

**Junction Texas Economic Development Corporation \* Regular Monthly Meeting**  
**City of Junction \* January 14, 2025**  
**State of Texas**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills for its regular monthly meeting on Tuesday, January 14, 2025, at 4:01 p.m. at the City Hall Meeting Room.

**Present:**

**President:** Sheila Mills  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
**Absent:** Lisa Heap  
Polly Robinson  
Marlene Case (resigned effective 1/10/25)

**Also Present:** Vinetta Sanders, JTEDC Office Manager and James Murr, Junction Eagle.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Forum:** No one to speak.

**Consent Items:** Minutes from the December regular meeting and the financial reports from November 2024 were reviewed. Mr. Haynes made a motion to approve the minutes and financials and it was seconded by Mr. Rattan. All were in favor.

**Performance Grant Policy:** The JTEDC board reviewed the performance grant policy and discussed potential changes that could be more beneficial to business owners seeking financial assistance from the JTEDC. Currently JTEDC funds 30% and the business owner funds 70% with a maximum cap being \$150,000. After discussion the idea was proposed to increase the percentage and the maximum cap amount. Since JTEDC has funds available at this time, an increase could encourage more businesses to apply for grant assistance. Mr. Haynes made a motion for JTEDC performance grant program be changed from 30% / 70% funding to 50% / 50% and the maximum cap amount be increased to \$200,000. Mr. Rattan seconded the motion. All were in favor. The Performance Grant Policy Guidance & Procedures will be updated with the increase of percentage and cap on pages two, #3, #5 and #6.

**Junction CASP Performance Grant:** At the December regular monthly meeting Erin Guerrero from CASP came to discuss the application she submitted and addressed questions from the board members. The request was to help fund completion of the new building currently under construction. The total requested amount for the application was \$158,742.59. JTEDC would fund \$79,371.30. Mr. Haynes made a motion to approve the performance grant, conduct public hearings for the project and send to city council for approval since the amount is over \$10,000. Ms. Bierschwale seconded. All were in favor.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders.
- (B.) Tourism Report: Report from Polly Robinson: JTTB did not meet in December.

- (C.) Keep Junction Beautiful: Marlene Case has been the board member in charge of this project but effectively resigned on January 10, 2025. Polly Robinson also agreed to help. Ms. Robinson has missed three consecutive meetings as of this meeting. Per the bylaws, it states that after three successive meetings it shall be deemed the board member has resigned due to non-participation and the position shall be declared vacant. At this time, this project will be turned over to Vinetta Sanders to reestablish Junction's membership with the Keep Texas Beautiful organization.
- (D.) Building Renovation from Sheila Mills: At this time, it seems that the Chamber of Commerce does not have interest in sharing the space and that the project is not moving forward. Mr. Rattan asked that we pay the remaining balance to the firm that helped with the renderings of the building.
- (E.) City Council Updates (report from Doug Haynes): Doug has been working with a firm on implementing the existing city ordinances and drafting new ordinances. There is a small subcommittee of Doug, Tammy Molina (city council member), and Garvene Adams (City Secretary). The consultants are having a stakeholders meeting. They plan to put a survey on the city's website that everyone can participate in.

**Meeting adjourned at 4:43 p.m. on January 14, 2025.**

  
Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation \* Regular Monthly Meeting**  
**City of Junction \* February 4, 2025**  
**State of Texas**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills for the public hearing regarding Junction Community After School Program & Family Center (CASP) on February 4, 2025, at 4:00 p.m. The public hearing was in session until 4:15 p.m. At 4:15 p.m. the public hearing ended, and the regular monthly meeting was called to order at 4:16 p.m.

**Present:**

**President:** Sheila Mills  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
Lisa Heap  
Two board seats are vacant at this time.

**Also Present:** Vinetta Sanders; JTEDC Office Manager, James Murr; Junction Eagle, Kenneth Schulze; local business owner, Erin Guerrero; founder of CASP, CASP Supporters Brett Mosley, Jessica Ehlers, Shelby Macha, and Hilary Jackson, Tom Sullivan, Norman Belcik; property owner and local contractor, Mark Arrazola; Kimble Chamber Director and Jay Jackson; local business owner.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Hearing:** The public hearing was open to citizen’s comments regarding the pending grant request from CASP for \$79,371.30, for the completion of the new building being constructed at 118 N. 17<sup>th</sup>, Junction, Texas. There were community members present to speak on behalf of CASP and show their support for this project. Erin Guerrero, founder of CASP, also read letters from community members supporting the organization and this project. Jessica Ehlers, Brett Mosely, Shelby Macha and Hilary Jackson spoke in support of the organization/project. There were no one present to speak against the project.

**Public Forum:** Kenneth Schulze spoke during the public forum to explain to the JTEDC board that he had submitted a performance grant application for the expansion of his business, Brayden’s True Value. He has currently owned this business for four years and is expanding to a 12,000 square foot facility. He reported that True Value will invest \$600,000 worth of inventory into the project. He reports he will have 5-6 full time jobs and 3-4 part time jobs. Mr. Schulze explained how the building project will be done and had some elevation drawings in the application to show. He is expected that once this project is funded it will take 4-6 months to be completed. JTEDC Board President explained that the board has received his application and will be reviewing and will let him know the next steps.

Tom Sullivan and Norman Belcik also spoke in the public forum about a project they are working on. They are wanting to build “affordable housing” on a city lot on College Street. Mr. Belcik explained that \$250,000 or less is considered affordable housing at this time. SKG an engineering firm in San Angelo will be working with them to complete a survey plat to decide how many houses could be constructed.

Mr. Belcik said he would be attending the city council meeting next week to discuss this project with them regarding codes, streets and any other issues that would be governed by the city.

Mark Arrazola gave a chamber update in the public forum. He reported the Christmas lights have been taken down from the park and stored and he wanted the JTEDC board to think about what they wanted the Christmas lights project to look like going forward since half of the funding comes from JTEDC. He also wanted to let the JTEDC board know that he has been talking with a company, Placer Data AI. This company tracks activity in an area by using data from credit cards, phones, etc. This information could be beneficial to tourism, EDC, and Chamber because it could be provided to potential new businesses to show the amount of activity in the area. The cost of this service is \$7,000.00 and if all three entities were interested then the cost could be split.

Jay Jackson also spoke during the public forum about the project they are moving forward with at the old PEC building/warehouse. This property is owned by the Jacksons and Hoyt and Linda Moss. They are wanting to create an event center/gathering place. The space has already been used for several different events and other events have been scheduled. The space is 12,000 square feet and would be divided into two sections. The vision is that half of the space would be the event space for dances, weddings, community events, etc. and the other half could be a restaurant or something of a more full-time basis. He has been in discussions with different people with some different ideas and is hopeful this aspect of the project will be moving forward soon. Mr. Jackson had some questions for the board on how to start the grant application process since these two projects may be moving forward at different times with different needs. Mr. Jackson will start the grant application process with some specific details and plans.

**Consent Items:** Minutes from the January regular meeting were reviewed and the financial reports from December 2024 were also reviewed. Mr. Haynes made a motion to approve the minutes and financials, and it was seconded by Ms. Bierschwale. All were in favor.

**2025 Strategic Initiative Plan:** The JTEDC board reviewed the 2025 Strategic Initiative Plan that was created based off the ideas and discussions from the Strategic Planning meeting held in January. The plan outlines the top five priorities the board wants to work on this year along with other goals and objectives that were identified. Mr. Haynes made a motion to adopt the 2025 Strategic Plan and it was seconded by Mr. Rattan. All were in favor.

**Schedule Upcoming Recycling Events:** JTEDC board discussed spring recycling events. At this time a tire recycling event will be scheduled for April 5<sup>th</sup>. JTEDC board will continue discussing the appliance and electronic recycling events in the next couple of months to set dates for those. Vinetta will go to Commissioner Court to let them know a date has been set for the April event.

**JTEDC Board Member Replacement:** There were seven applications received from people interested in serving on the JTEDC board. The JTEDC board reviewed the applications to decide on the two they would recommend to city council. After discussion Ms. Bierschwale made a motion to recommend Marcy Levien to replace Marlene Case until the end of her term in 2026 and for Cliff Robbins to replace Polly Robinson until the end of her term in 2025. It was seconded by Ms. Heap. All were in favor. The list of all seven people and the recommendations will be forwarded to City Council for approval at their February meeting next week.

**JTEDC Upcoming Training Opportunities:** The board packet included some upcoming training courses being provided by TEDC and TML. There is a webinar that is free to TEDC members on March 5<sup>th</sup> and another one on March 26<sup>th</sup> that is \$79 per person. Ms. Bierschwale made a motion to approve that office staff and board members, who are interested, attend the March 5<sup>th</sup> webinar. It was seconded by Ms. Heap. Ms. Bierschwale also made a motion for Vinetta to attend the webinar on March 26<sup>th</sup> at the cost of \$79.00. It was seconded by Mr. Haynes. Vinetta will work on finding a room to use with technology available to participate in these webinars. Board members and Vinetta are interested in attending one of the yearly conferences hosted by TEDC and Vinetta will watch for information on those upcoming events.

**Lunch with Leaders:** Lunch with Leaders is an activity that JTEDC has done in the past that was beneficial to hearing from leaders in the community on possible things the JTEDC could help with. This idea was again discussed at the Strategic Planning meeting and was something the board wanted to reinstate. The board discussed hosting the first lunch with local real estate professionals since they are the first to meet people who are considering moving or putting a business in Junction/Kimble County. The first lunch is planned for March 4<sup>th</sup> at noon at Isaacks meeting room. Ms. Bierschwale and Ms. Heap volunteered to make an invitation to send out and Ms. Mills will talk to Jennifer Sides about use of the room.

**Bylaws Revision:** In 2019 JTEDC board member/attorney Hal Rose worked on revisions of the bylaws. The revisions that Mr. Rose did was never approved by city council. A copy of the current bylaws and a copy of the revisions were included in the board packet for the board to review. There were a couple of items that may need to be updated. Vinetta spoke with local attorney Andrew Heap and he reported he could do the work. Mr. Haynes said that TML, which he is actively involved in, has attorneys that could possibly do the work at no charge. Mr. Rattan made a motion for Mr. Haynes to move forward with talking to the TML attorney to see if this is a task they could assist JTEDC with. It was seconded by Ms. Bierschwale. All were in favor.

**Meeting with Carlton Schwab from Texas Economic Development Council:** Vinetta has been in contact with Mr. Schwab, and he is willing to come to Junction to meet with the JTEDC board to answer questions and to discuss EDC rules and policies. After discussion it was decided to wait until the two new board members are approved so that they would be able to be part of the discussion also. Vinetta will reach back out to him to see about setting up an April date.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: There was no report given at this time.
- (C.) Building Renovation from Sheila Mills: Mark from the chamber spoke in the public forum at the January city council meeting and asked for a workshop with the council. Mr. Haynes stated that there will not be a workshop, it would need to be an agenda item.
- (D.) City Council Updates: Report from Doug Haynes – There have been 200 responses from the survey that was on the city website and there have been six stakeholder meetings regarding the code enforcement. The data from the survey and meetings is being compiled at this time.
- (E.) Liquor Petition Update: Report from Carmen Bierschwale – Carmen walked the board through the steps to begin the petition process. Carmen has talked with County Clerk Karen Page to begin the application process for the petition. Carmen will work with both Karen Page and Garvene Adams with the city to ensure the petition process covers both the city and county. Due to the dates and the order of things being done it cannot be on the May ballot but can be on the November ballot.

Carmen will continue to work on getting a group together to start the application process and move forward with the petition.

**Meeting adjourned at 6:42 p.m. on February 4, 2025.**

  
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Carmen Bierschwale, Secretary



**Consent Items:** Minutes from the February regular meeting, February special called meeting, and the financial reports from January 2025 were reviewed. Ms. Heap made a motion to approve the minutes and financials, and it was seconded by Mr. Rattan. All were in favor.

**Junction Golf Club Grant Application:** The JTEDC board reviewed the Performance Based Grant request from the Junction Golf Club. The Club is requesting \$151,000 to assist with improvements to the fairways, greens, and ponds, to include but not limited to irrigation, cleaning existing ponds, plow and overseed fairways and add an additional pond. The EDC portion would be \$75,500. Mitch Davis was available via phone to answer questions from board members. Ms. Bierschwale made the motion to approve the grand request in the amount of \$75,500; Mr. Robbins seconded the motion. The motion passed unanimously. There will be a public hearing in 30 days since the grant is over \$10K.

**Schedule Upcoming Recycling Events:** The Tire recycling event is scheduled for April 5<sup>th</sup>. Ms. Heap will work on flyers and Ms. Sanders will promote in the newspaper and social media. Ms. Mills requested that recycling signs be purchased to help people find the location. The board will look to September/October for Appliance and Electronic recycling. Working with the school and athletics worked well last year. Ms. Bierschwale will discuss this with Athletic Director Freeman to find a potential date.

**Lunch with Leaders:** Earlier in the day, JTEDC hosted its first Lunch with Leaders event. This lunch hosted real estate professionals to gather feedback on how buyers/sellers/investors view the Junction community and surrounding area and what obstacles/challenges arise that either the City Council, County or JTEDC could improve and assist in resolving. The recurring comments included lack of ordinances and implementation of those already in place, limited housing, no senior citizen facilities, and infrastructure.

**Meeting with Carlton Schwab from Texas Economic Development Council:** The Board looks to host Mr. Schwab during the April meeting. We will submit questions earlier to him so he's prepared with answers.

**Webinar Training:** There will be training on March 26 in Vinetta's office. Board members that can attend are encouraged to.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: There was no report given at this time.
- (C.) City Council Updates: There was no report given at this time.
- (D.) Liquor Petition Update: Carmen is on the March 10 City Council agenda. After much research, there will need to be two elections, one in the city and one in the county. Carmen will request the city to hold a special election in November to coincide with the County.
- (E.) City Street Markers: Sheila Mills is still working on this project.

**Meeting adjourned at 5:53 p.m. on March 4, 2025.**

  
Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation \* Regular Monthly Meeting**  
**City of Junction \* April 1, 2025**  
**State of Texas**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills for the public hearings regarding Brayden’s True Value and Junction Golf Course on April 1, 2025 at 4:00 p.m. The public hearings were in session until 4:30 p.m. At 4:30 p.m. the public hearings ended and the regular monthly meeting was called to order at 4:31 p.m.

**Present:**

**President:** Sheila Mills  
**Vice President:** Lisa Heap  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
Marcy Levien  
Cliff Robbins

**Also Present:** Vinetta Sanders; JTEDC Office Manager, James Murr; Junction Eagle, Kenneth Schulze; owner of Brayden’s True Value, Mitch Davis, Clay Simon and Mark Robinson; Junction Golf Club board members.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record. Carmen Bierschwale arrived slightly late, at 4:05 p.m.

**Public Hearing:** The public hearing was open to citizen’s comments regarding the pending grant request from Brayden Schulze of Brayden’s True Value for \$200,000.00, for the expansion project of his business at 1940 Main Street, Junction, Texas. Brayden Schulze was present at the meeting to answer questions and discuss his project. Mr. Schulze did give the JTEDC board an update on the way things have progressed since the last board meeting. No one from the community was in attendance to speak for or against this project during the public hearing. This was the second public hearing for this project. It will now be sent to city council for approval.

**Public Hearing:** The public hearing was open to citizen’s comments regarding the pending grant request from the Junction Golf Club. Board members Mitch Davis, Clay Simon, and Mark Robinson were in attendance to discuss the project and answer any questions. They explained that this is phase two of their project, and they will be starting this phase as soon as possible once the grant process is complete. They would like to get as much done during “growing season” for the greens and fairways. The JGC continues to try to increase their membership and is working with TXDOT to have signage put back up directing people to the golf course. No one from the community was in attendance to speak for or against this project during the public hearing. This was the first public hearing for this project. The second public hearing will be at the May JTEDC regular meeting.

**Public Forum:** No one present to speak.

**Consent Items:** Minutes from the March regular meeting and the financial reports from February 2025 were reviewed. Mr. Haynes made a motion to approve the minutes and financials, and it was seconded by Ms. Bierschwale. All were in favor.

**City Street Markers:** Ms. Mills has spoken with Mitch Davis about this project. Mitch was present at the meeting. He has spoken with some subcontractors about this project. Mitch believes there will need to be two different stages for this project. The first step is to stabilize and level the markers with a concrete base. There are a few that need to be completely redone entirely. Mitch will need to create a mold to reconstruct the damaged markers. The second stage involves scraping and cleaning of the markers and then painting. There was discussion on how to best paint these markers with paint that would last for a long time. It was also discussed that this could be a community service type project and help could be recruited from the community to help save money. After discussion it was decided to do the project in phases starting with the first phase of base stabilization and leveling. It could be possible to do 10-12 markers a day. Ms. Heap made a motion to approve \$10,000 for stage one of the project. This will be presented to city council for approval. The motion was seconded by Mr. Rattan. All were in favor. This also gives the JTEDC time to work with other entities on branding standards and community volunteer involvement. When we get to phase two of the street markers, it is the goal to have a color scheme that is agreeable by everyone.

**JTEDC Budget:** The board reviewed the current budget to make sure everything is still financially on track and to review and explain the budget with the new board members. There was no action taken at this time. Ms. Mills will be doing research to see how much the training portion of the budget would need to be increased and where those funds could come from. Ms. Mills and Vinetta will also talk to Garvene about the amount for the Christmas lights since that has not been paid yet and was not expected to be as much as what was budgeted. This agenda item will be tabled until that information is received.

**JTEDC Strategic Initiatives:** The board reviewed the current strategic initiative plan to see where progress was being made. There was discussion about ideas for new grant possibilities in regard to helping business and homeowners with getting properties fixed up to be able to sell or rent them. There is also an individual working on a plan for building housing and could be coming to JTEDC for assistance so research needs to be done to see if this is a project JTEDC could assist with. This is a project that may need a legal opinion. Ms. Bierschwale has the petitions for the local option liquor election, and it will be available starting tomorrow. The first Lunch with Leaders was a success so the board discussed making plans for the second one that will be in June. It was decided that the next meeting would be with restaurant owners and managers. Details for this will be set at next month's meeting.

**Texas Open Meetings Act:** Ms. Mills reviewed some of the rules for the Texas Open Meetings Act to make sure everyone understood. Posting agendas, emails, and text messages among the board members were discussed.

**JTEDC Bylaws:** The JTEDC Bylaws have been reviewed by Attorney Andrew Heap. Mr. Heap provided copies of the changes and updates he has done. These changes and updates were reviewed by the board. Ms. Bierschwale made a motion to approve the changes and updates to the bylaws and submit to city council for approval. It was seconded by Ms. Levien. All were in favor.

**Appliance Recycling Event:** Ms. Bierschwale reports that September 27<sup>th</sup> would be the weekend of the bye-week for football so the athletes will be available to help like last year. There was discussion that tires, electronics, and appliances could all be done at the same time. Ms. Bierschwale made a motion to approve having all three events on September 27<sup>th</sup> from 9:00 a.m. to noon. It was seconded by Ms. Heap. All were in favor.

**Local Option Liquor Election:** Ms. Bierschwale has not had to pay an application fee to the city or the county at this time for the cost of the local option liquor election petition. No action was taken at this time since there was nothing to reimburse.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: Vinetta is now on the JTTB board and will start serving this month.
- (C.) City Council Updates: Doug Haynes had nothing to report at this time.
- (D.) Downtown Revitalization Group: Doug Haynes had nothing to report at this time.
- (E.) Liquor Petition Update: Report was given during meeting .

**Meeting adjourned at 6:10 p.m. on April 1, 2025.**

  
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Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation \* Regular Monthly Meeting**  
**City of Junction \* May 7, 2025**  
**State of Texas**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills for the public hearing for Junction Golf Course on May 7, 2025, at 4:00 PM. The public hearing was in session until 4:15 PM. At 4:15 PM, the public hearings ended, and the regular monthly meeting was called to order at 4:17 PM.

**Present:**

**President:** Sheila Mills  
**Vice President:** Lisa Heap  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
Marcy Levien  
Cliff Robbins

**Also Present:** Vinetta Sanders; JTEDC Office Manager, James Murr; Junction Eagle, Mitch Davis, Clay Simon and Mark Robinson; Junction Golf Club board members and Norman Belcik.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Hearing:** The second public hearing for the performance grant in the amount of \$75,500.00 for the Junction Golf Club was held prior to the meeting. Mitch Davis, Clay Simon and Mark Robinson were in attendance to discuss the project and answer any questions. There were no comments from the public during the public hearing. It will be sent to city council for approval at their May meeting.

**Public Forum:** No one present to speak.

**Consent Items:** Minutes from the April regular meeting and the financial reports from March 2025 were reviewed. Ms. Heap made a motion to approve the minutes and financials; seconded by Mr. Rattan. All were in favor.

**City Street Markers:** Mitch Davis gave an update on this project. Starting within the next week or two they are going to try to get a minimum of ten markers done and have them inspected to make sure the project will proceed as planned. Notice will be provided to the homeowners that live in the places where they will be working on the markers so the homeowners are aware of the project.

**Upcoming Recycling Event:** Vinetta did some research on other companies that do electronic recycling. STS Electronic Recycling has sent information on their pricing and the way they do events. The board reviewed the information and agreed to move forward with this company. Ms. Bierschwale made the motion to approve using STS Electronic Recycling for the Fall recycling event. It was seconded by Mr. Haynes. All were in favor.

**Liquor Election:** Ms. Bierschwale reports that progress is being made on the petition. She asked the board members to reach out to people they know because at this point people are not seeking out the petition. There are several upcoming events that board members will attend to get signatures. At the time of the meeting there were 429 signatures for the county (662 needed) and 210 for the city (257 needed). It was discussed that the EDC office be open all day next week to give people a place to come sign in the morning and afternoon. It was also discussed with the representatives from the Junction Golf Club to come to their weekly scrimmage to be available for anyone there wanting to sign.

**Keep Junction Beautiful:** Vinetta has been working on the checklist of items needed to reestablish the Keep Junction Beautiful affiliate of Keep Texas Beautiful. All the items were provided in the board packets for board members to review and give suggestions of possible changes. Board members will give any suggestions to Vinetta by the end of the week. The information needs to be provided to Keep Texas Beautiful this month or the time expires, and we will have to pay the fee again.

**Lunch with Leaders:** Discussion for the next lunch with leaders' event was discussed. Ms. Bierschwale suggested hosting the lunch with restaurant owners. Information can be provided to them on what happens with the liquor election after it is on the ballot and if it passes. There are several restaurants in town closed on Mondays, which would be a good day to plan the event and host it later in the afternoon for the ones who are open on Mondays. The date was set for July 14<sup>th</sup> somewhere between 2:00 and 5:00. Sheila will look at options on where the meeting can be hosted.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: Vinetta gave update
- (C.) City Council Updates: Doug Haynes reports the job description for code enforcement officer has been approved and after the election there is a new council member Candace Morrison.
- (D.) Downtown Revitalization Group: Doug Haynes had nothing to report at this time.

**Meeting adjourned at 5:12 p.m. on May 7, 2025.**

  
Carmen Bierschwale, Secretary

Junction Texas Economic Development Corporation  
City of Junction, State of Texas

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Regular Monthly Meeting  
June 3, 2025

**Present:**

**President:** Sheila Mills  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
Marcy Levien

**Also Present:** James Murr; Junction Eagle, Lizette Whitaker (Tia's La Familia), and Norman Belcik (N.B. Quality Homes).

**Absent:** Lisa Heap  
Cliff Robbins

**Call to Order:** The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills at 4:30 PM. Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Forum:** During the public portion of the meeting, Ms. Mills gave an update on the historic street markers. Mitch Davis and his crew have done about 10 on Hackberry Street. They have leveled and stabilized them. Sheila had a picture on her phone that she shared with everyone, and all were impressed with the improvements. Mitch is researching quality paint that will last over time. A separate phase will include stenciling the street names.

**Consent Items:** Minutes from the May regular meeting and the financial reports from April 2025 were reviewed. Mr. Haynes made a motion to approve the minutes and financials; seconded by Ms. Levien. All were in favor.

**N.B. Quality Homes:** Mr. Belcik was present to give an update on the housing development project. The engineer has marked 10 lots. The road and sewer system have begun construction. Mark Robinson has started working on the underground plumbing and has ordered manholes. The plan is to have underground electric. The board had questions regarding potential homes. Mr. Belcik plans to have a spec home and will work with future homeowners on custom homes. Mr. Haynes reported that City Council is working on ordinances to address home businesses. Mr. Belcik acknowledged that he would need to consider deed restrictions to keep the development aesthetically appealing. Mr. Haynes also addressed the 8" water line the City is requiring for that development. Ms. Mills explained that the JTEDC would be visiting with a law firm in a week. At that point they would gather more information on whether it is legal for the JTEDC to assist with this project. The board tabled the discussion until more information could be gathered on the legalities.

**Tia's La Familia Restaurant:** Ms. Whitaker was present to give an update on Tia's La Familia restaurant. Ms. Whitaker has been in contact with First State Bank and has outside financing arranged. FSB would like a written guarantee from the JTEDC should approve the grant request. Ms. Whitaker revised her grant application, but that information was not included in the board packet for members. The board agreed to table the discussion until board members could review the updated grant application. The board will be meeting on Wednesday, June 11<sup>th</sup> and this item will be placed on the agenda.

**Liquor Election:** Ms. Bierschwale reported that all signatures had been successfully secured for the petitions!! For the city election, we had 290 signatures, 257 were needed. For the county election, we had 677 signatures, 662 were needed. Carmen noted that all the signatures were acquired with two weeks remaining in the 60-day petition window. More signatures could have been gathered as there was avid support from the community. The JTEDC will present to City Council and County Commissioners next week on June 9<sup>th</sup> and June 10<sup>th</sup>, respectfully. Ms. Mills will present since Carmen will be out of town. At this point in the project, the petition has been turned over to the respective authorities. Garvene Adams, City Secretary, will request the election for the City, and Karen Page, County Clerk, will request the election for the County with the Texas Secretary of State office. Mr. Haynes commented that we need to ensure the agenda item at the City Council meeting needs to include voting on the Special Election in November. Carmen acknowledged and said she would ensure that with Garvene. Carmen verified that Karen and Garvene are in discussions regarding the election. Carmen also said she has talked with County Judge Hal Rose. He is looking into current businesses and restaurants to see if they need to be grandfathered before the law is changed. For now, there is nothing more the JTEDC needs to do. When we get closer to the election, we will have an active campaign to get voters to the polls.

**City Hall Renovation Project:** Mr. Haynes requested that the JTEDC board consider taking on the renovation project to make the building into a “community hub”. With the Courthouse renovation, Doug felt like this would be a great time to have the city hall building match the courthouse. There was some discussion regarding the project and all board members were in favor of moving forward. Sheila and Doug will talk with the other entities (chamber, tourism, ect). No action was taken at this meeting.

**EDC Legal Representation and Training:** Ms. Mills has been in discussion with the Underwood Law Firm, P.C. They represent about 46 EDCs around the state. Furthermore, Ms. Mills was very impressed with their professionalism and response time. The law firm has offered to host training for all JTEDC board members. Ms. Bierschwale made the motion to approve \$750 for the training on Wednesday, June 11. Ms. Levien seconded the motion. All were in favor. The JTEDC will meet next week in the First Presbyterian Church Fellowship Hall at 4:30 PM. Vinetta will post that this will be a public meeting since a quorum will be assembled. Sheila requested that any questions be sent to her first. She will compile all the questions and send them to the law firm.

**Recycling Event Date Change:** Ms. Bierschwale reported that the football schedule has changed. Since the JTEDC works with the football team to help with this event, the date needs to be changed to October 4, 2025. Mr. Haynes made the motion; seconded by Ms. Bierschwale, to change the date. All were in favor.

**Lunch with Leaders:** Ms. Mills reported that she had reached out to several restaurant owners regarding the lunch with leader event and unfortunately most were indifferent to the meeting. There was some discussion on changing the theme of the event and who to invite. The date will remain the same, July 14<sup>th</sup>. Ms. Mills compiled a list of Main Street business owners. We will work on an invitation and get it sent before the lunch.

**New Grant Options:** Finally, Ms. Mills requested that board members discuss potential grant ideas that are under \$10K. Maybe we can extend more JTEDC funds without the public hearings and city approval. She requested board members send her their ideas.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: Vinetta also included an update in the board packet.
- (C.) City Council Updates: Doug Haynes had nothing new to report.
- (D.) Downtown Revitalization Group: Doug Haynes had nothing to report at this time.

**Meeting adjourned at 5:57 p.m. on June 3, 2025.**

  
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Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation**  
**City of Junction**  
**State of Texas**

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**Regular Monthly Meeting**  
**July 1, 2025**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills at 4:33 PM for the regular monthly meeting at the City Hall Meeting Room.

**Present:**

**President:** Sheila Mills  
**Secretary:** Carmen Bierschwale  
Tom Rattan  
Cliff Robbins

**Also Present:** Vinetta Sanders; JTEDC Office Manager, James Murr; Junction Eagle and community member Carol Neiman.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Forum:** Carol Neiman spoke during the public forum and explained she had moved back to Junction recently and is looking for ways to be useful and creative.

**Consent Items:** Minutes from the June regular meeting and June special meeting were reviewed and the financial reports from May 2025 were also reviewed. Ms. Bierschwale made a motion to approve the minutes and financials, and it was seconded by Mr. Rattan. All board members in attendance were in favor.

**Underwood Law Firm:** At the June special meeting Slater Elza of Underwood Law Firm did a presentation/training for the JTEDC board members and some community members explaining some things that EDC's can and can not do. He also discussed how Underwood Law Firm could help JTEDC in the future with training, being available to ask questions and discuss projects that JTEDC could be involved in. The JTEDC board members discussed retaining Underwood Law Firm for these purposes. Ms. Bierschwale made a motion to approve retaining Underwood Law Firm and it was seconded by Mr. Rattan. All board members in attendance were in favor.

**Grant Reviews:** Ms. Mills wanted to review the applications that have been received by the JTEDC this year and the status of each application. No action was taken on this. It was just a review of the applications that have been completed and the status of the ones that have been received, but no action has been taken at this time. Applications discussed were Junction Golf Club, CASP, Brayden's True Value, Pizza Junction, who received a Business Incentive Grant and plans to open a new ice cream shop this coming weekend, N.B. Quality Homes and Tia's La Familia Restaurant.

**Lunch with Leaders:** The next Lunch with Leaders is being planned and worked on for July 14<sup>th</sup> from 11:30 to 1:00 at Pizza Junction with Main Street Business Owners and City/County Officials. Ms. Heap made invitations, and Vinetta has passed them out to Main Street business owners, property owners and city and county officials. Mr. Rattan will give the details to Pizza Junction owner Julie Jensen for the luncheon. Ms. Bierschwale will work on questions and discussion points and all board members were encouraged to add to the questions and discussion points.

**Vision for JTEDC:** Ms. Mills encouraged the JTEDC board members to start thinking about what they want the vision for JTEDC to look like. This should be discussed at the next couple of meetings since terms are expiring and posting for new board members will be done.

**Budget Amendment:** A budget amendment will need to be made with city council because the original budget for grants in the current budget was exceeded due to the amount of grants awarded this year. Ms. Mills has discussed this with Garvene and has been instructed on how to handle the amendment at a city council meeting.

**2025-2026 Budget Preparation Review:** Ms. Mills, Mr. Robbins and Vinetta have been working on the 2025-2026 budget. They have met with Garvene to have a better understanding of the JTEDC budget. Ms. Mills has prepared the budget with two options for the next fiscal year. The proposed budgets were discussed. The board will continue to work on the budget and tweak it over the next month. The JTEDC will have it ready to approve and then present to city council.

**Donation to First Presbyterian Church:** First Presbyterian Church allowed JTEDC to use the fellowship hall for the training with Underwood Law Firm last month. The fellowship hall is set up with technology and capabilities to host a meeting. JTEDC board discussed donating to the church for the use of their space. Ms. Bierschwale made a motion to approve a donation to First Presbyterian Church in the amount of \$250.00 for use of the fellowship hall. It was seconded by Mr. Robbins and all present were in favor.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: Vinetta did not attend the June meeting, but JTTB is starting to work on approving applications for events for the upcoming year.
- (C.) City Council Updates: Doug Haynes was not in attendance at this meeting to give a report.

**Meeting adjourned at 5:57 p.m. on July 1, 2025.**

  
Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation \* Regular Monthly Meeting**  
**City of Junction \* September 2, 2025**  
**State of Texas**

The *Junction Texas Economic Development Corporation* was called to order by President Sheila Mills at 4:30 p.m for the regular monthly meeting at the City Hall Meeting Room.

**Present:**

**President:** Sheila Mills  
**Vice President:** Lisa Heap  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
Tom Rattan  
Cliff Robbins  
Marcy Levien

**Also Present:** Vinetta Sanders; JTEDC Office Manager, James Murr; Junction Eagle, Patty Colvin; owner of Westan Insurance, Carol Neiman; community member and Mike Gosney; community member and potential board member.

**Call to Order:** Ms. Mills had everyone introduce themselves and state their position for the recording record.

**Public Forum:** No one present to speak in the public forum.

**Consent Items:** Minutes from the August regular meeting were reviewed and the financial reports for July 2025 were unavailable at this time so they will be added to the agenda next month. Ms. Heap made a motion to approve the August 2025 minutes and it was seconded by Mr. Haynes.

**Kimble Library Façade Grant:** A façade grant application was submitted for the Kimble Library by Librarian Andrew Helton. This grant application was on the August agenda, but due to some questions about if JTEDC could help with this request it was tabled until more research could be done. Ms. Mills found information that showed EDC's can help libraries. The bid for this project is \$4,825.00 so 70% would be reimbursed to the library if approved. Mr. Haynes made a motion to approve the façade grant for the Kimble Library in the amount of \$3,377.50. It was seconded by Ms. Heap. All were in favor. Ms. Bierschwale did not vote due to also being on the Kimble Library Board.

**Westan Insurance Façade Grant:** A façade grant application was submitted by Patty Colvin, owner of Westan Insurance, which is now merging with another company to become ANKR. They will still be providing insurance, but will also be adding a payroll and tax service in the next couple of years. They will be getting a new sign with the new name, painting, an awning and work on the windows on the first and second stories. The bid for this project was \$7,478.36. 70% of this amount would max out the \$5,000.00 JTEDC reimbursement. Ms. Bierschwale made a motion to approve up to \$5,000.00 for the façade grant for this project and it was seconded by Mr. Robbins. All board members were in favor.

**Expiration of JTEDC board member terms:** Three board members have terms expiring at the end of September. Ms. Mills, Ms. Bierschwale and Mr. Robbins. Ms. Bierschwale and Mr. Robbins have been agreed to continue serving on the board, but Ms. Mills will not be continuing when her term is up at the end of this month. JTEDC advertised for potential new board members and received three applications from Amber Rendon, Greg Shaheen and Mike Gosney. Mike Gosney was in attendance and introduced himself and gave a brief explanation as to why he is interested in serving on the JTEDC. After discussion among the board Ms. Heap made a motion to recommend to city council that Ms. Bierschwale and Mr. Robbins continue to serve and appoint Mike Gosney to the open position on the board. It was seconded by Mr. Rattan and all were in favor. Ms. Bierschwale and Mr. Robbins abstained from voting.

**Upcoming Recycling Event:** Plans continue to be made for this event. It will start being advertised on Facebook, newspaper and flyers in the next week or so. Ms. Heap is working on creating a flyer. Ms. Mills has created a list of the places she has hung flyers during the past events so that way of advertising can continue. It was reported that Jamey Newbury has sold his business that has helped in the past with the collection of appliances. Vinetta will make contact with the new owners to see if they will still be able to provide the service.

**Appointment of Sub-Committees:** It was discussed that a sub-committee be created to help with the grant application review process. The sub-committee would review grant applications received to make sure all needed information was received and request additional information if needed before presenting grant applications to the board. Ms. Heap and Ms. Levien volunteered to be on this sub-committee. There was also discussion about having a sub-committee to work on revisions for the grant application forms. Ms. Mills encouraged to the board to review this at some point and appoint a committee if they felt it was necessary.

**Office Manager Job Description:** Ms. Mills has been working on a job description for the manager to use for future reference. Vinetta Sanders at this point informed the board she would be resigning from the office manager position effective September 30, 2025. Vinetta informed the board that she would be available to help until they were able to find someone, help train and be available for upcoming events. After some discussion it was asked if she would stay until the end of October to help with this transition and she agreed.

**JTEDC Executive Director Job Position:** JTEDC has had an executive director in the past and with Vinetta leaving maybe it was time to look at that position again to see if that is what the board feels JTEDC needs at this time. There was some discussion about the past history and what the needs are at this point for JTEDC. Ms. Bierschwale made a motion to create a sub-committee to discuss the job description of office manager/executive director and the sub-committee be made up of Mr. Rattan, Mr. Robbins and Ms. Mills. It was seconded by Ms. Levien.

**Final Recap of the Fiscal Year:** JTEDC board members discussed the progress made this year by the board. There have been several substantial grants awarded, liquor petition, progress with updating the historical street markers, Lunch with Leaders meetings, recycling events and restarting the Keep Junction Beautiful organization.

**Executive Session:** JTEDC did not go into executive session during this meeting.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: Vinetta attended the Aug JTTB meeting and gave her resignation to that board. New board members recommendations will be sent to city council
- (C.) City Council Updates: Doug reported city council has been busy with budget workshops. Tax increase will bring in about \$37,000.00. Water rates will be going up.
- (D.) Budget Amendment and FY 26 Budget Approval Status- Sheila will be attending the city council meeting on September 8<sup>th</sup> to present the budget and the amendment.
- (E.) Concrete Street Markers: Mitch Davis continues to make progress with getting the street markers stabilized. There are a few that will not be fixable and will be taken down. Mitch is also working on getting them painted white.
- (F.) Keep Junction Beautiful: Nothing to report at this time.

**Meeting adjourned at 5:31 p.m. on September 2, 2025.**

  
Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation  
City of Junction, State of Texas**

\* **Regular Monthly Meeting**  
\* **October 7, 2025**

The *Junction Texas Economic Development Corporation* was called to order by Vice President Lisa Heap at 4:31 PM for the regular monthly meeting at the City Hall Meeting Room.

**Board Members Present:** Carmen Bierschwale, Mike Gosney, Doug Haynes, Lisa Heap, Marcy Levien, Tom Rattan, and Cliff Robbins.

**Also Present:** Andrew Burnard, Junction Eagle; Community members Dr. Joe & Jeanie King, Heather Robbins, Tate Oeherlein, Mr. & Mrs. Francisco Tinajero.

**Call to Order:** Ms. Heap had everyone introduce themselves and state their position for the record.

**Public Forum:** No comments were made.

**Election of Officers:** Ms. Heap led the discussion to elect new officers. Lisa Heap, Vice-President, Doug Haynes, Treasurer, and Carmn Bierschwale, Secretary, all agreed to remain in their current officer role. Mr. Rattan made the motion to nominate Cliff Robbins as the JTEDC President; seconded by Mr. Haynes. Mr. Robbins accepted the nomination. There was no further discussion. Mr. Haynes made the motion to cease nominations and accept all officers by acclimation; seconded by Mike Gosney. All were in favor with Mr. Robbins abstaining. The following officers for the JTEDC for 2026 will be:

President Cliff Robbins  
Vice President Lisa Heap  
Treasurer Doug Haynes  
Secretary Carmen Bierschwale

**Consent Items:** Minutes from the September regular meeting were reviewed and the financial reports from both July and August 2025 were also reviewed. Ms. Bierschwale made a motion to approve the minutes and financials, and it was seconded by Mr. Haynes. All were in favor.

**King Pet Care Performance Grant:** Dr. Joe and Jeannie King were present with Heather Robbins and Tate Oeherlein. Mr. Cliff Robbins abstained from discussion and voting on this matter. Mr. Robbins also included a notarized Conflict of Interest affidavit in the grant application. The JTEDC by-laws do not prohibit board members from applying for grants as long as they recuse themselves from discussion and voting.

The Robbins and Mr. Oeherlein presented a business plan to acquire King Pet Care. They presented their plan for maintaining the current business, potential growth and future employee expansion. Dr. Bogard will remain as the Veterinarian at the clinic. The Robbins and Mr. Oeherlein do understand the need for a veterinarian to remain in Junction and have that included in their business plan. The application requests \$117,500 with three disbursements over three years: \$57,500 on 11/2025, \$30,000 on 10/2026, and \$30,000 on 10/2027. The grant review subcommittee of Ms. Levien and Ms. Heap had previously reviewed the application. All necessary documentation was in order. Ms. Bierschwale made the motion to approve the performance grant for \$117,500 with the three disbursements over three years. Ms. Levien seconded the motion. All board members were in favor with Mr. Robbins abstaining.

**Food Truck Business Incentive Grant:** Francisco Tinajero and his wife presented their food truck MT Taqueria business plan. Mr. Tinajero gave an overview of their hours and employees, menu options, and future growth. The application requested \$9,800 to help with rent and utilities. Ms. Heap made the motion to approve the business incentive grant for MT Taqueria; seconded by Ms. Bierschwale. All board members were in favor. The owners understand that they must incur the expense and ask for reimbursement from the JTEDC. Appropriate documentation just needs to be provided to the Office Manager for reimbursement.

**October 4 Recycling Event:** There was discussion to recap the Tire-Appliance-Electronics Recycling event on Saturday, October 4. The consensus was that everything ran smoothly. Vinetta commented that she likes the new Electronics recycling company. We do need to be more attentive to requests for picking up items in the future. Help from the football athletes was crucial. We could also reach out to other school programs like NHS, NJHS, and Student Council to get more volunteers as needed. The board agreed that upon review of the budget, we think that all three categories should be included in the spring recycling event. We will review the budget and decide in the future.

**Local Option November Election:** The local option liquor election is fast approaching. Election day is Tuesday, November 7 with early voting beginning on Monday, October 20. Mr. Haynes made the motion that the JTEDC spend funds to have an ad placed in the October 22 and October 29 newspaper. Mr. Gosney seconded the motion; all board members were in favor. Ms. Bierschwale agreed to confirm all the pertinent information like polling time and location. She will create graphics for social media promotion and the newspaper.

**Economic Development Coordinator Position:** Five applicants have applied for the position. The subcommittee of Mr. Robbins and Mr. Rattan have agreed to prescreen the applicants by phone. After their initial review, the board will have a special-called meeting to interview the applicants in person. Mr. Robbins asked the board for any specific job skills that are pertinent to the position.

**Reports:**

- (A.) Office Manager: Report from Vinetta Sanders included in board packet.
- (B.) Tourism Report: No report.
- (C.) Keep Junction Beautiful: No report.
- (D.) City Council Updates: Mr. Haynes reported that the City Council is reviewing the proposed ordinances. There was a called meeting on September 22 to review and resurrect the planning and zoning committee, which council agreed to. There have been three applications for the new P/Z position. There is another meeting on Monday, October 13. There has also been applications submitted for the Public Works Director to manage the streets, landfill, parks and water.

**Meeting adjourned at 6:05 PM on October 7, 2025.**

  
Carmen Bierschwale, Secretary



City regulatory rules were questioned. Mr. Haynes stated that the City of Junction is covered by state rules already in place. Mrs. Bierschwale made a motion to approve a licensing grant as part of the Performance grant with stipulations. Mr. Haynes seconded. All board members present approved.

**Updating Budget:** Mrs. Armes reviewed the current phone and telephone bill with HCTC. The JTEDC was still being billed for a rollover telephone line and minutes. Once updated, the phone bill was reduced to \$129.44; a savings of \$1,295.00 annually. Doug Haynes mentioned YouTube shows that highlight areas in Texas (ex: Expedition Texas). He commented that considerable advertising had been done by Gladewater, Texas, pointing out that maybe this is something the JTEDC and/or Tourism should consider. Mr. Robbins stated that we had a budget of \$25,000 for marketing. Other shows were discussed, like the Texas Reporter, Texas Bucket List, and Hunting shows. Junction does have a local citizen with drone footage. Mr. Murr advised that the Chamber and Tourism have a marketing budget of \$115,000 and \$90,000, respectively.

Mrs. Bierschwale made the motion to move funds in the amount of \$9,800 from Acct # 5999-02 Performance Grants to Acct #5999-03 Business Incentive. Mr. Haynes seconded the motion. All board members present approved.

**Texas Downtown:** Mrs. Armes advised the board to join the Texas Downtown Association. The membership fee for non-profit organizations is \$350 and allows 10 members. They offer webinars and message boards as part of their member benefits. Also, for additional fees, they will come to our town and do a study and give advice on revitalization efforts. Mrs. Armes also visited Kerrville EDC, and they highly recommended this association and the Texas Municipal League. Mrs. Bierschwale made a motion to approve membership; Mr. Haynes seconded the motion. All board members present approved.

**Chamber Nominee:** Mrs. Armes asked the board if they had a recommendation on nominees for the Kimble County Chamber of Commerce Board. No action was taken.

**Texas Adventure Riders:** Jeff Elliott contacted the JTEDC about hosting an event in Junction on April 30 -May 3, 2026. He needed help finding a venue and caterer. He asks if the EDC could supply lanyards and nametags and help with registration. Mrs. Armes spoke with Mrs. Bierschwale and Mrs. Heap, who both thought it was a good idea. This group has spent time in Kerrville, spending a considerable amount of funds in the community during their event. Mrs. Armes put him in contact with Cheryl Herring to apply for a Tourism Grant, Irma Williamson to reserve the Tree Cabins Venue, and Alex Gonzales for catering. The cost of 250 lanyards with plastic name holders is \$350.00. Mrs. Armes also spoke with teacher Tiffany Bierschwale, and her computer design class can make the nametags for community service hours. There was discussion regarding the role of the JTEDC versus the Tourism Board. Mrs. Armes presented this as an opportunity to meet people that might be business owners looking to establish something here in Junction. Mr. Robbins requested a mailing list of attendees. Dr Mike Gosney made the motion to spend up to \$350 on lanyards; seconded by Mr. Haynes. All board members present approved.

**Coordinator Responsibilities Updated:** Mrs. Bierschwale would like the JTEDC to make two posts weekly on the Facebook page to help with our exposure. There was discussion regarding

content and limiting comments on specific posts. All were in agreement to use discretion. Mr. Robbins commented that a calendar would help, so individuals are not posting the same thing. Mr. Robbins also wants a list of all grants current, pending, and closed. Mr. Haynes mentioned making a registry of properties to rent or buy for residential and commercial purposes. Possibly an inventory of vacant buildings.

**Annual Strategic Planning:** There was discussion regarding hosting a Strategic Planning meeting in January instead of our regularly stated meeting. All board members were in favor of this event. It was discussed inviting other boards including Chamber of Commerce, Tourism, City Council, Hospital Board, and County Judge Hal Rose. The date was set for Saturday, January 10, 2026, from 9 AM – 3 PM. The Heritage Building, part of the Kimble Hospital, will be reserved by Dr. Gosney. Mrs. Armes will have brunch type foods. Mr. Hayne will provide lunch. Mr. Robbins will put together the agenda.

**Update Investment Subcommittee:** Dr. Gosney presented the option of investing JTEDC unobligated funds in an investment account. He investigated two protected investment pools, TexPool and TexPool *Prime*, both approved for EDCs and other government entities. The money is insured and completely liquid. There is no minimum investment. Dr. Gosney suggested moving the money to TexPool with an interest rate of 3.9 -4.01 %. Mr. Robbins advised Dr. Gosney to discuss the current investment account at First State Bank. If the local bank can offer similar terms, they will be considered as well. Dr. Gosney made a motion to take the investment policy to Attorney Andrew Heap for review; seconded by Mr. Haynes. All board members present were in favor.

**Update Grant Subcommittee:** Mrs. Levien and Mrs. Heap had four grant applications to discuss with the board. Mrs. Levien presented:

1. A Performance Grant for the Junction Youth Baseball was reviewed. They are requesting funds to update the current fields, improve safety features, and update facilities. The board advised that edits need to be made to the application. No action was taken.
2. A Business Incentive grant for Radio Shack was reviewed. No action was taken.
3. A Façade grant for the Llano Motel aka Mid-Town Apartments was reviewed, and the board advised not to proceed.
4. A Performance grant for the Llano Motel aka Mid-Town Apartments was reviewed, and the board advised not to proceed.

**Update Marketing Subcommittee:** No updates

**Reports:**

- A. **EDC Coordinator:** Mrs. Armes visited with the Brady and Kerrville EDCs to gather information. The Eminent Domain Report was completed. Marie visited with County Judge Hal Rose about his role with the Concho Valley Workforce. Information was gathered regarding the Texas Municipal League, LCRA's grants for local EDCs, and Texas Department of Agriculture Grants. Marie commented that the website needs corrections and updates. A new computer has been ordered for the office. The 'office-manager' email address needs to be updated, but it is connected to a non-existent cell phone. Mr. Robbins will address these issues.
- B. **Tourism:** No report as there are no meetings in November and December.
- C. **City:** Mr. Haynes reported that the City received the legal opinion that individuals can serve on the Planning and Zoning board that do not reside in the city but are property owners. An offer was made to fill the Public Works Director.

**Meeting adjourned at 7:19 PM on December 2, 2025**



Carmen Bierschwale  
Carmen Bierschwale, Secretary

Junction Texas Economic Development Corporation \* Regular Monthly Meeting  
City of Junction \* January 10,2026  
State of Texas \*

The *Junction Texas Economic Development Corporation* was called to order by Cliff Robbins for its regular monthly meeting on Saturday, January 10, 2026, at 9:00 a.m. at the Heritage Meeting Room. A quorum was established with the following:

**Present:**

**President:** Cliff Robbins  
**Secretary:** Carmen Bierschwale  
**Treasurer:** Doug Haynes  
**Directors:** Mike Gosney  
Tom Rattan  
Marcy Levien  
**Absent:** Vice President Lisa Heap

**Also Present** Marie Armes (EDC Coordinator), Hal Rose (County Judge), Joe Hernandez (Tourism Board President), Jeremy and Sandy Rotge

**Call to Order:** A roll call was conducted, and Mr. Haynes offered the invocation.

**Public Forum:** Citizens comments (limited to 3 minutes) no comments at this time.

**Radio Shack Business Incentive Grant** Mr. Rotge explained that a required relocation to a larger retail space increased his rent and utility costs and requested EDC assistance. Mrs. Bierschwale moved to approve the grant, and Mr. Rattan seconded. The motion passed unanimously.

**Consent Items:** (A.) **Minutes** and (B.) **Financials:** After a review of the minutes of the December meeting, Dr. Gosney made a motion to approve the minutes, and it was seconded by Mrs. Levien. The financials through November 30, 2025, were reviewed and Dr. Gosney made a motion to approve the financials, and it was seconded Mrs. Levine. All board members present were in favor.

**Insurance Bids:** Mrs. Armes reported that the EDC currently holds three bonds, though bylaws require only one, and the required bond is not state-mandated. She recommended replacing the bonds with Directors and Officers (D&O) insurance, which would offer broader protection. Dr. Gosney moved to amend the bylaws to replace the bond requirement with D&O insurance; Mr. Haynes seconded. The motion passed unanimously.

Mrs. Armes also noted that bids for business renter's insurance are being collected and will be presented at the next meeting.

**Investment Subcommittee:** Dr. Gosney met with Attorney Andrew Heap regarding the development of an EDC investment policy. Mr. Heap recommended aligning the EDC's policy with that of the City of Junction. He also noted that the city already has an investment policy, as confirmed by Mr. Haynes.

**Strategic Goals 2026-2027:** Mr. Robbins made opening comments to state the strategic planning portion of the meeting. The entire board, including Mr. Rose and Mr. Hernandez, were active in the commentary. The following goals were chosen for the 2026-2027 years:

**1. Business Recruitment/ Job Creation**

By the end of FY 2026 - 2027, support the recruitment or expansion of **at least one business** locating in Junction that results in the creation of **a minimum of 10 new permanent jobs**, as verified through executed agreements, announcements, or employment data.

**2. Regional/ Entity Collaboration**

During calendar year 2026, convene **at least two collaborative meetings** with relevant local and regional entities to align priorities and contribute to the development of an **updated strategic framework** addressing Junction and surrounding areas.

**3. Recruitment Package & Targeting**

By Q3 of FY 2026, develop and adopt a **standardized recruitment package** that documents Junction's available assets, infrastructure, workforce characteristics, and incentives, and use this information to **identify and prioritize target industries or companies** for outreach.

**4. Strategic Vision & Marketing**

By the end of FY 2026, participate in or support the development of a **clear economic development vision** for Junction (and the county where appropriate), accompanied by a **basic marketing toolkit** that can be used to consistently communicate that vision to prospective **businesses and partners**.

**5. Real Estate Investment Capacity**

During FY 2026, establish a formal subcommittee to evaluate the feasibility, legal considerations, and potential structure of an EOG-supported real estate investment approach to support economic development objectives, and, if an opportunity aligns with EDC authority, available funding, and City Council approval, pursue the purchase and/or development of qualifying real estate asset.

**Meeting adjourned at 1:31 on January 10, 2026**

  
Carmen Bierschwale, Secretary

**Junction Texas Economic Development Corporation \*  
City of Junction \*  
State of Texas**

**Regular Monthly Meeting  
Tuesday February 3, 2026**

The Junction Texas Economic Development Corporation was called to order by Cliff Robbins for its regular monthly meeting on *Tuesday, February 3, 2026, at 4:30 p.m. in the City Hall Meeting Room. A quorum was established with the following:*

**Present:**

**President :** Cliff Robbins  
**Vice President:** Lisa Heap  
**Secretary:** Carmen Bierschwale  
**Director:** Dr Mike Gosney  
Tom Rattan  
**Absent:** Marcy Levein, Treasurer Doug Haynes

**Also Present:** Marie Armes (EDC Coordinator), Ashley Barow, Maria Galindo, Twila Leistikow, John McDonald, Myndi Jameson, Lexie Gentry, Craig Stanley

**Call to Order:** Roll call of those in attendance. Mr. Robbins offered the invocation.

**Public Forum:** Citizens Comments (limited to 3 minutes); no comments at this meeting.

**Consent Items:** (A.) **Minutes** and (B.) **Financials:** After a review of the minutes and the financials, Dr Gosney made the motion to accept the minutes from the January regular monthly meeting; Mr. Rattan seconded the motion; motion passed unanimously. Mrs. Bierschwale made the motion to accept the financials; Mrs. Heap seconded the motion; motion passed unanimously.

**Lone Star Bar and Grill Performance/Licensing Grant:** Miss Barrow wants to expand her business, to include the wine and mixed beverages that recently passed. Dr. Gosney made the motion to approve; Mrs. Bierschwale seconded the motion; passed unanimously.

**Pour Decisions LLC Business Incentive and Performance /Licensing Grants:** Mrs. Jameson explained she wants to become a brick & mortar establishment. Pour Decisions is currently a mobile bar, and she has contracted with the Masonic Lodge of Junction to renovate and move into a space on Main Street. The establishment would have a laid-back lounge feel to it with a full-service bar. She would offer acoustic music, possibly live music. She would offer customers darts and shuffleboard, and a few TVs. She stated parking would not be a problem as downtown businesses would be closed during her hours of operation. Renovation has already begun and looking for an April 1<sup>st</sup> opening day. Mrs. Bierschwale made the motion to approve the licensing grant and Mrs. Heap seconded the motion; the motion passed unanimously. Mrs. Jameson also applied for the Business Incentive grant. The grant would be used to help with rent/utilities and that would make

funds available to hire 3 part-time employees. Mrs. Bierschwale made the motion to approve the Business Incentive Grant and Mr. Rattan seconded the motion; the motion passed unanimously.

**Korner Store Business Incentive Grant:** Twila Leistikow plans on using this grant to make funds available to have 3 part-time employees and be more competitive in their hourly wages. Mrs. Heap made the motion to approve the Business Incentive Grant and Mrs. Bierschwale seconded the motion; the motion passed unanimously.

**Junction Eagle Advertising Budget:** Mrs. Bierschwale proposed to the board to commit a portion of our marketing budget to our local newspaper. There was some discussion on the dollar figure to allocate to promote the EDC message. Dr. Gosney made the motion to commit six thousand dollars annually to the Junction Eagle; Mr. Rattan seconded the motion; the motion passed unanimously.

**USDA Money:** Mrs. Armes has been in contact with the USDA about changing the scope of the rural revolving loan fund. This was tabled until more information is available about changing the scope options.

**Facade Grant Increase:** The Façade Grant is currently structured to only pay 70% of the project up to \$5,000. There was some discussion regarding increasing the total amount or changing the percentage funded by the EDC. Mrs. Bierschwale made the motion to change the Façade Grant so that the EDC paid 100% of the project up to \$5,000; Mr. Rattan seconded the motion; the motion passed unanimously.

**Insurance Bids:** Insurance bids were accepted and Mrs. Armes presented them to the board. For business renters' insurance, Dr. Gosney made the motion to accept the bid from Westin Insurance, Patty Colvin, and Mr. Rattan seconded the motion; the motion passed unanimously. Directors and Officers insurance was discussed, replacing the current bonds. Mr. Robbins will make a request at the next City Council meeting for them to approval a revision to our EDC bylaws, adopting full D&O coverage, which includes a hired employee. Dr. Gosney made a motion to accept the bid from Kothmann Insurance, Jessica Gardner, contingent on the City approving the change in EDC bylaws. Mrs. Heap seconded the motion; the motion passed unanimously.

**Keep Junction Beautiful:** This is the EDC sponsored annual recycling event using the county yard. It will offer the removal of tires, appliances, and electronics. April 11 was the date chosen. Mrs. Armes will coordinate with the vendors and the Commissioner's Court. Mrs. Bierschwale made the motion to approve the date and Mrs. Heap seconded the motion; the motion passed unanimously.

**Spring Mixer:** One of the 2026 Strategic goals is Collaboration with other boards and entities in Junction, Kimble County. This event is to be a meet & greet for area boards to initiate meetings and open dialogue. The mixer will be held at the museum. Mrs. Heap

made a motion to set a budget of \$3,000 and Dr. Gosney seconded the motion; the motion passed unanimously.

**Update from Investment Subcommittee:** Dr. Gosney stated their meeting with Andrew Heap had to be postponed. This item is to be tabled. Mr. Rattan asks to be a member of the investment subcommittee. Dr. Gosney made a motion to remove Mr. Haynes so that there are not four EDC members which would constitute a quorum and replace him with Mr. Rattan. The motion was by Mrs. Heap; it passed unanimously.

**Reports:**

- (A.) Office Manager Report: Marie Armes
- (B.) Tourism Report: none
- (C.) City Council Update: none

**Meeting adjourned at 6:30 PM.**



Carmen Bierschwale, Secretary

The *Junction Texas Economic Development Corporation* was called to order by Cliff Robbins for its regular monthly meeting on Tuesday, April 7, 2026, at 4:30 p.m. in the City Hall Meeting Room. A quorum was established with the following:

**Present:**

**President:** Cliff Robbins  
**Vice President:** Lisa Heap  
**Secretary:** Carmen Bierschwale  
**Directors:** Dr. Mike Gosney  
Tom Rattan  
Marcy Levein  
**Absent:** Treasurer Doug Haynes

**Also Present:** Marie Armes (EDC Coordinator), Kendra McKinney, Luv Bhakta, Nitin Bhakta, Alma Trevino, and Brian Rieck.

**Call to Order:** Roll call of those in attendance. A quorum was established. Mr. Robbins offered the invocation.

**Public Forum:** Citizens Comments (limited to 3 minutes). Dr. Gosney relayed comments from Bill Simon, Hospital Board President, thanking the EDC for the Spring Mixer and expressing support for a joint presidents' meeting.

**Consent Items:** (A.) **Minutes** and (B.) **Financials:** After a review of the minutes and the financials, Mrs. Bierschwale made the motion to accept the minutes from the March regular monthly meeting. Mr. Rattan seconded the motion, and it passed unanimously. Mrs. Armes noted she would contact Garven Adams, City Secretary, to inquire whether "obligated funds" could be added to the financial reports to improve clarity. Mrs. Bierschwale made the motion to accept the financials. Mr. Rattan seconded the motion, and it passed unanimously.

**Sassy Seniorita Business Incentive/Facade:** Ms. Trevino appeared before the board applying for both a Business Incentive and a Facade grant. Ms. Trevino explained she needed the Facade grant to assist with building a canopy over the front area of her property. The canopy would keep her Mexican pottery out of the weather. Previously, she had to move them every time there was inclement weather. She also intends to work on the handicap entrance and purchase more signage. Mrs. Bierschwale made the motion to approve the Facade Grant. Mrs. Levein seconded the motion, and it passed unanimously.

Ms. Trevino also applied for a Business Incentive Grant to help with her monthly bills. The grant would allow her to work on other projects and possibly hire another part-time employee. Mrs. Bierschwale posed a question regarding the available funds budgeted for the Business Incentive

grants. Mr. Robbins stated that funds would need to be moved within the budget, but there are enough available. Mrs. Heap asked how long she had been in business. Ms. Trevino indicated 11-years and owns the building. Mrs. Bierschwale made a motion to approve the Business Incentive grant. Mrs. Heap seconded the motion, and it passed unanimously.

**Pizza Junction Performance /Performance Licensing Grant:** Mr. And Mrs. Jenson with Pizza Junction applied for the Performance Licensing grant. They are currently licensed to sell beer but have applied for a full license to serve wine and mixed beverages. They would be hiring a full-time bartender. They will offer signature cocktails, beer, white, and red wine which can be served by the bottle or by the glass. The Jenson's also have plans for future expansion. They intend to add an outdoor area with fire pits for the winter and misters during the summer months. The expanded outdoor area could also be an area to provide live music. Mrs. Bierschwale made the motion to approve the Performance Licensing Grant. Mrs. Levien seconded the motion, and it passed unanimously.

The Jenson's also applied for a Performance Grant in the amount of \$15,000.00 matching funds. The grant would be used to purchase an espresso machine to expand their current business to include a coffee bar. They have secured the required matching funds from a local bank. The Jenson's plan on offering three different roasted beans and adding a coffee tasting experience for their customers. They recently hired a Barista and hope to add two part-time employees. The JTEDC went into executive session from 5:15 to 5:45.

After the executive session, Mr. Robbins explained that the JTEDC could approve a grant of \$9,999 and the funds would be available immediately. Or the Jenson's could move forward with the requested \$15,000, but it would need to go before the City Council for final approval, as the board can only approve \$10,000. Mrs. Jenson chose the first option. Mrs. Bierschwale made the motion to approve the Performance Licensing grant for \$9,999; Mrs. Levien seconded the motion; and it passed unanimously.

**Days Inn Business Incentive, Facade, Performance and Performance Licensing Grants:** Mr. Bhakta outlined what he envisioned for the Days Inn. It will be a 50-room hotel, marketing it as the "Hotel on the Hill ". They want to make staying there an experience They own two other hotels: a Spark by Hilton in Victoria and a Days Inn in Corpus Christi. They will be adding a playground and manicured outdoor area for live music. The community will be able to rent these areas and pool for parties or events without staying at the hotel. Mr. Bhakta is planning on opening in June. The rooms are all updated and digital. You can check in on your phone and use your phone as a key. They will be adding 8-10 employees. Once TABC licensed, they will purchase a "Pull My Beer" system where guests can use their room key to purchase beer. Mr. Rattan asked if everything was up to code. Mr. Bhakta was assured it was, and he is waiting for the inspection. Mrs. Bierschwale inquired as to why the managed different hotel brands. Mr. Bhakta explained that they chose the brand depending on their market area. A Days Inn by Wyndham fits the Kimble County market as travelers move across the state.

Mr. Bhakta applied for a Facade grant in the amount of \$5,000, a Performance Licensing grant for \$9,000, a Business Incentive grant for \$9,800, and a Performance grant for \$200,000.

The JTEDC went into executive session from 5:15 to 5:45.

After the executive session, Mr. Robbins explained how the Performance Grant would work moving forward. The JTEDC is required to have a Public Hearing and then it would go before the city council in July. Dr. Gosney made a motion to approve the Performance based grant for \$200,000.00 by granting a variance for the project completion date requirement. This approval is conditional upon receiving an opinion from the TEDC Legal counsel, or JTEDC's determination that granting a variance is within its powers. The funds would be dispersed at \$50,000 a quarter. Mr. Rattan seconded the motion, and it passed unanimously. The remaining grants, Business, Facade, and Performance Licensing, were denied for this fiscal year.

**Budget:** Mrs. Armes requested approval to reallocate \$1,200 from account 5040 (Printing/Advertising) to Account 5035 (Furniture/Equipment) to cover the cost of a new office chair and computer. Mrs. Bierschwale made the motion to approve the reallocation. Dr. Gosney seconded the motion and passed unanimously.

Mrs. Bierschwale made the motion to reallocate funds in the amount of \$18,999 from 6019 (building fund) to 599-02 (Performance Grants) and \$9,800 from 6019 (building fund) to 599-03 (Business Incentive). Mrs. Heap seconded the motion and passed unanimously.

**Review of the Spring Mixer:** Mr. Robbins was pleased with the turn-out, as did the board. Mrs. Armes reported that 58 in total were in attendance with 18 stating they would enjoy meeting regularly each quarter. Mrs. Heap wants to focus on tourism, chamber, and EDC. Mrs. Bierschwale wants to focus on getting the branding decided. Mr. Robbins agreed to the need for a marketing campaign.

**Keep Junction Beautiful Initiative:** The JTEDC will host the Spring Recycling event on Saturday, April 11, from 9-12. It will be handled the same as the Fall 2025 event. Mr. Robbins and Mrs. Armes will meet at 8:00 to put up signs and banners. Mrs. Armes has snacks, drinks, and gloves for helpers.

**Housing Grants and Affordable Housing Defined:** Mrs. Armes gave the board the HUD definition of affordable housing. She also stated that the USDA had many grants for Affordable Housing. Dr. Gosney made the motion to not accept grants for Affordable Housing. Rattan seconded the motion, and it passed unanimously.

**Update from Investment Subcommittee:** Dr. Gosney discussed the city's investment policy, as the EDC needs one. He stressed the need to have a policy in place to be able to invest in Tex-Pool. He spoke of the paperwork required and will coordinate with Mrs. Armes to get it completed. The investment group requires up to four on the account. Cliff voiced concerns about passwords. Dr. Gosney said that everyone on the account would have their own personal pin, so we know who logged in.

**Reports:**

- (A.) Office Manager Report: Marie Armes has the upcoming Texas Adventure Riders event at the end of the month. She will be assisting with registration.
- (B.) Tourism Report: No update.
- (C.) City Council Update: No update.

**Meeting adjourned at 7:30 p.m.**

  
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Carmen Bierschwale, Secretary