

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 8th 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