

**MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
MONDAY, JUNE 26, 2023 5:00 P.M.**

The Cuero Development Corporation Board of Directors met Monday, June 26, 2023 at The City of Cuero Council Chambers, 214 E. Main Street, Cuero, Texas.

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

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

GUESTS:

Chisholm Trail Heritage Museum Board Members: Kathy Frels, Cindi Griffin, Robert Oliver, Cathy Celauro, Candy Glidden, Gina Holcomb, Polly Laging, Patricia Miller, Jerry Gonzalez, Joe Adams, and Sharon Weber

Cuero Sportsman Club: David Cheek, Mike Hess, and JD Smith

I. CALL TO ORDER

President Tyler McClellan called the meeting to order at 5:00 P.M.

II. CITIZENS INPUT

None.

III. MONTHLY FINANCIALS

Mr. Scott gave the financial report for the period ending May 31, 2023. Mr. Scott stated that the financials were in good standing and he would recommend approval. It was noted that the financials were received while staff was in Allen attending the TEDC Mid-Year Conference. The Board requested that staff email the financials following the meeting.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY BEN ZIMMERMAN, TO ACCEPT THE MAY FINANCIAL REPORT AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

HEAR PRESENTATION FROM ROBERT OLIVER ON BEHALF OF THE CHISHOLM TRAIL HERITAGE MUSEUM

Mr. Oliver thanked the Cuero Development Corporation (CDC) Board for their previous financial support to the Chisholm Trail Heritage Museum's Peebles Park and Steen Roundabout. Mr. Oliver noted that "The Peebles Park" and "Steen Roundabout" projects are complete and have been paid in full due to generous naming rights.

Mr. Oliver mentioned that the Chisholm Trail Heritage Museum (CTHM) Board has been vigorously planning on the upcoming expansion of the Knights of Pythias building. Fisher Heck Architects is working on the architectural design that will be divided into several phases. The Museum is expanding the campus to include two adjacent buildings and are developing the connecting green space.

Mr. Oliver hopes to present an upcoming project to the CDC Board for further consideration.

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR U&I DONUTS, 410 E. BROADWAY

Mrs. Cromeens mentioned that U&I Donuts is seeking assistance for the purchase of a new dough mixer as theirs has gone out and this equipment is pertinent to their business.

MOTION MADE BY LYNN FALCONE, SECONDED BY BEN ZIMMERMAN, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR U&I DONUTS IN THE AMOUNT OF UP TO \$5,744.50 FOR THE PURCHASE OF A MIXER. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR LA PLAZITA CAFÉ, 206 W. MAIN

Mrs. Cromeens stated that La Plazita Café has submitted two applications to the CDC Board. The Business Retention and Expansion Program application included the purchasing of equipment for the business. Items included: a new refrigerator a food processor, a new fryer, a hot food steamtable station, an electric can opener, a new ice maker, and a food cutter.

Mrs. Cromeens noted that La Plazita Café has been a long standing business in Cuero and these kitchen upgrades would improve the quality of service at the restaurant.

MOTION MADE BY DAVID SCOTT, SECONDED BY LYNN FALCONE, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR LA PLAZITA CAFÉ IN THE AMOUNT OF UP TO \$10,000.00 TO BE UTILIZED TOWARDS KITCHEN EQUIPMENT. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR LA PLAZITA CAFÉ, 206 W. MAIN

Mrs. Cromeens stated that the Façade Program Application was submitted for exterior power washing and painting of the restaurant located at 206 W. Main Street.

MOTION MADE BY DAVID SCOTT, SECONDED BY BEN ZIMMERMAN, TO APPROVE THE FAÇADE PROGRAM FOR LA PLAZITA CAFÉ IN THE AMOUNT OF UP TO \$3,925.00 FOR EXTERIOR POWER WASHING AND PAINTING. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR RANDY SAENZ, 2109 N. ESPLANADE

Mrs. Cromeens noted that in an effort to revitalize his building, Mr. Saenz is seeking assistance to paint, landscape, and to replace the exterior light fixtures and windows. Mrs. Cromeens mentioned that the building is currently listed for sale and these improvements will help make the building more attractive and marketable.

Mr. Scott questioned if the CDC has provided funding for a building that was listed for sale. It was noted that the CDC has supported a project that needed improvements and was listed for sale.

Mayor Meyer questioned how much the building was listed for. Mrs. Cromeens noted that per her last discussion with Mr. Saenz, the price was \$48.00 per square foot.

A discussion was held regarding adding a clawback to the Performance Agreement in the event that the building sells within one year. The Board was in agreement of adding this clawback.

MOTION MADE BY LYNN FALCONE, SECONDED BY BEN ZIMMERMAN, TO APPROVE THE FAÇADE PROGRAM FOR RANDY SAENZ IN THE AMOUNT OF UP TO \$10,000.00 FOR THE EXTERIOR IMPROVEMENTS AS DEFINED IN THE APPLICATION. IF THE BUILDING SHALL SELL WITHIN ONE YEAR OF THE PROJECT APPROVAL, THE BOARD SHALL RECEIVE A \$5,000.00 PAYMENT FROM MR. SAENZ. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR C.A.M.A.I. HOUSE, 118 W. MAIN

Mrs. Cromeens explained that CAMAL House Food Pantry is in need of additional storage for their toiletries and cleaning supplies. Purchasing a portable building would enable the organization to properly separate the supplies of the food pantry and would enable additional storage for food products.

President McClellan questioned where the building would be located. Mr. Scott mentioned that the building would be located on the CAMAL House premises.

Mayor Meyer questioned if CAMAL House has received approval from the City of Cuero for the additional storage unit on their property. Mr. Scott noted that he was unsure if the City has been contacted on behalf of CAMAL House and he would ensure that they take the appropriate steps in purchasing the unit.

MOTION MADE BY BEN ZIMMERMAN, SECONDED BY BRIAN GOMEZ, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR CAMAL HOUSE IN THE AMOUNT OF UP TO \$3,699.00 FOR THE PURCHASE OF A STORAGE UNIT, CONTINGENT UPON CITY APPROVAL. AYES: 5 NAYES: 0 DAVID SCOTT ABSTAINED HIMSELF MOTION CARRIED UNANIMOUSLY

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

Mr. Hess thanked the Board for their time and consideration and for their previous support of the Cuero Sportsman Club. Mr. Hess explained that the Cuero Sportsman Club assists with trainings for teachers, law enforcement, and church security teams at no charge. It was noted that the Club's shooting range is the nearest range within a 100 mile radius of Cuero. In order to improve the safety of the trap field and 100 yard rifle range, a fence will be installed along with a culvert on the 100 yard range to extend the berm all the way back to the shooting stand. Mr. Hess also noted that two buildings were donated to the Club for additional storage and these buildings will require equipment to be moved. Labor will be provided by Club members at no cost.

Mrs. Falcone questioned what the cost of a Club membership was. Mr. Hess stated that the membership cost is \$175.00 annually.

Mayor Meyer questioned if any of the activities at the Club require an overnight stay in Cuero. Mr. Hess said yes multiple events require at least a one night's stay.

MOTION MADE BY DAVID SCOTT, SECONDED BY LYNN FALCONE, TO APPROVE THE COMMUNITY SERVICES PROGRAM GRANT FOR THE CUERO SPORTSMAN CLUB IN THE AMOUNT OF UP TO \$10,000.00 FOR THE IMPROVEMENTS AS DEFINED IN THE APPLICATION. AYES: 5 NAYES: 0 BRIAN GOMEZ ABSTAINED HIMSELF MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS START-UP+ PROGRAM FOR WEST END BOUTIQUE, 117 W. MAIN

West End Boutique has applied for the second round of rental assistance for the Business Start-Up + Program. A one year lease was effective on August 1, 2022. Mrs. Cromeens also noted that this expanding business is now offering tuxedo rentals.

MOTION MADE BY LYNN FALCONE, SECONDED BY BRIAN GOMEZ, TO APPROVE THE BUSINESS START-UP + PROGRAM IN THE AMOUNT OF \$225.00 FOR THE NEXT SIX MONTHS, BEGINNING JULY 1, 2023 AND ENDING DECEMBER 1, 2023. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON SIGNERS FOR THE CDC'S TDECU BANK ACCOUNT

MOTION MADE BY DAVID SCOTT, SECONDED BY BRIAN GOMEZ, TO TRANSFER THE AUTHORIZED USERS FROM CHRIS CRAIN, RICHARD WEBER, GREG FREEMAN, AND RANDY JOCHIM TO LYNN FALCONE AND BEN ZIMMERMAN FOR THE TDECU ACCOUNT NUMBERS ENDING IN 4261 AND 4287. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON THE TRANSFERRING OF FUNDS FROM TDECU TO THE CDC'S TEXPOOL ACCOUNT

MOTION MADE BY DAVID SCOTT, SECONDED BY BRIAN GOMEZ, TO TRANSFER THE FUNDS IN THE CDC'S TDECU ACCOUNT NUMBERS ENDING IN 4261 AND 4287 TO THE CDC'S TEXPOOL ACCOUNT ENDING IN #0001. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON RECOMMENDATION FROM THE NOMINATING COMMITTEE

Mrs. Cromeens reported that the three nominations for the CDC Board included: Andrew Abrameit, Constance Donels, and Courtney Moore.

MOTION MADE BY BRIAN GOMEZ, SECONDED BY BEN ZIMMERMAN, TO RECOMMEND CONSTANCE DONELS TO THE CUERO CITY COUNCIL TO SERVE ON THE CDC BOARD OF DIRECTORS FOR A TWO-YEAR TERM. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON THE PROPOSED FY 23-24 BUDGET

Mrs. Cromeens presented the budget worksheet compiled by the Budget Committee at the meeting. Mrs. Cromeens noted that upon completion of the Public Hearing in July, the budget will be submitted to the Cuero City Council for approval by two readings in August and September, 2023.

Mrs. Cromeens mentioned that in working with the City of Cuero's Finance Director, Connie Hawes, she is anticipating that the CDC will have an annual budget of \$878,000.00 basing this off of conservative numbers for the upcoming sales tax rebates. The Finance Committee is confident with their allocated budget of \$800,000.00 that will be presented to the Cuero City Council.

It was noted that the line item 02-5-04950 that reflects the December Events Committee's annual budget being \$75,000.00 should actually be notated under the account line item 02-5-04951. This adjustment will be made by the Fiscal Department.

Mr. McClellan questioned if the Budget Committee changed the interest in the upcoming fiscal year to \$20,000.00. Mrs. Cromeens and Mr. Scott stated that it was mentioned, but the Committee left the annual interest at \$1,000.00. Mr. McClellan requested that the interest be increased to \$20,000.00.

Mayor Meyer questioned the status of the December Events Committee's music project. Mrs. Cromeens noted that a sample Request for Proposal (RFP) has been submitted by James Teleco, but the CDC is awaiting direction by City Staff to move forward. \$35,000.00 has been allocated by the CDC Board, but has not yet been expensed. It was requested that these funds be included in the FY 23-24 budget.

MOTION MADE BY DAVID SCOTT, SECONDED BY LYNN FALCONE, TO RECOMMEND THE PROPOSED FY 2023-2024 BUDGET AS PRESENTED TO THE CUERO CITY COUNCIL FOR APPROVAL WITH THE ADJUSTMENTS AS DISCUSSED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Tuesday, May 16, 2023, Special Meeting Minutes, Wednesday, May 31, 2023, and the December Events Committee May Financial Report.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY BEN ZIMMERMAN, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 6 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 19.16% for the calendar year and has increased by 16.61% for the fiscal year.
- 2) Community Leaders' Meeting – Mrs. Cromeens noted that the Community Leaders' Meeting is on hold until further notice.

- 3) Discuss upcoming conferences/meetings – Mrs. Cromeens reported that she attended her first F.L.I.G.H.T class while attending the TEDC Mid-Year Conference in Allen, TX from June 21st – 23rd. CDC staff will attend Retail Live! in Austin, TX on August 31st and the TEDC Annual Conference in Houston, TX from October 11th – 13th.
- 4) December Events Committee – Mrs. Cromeens reported that the December Events Committee will meet on Wednesday, July 5, 2023 at the City of Cuero Council Chambers.
- 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 551.072. Deliberation Regarding Real Property

- Deliberate the sale, exchange, lease, or value of real property (V.C.T.A., Government Code, Section 551.072)

This item was not discussed at the meeting and will take place at a later date.

VIII. RECONVENE TO OPEN MEETING

No action was taken as this item was not discussed.

IX. ADJOURN

PRESIDENT TYLER MCCLELLAN ADJOURNED THE MEETING AT 6:38 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER