MINUTES
CUERO DEVELOPMENT CORPORATION
REGULAR MEETING
MONDAY, JULY 21, 2025 5:00 P.M.

The Cuero Development Corporation Board of Directors met Monday, July 21, 2025 at The City of Cuero Council Chambers, 212 E. Main Street, Cuero, Texas.

PRESENT: Board Members: Tyler McClellan, City Manager Wayne Berger, Constance Donels, Lynn Falcone, Mayor Emil Garza, Brad Kocurek, and Ben Zimmerman

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

GUESTS: Ele Chew – The Cuero Record, Ann & Brad Hedrick – Hedrick Properties, Kenneth M. Odom – Odom Law Office, Ray Methvin – Insyteful (via Zoom),

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 presented the financial report included in the agenda packet. She noted that all appeared to be in order and stated that she was unaware of any discrepancies. She also mentioned that she had not yet met with the City of Cuero Finance Manager, Connie Hawes.

MOTION MADE BY LYNN FALCONE, SECONDED BY CONSTANCE DONELS, TO APPROVE THE MAY AND JUNE FINANCIAL REPORTS AS PRESENTED. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

IV. BUSINESS

CONSIDER AND ACT UPON AN APPLICATION FOR FAÇADE PROGRAM FOR ONE STOP BARBER SHOP

Mrs. Cromeens reported that One Stop Barber Shop has submitted a request for support through the Façade Program. The request includes funding for new business signage, window decals, and an exterior barber pole, all of which are eligible expenses under the program guidelines.

Mr. Berger inquired about the amount of sales tax collected by One Stop Barber Shop. Mrs. Cromeens clarified that the Façade Program is the only CDC program that does not require applicants to collect sales tax in order to qualify for assistance.

MOTION MADE BY BRAD KOCUREK, SECONDED BY MAYOR EMIL GARZA, TO APPROVE THE FAÇADE PROGRAM FOR ONE STOP BARBER SHOP IN THE AMOUNT OF UP TO $722.57 FOR THE PURCHASE OF SIGNAGE, WINDOW DECALS, AND A BARBER POLE. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

CONSIDER AND ACT UPON AN APPLICATION FOR BUSINESS RETENTION AND EXPANSION PROGRAM FOR CUERO PECAN HOUSE

Mrs. Cromeens noted that Cuero Pecan House has submitted an application requesting assistance for the purchase of equipment. Due to business growth, the company has identified the need for an additional rethermalization and holding cabinet for baked goods, as well as a rolling cart.

They anticipate that with the purchase of this equipment and the resulting increase in production, they will be able to create a new full-time position.

MOTION MADE BY CONSTANCE DONELS, SECONDED BY LYNN FALCONE, TO APPROVE THE BUSINESS RETENTION AND EXPANSION PROGRAM FOR CUERO PECAN HOUSE IN THE AMOUNT OF UP TO $10,000.00 FOR THE PURCHASE OF NEW EQUIPMENT. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY

REVIEW AND TAKE POSSIBLE ACTION ON THE PERFORMANCE AGREEMENT BETWEEN THE CUERO DEVELOPMENT CORPORATION AND THE CITY OF CUERO

Mr. Berger expressed concerns regarding the Administrative Services Agreement between the Cuero Development Corporation (CDC) and the City of Cuero. It was noted that the agreement, which was originally intended as an annual contract, has not been updated since September 23, 2014. A key concern raised was that the agreement does not clearly define the direct relationship between the City Manager and the Executive Director of the CDC, which could lead to confusion regarding oversight and communication responsibilities.

The Board agreed that Mrs. Cromeens should gather Administrative Services Agreements from surrounding economic development corporations to use as references in drafting a new agreement. Mrs. Cromeens stated that she has been in contact with the CDC attorney, who is willing to assist with revising the agreement. She will also work with Yoakum EDC, Wolfforth EDC, and Borger EDC to obtain examples of their agreements with their respective cities.

MOTION MADE BY LYNN FALCONE, SECONDED BY MAYOR EMIL GARZA, TO APPROVE GATHERING MORE INFORMATION FROM THE DIFFERENT MUNICIPALITIES AND THE CDC'S BYLAWS AND ARTICLES OF INCORPORATION TO UPDATE THE PERFORMANCE AGREEMENT AMONGST THE CUERO DEVELOPMENT CORPORATION AND THE CITY OF CUERO. AYES: 7 NAYES: 0 MOTION CARRIED UNANIMOUSLY.

RECEIVE THE FISCAL YEAR 2025-2026 BUDGET

Mrs. Cromeens noted that the Fiscal Year 2025-2026 Budget was presented at the June Board Meeting and that the budget remains unchanged from the previous month.

Mr. Berger recommended that the CDC consider upcoming city-wide compensation changes that will take effect at the start of the new fiscal year (October 1), including a fifty-cent raise for all City of Cuero employees and an increase in the retirement match to 6%. Mrs. Cromeens mentioned that the current CDC budget includes a 3.5% salary increase for CDC staff, which should provide sufficient funds to accommodate both the planned raise and the increased retirement match.

Mrs. Cromeens added that she will work with City of Cuero Finance Director, Connie Hawes, to ensure the funds are properly accounted for and that there is sufficient revenue to support these salary adjustments. Upon completion of the projected adjustments, the CDC Board will hold a Public Hearing on August 4th at noon and the budget will require two City Council readings.

V. CONSENT AGENDA

Included in the director's agenda packets for review were: Regular Meeting Minutes, Tuesday, June 17, 2025 and the December Events Committee's May and June Financial Reports.

MOTION MADE BY WAYNE BERGER, SECONDED BY CONSTANCE DONELS, TO ACCEPT THE CONSENT AGENDA AS PRESENTED. AYES: 7 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 4.84% for the calendar year and has increased by 4.03% for the fiscal year.
2) Discuss upcoming conferences/meetings – Mrs. Cromeens mentioned that she will attend the Stand Up Rural America Summit in Canyon, TX from July 29th – July 31st. CDC staff will host and be the guest speakers of the final "Good Things Happen" Summer Series on August 20th.

3) December Events Committee – Mrs. Cromeens and Ms. Bayfus are planning a work day at the Christmas in the Park warehouse on Friday, July 25th. It was also mentioned that a shipment of new displays arrived at the park. Staff is working diligently to prepare for the upcoming season that will begin with setup behind the lake in late September.
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 551.074, Deliberation Regarding Personnel Matters

- Deliberate the appointment, employment, evaluation, and duties of an employee: CDC Coordinator

Cuero Development Corporation began an Executive Session on July 21, 2025 at 5:48 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 July 21, 2025 at 6:03 P.M.

- Actions resulting from Executive Session

NONE

IX. ADJOURN

PRESIDENT MCCLELLAN ADJOURNED THE MEETING AT 6:04 P.M.

Tyler McClellan

TYLER MCCLELLAN
PRESIDENT

ATTEST:

Constance Donell

CONSTANCE DONELS
SECRETARY/TREASURER