

**MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
WEDNESDAY, DECEMBER 14, 2022 12:00 P.M.**

The Cuero Development Corporation Board of Directors met Wednesday, December 14, 2022, at 212 E. Main Street, Cuero, Texas.

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

CDC STAFF: CDC Executive Director Maggie Cromeens and CDC Coordinator Samantha Bayfus

GUESTS: Greg Gossett, Ful-O-Pep Store; Jennifer Klimowicz-Papacek; and Sandra Simon, Friends

I. CALL TO ORDER

President Tyler McClellan called the meeting to order at 12:00 P.M.

II. CITIZENS INPUT

None

III. MONTHLY FINANCIALS

Mr. Scott gave the financial report for the period ending November 30, 2022. Mr. Scott stated that the financials were in good standing and he would recommend approval. The October, 2022 financials were not received and the Board requested that the financials be presented at a later meeting.

MOTION MADE BY GREG FREEMAN, SECONDED BY LYNN FALCONE, TO ACCEPT THE NOVEMBER FINANCIAL REPORTS AS PRESENTED. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR SANDRA SIMON (107 E. MAIN STREET)

Mrs. Cromeens stated that Friends on Main has been in business for over nineteen (19) years in Cuero's Historic Downtown District. Friends is seeking assistance with power washing, wood repairs, and calking their trim to their building located at 107 E. Main Street.

Mrs. Simon thanked the Board for their time and consideration. Mrs. Simon reiterated the proposed project to the Board and noted that multiple downtown businesses have repaired their store fronts and after nearly twenty (20) years it was time to repair hers as well.

MOTION MADE BY GREG FREEMAN, SECONDED BY BRIAN GOMEZ, TO APPROVE THE FAÇADE PROGRAM GRANT FOR FRIENDS IN THE AMOUNT OF UP TO \$4,450.00 FOR THE FAÇADE REPAIRS AS STATED IN THE APPLICATION. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR FERN LANE (LANE INSURANCE AGENCY, 302 N. GONZALES)

Mrs. Cromeens mentioned that Mrs. Lane was unable to attend the Board meeting due to previous commitments. Mrs. Cromeens explained that Mrs. Lane, owner of Lane Insurance Agency, plans to power wash and repaint her building and add landscaping to the front of her business located at 302 N. Gonzales.

MOTION MADE BY GREG FREEMAN, SECONDED BY DAVID SCOTT, TO APPROVE THE FAÇADE PROGRAM GRANT FOR FERN LANE (LANE INSURANCE) IN THE AMOUNT OF UP TO \$3,443.63 FOR THE FAÇADE REPAIRS AND LANDSCAPING AT 302 N. GONZALES. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR TAQUERIA JALISCO (603 S. ESPLANADE)

Mrs. Cromeens noted that Mr. Hernandez was unable to attend the Board meeting due to previous commitments. Mrs. Cromeens explained that the rear of Taqueria Jalisco has an ordering station that doesn't have a weatherized protection over it, causing customers to leave without ordering during inclement weather. Mr. Hernandez plans to add a covered awning over the ordering station that would essentially help with customer volume in the drive-thru.

Mayor Meyer questioned if CDC staff has seen a picture of the proposed awning. Staff had a picture on hand and it will be constructed of wood.

MOTION MADE BY DAVID SCOTT, SECONDED BY BRIAN GOMEZ, TO APPROVE THE FAÇADE PROGRAM GRANT FOR TAQUERIA JALISCO IN THE AMOUNT OF UP TO \$3,364.78 FOR THE CONSTRUCTION OF AN AWNING TO COVER THE DRIVE THRU ORDERING STATION. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON CHANGES TO THE BUSINESS RETENTION AND EXPANSION PROGRAM GRANT APPLICATION

Mrs. Cromeens presented this item to the Board, noting that multiple businesses have had complications in getting in touch with the University of Houston-Victoria Small Business Development Center, causing a hindrance in completing their grant applications. Mrs. Cromeens suggested that the Board consider taking this requirement off for those businesses that have been open for numerous years. The Board was in agreement that this would be in the best interest of those businesses that have shown to be sustainable.

Mr. Scott explained that the CDC made meeting with the SBDC a requirement to ensure that the new businesses had their credentials in order to maintain a successful business.

MOTION MADE BY BEN ZIMMERMAN, SECONDED BY GREG FREEMAN, TO MAKE A BUSINESS EXEMPT FROM WORKING WITH THE UHV-SBDC IF THEY HAVE BEEN OPEN FOR MULTIPLE YEARS. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FUL-O-PEP STORE (1551 N. ESPLANADE)

Mr. Gossett thanked the Board for their time and consideration. He explained that Ful-O-Pep Store was first built in 1998 and included a 200-amp electrical service to the original building. With multiple improvements that have been made over the years, the store has reached the max capacity out of their power source. Mr. Gossett noted that in order to safely and properly operate, the store will require a 400-amp service.

MOTION MADE BY DAVID SCOTT, SECONDED BY LYNN FALCONE, TO APPROVE THE BUSINESS RETENTION AND EXPANSION GRANT PROGRAM FOR FUL-O-PEP IN THE AMOUNT OF UP TO \$5,052.57 TO BE UTILIZED TOWARDS ELECTRICAL IMPROVEMENTS AT 1551 N. ESPLANADE. AYES: 6 NAYES: 0 GREG FREEMAN RECUSED HIMSELF MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON CONTRACTING WITH LOCAL REAL ESTATE AGENT FOR UPDATED REAL ESTATE PROPERTY

Mrs. Cromeens mentioned that she had multiple requests for information "RFI" from the Governor's Office and from the general public in regards to available property within the City of Cuero. Mrs. Cromeens thought it would be beneficial to contract with a real estate company that could keep CDC staff informed of availabilities to update their sites.

Mrs. Cromeens stated that she was aware of the program Zoom Prospector, which has been utilized in the past by CDC staff. Mrs. Bayfus noted that staff made multiple attempts to contact local realtors and they were unable to obtain the property information to keep their site up to date.

The Board agreed that staff needed to be kept informed of the available properties, but did not think that contracting with a local real estate company would be the best option at this time. It was suggested that Mrs. Cromeens find out more information about Zoom Prospector and from the local realtors on how much information could be given to the CDC.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY DAVID SCOTT, TO TABLE THIS ITEM. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON CHANGES TO THE BUSINESS START-UP + PROGRAM

Mrs. Cromeens mentioned that in previous discussions with the Board, it was recommended to offer a second round of rental assistance through the CDC's Business Start-Up + Program. As discussed, a line stating that the second round businesses would be eligible for 25% of their grant up to a maximum amount of \$250.00 per month was added to the application. Mrs. Cromeens noted that there has been a misunderstanding with which businesses would be considered eligible and she would like program parameters to be set by the Board.

The CDC has been approached by multiple businesses that have been open for over a year. Mrs. Cromeens reiterated that the Business Start-Up and + Programs were designed to help start a business, but were not intended to sustain a business.

The Board agreed that they would like to extend the offer of a second round of rental assistance to those businesses that opened after January 1, 2022. An application will be required for each business and will require Board approval.

MOTION MADE BY LYNN FALCONE, SECONDED BY DAVID SCOTT, TO APPROVE THE CHANGES TO THE BUSINESS START-UP + PROGRAM TO REFLECT THAT THIS PROGRAM IS AVAILABLE TO BUSINESSES THAT HAVE OPENED AFTER JANUARY 1, 2022 AND A NEW GRANT APPLICATION WILL BE REQUIRED WITH BOARD APPROVAL. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON NOMINATING COMMITTEE

Mrs. Cromeens reported that she has spoken with Mr. Freeman, Mr. Gomez, and Mr. McClellan and they have committed to serve on the Board for another two-year term.

SET JANUARY MEETING DATE

Mrs. Cromeens stated that per previous discussions with the Board, the CDC regular monthly meetings will be held on the third Tuesday of each month at 5:00 P.M. The Board will meet beginning January 17, 2023.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, November 28, 2022 and the December Events Committee's October and November Financial Reports. Mrs. Cromeens stated that the October financial reports were not included in the packet and will be presented at a later date.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY LYNN FALCONE, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

VI. EXECUTIVE DIRECTOR'S 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 16.41% for the calendar year and has increased by 11.49% for the fiscal year.

Mrs. Cromeens noted that she is working with the City of Cuero Finance Director, Connie Hawes in regards to the sales tax report that the City of Cuero receives. The report will list detailed information on where the sales tax dollars are being collected from within the City.

- 2) Community Leaders' Meeting – Mrs. Cromeens reported that Ms. Sandra Osman was the guest speaker for the December 9th Community Leaders and spoke in regards to Christmas in Downtown. Mrs. Cromeens and Mrs. Bayfus will be the guest speakers for the January 13, 2023 Community Leaders Meeting, which will be held at the City of Cuero Council Chambers.
- 3) Discuss upcoming conferences/meetings – Mrs. Cromeens will attend the Innovating Commerce Serving Communities Red River Conference in Dallas from January 18th – 20th. Mrs. Cromeens and Mrs. Bayfus will attend the TEDC Legislative Conference in Austin from February 22nd – 24th.
- 4) December Events Committee – Mrs. Cromeens reported that staff assisted in interviewing with the TV show, YOLO Texas on behalf of the DEC. Christmas in the Park had a record night during the weekend of Christmas in Downtown.
- 5) Current Projects – A copy of the current projects was included in the agenda packet. A separate attachment included the new Business Start-Up Program.

VII. EXECUTIVE SESSION

Pursuant to Title 5 of the Texas Government Code, Chapter 551, Section 551.074, Deliberation Regarding Personnel Matters

- Deliberate the appointment, employment, evaluation, and duties of an employee: CDC Coordinator

Cuero Development Corporation began an Executive Session on December 14, 2022 at 1:18 P.M.

VIII. RECONVENE TO OPEN MEETING

RECONVENE PUBLIC MEETING TO TAKE NECESSARY ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

ANNOUNCEMENT BY PRESIDING OFFICER: Cuero Development Corporation has completed its Executive Session on December 14, 2022 at 1:28 P.M.

Actions resulting from Executive Session:

Pursuant to Title 5 of the Texas Government Code, Chapter 551, Section 551.074, Deliberation Regarding Personnel Matters

- Deliberate the appointment, employment, evaluation, and duties of an employee: CDC Coordinator

Mrs. Falcone mentioned that the Board agreed to offer the CDC Coordinator a one-time Christmas gift in the amount of \$500.00.

MOTION MADE BY LYNN FALCONE, SECONDED BY DAVID SCOTT, THAT THE CDC BOARD OFFER THE CDC COORDINATOR A ONE-TIME CHRISTMAS GIFT IN THE AMOUNT OF \$500.00 AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

Mr. Freeman questioned if the Board was going to consider changing their motion to reflect that Mrs. Bayfus would receive \$500.00 pre tax.

MOTION MADE BY LYNN FALCONE, SECONDED BY DAVID SCOTT, TO AMEND THE MOTION TO REFLECT THAT THE CDC BOARD WOULD PROVIDE A ONE-TIME CHRISTMAS GIFT IN THE AMOUNT OF \$500.00 PRE TAX. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

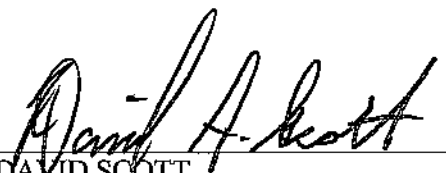
IX. ADJOURN

PRESIDENT TYLER MCCLELLAN ADJOURNED THE MEETING AT 1:30 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER

**NOTICE AND AGENDA
REGULAR MEETING
CUERO DEVELOPMENT CORPORATION
WEDNESDAY, DECEMBER 14, 2022 12:00 P.M.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 12:00 P.M. on Wednesday, December 14, 2022 at The City of Cuero Council Chambers, 212 E. Main, Cuero, Texas. This notice is posted pursuant to the Texas Open Meetings Act.

I. CALL TO ORDER

II. CITIZENS INPUT

III. MONTHLY FINANCIAL REPORTS

- Approval of October and November Financial Report

IV. BUSINESS

- Consider and act upon an application for Façade Program for Sandra Simon (Friends, 107 E. Main Street)
- Consider and act upon an application for Façade Program for Fern Lane (Lane Insurance Agency, 302 N. Gonzales)
- Consider and act upon an application for Façade Program for Taqueria Jalisco (603 S. Esplanade)
- Consider and act upon changes to the Business Retention and Expansion Program Grant Application
- Consider and act upon an application for Business Retention and Expansion Program for Ful-O-Pep Store, 1551 N. Esplanade Street
- Consider and act upon contracting with a local real estate agent for updated real estate property
- Consider and act upon changes to the Business Start-Up + Program
- Consider and act upon Nominating Committee
- Set January Meeting Date

V. CONSENT AGENDA

- Regular Meeting Minutes, Monday, November 28, 2022
- December Events Committee October and November Financial Report

VI. EXECUTIVE DIRECTOR'S REPORT

- Sales Tax Comparisons
- Community Leader's Meeting
- Discuss upcoming conferences/meetings
- December Events Committee
- Current Projects

VII. EXECUTIVE SESSION

- Pursuant to Title 5 of the Texas Government Code, Chapter 551, Section 551.074, Deliberation Regarding Personnel Matters
- Deliberate the appointment, employment, evaluation, and duties of an employee: CDC Coordinator

VIII. 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, Saturday, December 10, 2022

