



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION
Regular Meeting Minutes of March 24, 2016
Minutes Order # 2016-(03)-(24)

OPEN MEETING

An Open Meeting was held concerning the following subjects:

1. CALL TO ORDER

Chairman Diaz called the Regular Board Meeting of the Copperas Cove Economic Development Corporation to order at 12:03 p.m.

2. INVOCATION

Director Annabelle Smith led the invocation.

3. PLEDGE OF ALLEGIANCE

Chairman Diaz led the Pledge of Allegiance to the American Flag and the Texas State Flag.

4. ROLL CALL

Members Present: *Bradi Diaz* *Annabelle Smith*
 Jack Smith *Marc Payne*

Members Excused: *Jerry Smith*

Staff Attorney: *Robert Gradel, CCEDC Attorney*

Staff Present: *Monica MacKay* *Cindi Novak*
 Diane Drussell

City Council Present: *David Morris*

City Manager Present: *Andrea Gardner*

5. CITIZENS FORUM

No citizens spoke at this meeting.

6. ANNOUNCEMENTS:

Important Dates:

Thursday, March 24: Chamber Mixer – 5:30-7:00 – Chick Fil A – CCISD Boardroom – 703 W Ave. D

Friday, March 25: Offices closed in observance of Easter

Monday, March 28: Cindi - Vacation

Planning Zoning Meeting – 6:00-8:00pm – CCEDC Boardroom

Tuesday, March 29: Evening Workshop – 5:45-8:00pm – CCEDC Boardroom

Saturday, April 2: Spring Garage Sale – 8am – 2pm – Downtown Copperas Cove

Lions Club Golf Tournament – 7:30am-1:00 – Hills of Cove

Tuesday, April 5: SBDC Counselor – One on One – 9:30am-1:00pm – Entrepreneur Center

City Council Meeting – 6:00-8:00 (workshop @ 5:00) – CCEDC Boardroom

Wednesday, April 6: Ribbon Cutting – Barking Oaks Pet Salon – 12:00pm – 2104 Hwy 190, CC

Thursday, April 7: City Council Planning Sessions – All Day – CCEDC Boardroom

Open House/Mixer – Entrepreneur Center – 5:30pm

Saturday, April 9: Don't Mess with Texas – Trash pick up – Lions Club – 8:30am – new bypass

Tuesday, April 12: City Council Planning Sessions – All Day – CCEDC Boardroom

Ribbon cutting – Integrity Nursing & Rehab – 12pm – 810 Industrial Ave, CC

Thursday, April 14: Board of Adjustments Meeting – 6:00-8:00pm – CCEDC Boardroom

Saturday, April 16: Education Foundation Boots & Buckles Gala – 7:00-10:00pm – CC Civic Center

Tuesday, April 19: SBDC Counselor – Workshop – 9:30-10:30am – Entrepreneur Center

City Council Meeting – 6:00-8:00pm (workshop @ 5:00) – CCEDC Boardroom

Wednesday, April 20: Chamber Board Meeting – 11:30am-1:00pm – CCEDC Boardroom

Animal Shelter Advisory Committee Mtg – 6:00-8:00pm – CCEDC Boardroom

Thursday, April 21: CCEDC Board Meeting – 12:00-2:00pm – CCEDC Boardroom

Military Affairs Dinner – 6:00pm – Civic Center (Division West)

7. PRESENTATIONS

None

8. CONSENT AGENDA

- a. Discussion and consideration of action regarding minutes for the Regular Board Meeting held on February 18, 2016.**

Director Annabelle Smith made a motion to approve Consent Agenda item a as read and Director Payne seconded the motion and with a unanimous vote, the motion carried.

9. FINANCIALS

- a. Review and consideration of action regarding the Financial Report for the month of February 2016.**
 - 1. Profit and Loss – Budget vs. Annual**
 - 2. Balance Sheet**
 - 3. Investment Report**

Director Annabelle Smith made a motion to approve item a of the Financials and Director Payne seconded the motion and with a unanimous vote the motion carried.

- b. Review the Comparative Sales Tax Report for February 2016.**

Information Only.

10. OLD BUSINESS

- a. Discussion and consideration of action to adopt the Copperas Cove Economic Development Bylaws, as amended on February 18, 2016.**

Director Annabelle Smith made a motion to adopt the Bylaws as amended and Director Payne seconded the motion and with a unanimous vote, the motion carried.

- b. Discussion and consideration of action to approve a contract with Johnson & Associates to conduct an executive search and authorize the Chairman to sign the document.**

Director Annabelle Smith made a motion to approve a contract with Johnson & Associates and Director Payne seconded the motion and with a unanimous vote, the motion carried.

11. NEW BUSINESS

- a. Discussion and consideration of action to elect officers for the remainder of FY2015-2016.**

Secretary Smith made a motion to elect Bradi Diaz to the office of Chairman, Jack Smith to the office of Vice-Chair and Annabelle Smith to the office of Secretary and Director Payne seconded the motion and with a unanimous vote, the motion carried.

- b. Discussion and consideration of action to approve a budget reallocation of \$25,000 from Personnel – Executive Director Salary to General Administration – Consultant to provide funds for Executive Search.**

Vice-Chair Smith made a motion to approve a budget reallocation of \$25,000 from Personnel – Executive Director Salary to General Administration and Secretary Smith seconded the motion and with a unanimous vote, the motion carried.

12. EXECUTIVE SESSION

The Executive Session convened at 12:37pm.

Pursuant to §551.087 of the Open Meeting Act *Tex. Gov't. Code*, the Board of Directors will meet in Executive Session for deliberation regarding Economic Development negotiations with discussion regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- a. Discussion and consideration of prospect negotiations.**

No action taken

Pursuant to §551.071 of the Open Meeting Act *Tex. Gov't. Code*, the Economic Development Corporation shall receive legal advice from The Voss Law Firm regarding pending or contemplated litigation.

a. Discussion and consideration of action regarding pending or contemplated litigation.

Secretary Smith made a motion to authorize the Chairman to sign a contract with Voss and Vice-Chair Smith seconded the motion and with a unanimous vote, the motion carried.

Pursuant to §551.072 of the Open Meeting Act *Tex. Gov't. Code*, a governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

a. Discussion and consideration of prospect negotiations.

No action taken

The Open Session reconvened at 1:07

13. REPORTS AND ANNOUNCEMENTS FROM BOARD OF DIRECTORS

Vice-Chair Smith would like to look at prior year budget adjustments and discuss them at a future board meeting.

14. STAFF REPORTS

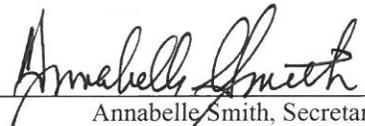
a. Staff Report – None.

b. Activity Log- Monica MacKay – Information only.

c. Activity Log- Diane Drussell- Information only.

15. ADJOURNED

There being no further business, Chairman Diaz adjourned the Regular Meeting of the Board of Directors at 1:11 p.m.


Annabelle Smith, Secretary

ATTEST:

Cindi Novak
Cindi Novak, Office Administrator