

**NOTICE AND AGENDA
REGULAR MEETING
CUERO DEVELOPMENT CORPORATION
MONDAY, MAY 20, 2019 5:30 P.M.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 5:30 p.m. on Monday, May 20, 2019 at 212 E. Main, Cuero, Texas. This notice is posted pursuant to the Texas Open Meetings Act.

I. CALL TO ORDER

II. CITIZENS INPUT

- Robert Oliver
- Citizens who have not filed an agenda application

III. MONTHLY FINANCIAL REPORTS

- Approval of April Financial Report

IV. BUSINESS

- Consider and act upon an application for Main Street Historical District Façade Program for Janie Hill DBA Bahnhof Café
- Consider and act upon an application for Main Street Historical District Façade Program for DeWitt County Farm Bureau
- Consider and act upon an application for Business Retention and Expansion Program for Exibix, Inc.
- Discuss recommendations for FY '19-'20 CDC Programs
- Review and discuss first draft of the proposed FY '19-'20 budget and appoint Budget Committee

V. CONSENT AGENDA

- Regular Meeting Minutes, Tuesday, April 16, 2019
- December Events Committee Regular Meeting Minutes, Wednesday, April 17, 2019
- December Events Committee April 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 551.074 regarding Personnel Matters. To conduct the annual evaluation of the Executive Director (V.T.C.A., Government Code, Section 551.074)

VIII. RECONVENE TO OPEN MEETING

1. Actions resulting from Executive Session

IX. 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, Thursday, May 16, 2019

MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
Monday, May 20, 2019 5:30 P.M.

The Cuero Development Corporation Board of Directors met Monday, May 20, 2019, at 212 E. Main Street, Cuero, Texas.

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

ABSENT: Tyler McClellan

GUESTS: Wes Dukes – DeWitt County Farm Bureau, Donald Jirkovsky – University of Houston-Victoria SBDC, ShaNon Henson – Exhibix, Janie Hill – Bahnhof Café, and Robert Oliver – Chisholm Trail Heritage Museum

I. CALL TO ORDER

President Richard Weber called the meeting to order at 5:30 P.M.

II. CITIZENS INPUT

Mr. Oliver, Chairman of the Chisholm Trail Heritage Museum (CTHM) thanked the CDC Board for their continuous support of the English German School House Project. Mr. Oliver mentioned that the CTHM Cowboy Camp will take place during the second week of June and the goal is to have the school house open. The school house walls have been stripped to show the first coat of paint and the walls have been opened to include an East and West classroom. Appliances should be received within the forthcoming weeks and the project will be complete.

III. MONTHLY FINANCIAL REPORTS

APPROVAL OF APRIL FINANCIAL REPORT

Mr. David Scott gave the financial report for the period ending April 30, 2019. Mr. Scott stated that he reviewed the financial report and all accounts are in good standing. There was a slight concern on the salaries line item, but Mr. Kennedy was able to address the issue.

Mayor Meyer questioned if Mr. Scott has noticed any significant changes in the sales tax comparisons. Mr. Scott stated that other than the loss from the overpayment, there were no other major changes.

MOTION MADE BY DAVID SCOTT, SECONDED BY RANDY JOCHIM, TO ACCEPT THE APRIL FINANCIAL REPORTS AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR MAIN STREET HISTORICAL DISTRICT FAÇADE PROGRAM FOR JANIE HILL DBA BAHNHOF CAFE

Mr. Kennedy stated that Mrs. Hill, owner of Bahnhof Café, is seeking assistance for improvements to the façade of the restaurant. The proposed project will consist of the removal of all top glass that is in front of the building, removal of all damaged wood and rebuilding with new wood, adding new 2 X 4 studed walls, installation of hardy board on the exterior and new beaded plywood, and caulking and painting.

Mr. Freeman questioned if Mrs. Hill had a timeframe on how long the proposed work would take. Mrs. Hill stated that Mr. Leslie Lucas is her contractor and he would know the timeframe once he started the first piece of the building.

MOTION MADE BY DAVID SCOTT, SECONDED BY RANDY JOCHIM, TO APPROVE THE MAIN STREET HISTORICAL DISTRICT FAÇADE PROGRAM FOR JANIE HILL DBA BAHNHOF CAFÉ IN THE AMOUNT OF \$10,000.00 TO BE UTILIZED TOWARDS THE FAÇADE IMPROVEMENTS AT 213 W. MAIN STREET. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR MAIN STREET HISTORICAL DISTRICT FAÇADE PROGRAM FOR DEWITT COUNTY FARM BUREAU

Mr. Wes Dukes was present on behalf of DeWitt County Farm Bureau (DWCFB). Mr. Dukes explained that DWCFB has been at its' existing location for well over thirty-eight years. Throughout the years a variety of improvements have been done, including an expansion and side walk project. DWCFB would like to paint the exterior of the building and add a covered walkway to the entrance of their building.

Mr. Kennedy questioned if DWCFB plans to replant a tree after the removal of the crepe myrtle tree. Mr. Dukes explained that the tree is being removed due to the tree being overgrown and potentially damaging the upgrades that will take place in the near future. The goal is to try to save the crepe myrtle tree for replanting and to add a dwarf crepe myrtle tree or different native tree in its place.

Mayor Meyer questioned if DWCFB has plans to submit a name for the historic street tree in front of their building. Mr. Dukes stated that the Board compiled a Resolution during their May Board Meeting and they have submitted it with the recommendation of naming the tree after Aubrey Feril. Mr. Dukes explained that Mr. Feril parked under the tree for 37 years. Mr. Dukes also mentioned that prior to City of Cuero and Tree Board taking over the maintaining of trees, Mr. Feril personally paid for the maintenance to the tree.

MOTION MADE BY DAVID SCOTT, SECONDED BY CHRIS CRAIN, TO APPROVE THE MAIN STREET HISTORICAL FAÇADE PROGRAM FOR DEWITT COUNTY FARM BUREAU IN THE AMOUNT OF \$6,705.70 TO BE UTILIZED TOWARDS THE FAÇADE IMPROVEMENTS AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR EXIBIX, INC.

ShaNon Henson, Owner of Exibix explained that they are upgrading equipment that is now over 30 years old, as there are limited parts available for the outdated machine. The upgrading of the press would allow Exibix to retain their current customers that place large orders rather than have to outsource them.

MOTION MADE BY CHRIS CRAIN, SECONDED BY GREG FREEMAN, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR EXIBIX, INC. IN THE AMOUNT OF \$10,000.00 FOR THE PURCHASING OF UPGRADED PRINTING PRESS EQUIPMENT. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

DISCUSS RECOMMENDATIONS FOR FY '19-'20 CDC PROGRAMS

Mr. Kennedy stated that based on the learning of the new regulations at the Sales Tax Training, the CDC will have to submit their budget to the City Council for approval by July. Due to timing, the CDC will be required to hold a Public Hearing on their budget no later than late June or early July. It was recommended by staff that the Entrepreneur Program be removed from the available programs as a result of the lack of participation in the program. Mr. Kennedy mentioned that the CDC has made every effort in publicizing the program with little to no interest.

Mayor Meyer questioned if the CDC has worked with the UHV-SBDC to offer the program to some of their students in the Entrepreneur Programs. Mr. Kennedy noted that in working with the UHV-SBDC there was a lack of interest in relocating to Cuero to open a business.

REVIEW AND DISCUSS FIRST DRAFT OF THE PROPOSED FY '19-'20 BUDGET AND APPOINT BUDGET COMMITTEE

Mr. Kennedy mentioned that in working with the CDC President, the budget worksheet presented to the Board is incomplete because a Budget Committee will be assigned to compose a proposed budget for the upcoming year.

Mr. Kennedy noted that the CDC has been made aware of two applicants that are interested in a large amount of funds for the FY '19-'20. These two applicants will be required to present their projects to the CDC Board for approval and the grant amounts will be included in the final budget, if approved.

Mr. Scott questioned if the new budget regulations would have an impact on the everyday grant applicants for the \$10,000 and under grant programs. Mr. Kennedy mentioned that the new regulations would allow the CDC to be more transparent with their budget and would also give them a better snapshot at what the complete budget should look like for the year. The larger grants will be listed in the budget and earmarked towards that specific project, causing no impact to the smaller grant accounts.

The Budget Committee was assigned to David Scott, Randy Jochim, and Tyler McClellan.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Tuesday, April 16, 2019, December Events Committee Regular Meeting Minutes, Wednesday, April 17, 2019, and December Events Committee April Financial Report.

MOTION MADE BY GREG FREEMAN, SECONDED BY RANDY JOCHIM, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 6 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 decreased by 2% for the calendar year, but remains on target for the fiscal year.
- 2) Community Leaders' Meeting – The June 7th Community Leaders' Meeting will include guest speaker Courtney Welch to be held at the Cuero Public Library. The CDC will take a summer break during the months of July & August.
- 3) Discuss upcoming conferences/meetings – Mr. Kennedy will attend the ConocoPhillips Roundtable on Wednesday, May 22nd in Kenedy and the Texas Rural Challenge in New Braunfels on June 17th.
- 4) December Events Committee – It was reported that the December Events Committee held their first meeting on their proposed project of a recognition booklet for Cuero's Christmas in the Park display signs. This project is estimated to take around two years for the full conversion of the recognition signs.
- 5) Current Projects – Mr. Kennedy reported that Alysia Cook of Opportunity Strategies would like to present a rough draft of the Strategic Economic Development Plan on June 17th. At this time the Board is encouraged to give Ms. Cook their final comments/concerns on the plan so that it may be altered accordingly. The final presentation of the plan will take place at 12 noon on June 25th. Mr. Kennedy contacted Site Location Partnership (SLP) about the status of their e-blast on Friday, May 17th. In return, Mr. Justin Thompson sent Mr. Kennedy a listing of fourteen companies that have shown an interest in the Mount Vernon Mills property. In speaking with Jason Schultz of Collier International, the CDC was made aware that Colliers has also had no contact with SLP besides on Friday, May 17th when Mr. Kennedy reached out to both parties. It was noted that the contract with SLP will terminate in June.

VII. EXECUTIVE SESSION

Pursuant to Title 5 of the Texas Government Code, Chapter 551, Section 551.074 regarding Personnel Matters. To conduct the annual evaluation of the Executive Director (V.T.C.A., Government Code, Section 551.074)

Cuero Development Corporation began an Executive Session of May 20, 2019 at 6:28 P.M.

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 of May 20, 2019 at 7:15 P.M.

VIII. RECONVENE TO OPEN MEETING

1. Actions resulting from Executive Session

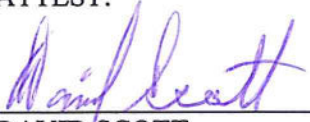
In lieu of a merit or cost of living salary increase and based upon a successful annual evaluation, the Board of Directors rewarded the authorization of an additional 2 (two) weeks of vacation time, up to \$20,000 worth of bonuses upon the successful completion of tasks as listed after the completion of the Strategic Economic Development Plan, and the CDC Executive Director is not authorized to take any time off during the duration of Cuero's Christmas in the Park.

MOTION MADE BY DAVID SCOTT, SECONDED BY RANDY JOCHIM, TO AUTHORIZE THE EVALUATION AS PRESENTED FOR PATRICK J. KENNEDY, EXECUTIVE DIRECTOR OF THE CUERO DEVELOPMENT CORPORATION. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

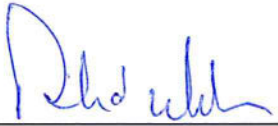
IX. ADJOURN

MOTION MADE BY DAVID SCOTT, SECONDED BY GREG FREEMAN, TO ADJOURN THE MEETING AT 7:16 P.M. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER



RICHARD WEBER
PRESIDENT