

*** Regular Monthly Meeting**
*** February 6, 2018**

The *Junction Texas Economic Development Corporation* was called to order by Polly Robinson for its regular monthly meeting on Tuesday, February 6, 2018, at 5:15 p.m. in the City Hall Meeting Room. A quorum was established with the following:

Present:

President:	Polly Robinson
Treasurer:	Kim Gosney
Secretary:	Carol Neiman
Directors:	Doug Haynes Brayden Schulze

Absent:

Vice President: Tom Rattan
Director: Jean Jacoby

Also Present: Donna E Oliver-Leep, JTEDC Office Manager; James Murr, journalist with *The Junction Eagle* newspaper; Dezaray Johnson with ASU; and Hal Rose, interested member of the public.

Public Forum: No one wished to speak during the time allotted for the public forum.

Consent Items: (A.) **Minutes** and (B.) **Financials:** After a review of the minutes and the financials,

- Mr. Haynes made a motion to accept the minutes and financials as reviewed; Ms. Gosney seconded the motion; and it passed unanimously.

Reports:

(A.) Office Manager's Monthly Report: Report from Ms. Oliver-Leep regarding January's activities was included in the board packet.

- Mr. Murr commented that the dollar amount suggested at the January City Council meeting regarding taking funds from the EDC was incorrect.
- Mr. Murr's February 6th email regarding same was attached to the report.

(B.) Junction Tourism Board's Monthly Report: Report from Ms. Robinson regarding the JTTB board meeting was included in the board packet.

- Ms. Robinson said a topic for the Tourism Board was the decorating of Junction at Christmas.

Angelo State University (ASU): Presentation by Dezaray Johnson regarding the ASU Small Business Development Center (SBDC) (“they”) to explain what they do.

- Ms. Johnson is responsible for a ten-county area;

- Being federally and state funded, the SBDC does not provide service to nonprofits;
- They provide free services to small business owners such as helping them develop business plans and financial projections, conducting market research, and identifying possible sources of financial aid.
- The SBDC also holds a number of training seminars covering a variety of topics. Most of these are held in San Angelo, but personnel sometimes conduct classes in rural areas. Ms. Robinson inquired about the possibility of hosting seminars in Junction, such as
 - marketing a business on social media,
 - job training,
 - developing a business plan including business projections, and
 - optimizing a website on Google,
 - et cetera.
- Ms. Johnson agreed to work with the board on these opportunities in the future.
- Ms. Johnson had some informative handouts that were distributed to each board member.

Discussion Only:

(A.) **Night Skies:** Update from Carol Neiman.

- Supplied the board with a *Fact Sheet* outlining what constitutes "night sky friendly lighting" and an example of another municipality's approach to recognizing local businesses with night lighting that supports dark skies initiatives. Cliff Kaplan of the Hill Country Alliance has been in touch with Connie Booth at the Chamber about starting up a business recognition program in Junction.

(B.) **Code Enforcement:** Update from Carol Neiman.

- Police Officer Jimmy Loer has completed training to become the CEO (Code Enforcement Officer) for Junction.
- A *Concern / Complaint Form* has been designed for use by citizens to bring existing code violations to the attention of the city.
- If there is a clear violation of an ordinance, the officer can act immediately by giving a citation. However, voluntary compliance from the citizens will be encouraged, including by giving them time to remedy the violation and offering available assistance if needed.

(C.) **Holiday Inn Express:** This is just a public acknowledgement regarding the construction.

- An email from Mr. Ramsdell of KIMBCO Group was attached to the board packet. Work on the new hotel is coming right along.
- The hotel is located near I-10 at the end of Dos Rios Drive.

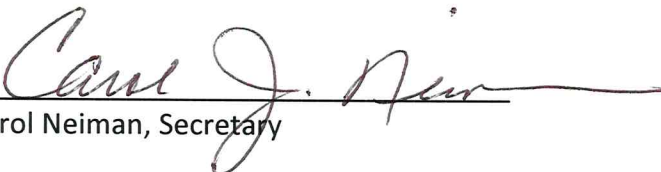
(D.) **North Llano Street Water Project:** This is just a public acknowledgement regarding EDC funds for infrastructure.

- City Council has voted to fund part of this project from available JTEDC funds in the amount of \$62,956.00.

Media Marketing: Discussion and no action regarding a draft contract with Dr. Tim Chandler to market the City of Junction as a destination for entrepreneurs and possible new businesses.

- \$35,000 for the project has already been approved by the board.
- Ms. Robinson had asked Dr. Chandler to come up with more information regarding his proposal, including to make more of a distinction in the pricing of the two websites.
 - The board had discussions regarding the content of the “information website” for JTEDC everyday business, and
 - the “marketing website” with video and photography.
 - Ms. Robinson stressed the need for the board to be very engaged in the development process to ensure a positive outcome.
- It was discussed and agreed that Junction’s location in *The Hill Country* will be one of the main marketing themes of JTEDC’s promotion of the City as an attractive place to live and do business.
- Ms. Robinson and Ms. Neiman will meet with Mayor Russell Hammonds to discuss the marketing plan and make a presentation to City Council.
- Contract (“Professional Services Agreement”):
 - Some of the information in Exhibit A has been expanded on.
 - The agreement will be prepared to cover the terms and conditions of Dr. Chandler’s work to be performed.
 - Ms. Gosney will continue to work on the language of the contract for the next board meeting.

Meeting adjourned at 7:05 p.m. on February 6, 2018.


Carol Neiman, Secretary

Board Approved