

MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
MONDAY, MAY 16, 2022 4:00 P.M.

The Cuero Development Corporation Board of Directors met Monday, May 16, 2022, at 212 E. Main Street, Cuero, Texas.

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

ABSENT: Ben Zimmerman

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

GUESTS: Melinda John & Courtney Moore, Inspire Boutique; Jerry Dreyer, Mike Hess, & Tim Kirkland, Cuero Sportsman Club; Jennifer Papacek-Klimowicz; and Alton Meyer, December Events Committee.

I. CALL TO ORDER

President Tyler McClellan called the meeting to order at 4:00 P.M.

II. CITIZENS INPUT

None

III. MONTHLY FINANCIALS

Mr. Scott gave the financial report for the period ending April 30, 2022. Mr. Scott stated that the financials were in good standing and he recommended approval.

MOTION MADE BY GREG FREEMAN, SECONDED BY BRIAN GOMEZ, TO APPROVE THE APRIL FINANCIAL REPORT AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY.

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS START-UP PROGRAM FOR SPIRITUAL ROOTS, 207 S. ESPLANADE

Mr. Seiferman explained that Spiritual Roots has applied for the Business Start-Up Program. The lease in the amount of \$500.00 was effective on April 1, 2022 and the boutique has been opened for one month.

MOTION MADE BY GREG FREEMAN, SECONDED BY LYNN FALCONE, TO APPROVE THE BUSINESS START-UP PROGRAM FOR SPIRITUAL ROOTS IN THE AMOUNT OF \$250.00 PER MONTH FOR TOTAL OF \$1,500.00 FOR THE NEXT SIX MONTHS BEGINNING JUNE 1, 2022 AND ENDING NOVEMBER 1, 2022. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR CUERO SPORTSMAN CLUB, 902 E. BAILEY

Mr. Seiferman stated that the Cuero Sportsman Club assisted with trainings for teachers, law enforcement, and church security teams at no charge. In order to attract more visitors to the club and to the community, the Sportsman Club facilitated three shooting events that will allow for hotel and restaurant use.

Mr. Hess noted that the Club is seeking assistance with the purchase and installation of a Wobble Pat Trap machine which will throw double traps. The purchase of this trap will enable the Club to host registered trap events and to offer training

to the local 4-H shooting team, which currently travels to Victoria. The Club will be increasing the length of their berms at their rifle ranges to improve the safety of the ranges.

Mr. Hess said that although these exterior improvements to the Club would be an immediate change to the Club, he said that they are also renovating the clubhouse. These renovations include new flooring and a new lighting system that will allow for nighttime shoots.

Mr. Freeman questioned if the public is able to rent the clubhouse. Mr. Hess stated that they do allow for clubhouse rentals.

Mr. McClellan questioned if the Club received a local bid. Mr. Hess stated that they did not receive a local bid because his two grandsons from College Station offered to complete the work.

MOTION MADE BY DAVID SCOTT, SECONDED BY GREG FREEMAN, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR CUERO SPORTSMAN CLUB IN THE AMOUNT OF UP TO \$10,000.00 TO BE UTILIZED TOWARDS THE RENOVATION OF THE CUERO SPORTSMANS CLUB CLUBHOUSE, TO INCREASE THE LENGTH OF THE BERMS AT THE RIFLE RANGES, AND FOR THE PURCHASE OF A WOBBLE PAT TRAP MACHINE. AYES: 5 NAYES: 0 BRIAN GOMEZ ABSTAINED. MOTION CARRIED UNANIMOUSLY.

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR INSPIRE CREATIONS, LLC, 106 N. GONZALES

Mr. Seiferman presented this item to the Board. He noted that Courtney Moore, owner of Inspire Boutique, has a new business partner, Melinda John.

Ms. Moore explained that she is a Massage Therapist and her clients have expressed an interest in adding tanning to her services. The expansion of Inspire Boutique would include spray and UV tanning, new boutique items, and extended hours. It was noted that all of the tanning services, including the monthly memberships, are taxable.

Renovations to accommodate the expansion will include: modifications to the building to ensure privacy and to provide a safe and sanitary environment, new separation walls, installation of lockable doors, installation of commercial grade flooring, and interior painting.

Mayor Meyer questioned how many positions would be retained. Ms. Moore stated that she is the only employee and someone covers on Saturdays. Ms. Moore also stated that she is looking to hire one full-time employee and possibly one part-time employee.

MOTION MADE BY GREG FREEMAN, SECONDED BY BRIAN GOMEZ, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM GRANT FOR INSPIRE CREATIONS, LLC. IN THE AMOUNT OF UP TO \$9,965.82 TO BE UTILIZED TOWARDS THE PURCHASE AND INSTALLATION OF TWO (2) UV TANNING BEDS AND ONE (1) AUTOMATED SPRAY TANNING BOOTHS AND FOR STORAGE ITEMS TO ASSIST IN THE EXPANSION OF THE BOUTIQUE AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON BUDGET AMENDMENT #1 OF THE FY 21-22

Mr. Seiferman presented the CDC's Budget Amendment to the Board.

Included in the CDC's portion of Budget Amendment #1 were:

Budget Amendment #1

Account Number	Original Budget	Increase	New Budget
03136 (Longevity)	\$1,200.00	\$200.00	\$1,400
03399 (Other Supplies)	\$500.00	\$200.00	\$700.00
039082 (BR&E)	\$70,000.00	\$100,000.00	\$170,000.00
03220 (Food & Beverage)	\$2,500.00	\$2,000.00	\$4,500.00
03202 (Administrative)	\$1,000.00	\$3,500.00	\$4,500.00

03249 (Web Updates)	\$11,000.00	\$6,500.00	\$17,500.00
03960 (Covid-19 Rental)	\$0.00	\$700.00	\$700.00
Account Number	Original Budget	Decrease	New Budget
03304 (Hardware)	\$1,300.00	(-\$400.00)	\$900.00
039063 (Enterprise Grant)	\$250,000.00	(-\$100,700.00)	\$149,300.00
03299 (Other Contracts)	\$10,000.00	(-\$2,000.00)	\$8,000.00
03650 (Recruitment)	\$130,000.00	(-\$10,000.00)	\$120,000.00

Mr. Meyer presented the December Events Committee’s Budget Amendment #1 to the CDC Board. Mr. Meyer mentioned that the committee utilized additional funds during the holiday season for advertising and Best of the Best advertising and acknowledgements. Funds were utilized for the bore project at the Cuero Municipal Park to enable the DEC to erect their new archway for the upcoming season.

Included in the DEC’s portion of the Budget Amendment #1 were:

Account Number	Original Budget	Increase/Decrease	New Budget
Receipts:			
998 (Reserves)	\$7,400.00	\$7,000.00	\$14,400.00
Expenses:			
04208 (Advertising)	\$6,000.00	\$2,550.00	\$8,550.00
04205 (Security)	\$17,000.00	(-\$500.00)	\$16,500.00
04212 (Accounting)		\$100.00	\$100.00
04399 (Hardware)	\$1,200.00	\$300.00	\$1,500.00
04322 (Meals)	\$3,500.00	\$2,500.00	\$6,000.00
04510 (Transportation)	\$100.00	\$50.00	\$150.00
04950 (Infrastructure)	\$10,000.00	\$2,000.00	\$12,000.00

MOTION MADE BY DAVID SCOTT, SECONDED BY LYNN FALCONE, TO APPROVE BUDGET AMENDMENT #1 OF THE FY 21-22 AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

REVIEW AND DISCUSS FIRST DRAFT OF THE PROPOSED FY 22-23 BUDGET

Mr. Seiferman stated that the budget worksheet included in the agenda packet was compiled by the Budget Committee. This worksheet would stand as a starting point for the CDC and any suggestions for the budget were encouraged. The proposed budget was a balanced budget in the amount of \$1,742,060.00.

Included in the budget was:

- Major Project funding for NestFresh
- Enterprise Project funding
- Funding for Phase 3 of the Cuero Municipal Golf Course
- A new line item for the Business Start-Up Program

Mayor Meyer questioned what the line item “Contracts & Services” referred to. Mr. Seiferman stated that the line item includes: Administrative fees, Insurance, Marketing, Advertising, Year End Audit, Financial and Accounting, Office Equipment and Maintenance, Food and Beverage, Chemical and Medical, Postage, Telephone, Website Updates and Maintenance, and Other Contracts and Services.

Mr. McClellan questioned what was removed from “Contracts & Services” for the line item to be lowered by \$60,000.00. Mr. Seiferman mentioned that the marketing line item was reduced. Per regulations regarding Type B Sales Tax Corporations, only 10% of the revenue may be utilized towards marketing.

APPOINT HIRING COMMITTEE

Mr. McClellan appointed Lynn Falcone, Brian Gomez, and David Scott to the hiring committee for the Executive Director's search committee.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Special Meeting Minutes, Monday, April 25, 2022, December Events Committee Regular Meeting Minutes, Wednesday, April 20, 2022, and the December Events Committee April Financial Report.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY GREG FREEMAN, 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 increased by 15.91% for the calendar year and has increased by 15.59% for the fiscal year.
- 2) Community Leaders' Meeting – Mr. Seiferman reported that Cuero ISD Athletic Director Jerod Ficak was the guest speaker for the May 13th Community Leaders' Meeting and the meeting was very well attended. The Community Leaders' Meetings will resume in September after summer break.
- 3) Discuss upcoming conferences/meetings – Mr. Seiferman said that he will attend the TEDC Mid-Year Conference from June 21st – 24th in Corpus Christi. He also said that Mrs. Bayfus will attend the TEDC Women's Conference from May 17th – 18th in Austin.
- 4) December Events Committee – The DEC will hold their regular monthly meeting on Wednesday, May 18, 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 noted that The Green Cow Creamery has delayed their opening due to a malfunctioning freezer. They will announce a new date at a later time.

VII. ADJOURN

PRESIDENT TYLER MCCLELLAN ADJOURNED THE MEETING AT 4:39 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER

**NOTICE AND AGENDA
REGULAR MEETING
CUERO DEVELOPMENT CORPORATION
MONDAY, MAY 16, 2022 4:00 P.M.**

The Cuero Development Corporation (CDC) will hold their regular monthly meeting at 4:00 p.m. on Monday, May 16, 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

- 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 Business Start-Up Program for Spiritual Roots, 207 S. Esplanade
- Consider and act upon an application for Community Services Program for Cuero Sportsman Club, 902 E. Bailey St.
- Consider and act upon an application for Business Retention and Expansion Program for Inspire Boutique, 106 N. Gonzales
- Consider and act upon Budget Amendment #1 of the FY 21-22
- Review and discuss first draft of the proposed FY 22-23 budget
- Appoint Hiring Committee

V. CONSENT AGENDA

- Special Meeting Minutes, Monday, April 25, 2022
- December Events Committee Regular Meeting Minutes, Wednesday, April 20, 2022
- 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. 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, May 13, 2022