

**MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
THURSDAY, JUNE 30, 2022 5:00 P.M.**

The Cuero Development Corporation Board of Directors met Thursday, June 30, 2022, at 212 E. Main Street, Cuero, Texas.

PRESENT: Board Members: Tyler McClellan, Lynn Falcone, Brian Gomez, Mayor Sara Post Meyer, and David Scott

ABSENT: Greg Freeman and Ben Zimmerman

CDC STAFF: CDC Executive Director Bobby Seiferman and CDC Administrative Assistant Samantha Bayfus

GUESTS: Frank Burns, Property Owner at 106 N. Gonzales; Angie Cuellar, Cuero Chamber of Commerce; Patrick J. Kennedy; Robert Oliver and Diana Thibodeaux, Chisholm Trail Heritage Museum; and Jennifer Papacek-Klimowicz.

I. CALL TO ORDER

President Tyler McClellan called the meeting to order at 5:00 P.M.

II. CITIZENS INPUT

None

III. MONTHLY FINANCIALS

Mr. Scott gave the financial report for the period ending May 31, 2022. Mr. Scott stated that the financials were in good standing and he recommended approval.

MOTION MADE BY BRIAN GOMEZ, SECONDED BY MAYOR SARA POST MEYER, TO APPROVE THE MAY FINANCIAL REPORT AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY.

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR FRANK BURNS, 106 N. GONZALES

Mr. Seiferman stated that Mr. Burns plans to do electrical upgrades and AC cleaning to his building located at 106 N. Gonzales Street to accommodate the expansion of Inspire Creations, a retail shop.

Mr. Burns noted that the electrical upgrades will include fifteen (15) new dual plug receptacles and forty (40) new can lighting fixtures in the front and middle rooms, replacing old florescent fixtures. In order to improve the air quality in the building, Mr. Burns is having twelve (12) air duct vents and two (2) return air handlers cleaned.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY DAVID SCOTT, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM GRANT FOR FRANK BURNS IN THE AMOUNT OF UP TO \$10,000.00 TO BE UTILIZED TOWARDS THE ELECTRICAL UPGRADES AND AC CLEANING AT HIS BUILDING LOCATED AT 106 N. GONZALES. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR CUERO CHAMBER OF COMMERCE, AGRICULTURE, AND VISITOR'S BUREAU, 210 E. MAIN STREET

Mrs. Cuellar explained that the Cuero Chamber of Commerce, Agriculture, and Visitor's Bureau has an opportunity to work with a grant writer from CSRS, a grant writing company from Louisiana to assist in writing Federal and EDA grants for the restoration and remodeling of the future site of the Visitor's Center and Chamber building, 101 W. Main Street.

Mrs. Cuellar mentioned that the total cost for the exterior and interior renovations of the building is estimated at \$875,000.00. The EDA tourism grant could potentially provide up to \$1.5 million for renovations; the USDA grant will provide \$100,000.00 that can be utilized for operational costs of the Chamber.

Mrs. Cuellar emphasized that the renovations to their building will enhance and stimulate growth on West Main.

Mr. Seiferman stated that this Chamber meets the requirement of the Community Services Program grant application regarding how the project provides new and expanded business enterprise in Cuero by providing merchandise for sale. The chamber encourages and works with new and existing businesses within the community.

Mrs. Falcone questioned who the grant writer was with CSRS. Mrs. Cuellar said that Donald Brinkman would be their grant writer.

Mayor Meyer questioned when the grant applications were due. Mrs. Cuellar stated that the grants were due by the end of July.

Mr. Gomez questioned if there would be any fees in excess of the cost of \$11,500.00. Mrs. Cuellar stated that CSRS is not allowed to charge any additional funds above and beyond their contract cost.

Mr. Scott questioned if Mrs. Cuellar has received references in regards to CSRS. Mrs. Cuellar mentioned that Donald Brinkman of CSRS was referred to her by Donald Jirkovsky of the University of Houston-Victoria's Center for Regional Collaboration, who has contracted with CSRS and had a wonderful experience.

MOTION MADE BY LYNN FALCONE, SECONDED BY BRIAN GOMEZ, TO APPROVE THE COMMUNITY SERVICES PROGRAM GRANT FOR THE CUERO CHAMBER OF COMMERCE, AGRICULTURE, AND VISITOR'S BUREAU IN THE AMOUNT OF UP TO \$5,750.00 TO BE USED FOR A CONTRACT WITH CSRS. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY.

CONSIDER AND ACT UPON AN APPLICATION FOR MAJOR PROJECT FOR THE CHISHOLM TRAIL HERITAGE MUSEUM, 302 N. ESPLANADE

Mr. Seiferman stated that the FY 2021-2022 budget has \$50,000.00 allocated for the Chisholm Trail Heritage Museum's (CTHM) planning project. Mr. Seiferman coordinated with City staff in verifying that the property of the proposed Pocket Park is owned by the CTHM. He also mentioned that this project would be a cost reimbursement grant of the fees associated with planning and architectural plans of the Pocket Park and the Trautwein Projects.

Mr. Oliver noted that the CTHM has spent over \$70,200.00 for the planning and architectural plans of the Pocket Park and the Trautwein Projects and over \$110,000.00 for the schematic phase of the project. Mr. Oliver stated that the Park will be complete late September – October, 2022.

Mr. Scott questioned if the CTHM has already paid for some of the architectural costs associated with the Pocket Park project. Mr. Oliver noted that all of the architectural costs have been paid for and the plans are complete. Future fees incurred will be for the Museum's expansion to the Lantz Tire building.

Mr. Scott questioned if the CDC requires approval, prior to the funds being spent on a project. Mr. Seiferman stated that the Major Projects grant applications have not required previous approval due to being included in the current fiscal year's budget.

CTHM will submit construction plans for the Trautwein Building and the Pocket Park to the Cuero City Council for approval by two readings in July and August, 2022.

MOTION MADE BY DAVID SCOTT, SECONDED BY BRIAN GOMEZ, TO APPROVE THE MAJOR PROJECTS PROGRAM GRANT FOR THE CHISHOLM TRAIL HERITAGE MUSEUM IN THE AMOUNT OF \$50,000.00 FOR THE PLANNING PHASE OF THE MUSEUM EXPANSION. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

HEAR UPDATE FROM THE EXECUTIVE DIRECTOR'S SEARCH COMMITTEE

Mr. Scott said that fifteen (15) applications were received and the Committee requested that all application portals be closed. The Committee of Lynn Falcone, Brian Gomez, and David Scott will meet on Wednesday, July 6th to review the applicants and will report to the Board at the July 18th meeting.

HEAR UPDATE ON CDC GRANT APPLICATIONS

Mr. McClellan questioned why businesses located outside of the Main Street Historical District are not allowed to apply for a Façade Program. Mr. McClellan requested that the Board consider adding this program as an option for all businesses located within the City of Cuero, as they too, have expenses related to their façades.

Mayor Meyer mentioned that historically, the Cuero Development Corporation (CDC) was working with the Cuero Main Street Program to develop the downtown Main Street area as a central business district. Mayor Meyer noted that there hasn't been a discussion on expanding this program in the past.

A reviewed application with these terms will be presented to the Board for approval at the July Board Meeting.

RECEIVE FY 2022-2023 BUDGET

Mr. Seiferman stated that the budget worksheet included in the agenda packet was compiled by the Budget Committee. Mr. Seiferman noted that upon completion of the Public Hearing in July, the budget will be submitted to Cuero City Council for approval by two readings in August and September, 2022.

Mayor Meyer said that she attended a TML Conference and the need of having the organization's website up to date was reiterated. She questioned if the proposed budget included funds to update the CDC's website to include current information. Mr. Seiferman noted that there are adequate funds in the Marketing line item to assist in these changes.

Mayor Meyer questioned if CDC staff budgeted funds for new computer hardware for their offices. Mr. Seiferman stated that he could find funds in the proposed budget to purchase new computers and staff would get with the IT Department to order for the upcoming fiscal year.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, May 16, 2022, Special Meeting Minutes, Wednesday, June 1, 2022, December Events Committee Regular Meeting Minutes, Wednesday, May 18, 2022, and the December Events Committee May Financial Report.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY DAVID SCOTT, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

VI. EXECUTIVE DIRECTOR REPORT

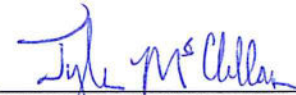
- 1) Sales Tax Comparisons – A copy of the sales tax revenue report was included in the Board package. It was reported that the sales tax remittance has increased by 15.20% for the calendar year and has increased by 15.15% for the fiscal year.
- 2) Community Leaders' Meeting – Mr. Seiferman reported that the Community Leader's Meetings will resume in September due to summer break.
- 3) Discuss upcoming conferences/meetings – Mr. Seiferman stated that Mrs. Bayfus attended the TEDC Mid-Year Conference from June 21st – 24th in Corpus Christi. Mrs. Bayfus gave an overview of the conference. She will attend the Southern Economic Development Council's Annual Conference from August 9th – 12th in San Antonio and the State Fair of Texas from October 9th – 12th in Dallas to promote Cuero as a Certified Retirement Community.
- 4) December Events Committee – The DEC met Wednesday, June 29, 2022.
- 5) Current Projects – A copy of the current projects was included in the agenda packet. A separate attachment included the Business Start-Up Program. Mr. Seiferman said that The Petal Express and The Green Cow Creamery have one payment remaining for their Business Start-Up grants.

Mr. Seiferman reported that interest for TexPool to date is 1.32%, which has doubled in the last thirty (30) days.

The Cuero National Bank CD is set to mature on August 13, 2022. The rate that will be presented to the Board for approval in July is 1.10% for twelve (12) months. Mr. McClellan mentioned that the Federal Reserve Bank meets at the end of July. Interest rates could increase by 0.50%.

VII. ADJOURN

PRESIDENT TYLER MCCLELLAN ADJOURNED THE MEETING AT 5:36 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER

**NOTICE AND AGENDA
REGULAR MEETING
CUERO DEVELOPMENT CORPORATION
THURSDAY, JUNE 30, 2022 5:00 PM.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 5:00 P.M. on Thursday, June 30, 2022, at the City of Cuero Council Chambers, 212 E. Main Street, Cuero, Texas. This notice is posted pursuant to the Texas Open Meetings Act.

I. CALL TO ORDER

II. CITIZENS INPUT

- Citizens who have not filed an agenda application

III. MONTHLY FINANCIAL REPORTS

- Approval of May Financial Report

IV. BUSINESS

- Consider and act upon an application for Business Retention and Expansion Program for Frank Burns, 106 N. Gonzales
- Consider and act upon an application for Community Services Program for Cuero Chamber of Commerce, Agriculture, and Visitor's Bureau, 210 E. Main Street
- Consider and act upon an application for Majors Project for the Chisholm Trail Heritage Museum, 302 N. Esplanade
- Hear update from the Executive Director's Search Committee
- Hear update on CDC Grant Applications
- Receive FY 2022-2023 Budget

V. CONSENT AGENDA

- Regular Meeting Minutes, Monday, May 16, 2022
- Special Meeting Minutes, Wednesday, June 1, 2022
- December Events Committee Regular Meeting Minutes, Wednesday, May 18, 2022
- December Events Committee May Financial Report

VI. EXECUTIVE DIRECTOR'S REPORT

- Sales Tax Comparisons
- Community Leaders' Meeting
- Discuss upcoming conferences/meetings
- December Events Committee
- Project Status

VII. ADJOURN



This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Cuero Development Corporation office at (361) 275-8178 or FAX (361) 275-6274 for further information.

The Cuero Development Corporation reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.

CERTIFIED AS POSTED AT:

City Hall, 212 E. Main Street; Cuero Development Corporation, 214 E. Main Street; and on the CDC website, Monday, June 27, 2022