

MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
Monday, October 15, 2018 5:30 P.M.

The Cuero Development Corporation Board of Directors met Monday, October 15, 2018, at 212 E. Main Street, Cuero, Texas.

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

ABSENT: David Scott

GUESTS: Suzy Adams & Sara Gossett – A Special Stitch, Linda Anzaldua – Pet Adoptions of Cuero, Inc., Dr. Micah Dyer, Superintendent – Cuero ISD, Donald Jirkovsky – University of Houston-Victoria Small Business Development Center, and Kristi Stevenson, President/CEO – Mid Coast Construction Academy

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 SEPTEMBER FINANCIAL REPORT

Mr. Kennedy gave the financial report for the period ending September 30, 2018. Mr. Kennedy stated that because the 2017-2018 Fiscal Year has just ended, the financials are preliminary only. A final financial report will be presented at the November meeting. Per the request of the CDC Board, the interest postings for the Certificate of Deposit accounts were listed on page one of the financial statement. The two line items that have been in question on the December Events Committee donations will be resolved. The revisions will be included in Budget Amendment #1 of the FY 2018-2019.

MOTION MADE BY DENNIS JEMELKA, SECONDED BY RICHARD WEBER, TO ACCEPT THE PRELIMINARY SEPTEMBER FINANCIAL REPORTS AS PRESENTED. AYES: 6 NAYES: 0
MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR CUERO ISD

Mr. Kennedy stated that this second application from the Cuero ISD has been a springboard of the positive response from the CNA program.

Dr. Dyer stated that a teacher had shown interest in an Auto Tech course being available to the students this past summer and the district supported his idea. The program partnered with Weber Motor Company and Partners Chevrolet for some of the supplies, but the district is lacking a shop. Dr. Dyer stated that a few students have started the Auto Mechanics Basics class and will continue to further their education by joining the Auto Mechanics 1 class in January. The goal of the district is to have the students participate in this program during their freshman year so that they may be ready for employment by their junior year in high school.

Mr. Weber stated that he can acknowledge the shortage of local certified techs as most of the hiring done at Weber Motor Company is from outside markets. Mr. Weber also mentioned that this program would be a huge asset to Cuero.

Mr. Jemelka questioned how many students are currently enrolled in the program and how many hours the program consists of. Dr. Dyer stated that there are twenty-two (22) students enrolled and they attend 1 hour tech classes and the hands on training will be 2 hour block classes.

Mayor Meyer questioned the grade classifications that could participate in the program. Dr. Dyer replied that the program is available from grades 9th – 12th.

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR CUERO ISD IN THE AMOUNT OF \$10,000.00 TO BE UTILIZED TOWARDS THE RENOVATIONS OF THE VACATED CUERO ISD BUILDING (OLD WEIGHT ROOM) TO AN AUTOMOTIVE TECHNICIAN SHOP. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR PET ADOPTIONS OF CUERO, INC.

Mr. Kennedy stated that Pet Adoptions of Cuero Inc., is seeking assistance for weatherization of the barn that will be utilized for animals and storing supplies.

Mrs. Anzaldua explained that a month ago Pet Adoptions of Cuero received a \$10,000 donation from an admiring citizen that has been keeping up with Pet Adoptions of Cuero's activity at the shelter. In speaking with the gentlemen's contact, he mentioned that he could insulate the barn by six inches causing the temperature to be 15 degrees cooler in the summer and 15 degrees hotter in the winter. The weatherization will allow Pet Adoptions to use this new area for the quarantined animals that cannot be in the adoptable population.

Mayor Meyer reiterated the outstanding job that Pet Adoptions of Cuero, Inc., has done for the population of animals that have filtered through the community.

MOTION MADE BY RANDY JOCHIM, SECONDED BY DENNIS JEMELKA, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR PET ADOPTIONS OF CUERO IN THE AMOUNT OF \$10,000.00 TO BE UTILIZED TOWARDS THE BARN IMPROVEMENTS AS PRESENTED. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR MID COAST CONSTRUCTION ACADEMY

Mr. Kennedy mentioned that in the initial stages of communicating with Kristi Stevenson of the Mid Coast Academy, the CDC was interested in helping with the tuition of the Cuero ISD students that participated. The Cuero ISD Education Foundation then funded a grant to pay for that balance. In meeting with Mrs. Stevenson, she noted the need of having support in a marketing campaign for the academy.

Mrs. Stevenson expressed her excitement of working with the Cuero Development Corporation. She stated that the academy has thirty-three students in the program that launched on the August 23rd. The Academy is compiled of 21 students from area high schools including: Calhoun, Cuero, Ganado, and Victoria. The marketing campaign will be comprised of a video, brochures about the program, table covers, and other items to help the program increase enrollment.

Mr. Papacek questioned if the banners would be hung in the building. Mrs. Stevenson stated the banners would be hung in their Victoria building.

Mr. Crain questioned what the interplay was between the Academy and the Cuero High School Students. Mrs. Stevenson mentioned that the Cuero High School students are bused to the Academy and visit from 8 am – 10 am for five days a week.

Dr. Dyer reiterated the importance of having this program active in the school. He mentioned that 10 of the 21 students are from Cuero. Dr. Dyer stated that the Cuero ISD was interested in this program, but did not have the financial means to self-sustain it. Dr. Dyer anticipates that the numbers will double in participation by next year, as the Cuero ISD has had to turn students down. The program is for two years and is designed for students in their junior and senior years of high school, the goal is to have students trained and ready for apprentice job opportunities by the end of their senior year.

Mr. Crain questioned what the intention was for the banners and what do they indicate. Kristi Stevenson stated that the banners indicate that the businesses donated to the academy and that partial funding was also provided by the Cuero Development Corporation. Mr. Crain suggested that the CDC's name be removed from the banners.

The Board unanimously voted to have the 30" X 48" banners in the amount of \$125 and the 48" X 72" banner in the amount of \$55 removed from the funding because these did not relate to the CDC.

Mr. Kennedy mentioned that in previous discussions with Mr. David Scott, he was questioned as to why the Academy did not use local entities for the bids. It was brought to Mr. Kennedy's attention that the Academy chose Compadres Design Inc. because they are a member of ABC and hold the artwork for the Academy. Mrs. Stevenson mentioned that the Academy would seek local bids in the future, if needed.

Mayor Meyer stated that she would like to have bids from local vendors in the future if the Academy were to come back for future funding.

MOTION MADE BY RICHARD WEBER, SECONDED BY CHRIS CRAIN, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR MID COAST ACADEMY IN THE AMOUNT OF \$6,281.50 FOR THE PURCHASING OF MARKETING MATERIALS TO BE UTILIZED BY THE ACADEMY. AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR A SPECIAL STITCH

Mr. Kennedy stated that A Special Stitch was seeking assistance for an advanced laser engraver and vinyl cutter system and computer for their business.

Mrs. Suzy Adams, owner, mentioned that in visiting a tradeshow, she and Mrs. Sara Gossett, owner, came across an advanced printing system that would increase their work volume and decrease their work time. Mrs. Adams and Mrs. Gossett believe it would be a wonderful asset to have this machine at their local specialty shop.

MOTION MADE BY RICHARD WEBER, SECONDED BY RANDY JOCHIM, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR A SPECIAL STITCH IN THE AMOUNT OF \$8,854.76 FOR THE PURCHASING OF A UNIVERSAL LASER SYSTEMS VLS3.50 LASER AND A DELL OPTIPLEX 3060 COMPUTER. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY DENNIS JEMELKA RECUSED HIMSELF

DISCUSSION ABOUT FURTHER DEVELOPMENT OF STRATEGIC PLAN

Mr. Kennedy stated that the CDC Board has discussed the development of a CDC strategic plan for a few months now. As LCRA no longer offers these services, the CDC will have to seek outside bids for the development of a new plan. Mr. Kennedy will be attending the TEDC Annual Conference next week and has made plans to meet with three of the prospects. The CDC will work diligently to keep the Board informed of the proposals and making sure that the Board's wishes of having the community involved will be part of the process. Mr. Kennedy mentioned that the newly approved FY 2018-2019 budget does not include the funds for a new strategic plan, but once Budget Amendment #1 is submitted it will include funds for a new plan. Mr. Kennedy stated that the prospects would be able to suggest the term of the plan in the proposals.

Chairman Papacek suggested putting a time frame on receiving proposals. Mr. Kennedy stated that the CDC should not rush through finding a vendor for the plan due to the amount of time and money that will be expended. Mr. Kennedy will have ideas dependent upon his meetings with vendor reps while attending TEDC. Rough drafts of options will be available by mid-November or early December.

CONSIDER AND ACT UPON PARTICIPATION FOR SCREENING OF THE MOVIE *BAGATELLE*

Mr. Kennedy stated that Saturday, October 20, 2018, will be the screening of *Bagatelle* at the City of Cuero Council Chambers. This event is predominately for the actors and those who were involved in helping with the production. As the City of Cuero is a Film Friendly Community, it is the desire of the CDC to participate by allocating funds towards food and drinks for the screening. Mr. Kennedy also noted that the Cuero Development Corporation's logo is shown in the movie credits.

MOTION MADE BY DENNIS JEMELKA, SECONDED BY RANDY JOCHIM, TO APPROVE THE PARTICIPATION IN SUPPORTING THE *BAGATELLE* SCREENING, NOT TO EXCEED \$400.00 AYES: 6 NAYES: 0 MOTION CARRIED UNANIMOUSLY

SET NOVEMBER MEETING DATE

Mr. Kennedy noted that the November meeting date falls during a time when he will not be present. After discussion, it was recommended that the meeting be moved to November 9, 2018 at 12:00 p.m. (noon) at the City of Cuero Council Chambers.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, September 17, 2018, December Events Committee Regular Meeting Minutes, Wednesday, September 19, 2018, and December Events Committee September Financial Report.

Mayor Meyer noted that the Executive Session's code was incorrect. Mr. Kennedy mentioned that the CDC has already corrected the error, but the revised page was not included in the agenda packet. A revised page three of the minutes was presented, prior to the meeting being adjourned.

Mr. Crain added that he should be marked present on page one of the minutes.

MOTION MADE BY RICHARD WEBER, SECONDED BY DENNIS JEMELKA, TO ACCEPT THE CONSENT AGENDA WITH THE NOTED CHANGE OF THE EXECUTIVE SESSION CODE. 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 is at the anticipated level for the Fiscal Year and for the Calendar Year.
- 2) Status of the real estate section on the CDC website – Mr. Kennedy reported that the real estate section has been added to the website. The listings are only commercial properties that are listed for sale which include The House and the Apache Title Company. There is a disclaimer at the top of the site that indicates that the CDC is not involved in the sale of each property.
- 3) Hear report on the status of the CDC Certificate of Deposit Accounts – Mr. Kennedy noted that there was a large difference in the rates that were given by each of the four entities for the first round of the Certificate of Deposit (CD) accounts. A matrix was included in the agenda packet that has the current CD rates from Cuero National Bank, Prosperity Bank, TDECU, and Wells Fargo. Cuero National Bank's CD matured on October 13th and they are offering a special rate of 2.25% at eleven (11) months. Prosperity Bank's rate is 1.9% at twelve (12) months, TDECU's rate is 2.25% at twelve (12) months, and Wells Fargo's rate is 2.55% at twelve (12) months.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY CHRIS CRAIN, THAT THE CUERO DEVELOPMENT CORPORATION BOARD INSTRUCT THE EXECUTIVE DIRECTOR TO INVEST THE

NECESSARY FUNDS AT CUERO NATIONAL BANK FOR ELEVEN (11) MONTHS AT 2.25%, PROSPERITY BANK FOR TWELVE (12) MONTHS AT 1.90%, TDECU FOR TWELVE (12) MONTHS AT 2.25%, AND AT WELLS FARGO FOR TWELVE (12) MONTHS AT 2.55%. AYES: 6 NAYES:0 MOTION CARRIED UNANIMOUSLY

- 4) Discuss upcoming conferences/meetings – Mr. Patrick J. Kennedy will be attending the TEDC Annual Conference from October 17th – 19th in Fort Worth.

The November 2nd Community Leaders' Meeting will include State Representative Geanie Morrison and the CDC has tentatively scheduled Senator Lois Kolkhorst for the December 7th meeting both to be held at the City of Cuero Council Chambers.

- 5) December Events Committee – It was reported that the DEC will hold their preview party on November 18th at the City of Cuero Municipal Park Clubhouse. An invitation has been sent to LCRA for the party as a thank you for the past two years of volunteerism. The setting up of Cuero's Christmas in the Park by the City of Cuero crew and the TDCJ-Stevenson Unit trustees will begin within the next few weeks.
- 6) Current Projects – A copy of the current projects was included in the Board package. Mr. Kennedy mentioned that this was the final report for the FY 17-18.

Mr. Jemelka questioned how the CDC stands in conjunction with Mr. Pelletier of the TexInn. Mr. Kennedy stated that Mr. Pelletier will return to the CDC Board in early 2019 to continue the grant process. Mr. Kennedy reiterated that a Public Hearing will not be scheduled until Mr. Pelletier is ready to hire staff for the TexInn.

Mr. Kennedy noted that he has not heard back from Bishop Properties since his last email of the CDC property being listed for sale. Site Location Partnership (SLP) is not able to solicit the "Old HEB Property" as it does not fall within their standards of listings. GVEC has contacted the CDC about the possibility of listing their property that is located in the Industrial Park with SLP. A phone conference will take place within the next week to discuss the options of marketing the GVEC property.

VII. EXECUTIVE SESSION

Pursuant to Title 5 of the Texas Government Code, Chapter 551.072, Deliberation Regarding Real Property Deliberate the sale, exchange, lease, or value of real property (V.C.T.A., Government Code, Section 551.071)

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 October 15, 2018 at 7:16 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 October 15, 2018 at 7:51 P.M.

VIII. RECONVENE TO OPEN MEETING

1. Actions resulting from Executive Session

MOTION MADE BY CHRIS CRAIN, SECONDED BY RICHARD WEBER, FOR THE BOARD TO AUTHORIZE THE EXECUTIVE DIRECTOR TO GATHER A MINIMUM OF THREE BIDS FROM APPRAISERS ON THE COST OF DOING AN APPRAISAL ON THE PROPERTY OWNED BY THE CUERO DEVELOPMENT CORPORATION BETWEEN PEBBLE RIDGE ESTATES SECTION 1 AND THE GEORGE BISHOP PROPERTY CONSISTING OF 7.588 ACRES OWNED BY THE CUERO DEVELOPMENT CORPORATION. AYES: 6 NAYES:0 MOTION CARRIED UNANIMOUSLY

Based upon the City of Cuero's cost of living salary increase of 3.5 % as of October 1, 2018, the Board of Directors authorized a 0.5% salary increase for Patrick J. Kennedy, Executive Director of the Cuero Development Corporation. This 0.5% increase brings Mr. Kennedy to the same level as the City of Cuero.

MOTION MADE MAYOR SARA POST MEYER, SECONDED BY RANDY JOCHIM, TO AUTHORIZE A 0.5% COST OF LIVING SALARY INCREASE TO BE RETROACTIVE FOR OCTOBER 1, 2018 FOR PATRICK J. KENNEDY, EXECUTIVE DIRECTOR OF THE CUERO DEVELOPMENT CORPORATION. AYES: 6 NAYES:0 MOTION CARRIED UNANIMOUSLY

IX. ADJOURN

MOTION MADE BY RICHARD WEBER, SECONDED BY DENNIS JEMELKA, TO ADJOURN THE MEETING AT 7:55 P.M. AYES: 6 NAYES: 0 MOTION CARRIED


CHARLES PAPACEK
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER