



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Meeting Minutes of November 28, 2018
Minutes Order #2018-(11)-(28)

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 Interim Director, Diane Drussell.

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

*Absent: Joey Acfalle, Director
Marcie Lowery, Director*

*Others Present: Ryan Haverlah, Interim City Manager
Diane Drussell, Interim Director – EDC
Velia Key, Director of Finance
James Pierce, Council Liaison, Place 2
Barbara Boulware-Wells, Knight Law Firm*

D. ANNOUNCEMENTS

None at this time

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.

Secretary Jeremy Tate made a motion to approve Agenda Items F1 and F2. Vice Chairman Christian Mulvey seconded that motion and with a unanimous vote, motion carried.

1. Consideration and action on approval of minutes for the Annual/Rescheduled Regular Board Meeting held on October 4, 2018. **Diane Drussell, Interim Director, Copperas Cove Economic Development Corporation.**
2. Consideration and action on approval of minutes for the Regular Board Meeting held on October 24, 2018. **Diane Drussell, Interim Director, Copperas Cove Economic Development Corporation.**

G. **PUBLIC HEARINGS**

None at this time

H. **ACTION ITEMS**

1. 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 September, 2018. **Velia Key, Director of Financial Services**

Vice Chairman Christian Mulvey made a motion to approve Item H 1. Secretary Jeremy Tate seconded and with a unanimous votes, the motion carried.

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

Vice Chairman Christian Mulvey made a motion to approve Item H 2. Secretary Jeremy Tate seconded and with a unanimous votes, the motion carried.

3. Consideration and action on a resolution adopting (2018-11) the Investment Policy of the Economic Development Corporation. **Velia Key, Director of Financial Services**

Vice Chairman Christian Mulvey made a motion to approve Item H 3. Secretary Jeremy Tate seconded and with a unanimous votes, the motion carried.

4. Consideration and action on a resolution (2018-12) accepting the quarterly investment report as presented for the quarter ending September 30, 2018 per the Investment Policy. **Velia Key, Director of Financial Services**

Secretary Jeremy Tate made a motion to approve Item H 4. Vice Chairman Christian Mulvey seconded and with a unanimous votes, the motion carried.

5. 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 October 2018, 2018. **Velia Key, Director of Financial Services**

Vice Chairman Christian Mulvey made a motion to approve Item H 5. Secretary Jeremy Tate seconded and with a unanimous votes, the motion carried.

6. Consideration and action on using CBRE to conduct a feasibility study for best usage and industries of the Narrows Business and Technology Park. **Diane Drussell, Interim Director, Economic Development Corporation**

Secretary Jeremy Tate made a motion to approve Item H 6. Vice Chairman Christian Mulvey seconded and with a unanimous votes, the motion carried.

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

1. Presentation by Workforce Center of Central Texas. **Diane Drussell, Interim Director Copperas Cove Economic Development Corporation**

- Hiring our Heroes
- Heroes Make America

No action needed

2. Information on Appraisal of Property in the Narrows Business and Technology Park. **Diane Drussell, Interim Director, Copperas Cove Economic Development Corporation**

No action needed

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 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 12:02 P.M. Chairman Adam Martin reconvened into open session at 12:28 P.M.

No action was taken in Executive Session. Items K-1 through K-3 will be added to the next Agenda.

M. ADJOURN

Chairman Adam Martin adjourned the meeting at 12:56 P.M.


Jeremy Tate, Secretary

ATTEST:

Diane Drussell, Interim Director CCEDC