

**The Development Corporation of Needville  
Annual Meeting Minutes  
Tuesday, July 23, 2019**

**Members Present:** Mayor Andrew Bohac, Korey Garza, Scott McElrath, Alderman Corey Kelly, Connie Hall, Jason Novak, Randi Zumwalt

**Consultant Present:** Bill Knesek

**Guests Present:** Jason Steffek, Sharon McElrath,

**Attorney Present:** Chris Gregg

1. **Call to order:** The meeting was called to order at 7:02 PM by Mayor Andrew Bohac.
2. **Invocation and pledges:** The invocation was given by Mayor Andrew Bohac. The pledges were led by Mayor Andrew Bohac.
3. **Comments from the audience:** There were none. ✓
4. **Approval of minutes:** A motion was made by Scott McElrath and seconded by Jason Novak to approve minutes as written for the June 25, 2019 DCN meeting. Motion carried. ✓
5. **Treasurer's report:** Mayor Andrew Bohac presented the monthly report for the month of June. Prosperity Bank deposits \$15,853.00 and checks of \$8,948.00 and a balance of \$360,691.43. Currently three open CD's that will eventually be moved to the city checking account to potentially be invested into the TexPool fund. Jason Novak made a motion and seconded by Korey Garza to accept the treasurer's report. Motion carried.
6. **Payment of bills:** Connie Hall presented the following bills: Yellow Stone landscape in the amount of \$184.67; Bill Knesek for quarterly professional services as of June 30, 2019 \$1652.40. Currently did not receive bill from Gregg and Gregg. Corey Kelly made a motion and seconded by Jason Novak to pay the bills as presented. Motion carried.
7. **Business Improvement Grants:** There were none.
8. **Lease of Schendel House:** Bill Knesek discussed a potential business owner interested in setting up a business to lease of the Schendel House, involving insurance coverage, updates to the sidewalk, adding a wheelchair ramp, and slopes. Knesek is currently pricing out lease agreements. To further discuss what the retail space would be used for there will need to be an Executive Session held, however it was stated the business would be related to "apparel". Legal council will further investigate whether the building is legally listed or dedicated as "a historical park" as well as if the city's current lease allows the building to sublet for retail. The city will need to ensure it is up to code/compliance. Next meeting they will discuss the findings and discuss further. No action taken.
9. **Signature Authorization for Bank Checking accounts and Certificate of Deposit:** Mayor Bohac addressed the board in regards to changing the current requirements to sign DCN checks. The board agrees to have two board members signatures for checks as an internal process. Mayor Bohac made a motion seconded by Jason Novak to

authorize the treasurer, Connie Hall, or the President, Andrew Bohac, to be signatories on the DCN bank accounts and the Certificates of Deposits. Motion carried.

**10. Seek Council Approval for the following projects:** Discussion by Bill Knesek in regards to several projects to propose to council. Knesek passes out packets and has four projects to consider first (item numbers 7, 8, 9, & 11) including as a general project of the Corporation, the adoption and financial support of local business grant program to be known as the "Business Improvement Grant Program," the adoption and financial support program for local non-profit organizations to be known as the "Community Development Grant Program." Also, as a project of the Corporation, the promotion and marketing of local businesses through print, digital, or other means and the provision of financial and other types of support as an incentive for local business retention and expansion, and the attraction of new business enterprises. During the next meeting (or proposed workshop) the projects will be discussed to identify what will be the most beneficial for economic development in the city.

**11. Consultant's Report:** There was none.

**12. Adjournment:** Mayor Bohac made a motion to adjourn the meeting. The motion carried and the meeting was adjourned at 7:54 PM.



Mayor Andrew Bohac, President



Randi Zumwalt, Secretary