

**MINUTES**  
**CUERO DEVELOPMENT CORPORATION**  
**REGULAR MEETING**  
**Monday, August 21, 2017 5:30 P.M.**

The Cuero Development Corporation Board of Directors met Monday, August 21, 2017, at 212 E. Main Street, Cuero, Texas.

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

GUESTS: Donald Jirkovsky, Jay Lewis, and Kay Lewis

**I. CALL TO ORDER**

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

**II. CITIZENS INPUT**

None

**III. MONTHLY FINANCIAL REPORTS**

APPROVAL OF JULY FINANCIAL REPORT

Mr. David Scott gave the financial report for the period ending July 31, 2017. Mr. Scott mentioned that Mr. Kennedy will be working on getting the financial information cleaned up with the auditors on the acreage owned by the CDC. Once the update is complete, Mr. Scott will be presented with documentation on the land.

Dennis Jemelka questioned the overage on the Christmas in the Park scenes. Mr. Kennedy explained that because the CDC sold almost double in scenes this year, it didn't reflect negatively on the financials. The scenes are revenue coming in and expenses going out, therefore making them a wash.

MOTION MADE BY DAVID SCOTT, SECONDED BY RICHARD WEBER, TO ACCEPT THE JULY FINANCIAL REPORT AS PRESENTED. AYES: 7 NAYES: 0 MOTION CARRIED.

**IV. BUSINESS**

HEAR REPORT ON DECEMBER EVENTS COMMITTEE BY KAY LEWIS (CHAIR)

Mrs. Lewis thanked the CDC Board for their continuous support of Christmas in the Park, noting that this will be the 18<sup>th</sup> year of their existence. Mr. Lewis noted that the DEC met on Wednesday, August 16<sup>th</sup> for the preliminary planning for the start of their year. The December Events Committee is almost complete with the changing of light bulbs and will start the setting up of scenes behind the lake in September.

CONSIDER AND ACT UPON ENTREPRENEUR PROGRAM FOR FY 2017-2018 AS PRESENTED BY THE UHV-SBDC

Mr. Kennedy presented this item to the Board noting that the final application and questionnaire was exactly what the CDC Board had requested; he also noted that all of the changes requested at the July meeting have been incorporated in the final copy of the application.

Chris Crain noted that there was a duplicate line on the questionnaire section. Mr. Crain suggested taking the wording "Business Must" out of the first eligibility bullet.

MOTION MADE BY DAVID SCOTT, SECONDED BY RICHARD WEBER, TO APPROVE THE ENTREPRENEUR PROGRAM FOR FY 2017-2018 WITH THE EXCEPTION OF DELETING THE DUPLICATE LINE ON THE QUESTIONNAIRE. AYES: 7 NAYES: 0 MOTION CARRIED.

HEAR REPORT FROM INVESTMENT POLICY COMMITTEE

Chris Crain reported that the Investment Policy Committee has met twice at the CDC office and are following the guidelines per the Investment Act. The committee will have the proposal to act upon at the September Board of Directors meeting.

STATUS REGARDING THE DEPOSIT OF EXISTING AND FUTURE CDC FUNDS IN REGARDS TO SECTION 330.15 OF THE FDIC REGULATIONS

The Investment Committee is working on a solution for the moving of CDC investments. Mr. Kennedy met with auditor Steve Van Manen and phoned Russell Gallahan of the Comptroller's office and both parties were pleased with the proposal of moving the investments into multiple accounts within the City of Cuero and adding the remainder to TexPool. Mr. Kennedy is going to make sure that the investments through TexPool are solely for CDC use. It was suggested that a representative from TexPool meet with the CDC Board of Directors to give an overview of how their program works. The final proposal from the Investment Committee will be presented at the September meeting.

CONSIDER AND ACT UPON APPLICATIONS FOR 2017-2018 PROGRAMS

There were minor changes made to the applications, predominately the dates.

o BUSINESS RETENTION AND EXPANSION PROGRAM

It was reiterated that no employees, members of the Board, or their families are eligible for this program.

After discussions on the Main Street Façade Program, Mr. Kennedy reminded the Board that the Business Retention and Expansion Program may be used for the rear of the Main Street buildings.

o COMMUNITY SERVICES PROGRAM

It was questioned on if the Board would like to add a stipulation on repetitive applicants.

Mayor Meyer asked if those nonprofits that may be interested in a grant would be prevented by those that have continuously come in for grants.

Mr. Kennedy mentioned that it wouldn't be a problem, but reminded the Board that the CDC is only able to spend 10% on Marketing/Advertising per the State guidelines.

Richard Weber expressed his concerns of repetitive grant applicants and thought it may be an issue down the road once the word is completely out about the CDC programs, but the Board should wait to address that issue once it arises. David Scott was in agreement.

o MAIN STREET FAÇADE PROGRAM

The budget for the Main Street Façade Program was lowered for the upcoming year, as the program has had little to no interest. The CDC plans to advertise for the program while working closely with the Cuero Main Street office.

It was questioned on if the program should only include the front of the buildings. Mr. Kennedy stated that because this program is the Main Street Façade Program, this would only suit the building fronts.

o ENTERPRISE PROGRAM

There weren't any changes to the Enterprise Program. If any previous applicants apply for the FY 17-18 program they will be required to complete a new application.

MOTION MADE BY RICHARD WEBER, SECONDED BY DENNIS JEMELKA, TO APPROVE THE FY 2017-2018 GRANT APPLICATIONS AS PRESENTED. AYES: 7 NAYES: 0 MOTION CARRIED.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, July 24, 2017 and December Events Committee July Financial Report.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY RANDY JOCHIM, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 7 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. It was noted that the sales tax remittance is down by .95 for the year to date comparisons.
- 2) Discuss upcoming Community Leaders' Meeting – The guest speaker for September 1<sup>st</sup> will be Micah Dyer, Superintendent – Cuero ISD at the City of Cuero Council Chambers, the guest speaker for October 6<sup>th</sup> will be Robert Oliver, Chair – Chisholm Trail Heritage Museum to be held at the museum, and the November 3<sup>rd</sup> guest speaker will be Dale Fowler, President – Victoria Economic Development Corporation to be held at the City of Cuero Council Chambers.
- 3) Discuss upcoming conferences/meetings – Mr. Kennedy will attend the Workforce Board meeting on Thursday, August 24<sup>th</sup> and will update the Board at the September meeting for the upcoming October and November conferences.
- 4) December Events Committee – Mr. Kennedy reported that the DEC is encouraged with the upcoming year of Christmas in the Park, but are discouraged due to the potential lack of help they have for the setting up of scenes. As mentioned before, the GVEC Power UP grant has been submitted and the DEC should have a response by October.
- 5) Current Projects – A copy of the current projects was included in the agenda package, there are a total of 22 projects that have been approved by the Board, 20 of which are complete and payment has been received. Mr. Kennedy reported that Allied Feeds should have their roof complete in the forthcoming weeks and Turkeyfest has sent pictures of their progress that is moving along smoothly.

Cuero Regional Hospital and Cuero ISD have been approached for a Community Services Program. Mr. Kennedy spoke to the hospital about compiling a class for Certified Nurse Aides that would be administered through the Cuero ISD.


A prospect approached the CDC's office today about the Mt. Vernon Mills building, and a walk-through of the facility was also accomplished today.

The Miss Cuero Committee has expressed an interest in seeing if the CDC can assist with a Community Services Program grant for the refurbishing of the Chamber of Commerce float.

Charles Papacek questioned about the 4 acre tract that is owned by the CDC. Mr. Kennedy reported that he has not been contacted back by Meg Molleston, but is working on a color visualization of the acreage to present to Ms. Molleston.

## VII. ADJOURN

MOTION MADE BY DENNIS JEMELKA, SECONDED BY RICHARD WEBER, TO ADJOURN THE MEETING AT 6:45 P.M. AYES: 7 NAYES: 0 MOTION CARRIED

  
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CHARLES PAPACEK  
PRESIDENT

ATTEST:

  
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DAVID SCOTT  
SECRETARY/TREASURER

**NOTICE AND AGENDA  
REGULAR MEETING  
CUERO DEVELOPMENT CORPORATION  
MONDAY, AUGUST 21, 2017, 5:30 P.M.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 5:30 p.m. on Monday, August 21, 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 July Financial Report

**IV. BUSINESS**

- Hear report on December Events Committee by Kay Lewis (Chair)
- Consider and act upon Entrepreneur Program for FY 2017-2018 as presented by the UHV-SBDC
- Hear report from Investment Policy Committee.
- Status regarding the deposit of existing and future CDC funds in regards to Section 330.15 of the FDIC regulations
- Consider and act upon applications for 2017-2018 programs
  - Business Retention and Expansion Program
  - Community Services Program
  - Main Street Façade Program
  - Enterprise Program

**V. CONSENT AGENDA**

- Regular Meeting Minutes, Monday, July 24, 2017
- December Events Committee July 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, August 18, 2017

