

**MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
MONDAY, DECEMBER 2, 2024 5:00 P.M.**

The Cuero Development Corporation Board of Directors met Monday, December 2, 2024 at The City of Cuero Council Chambers, 212 E. Main Street, Cuero, Texas.

PRESENT: Board Members: Tyler McClellan, Lynn Falcone, Mayor Emil Garza, Brad Kocurek, and Ben Zimmerman

ABSENT: Constance Donels

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

GUESTS: Cuero Chamber of Commerce Executive Director Angie Cuellar and Cuero Chamber of Commerce Administrative Assistant Sara Blain

I. CALL TO ORDER

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

II. CITIZENS INPUT

None.

III. MONTHLY FINANCIALS

Mrs. Cromeens reported that upon review of the financial statements with the City of Cuero Finance Director, it appeared that they were in order. The August Financial Statements were included in the packet, but August was not listed on the agenda.

MOTION MADE BY LYNN FALCONE, SECONDED BY BRAD KOCUREK, TO APPROVE THE SEPTEMBER FINANCIAL REPORTS AS PRESENTED AND TO DEFER THE AUGUST, OCTOBER, AND NOVEMBER FINANCIAL REPORTS. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR COMMUNITY SERVICES PROGRAM FOR VFW #3972

Mrs. Cromeens mentioned that the Cuero VFW #3972 has requested funding to assist in the replacement of the roof. The VFW is currently doing a fundraising campaign to assist in the cost of the roof. Post Commander, Jeff Zengerle, has requested two bids, one being a local vendor. The collaterals were all in order and Mrs. Cromeens recommended approval.

MOTION MADE BY LYNN FALCONE, SECONDED BY BEN ZIMMERMAN, TO APPROVE THE COMMUNITY SERVICES PROGRAM APPLICATION IN THE AMOUNT OF UP TO \$10,000.00 FOR THE PURCHASE OF A ROOF REPLACEMENT. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS START-UP PROGRAM + FOR A SPECIAL STITCH

Mrs. Cromeens mentioned that A Special Stitch has recently undergone new ownership. According to the Business Start-Up Program +, this would allow the new owners to become eligible for rental assistance. A copy of the signed lease agreement was included in the packet.

MOTION MADE BY BRAD KOCUREK, SECONDED BY MAYOR EMIL GARZA, TO APPROVE THE BUSINESS START-UP + PROGRAM FOR A SPECIAL STITCH UNDER NEW OWNERSHIP IN THE AMOUNT OF \$500.00

FOR THE NEXT SIX MONTHS BEGINNING JANUARY 1, 2025 AND ENDING JUNE 1, 2025. AYES: 5 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON CONTRACTING WITH AN ECONOMIC DEVELOPMENT LAWYER

Mrs. Cromeens stated that in the last few months, she has been researching and reaching out to economic development professionals regarding an economic development corporation attorney. The Cuero Development Corporation (CDC) does not have an attorney to themselves. Mr. James Crain currently serves as the City of Cuero's attorney, but he is not economic development specific. The attorney would assist in writing up Performance Agreements, representing the CDC in recovering funds, and other EDC matters.

The CDC ByLaws state that the EDC cannot go into contract with anyone without City Council approval.

Mr. McClellan questioned what the cost would be for contracting with the attorney. Mrs. Cromeens noted that she has not discussed payment with the attorney, but she will upon approval of the contract.

MOTION MADE BY LYNN FALCONE, SECONDED BY BEN ZIMMERMAN, TO APPROVE THE REQUEST TO ALLOW THE CDC EXECUTIVE DIRECTOR TO ENTER A DISCUSSION WITH AN ECONOMIC DEVELOPMENT ATTORNEY TO ASSIST THE CUERO DEVELOPMENT CORPORATION, WITH A RETAINER FEE NOT TO EXCEED \$7,500.00. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON CONTRACTING WITH ALYSIA COOK DBA OPPORTUNITY STRATEGIES

Mrs. Cromeens mentioned that Alysia Cook, owner of Opportunity Strategies, did a Strategic Plan for the Cuero Development Corporation in the past. Mrs. Cromeens has reached out to Ms. Cook to develop a one-day training for both the City of Cuero City Council and staff and the Cuero Development Corporation Board & staff.

The Cuero Development Corporation will host a workshop called "Understanding the Economic Development Process". Participants are expected to include members of the board of directors and staff of the CDC. They are encouraged to invite the City Manager, Mayor, City Councilmembers, and any special guests within City departments. Topics will include board vs. staff roles and responsibilities, best practices from other EDC organizations, allowable/prohibited Type B projects, board governance, business attraction, and other relatable topics for both the CDC and the City.

The purpose is to give the CDC board and other Cuero leaders the tools they need to make effective and efficient decisions in the realm of economic development and be able to ask questions about economic development and what it means for their community.

MOTION MADE BY BEN ZIMMERMAN, SECONDED BY BRAD KOCUREK, TO APPROVE THE CDC EXECUTIVE DIRECTOR TO ENTER INTO FURTHER DISCUSSION WITH ALYSIA COOK OWNER OF OPPORTUNITY STRATEGIES, PENDING CITY COUNCIL APPROVAL FOR A ONE-DAY TRAINING WITH THE CDC BOARD AND STAFF AND CUERO CITY COUNCIL AND STAFF. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON ACTION AGAINST A LOCAL BUSINESS

Mrs. Cromeens stated that she has made multiple attempts to contact Marci Overstreet, owner of Overstreet Restaurant regarding the past due balance of their grant application repayment with no success. In previous emails, Mrs. Overstreet stated that she would sign the agreement and begin repayment of the grant in October, 2024. Mrs. Cromeens was seeking advice from the CDC Board, as she would like to see a recovery of funds for the closed restaurant.

The Board was in agreement with the recovery of funds, but suggested that Mrs. Cromeens reach out with one more good faith effort under the direction of Ben Zimmerman.

MOTION MADE BY LYNN FALCONE, SECONDED BY MAYOR EMIL GARZA, TO MOVE FORWARD WITH ONE MORE GOOD FAITH EFFORT IN CONTACTING MRS. OVERSTREET REGARDING THE SIGNING OF THE PERFORMANCE AGREEMENT AND REPAYMENT OF FUNDS. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

DISCUSS AND TAKE POSSIBLE ACTION ON THE CDC'S VACANT BOARD POSITION

Mrs. Cromeens mentioned that when Mr. David Scott resigned from the CDC Board, the information on the Secretary/Treasurer responsibilities was advertised and an application was received from one individual, Wade Stafford. The CDC Board approved Mr. Stafford to present to City Council for approval and this item was not included in the City Council's agenda.

City Council would like to see about the possibility of the City of Cuero Finance Director, Connie Hawes serving as the CDC Treasurer. Upon further discussion, it was determined that allowing Mrs. Hawes to serve on the Board may be a conflict of interest while being paid for a volunteer position.

A discussion was held and the CDC Board agreed to proceed with presenting their nomination to the Cuero City Council for approval.

MOTION MADE BY BEN ZIMMERMAN, SECONDED BY LYNN FALCONE, TO RESUBMIT WADE STAFFORD TO THE CUERO CITY COUNCIL TO SERVE ON THE CUERO DEVELOPMENT CORPORATION BOARD OF DIRECTORS TO FILL THE VACANCY OF DAVID SCOTT. AYES: 5 NAYES: 0 MOTION CARRIED UNANIMOUSLY

HEAR AN UPDATE ON THE EDA GRANT AWARDED TO THE CUERO CHAMBER OF COMMERCE

Mrs. Cromeens reported that the Cuero Chamber of Commerce was awarded a grant from the U.S. Economic Development Administration (EDA) in the amount of \$1.2 million. The CDC Board approved a line of credit for the Cuero Chamber of Commerce to borrow from to be utilized towards improvements, upon approval of their grant.

Mrs. Cuellar reported that the Cuero Chamber of Commerce received approval of their grant in September, 2024. The Chamber will use The Fair Building as 20% of the grant funding. Monies received from the CDC will be utilized as "seed money" to begin the first step, which includes seeking a Request for Proposal for an engineer and architect for the project. Upgrades to the facility will include meeting rooms, conference spaces, and networking areas, creating a dynamic environment that encourages collaboration and sparks innovation. The space will feature modern amenities, cutting-edge technology, and flexible layouts, making the Chamber of Commerce the go-to destination for events, workshops, and business gatherings. It will also house a venue for networking events and conferences that can be rented for small gatherings. The Chamber of Commerce is continuously working alongside the Texas Historical Commission to potentially qualify for additional tax credits.

Mrs. Cromeens noted that the CDC has already connected an additional bank account and the funds can be easily transferred to process a check. It was mentioned that the Board has already approved the line of credit for the Chamber and a Performance Agreement will be executed, prior to any disbursement of funds.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Tuesday, October 15, 2024 and the December Events Committee's September, October, and November Financial Reports.

MOTION MADE BY BEN ZIMMERMAN, SECONDED BY MAYOR EMIL GARZA, TO ACCEPT ONLY THE REGULAR MEETING MINUTES AND THE DEC SEPTEMBER FINANCIAL REPORT AND TO TABLE THE AUGUST, OCTOBER, AND NOVEMBER FINANCIAL REPORTS. AYES: 4 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 decreased by 18.13% for the calendar year and has decreased by 0.06% for the fiscal year.
- 2) Discuss upcoming conferences/meetings – Mrs. Cromeens reminded the Board that the virtual Sales Tax Workshop would be held in the upcoming week and would be an open training to do at everyone's leisure. The wrap up will take place on Zoom on December 13th.

Mrs. Cromeens reported that she attended the Team Texas Roadshow in California. The Foreign Direct Investment (FDI) included businesses that were interested in moving to Texas.

Mrs. Cromeens and Mrs. Bayfus attended the TML Economic Development Summit from November 13th – 15th.

- 3) December Events Committee – Mrs. Cromeens reported that the December Events Committee is in full swing and the volunteers have shown up consistently.
- 4) 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)

Cuero Development Corporation began an Executive Session on December 2, 2024 at 6:31 P.M.

VIII. RECONVENE TO OPEN SESSION

RECONVENE PUBLIC MEETING TO TAKE NECESSARY ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

ANNOUNCEMENT BY PRESIDING OFFICER: Cuero Development Corporation has complete its Executive Session on December 2, 2024 at 6:43 P.M.

- Actions resulting from Executive Session

No action was taken.

IX. ADJOURN

PRESIDENT MCCLELLAN ADJOURNED THE MEETING AT 6:44 P.M.



TYLER MCCLELLAN
PRESIDENT

ATTEST:



LYNN FALCONE
VICE-PRESIDENT