coordinator, Copperas Cove EDC.**

*Vice Chairman Bradi Diaz made a motion to approve Agenda Item F1. Chairman JC Stubbs 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 March 2024. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Vice Chairman Bradi Diaz made a motion to approve Agenda Item H1. Secretary Ted Gonzalez seconded the motion and with a unanimous vote, the motion carried.*

2. Consideration and action on approving Resolution #EDC 2024-04 accepting the Quarterly Investment Report as presented for the quarter ending March 31, 2024, per the Investment Policy **Fred Welch, Executive Director, Copperas Cove EDC.**

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

3. Discussion and direction on the Proposed Budget for FY 2024/2025. **Fred Welch, Executive Director, Copperas Cove EDC.**

*Fred Welch presented the Proposed Budget for FY2024-2025. Vice Chairman Bradi Diaz had questions regarding expenditures for FY2024.*

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

- *Executive Director Fred Welch gave an update on the following topics listed below:*

- *Project Report*
- *Update on Fort Cavazos Rail Study*
- *Update on Infrastructure Grant for State Highway 9*
- *Update on Home Town Heros*
- *Out of Office June 4<sup>th</sup> – 10<sup>th</sup>*

- *Marketing Director Sheena Tanner gave an update on the following topics listed below:*

- *Update on Press Release for the Website*
- *Update on Website*
- *Update on EDI course*
- *Attended Flim Friendly Workshop May 16<sup>th</sup>- 17<sup>th</sup>*
- *Update on Social Media Platforms*
- *Update on ShopCove and Restaurant Round Table*
- *Starting Quality of Life Campaign*

- *Special Projects Coordinator Anne Seneca gave an update for Workforce Specialist Brittany Sanders on the following topic listed below:*
  - *Update on the Copperas Cove Regional Career Fair on July 17th.*
- *Senior Director of BRE Sean Stevens gave an update on the following topics listed below:*
  - *Update on Restaurant Round Table*
  - *Update on Restaurant Week and meeting*
  - *Launching Restaurant Round Table Facebook page*
  - *Update on Size-Up training*
  - *TEDC mid-year conference – June 5<sup>th</sup>-7<sup>th</sup>*
  - *Select USA- June 23<sup>rd</sup>- 26<sup>th</sup>*
- *Special Projects Coordinator Anne Seneca gave an update on the following topics listed below:*
  - *Update on #ShopCove Pop-up Market on June 15<sup>th</sup>*
  - *Update on #ShopCove Octoberfest*
  - *Assisting the Chamber with Oscars Market on October 5<sup>th</sup>*
  - *Small Business Saturday, November 30<sup>th</sup>*

**J. ITEM FOR FUTURE AGENDAS.**

**K. EXECUTIVE SESSION CONVENED AT 12:36**

1. Pursuant to 551.072 of the Texas Government Code, the Economic Development Corporation Board 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)**
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. **Project Spring**

**L. RECONVENE INTO OPEN SESSION AT 1:06 PM FOR POSSIBLE ACTION RESULTING FROM ANY ITEM POSTED AND LEGALLY DISCUSSED IN THE EXECUTIVE SESSION**

1. *No Action Taken on Item K1*
2. *No Action Taken on Item K2*

**M. ADJOURN**

*Chairman JC Stubbs adjourned the meeting at 1:08 p.m.*

ATTEST:

  
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 Brittany Sanders, Workforce Development Specialist

  
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 Ted Gonzalez, Secretary