

MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
Monday, June 26, 2017 5:30 P.M.

The Cuero Development Corporation Board of Directors met Monday, June 26, 2017, at 212 E. Main Street, Cuero, Texas.

PRESENT: Board Members: Charles Papacek, Mayor Sara Post Meyer, Richard Weber, Randy Jochim, David Scott, Executive Director, Patrick J. Kennedy, and CDC Administrative Assistant, Samantha Solis

ABSENT: Chris Crain & Dennis Jemelka

GUESTS: Joe Humphreys, Donald Jirkovsky, & Kevin Ryan

I. CALL TO ORDER

President Charles Papacek called the meeting to order at 5:30 P.M.

II. CITIZENS INPUT

Kevin Ryan, owner of R&R Marketplace addressed the Board on the status of his project. Mr. Ryan expressed his concerns over the City of Cuero's failure to proceed with a food truck ordinance. Mr. Ryan mentioned that he has worked with Cuero Main Street on several occasions and was under the impression that the ordinance had already been in place. At a recent event held downtown, it was brought to the attention of the food truck vendors that the ordinance was not in place and in return left the vendors upset. Mr. Ryan expressed his concerns over the \$150 fee that is assessed when applying for a permit through the City of Cuero; he stated that in other cities, including Victoria, the fee is only \$100. Due to Mr. Ryan's business plan, his business relies on food truck vendors for revenue. Mr. Ryan complimented on his meetings with Raymie Zella, City Manager of the City of Cuero, but was seeking guidance on a new point of contact.

Mr. Richard Weber also spoke in regards to the food truck ordinance. Mr. Weber referenced an instance related to Prickly Pear Food Truck. He stated that after multiple attempts of trying to obtain a food truck permit, the owner was upset with spending money and in return not receiving anything, so she just decided not to setup in Cuero.

After discussions, it was suggested that both parties refer back to the City Manager.

III. MONTHLY FINANCIAL REPORTS

APPROVAL OF MAY FINANCIAL REPORT

Mr. Patrick J. Kennedy gave the financial report for the period ending May 30, 2017. The CDC is at 67% of their revenue for the 8 month mark, so they are right on track. The CDC has been working with the Finance Department for minor changes that need to take place as part of the budget amendment #2, but once those are approved the budget will be on target.

MOTION MADE BY RICHARD WEBER, SECONDED BY DAVID SCOTT, TO ACCEPT THE MAY FINANCIAL REPORT AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED.

IV. BUSINESS

REVIEW AND DISCUSS DRAFT APPLICATION FOR ENTREPRENEUR PROGRAM FOR FY 2017-2018 AS PRESENTED BY THE UHV-SBDC

Mr. Joe Humphreys, Executive Director of the UHV-SBDC presented a copy of the proposed Entrepreneur Program Grant Packet. Mr. Humphreys stated that any suggestions on the application will be taken into consideration. In this application process the applicant is expected to complete the questionnaire provided by the UHV-SBDC office. If applicable, the applicant may then receive the application that would be available by the Cuero Development Corporation.

There were concerns that the CDC would not know the status of the prospective applicant, if they didn't make the second phase of the application process. Mr. Humphreys stated that after filling out a confidentiality form, they would be able to keep the CDC informed of each applicant that would come through their offices.

Mayor Meyer suggested that the application include a line for the Executive Director's signature, stating that the CDC office has been informed of the prospective applicant.

Mr. Scott questioned the line "be engaged in the City of Cuero". Does this include the extraterritorial jurisdiction (etj) of the City of Cuero as well? Mr. Kennedy mentioned that he is working on the specific territorial guidelines and they will be revised for the application.

It was suggested that under "special considerations" that a background check be done on the applicant. The application should state that persons may be eligible, if they have misdemeanor charges, not felony charges.

Mr. Papacek asked what the line "be small as defined by the SBA" is referring to. Mr. Humphreys stated that it's a company with 500 employees or less.

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR THE CITY OF CUERO

Mr. Kennedy presented this item to the Board. The City of Cuero has asked for assistance in the purchasing of C9 LED light bulbs for the downtown skyline (buildings). The City of Cuero Electric Department will install the new lighting. A complete application was in place along with all copies of bids that were received by the City of Cuero. Mr. Kennedy noted that upon approval, this application would be the last for the Community Services Program, as the program has reached its allocation.

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO APPROVE THE COMMUNITY SERVICES PROGRAM GRANT FOR THE CITY OF CUERO IN THE AMOUNT OF \$2,800 FOR THE PURCHASING OF C9 LED LIGHT BULBS. AYES: 4 NAYES: 0 MOTION CARRIED. MAYOR SARA POST MEYER RECUSED HERSELF FROM VOTING.

CONSIDER AND ACT UPON BUDGET AMENDMENT #2 OF THE FY 2016-2017 BUDGET

Due to an increase of interest in the Business Retention and Expansion Program, a total of \$20,000 was added to this line item. \$10,000 was transferred from the Enterprise Program, \$3,000 was taken from the Main Street Façade Program, and \$7,000 was transferred from the Entrepreneur Program. A copy of the amendment was included in the Board package.

MOTION MADE BY RANDY JOCHIM, SECONDED BY DAVID SCOTT, TO APPROVE BUDGET AMENDMENT #2 OF THE FY 2016-2017 AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR COLLEEN THOMAS, 314 EVERS ST.

Mrs. Colleen Thomas, owner of Red Dot Grocery addressed the Board. Mrs. Thomas stated that there is an utter need for a complete roof replacement at her business. A complete package was in order and a brief discussion followed.

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR COLLEEN THOMAS, 314 EVERS ST., IN THE AMOUNT OF \$10,000 FOR THE REPLACEMENT OF THE ROOF. AYES: 5 NAYES: 0 MOTION CARRIED.

CONSIDER AND ACT UPON AS APPROPRIATE REGARDING THE DEPOSIT OF EXISTING AND FUTURE CDC REVENUE TO A CITY RESTRICTED FUND IN ORDER TO QUALIFY AS PLEDGED ASSETS BY THE BANK

Mr. Kennedy mentioned that multiple Board Members have had conversations with the City of Cuero Auditor, Steve Van Manen. Mr. Van Manen agreed that if the CDC moves their money into a City Restricted Fund, that the money would be covered by the FDIC. In addition to working with Mr. Van Manen, a phone conference was held with Russell Gallahan, Patrick J. Kennedy, Charles Papacek (President), and Christopher Crain (Board Member). Mr. Gallahan suggested using TexPool as a secure method of storing the CDC money, it was noted that a majority of the EDC's use this method of committing their funds. Mr. Kennedy reported that Mr. Crain has asked the City of Cuero for an investment policy and would like to see one in place, prior to moving any funds.

Mayor Meyer suggested having different comparisons available at the next Board meeting. She would like to see the advantages/disadvantages of each avenue, prior to making a decision.

Although there wasn't any action taken, the CDC staff is working on a solution.

REVIEW AND DISCUSS SECOND DRAFT OF THE PROPOSED FY 2017-2018 BUDGET

A copy of the second draft of the proposed FY 17-18 budget was included in the packet, although it hasn't been changed, the City has requested that the money allocated as the "Parks Improvements" be used for the repurposing of the rear of the buildings located on Main Street. It was suggested by the CDC that the money provided by the CDC should go into a "banking" deal. The concept of banking allows the money to be saved into a specific line item and rolled over into the next year, if unused.

\$60,000 has been allocated to the Business Retention and Expansion Program, and if needed, a budget amendment can take place in the future.

\$18,750 has been allocated to the Enterprise Program. Depending on the program guidelines, this line item may be able to fund three projects for the upcoming year.

Mr. Kennedy noted that the December Events Committee has opted to utilize a portion of their Reserves for the purchasing of LED light bulbs. DEC will also apply for the GVEC Power Up Grant to help offset these costs.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, May 15, 2017 and December Events Committee May Financial Report.

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED

VI. EXECUTIVE DIRECTOR REPORT

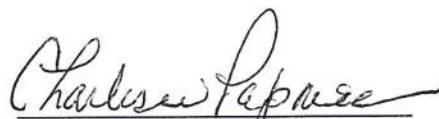
- 1) Sales Tax Comparisons – A copy of the sales tax revenue report was included in the Board package. The sales tax is down by 1% for the calendar year and down by 9% for the fiscal year.
- 2) Discuss upcoming Community Leaders' Meeting – The guest speaker for July 7th will be Kevin Patteson, General Manager/CEO of the Guadalupe-Blanco River Authority. CDC staff is working on having Congressman Vela and Commissioner Sid Miller as guest speakers at a future Community Leaders' Meeting.
- 3) Discuss upcoming conferences/meetings – Mr. Kennedy will be attending the Texas Rural Challenge from June 28th – 30th in Waco.
- 4) December Events Committee – It was reported that the DEC has been working diligently to complete the changing of all light bulbs.
- 5) Current Projects – CDC staff has been working to close out all of the incomplete projects for FY 16-17. Tri-City Empowerment Council has asked for a project extension because of a conflict on the original date of the Back to School Bash, the bash has been moved to August 12th. Mr. Kennedy has been working closely with Allied Feeds and will do a follow up on the status of their fan project.

Texas A&M AgriLife and the DeWitt County Extension Office have partnered up for a community wide meeting that is focused on the community leaders working together to help develop a vision for improving our county communities. All Board Members were invited to join the meeting on Thursday, July 6th.

A copy of the Q2, quarterly report was presented at the meeting for the Board responses.

VII. ADJOURN

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO ADJOURN THE MEETING AT 6:55 P.M. AYES: 5 NAYES: 0 MOTION CARRIED


CHARLES PAPACEK
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER

**NOTICE AND AGENDA
REGULAR MEETING
CUERO DEVELOPMENT CORPORATION
MONDAY, JUNE 26, 2017, 5:30 P.M.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 5:30 p.m. on Monday, June 26, 2017 at 212 E. Main, Cuero, Texas. This notice is posted pursuant to the Texas Open Meetings Act.

I. CALL TO ORDER

II. CITIZENS INPUT (2 minutes each)

- Citizens who have not filed an agenda application

III. MONTHLY FINANCIAL REPORTS

- Approval of May Financial Report

IV. BUSINESS

- Review and discuss draft application for Entrepreneur Program for FY 2017-2018 as presented by the UHV-SBDC
- Consider and act upon an application for Community Services Program for the City of Cuero
- Consider and act upon Budget Amendment #2 of the FY 2016-2017 budget
- Consider and act upon an application for Business Retention and Expansion Program for Colleen Thomas, 314 Evers St.
- Consider and act upon as appropriate regarding the deposit of existing and future CDC revenue to a City Restricted Fund in order to qualify as pledged assets by the bank.
- Review and discuss second draft of the proposed FY 2017-2018 Budget

V. CONSENT AGENDA

- Regular Meeting Minutes, Monday, May 15, 2017
- December Events Committee May Financial Report

VI. EXECUTIVE DIRECTOR'S REPORT

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

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, Friday, June 23, 2017