



**COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION**  
**Regular Meeting Minutes of May 19, 2016**  
**Minutes Order # 2016-(05)-(19)**

**OPEN MEETING**

An Open Meeting was held concerning the following subjects:

**1. CALL TO ORDER**

*Chairman Bradi Diaz called the Regular Board Meeting of the Copperas Cove Economic Development Corporation to order at 12:02 p.m.*

**2. INVOCATION**

*Director Jerry Smith led the invocation.*

**3. PLEDGE OF ALLEGIANCE**

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

**4. ROLL CALL**

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

**Staff Attorney:**              *Robert Gradel, CCEDC Attorney (Excused)*

**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, May 19-22:** *Rabbit Fest – City Park*

**Saturday, May 21:** *Rabbit Fest Parade – 10:00am-12:00pm – Downtown Copperas Cove*

**Monday, May 23:** *Planning & Zoning Meeting – 6:00pm – CCEDC Boardroom*

**Wednesday, May 25** *Evening Workshop – 5:45-8:00pm – CCEDC Boardroom – Putting Your Best Pen Forward*

**Thursday, May 26:** *Ribbon Cutting/Book signing Eagle EyeSight – Entrepreneur Center  
Chamber Mix – 5:30pm – Ira Brand Allstate*

**Friday, May 27-June 6:** *Monica Vacation*

**Monday, May 30:** *Offices closed in observance of Memorial Day*

**Friday, June 3:** *First Friday – Art After Dark – Frames and Things – Cove Terrace*

**Tuesday, June 7:** *SBDC Counselor – One on One meetings – 9:30am*

*City Council Meeting (Workshop) – 5:00pm – CCEDC Boardroom*

*City Council Meeting – 6:00pm – CCEDC Boardroom*

**Thursday, June 9:** *Board of Adjustments meeting – 6:00pm - CCEDC Boardroom*

*Open House/Mixer – Entrepreneur Center – 5:30pm – 7:00pm*

**Wednesday, June 15:** *Chamber Board Meeting – 11:30am – 1:00pm – CCEDC Boardroom*

**Thursday, June 16:** *Copperas Cove EDC – Regular Board Meeting – 12:00pm – CCEDC Board Room*

*Military Affairs Dinner – 6:00pm – Civic Center (III Corps)*

**Saturday, June 18:** *Run to Fun 5 K – 8:00am – South Park*

7. **PRESENTATIONS**

*This item was pulled from the Agenda and will be presented at a later date.*

8. **CONSENT AGENDA**

- a. Discussion and consideration of action regarding minutes for the Regular Board Meeting held on April 21, 2016.**

*Director Jerry Smith made a motion to approve Consent Agenda item a as read and Director Marc 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 April 2016.**
- 1. Profit and Loss – Budget vs. Annual**
  - 2. Balance Sheet**
  - 3. Investment Report**

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

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

*Information Only.*

10. OLD BUSINESS

- a. Review, discussion and possible action regarding Copperas Cove EDC Memberships.**

*Review and discussion was made to look at the Lion's Club and Rotary memberships in preparing FY17 Budget.*

- b. Discussion and action regarding an invoice from the Texas Economic Development Council-Team Texas in the amount of \$5,000 for sponsorship of the Great States Investment Summit.**

*Director Jerry Smith made a motion to approve an invoice from Team Texas in the amount of \$5,000 and Vice-Chair Jack Smith seconded the motion and with a unanimous vote, the motion carried.*

11. NEW BUSINESS

- a. Discussion and possible action regarding establishing a Budget Committee for the Copperas Cove EDC for the FY2016-2017 Budget.**

*Vice-Chair Jack Smith made a motion to appoint Chairman Bradi Diaz and Director Payne to sit on the Budget Committee and Director Jerry Smith seconded the motion and with a unanimous vote, the motion carried.*

- b. Discussion and action regarding an invoice from the City of Copperas Cove regarding the Gateway Signs.**

*Secretary Annabelle Smith made a motion to approve the invoice regarding the Gateway Signs and Vice-Chair Jack Smith seconded the motion and with a unanimous vote, the motion carried.*

- c. Discussion and action regarding an invoice from the Law Office of Robert Gradel in the amount of \$2,400 for legal services for the Copperas Cove EDC.**

*Vice-Chair Jack Smith made a motion to approve payment to the Law Office of Robert Gradel in the amount of \$2,400 and Director Jerry Smith seconded the motion and with a unanimous vote, the motion carried.*

12. EXECUTIVE SESSION

*The Executive Session convened at 12:50pm.*

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 §551.072 of the Open Meetings 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 action regarding property issues.**

*No action taken.*

*The Open Session reconvened at 12:56pm*

**13. REPORTS AND ANNOUNCEMENTS FROM BOARD OF DIRECTORS**

*Vice-Chair Jack Smith encouraged everyone to go out and vote.  
Chairman Bradi Diaz would like an insurance update for the Digital Sign.*

**14. STAFF REPORTS**

**a. Prospect Report – Monica MacKay.**

**b. Business Retention Activity Report – Diane Drussell.**

**15. ADJOURNED**

*There being no further business, Chairman Bradi Diaz adjourned the Regular Meeting of the Board of Directors at 12:57 p.m.*

  
Annabelle, Secretary

ATTEST:

*Cindi Novak*  
Cindi Novak, Office Administrator