



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes of January 23, 2019 Minutes
Order #2019-(01)-(23)

A. CALL TO ORDER

Chairman Adam Martin called the regular meeting of the Copperas Cove Economic Development Corporation to order at 12:00 pm.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Chairman Christian Mulvey led the Invocation and the Pledge of Allegiance.

C. ROLL CALL

Roll call led by Administrative Assistant, Brittany Sanders.

*Present: Adam Martin, Chairman
Christian Mulvey, Vice Chairman
Jeremy Tate, Secretary
Marcie Lowery, Director*

Absent: Joey Acfalle, Director

*Others Present: Ryan Haverlah, Interim City Manager
Diane Drussell, Interim Director – EDC
Barbara Boulware-Wells, Knight Law Firm*

D. ANNOUNCEMENTS

Administrative Assistant provided information on the following items:

- *Chamber Mixer- January 24, 2019*
- *Blood Drive- January 25, 2019*
- *BEDC- February 5-8, 2019*
- *Chamber Banquet- February 8, 2019*
- *TEDC Legislature Conference- February 20-22, 2019*

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.

None at this time

- 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 separate discussion of these items. 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 Board Meeting held on December 20, 2018. **Brittany Sanders, Administrative Assistant, Copperas Cove Economic Development Corporation.**

Secretary Jeremy Tate made a motion to approve Agenda Item F1. Director Marcie Lowery seconded that motion and with a unanimous vote, motion carried

G. PUBLIC HEARINGS

None at this time

H. ACTION ITEMS

1. Consideration and action on approving the unaudited financial report of the Copperas Cove Economic Development Corporation for the month of October, 2018. **Velia Key, Director of Financial Services**

Director Marcie Lowery made a motion to approve Agenda Item H1. Secretary Jeremy Tate seconded that motion and with a unanimous vote, motion carried.

2. Consideration and action on authorizing the release of funds to the City of Copperas Cove for payroll charges of the Economic Development Department employees and various City employees for the month of November, 2018. **Velia Key, Director of Financial Services**

Vice Chairman Christian Mulvey made a motion to approve Agenda Item H2. Secretary Jeremy Tate seconded that motion and with a unanimous vote, motion carried.

3. Consideration and action on approving the unaudited financial report of the Copperas Cove Economic Development Corporation for the month of November, 2018. **Velia Key, Director of Financial Services**

Secretary Jeremy Tate made a motion to approve Agenda Item H3. Vice Chairman Christian Mulvey seconded that motion and with a unanimous vote, motion carried.

4. Consideration and action on authorizing the release of funds to the City of Copperas Cove for payroll charges of the Economic Development Department employees and various City employees for the month of December, 2018. **Velia Key, Director of Financial Services**

Vice Chairman Christian Mulvey made a motion to approve Agenda Item H4. Director Marcie Lowery seconded that motion and with a unanimous vote, motion carried.

5. Consideration and action on approving the unaudited financial report of the Copperas Cove Economic Development Corporation for the month of December, 2018. **Velia Key, Director of Financial Services**

Director Marcie Lowery made a motion to approve Agenda Item H5. Secretary Jeremy Tate seconded that motion and with a unanimous vote, motion carried.

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

1. Presentation by CBRE. **Diane Drussell, Interim Director Copperas Cove Economic Development Corporation**

- Feasibility Study results for the Narrows Business and Technology Park

J. ITEMS FOR FUTURE AGENDAS

None requested at this time

K. EXECUTIVE SESSION - Convene into Executive Session pursuant to Section 551.071 (Advice of Counsel) and Section 1.05 Texas Disciplinary Rules of Professional Conduct in addition to specific Sections stated below:

1. Pursuant to §551.087 of the Open Meetings Act Texas Government Code, the Economic Development Corporation Board will meet in Executive Session for deliberation regarding economic development negotiation – ED# 2018-3 – Project Etch
2. Pursuant to §551.087 of the Open Meetings Act Texas Government Code, the Economic Development Corporation Board will meet in Executive Session for deliberation regarding economic development negotiation – ED# 2018-4 – Project Glow
3. Pursuant to §551.071 and §551.074, Texas Government Code, the Economic Development Corporation Board will meet in Executive Session for the presentation of annual review for Diane Drussell, Interim Director Executive Director.
4. Pursuant to §551.071 of the Open Meetings Act Texas Government Code, the Economic Development Corporation Board will meet in Executive Session to consult with the Board Attorney - Voss Law Firm/Digital Sign.
5. Pursuant to §551.071 and §551.074, Texas Government Code, the Economic

Development Corporation Board will meet in Executive Session for deliberation regarding process and options for obtaining a new Executive Director.

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

Chairman Adam Martin called the meeting into Executive Session at 12:42 P.M. Chairman Adam Martin reconvened into open session at 1:17 P.M.

No action was taken in Executive Session. Items K-1 through K-5 will be added to the next Agenda.

M. ADJOURN

Chairman Adam Martin adjourned the meeting at 1:17 P.M.



Jeremy Tate, Secretary

ATTEST:



Diane Russell