

**MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
THURSDAY, OCTOBER 27, 2022, 5:00 P.M.**

The Cuero Development Corporation Board of Directors met Thursday, October 27, 2022, at 212 E. Main Street, Cuero, Texas.

PRESENT: Board Members: Tyler McClellan, Greg Freeman, Mayor Sara Post Meyer, David Scott, and Ben Zimmerman

ABSENT: Brian Gomez and Lynn Falcone

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

GUESTS: Wayne Berger, City of Cuero; Doug Ritter, Green Gobbler Bar & Grill; and Jennifer Papacek-Klimowicz

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 September 30, 2022. Mr. Scott stated that the financials were preliminary, pending approval by the auditors. The financials were in good standing and he would recommend approval.

MOTION MADE BY GREG FREEMAN, SECONDED BY MAYOR SARA POST MEYER, TO ACCEPT THE SEPTEMBER PRELIMINARY FINANCIAL REPORTS AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS START-UP PROGRAM FOR DAVID GUAJARDO (ALPHALYFE NUTRITION), 115 N. ESPLANADE STREET

Mrs. Cromeens explained that AlphaLyfe Nutrition has applied for the Business Start-Up Program. The lease in the amount of \$900.00 was effective on September 1, 2022 and the nutrition store opened on September 27, 2022.

MOTION MADE BY DAVID SCOTT, SECONDED BY MAYOR SARA POST MEYER, TO APPROVE THE BUSINESS START-UP PROGRAM FOR ALPHALYFE NUTRITION IN THE AMOUNT OF \$450.00 PER MONTH FOR THE NEXT SIX MONTHS, BEGINNING NOVEMBER 1, 2022 AND ENDING APRIL 1, 2023. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS START-UP PROGRAM FOR CHERYL WALYUCHOW (THE GRAY BARN MERCANTILE), 120 E. MAIN STREET

Mrs. Cromeens explained that The Gray Barn Mercantile has applied for the Business Start-Up Program. The lease in the amount of \$2,300.00 was effective on September 1, 2022 and the store opened on September 21, 2022.

MOTION MADE BY GREG FREEMAN, SECONDED BY MAYOR SARA POST MEYER, TO APPROVE THE BUSINESS START-UP PROGRAM FOR THE GRAY BARN MERCANTILE IN THE AMOUNT OF \$500.00 PER MONTH FOR THE NEXT SIX MONTHS, BEGINNING NOVEMBER 1, 2022 AND ENDING APRIL 1, 2023. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR THE CITY OF CUERO, 212 E. MAIN STREET

Mrs. Cromeens stated that pursuant to the September Board Meeting, she invited Mr. Doug Ritter, Manager, to join the meeting on behalf of The Green Gobbler Bar & Grill to further explain the proposed water and wastewater line project at the restaurant.

Mr. Ritter noted that Kip Miller, owner of The Green Gobbler Bar & Grill sought assistance from the City of Cuero upon analyzing the expenses that he would incur with the construction of his new business. City Manager, Raymie Zella met with Mr. Miller and offered to provide "in-kind" services for the installation of the water and wastewater lines at the restaurant located on N. Terrell Street.

Mr. Berger reiterated that the City of Cuero is providing in-kind services for the labor in addition to \$26,000.00 worth of materials to complete the work on the extension of the lines and he asked for the CDC Board's assistance in covering half the cost of materials.

Mr. Scott explained his concerns of this project being a Community Services Program grant because of the scope of work being done. Mr. Scott thought that a Business Retention and Expansion Program was a better fit. It was explained that because the City of Cuero provided the application on behalf of The Green Gobbler Bar & Grill, it was mandatory that a Community Services Program application was submitted because the City of Cuero is not a sales tax collecting entity.

Mr. Berger reiterated that the City of Cuero would not provide any services or materials until a master plan was submitted and approved by the Building Department. Master plans will also include a sidewalk and new fencing around the playground.

Mr. Freeman questioned how residents would access the playground. Mr. Ritter noted that additional plans include an outdoor pavilion with picnic tables. Residents will be able to access this area daily, but they are awaiting plans by the designer due to the drainage plans.

Mayor Meyer questioned if these amenities would be accessible by the restaurant guests only. Mr. Ritter explained that residents will be able to access the pavilion and playground.

MOTION MADE BY GREG FREEMAN, SECONDED BY DAVID SCOTT, TO APPROVE THE COMMUNITY SERVICES PROGRAM FOR THE CITY OF CUERO IN THE AMOUNT OF UP TO \$10,000.00 TO ASSIST IN THE INSTALLATION OF WATER AND WASTEWATER LINES AT THE GREEN GOBBLER BAR & GRILL. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR SELENA A. CONDIE, 111 E. MAIN STREET

Mrs. Cromeens mentioned that Mrs. Condie was unable to attend the meeting on behalf of her husband. Mrs. Cromeens explained that Mr. Andrew J. Condie, owner of 111 E. Main Street plans to soft wash the façade of the building and will repaint it with two to three colors. Mrs. Cromeens reported that Mrs. Condie would like to have the work complete for Christmas in Downtown.

Mr. Freeman questioned if there was anything inside of the building. Mrs. Cromeens mentioned that Mr. Condie previously lived inside the building, but there aren't any requirements on the application stating he is ineligible.

Mayor Meyer questioned if they planned to redo the back façade of the building. Mrs. Cromeens stated that she would ask, as the applicant didn't specify.

Mr. Freeman questioned if the building owner had plans to sell the building. Mrs. Cromeens stated that she would meet with the applicant for further information.

MOTION MADE BY DAVID SCOTT, SECONDED BY GREG FREEMAN, TO APPROVE THE FAÇADE PROGRAM FOR SELENA A. CONDIE IN THE AMOUNT OF UP TO \$1,582.87 TO ASSIST IN THE FAÇADE IMPROVEMENTS TO HER BUILDING LOCATED AT 111 E. MAIN STREET. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

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

Mrs. Cromeens presented this item to the Board. Inspire Boutique is seeking assistance for the purchase of an automated spray tan unit and a red light therapy bed and compression recovery unit. Mrs. Cromeens noted that these services will not generate sales tax, however the boutique does bring customers into the building, therefore generating sales tax. It was mentioned that since the renovation and expansion of the business, Inspire Boutique has seen a monthly increase in sales.

Mr. Scott expressed his concerns over the CDC Board assisting with most of the capital expenses for most of the City's businesses. He questioned if there was any way to limit the amount of money each business shall receive. Mrs. Cromeens mentioned that the Board could potentially put limitations on the amount of each grant funded per business. Mayor Meyer stated that the CDC Board has added enough verbiage and stipulations to their grant applications to cover their basis.

MOTION MADE BY DAVID SCOTT, SECONDED BY GREG FREEMAN, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR INSPIRE BOUTIQUE IN THE AMOUNT OF UP TO \$10,000.00 FOR THE PURCHASE OF AN AUTOMATED SPRAY TAN UNIT AND A RED LIGHT THERAPY BED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON THE CDC ECONOMIC DEVELOPMENT COORDINATOR'S EXEMPT STATUS

Mrs. Cromeens reported that in speaking with the City of Cuero Human Resources Director, Lorie Lucas, it was recommended that Samantha Bayfus, Coordinator, be moved back to a non-exempt employee. Ms. Lucas explained that Mrs. Bayfus does not have supervisor duties as the remainder of the Department Heads that work for the City of Cuero.

MOTION MADE BY DAVID SCOTT, SECONDED BY GREG FREEMAN, TO MAKE SAMANTHA BAYFUS, COORDINATOR OF THE CUERO DEVELOPMENT CORPORATION A NON-EXEMPT EMPLOYEE. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON PROJECT EXTENSIONS FOR THE CDC'S FY 21-22 PROJECTS

Mrs. Cromeens reported that all projects have been complete for the year, besides Façade and Business Retention and Expansion projects for Ann Parks Hedrick, a Community Services Project for American Legion Dinter Post 3, and a Community Services Project for the Cuero Chamber of Commerce.

Mayor Meyer suggested that the Board consider giving these projects the full fiscal year to complete their work.

MOTION MADE BY DAVID SCOTT, SECONDED BY MAYOR SARA POST MEYER, TO APPROVE A PROJECT EXTENSION UNTIL SEPTEMBER 30, 2023, FOR ANN PARKS HEDRICK, AMERICAN LEGION DINTER POST 3, AND THE CUERO CHAMBER OF COMMERCE. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON BUDGET AMENDMENT #1 OF THE FY 22-23

Mrs. Cromeens presented the CDC's Budget Amendment to the Board.

Included in the amendment was a transfer in the amount of \$35,000.00 from reserves to be utilized towards the December Events Committee's music project, \$150,000.00 to be designated towards the Chisholm Trail Heritage Museum's project, and \$5,000.00 for the overtime line item.

MOTION MADE BY GREG FREEMAN, SECONDED BY DAVID SCOTT, TO APPROVE BUDGET AMENDMENT #1 OF THE FY 22-23 AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON THE CDC'S BUSINESS START-UP+ PROGRAM

Mrs. Cromeens presented this item to the Board, pursuant to the September Board Meeting suggestions. Multiple businesses have inquired about the possibility of a second round of rental assistance. The proposed application states that the applicant can apply for up to 50% of the lease amount up to \$500 per month for a maximum of six months on a 12

month lease agreement. The second grant is available for up to 25% of the monthly rent for a maximum amount of \$250.00 a month for six months.

The Board was in agreement that this would be a great addition to the application.

MOTION MADE BY GREG FREEMAN, SECONDED BY MAYOR SARA POST MEYER, TO APPROVE THE BUSINESS START-UP + PROGRAM AS PRESENTED. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND TAKE POSSIBLE ACTION ON THE BUILDING ACCESSIBILITY GRANT

Mrs. Cromeens stated that she has considered presenting a Building Accessibility Grant Program to the Board. Mrs. Cromeens is in the early planning stages of the application, but wanted the Board concerns and approval to potentially move forward. Mrs. Cromeens noted that multiple buildings located in the Main Street District are lacking ADA compliance entries, sidewalks, and possibly interior requirements. She stated that she was unsure of how the funding would look like for the program and she would present this item at a later date.

Mayor Meyer questioned if someone would be in charge of the ADA inspections. Mrs. Cromeens stated that she would work out the logistics to present to the Board.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Monday, September 26, 2022, Special Meeting Minutes, Friday, September 30, 2022, December Events Committee Special Meeting Minutes, Friday, September 30, 2022, December Events Committee Regular Meeting Minutes, Wednesday, October 5, 2022, and the December Events September Financial Report.

MOTION MADE BY MAYOR SARA POST MEYER, SECONDED BY GREG FREEMAN, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 5 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 19.63% for the calendar year and has increased by 32.14% for the fiscal year.
- 2) Community Leaders' Meeting – Mrs. Cromeens reported that there will not be a November Community Leaders' Meeting, as City offices will be closed in observance of Veteran's Day. Ms. Sandra Osman, Cuero Main Street Manager, will be the guest speaker for the December 9th Community Leaders Meeting to be held at the City of Cuero Council Chambers.
- 3) Discuss upcoming conferences/meetings – Mr. Scott and Mrs. Cromeens will be in attendance of the first annual Texas Municipal League Economic Development Conference which will be held in Bastrop on November 17th.
- 4) December Events Committee – Mrs. Cromeens reported that staff is assisting in day-to-day activities in anticipation of Cuero's Christmas in the Park opening night, November 21, 2022.
- 5) Current Projects – A copy of the final FY 2021-2022 projects was included in the agenda packet. A separate attachment included the Business Start-Up Program.

VII. ADJOURN

PRESIDENT TYLER MCCLELLAN ADJOURNED THE MEETING AT 6:21 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



DAVID SCOTT
SECRETARY/TREASURER