



MINUTES OF 10-7-14 REGULAR MEETING

Junction Texas Economic Development Corporation met for its regular meeting at 5:15 p.m. on Tuesday, October 7, 2014 in the City Hall meeting room with the following directors present:

President: Jean Jacoby

Secretary: Larry Harrison

Directors: Polly Robinson, Carol Neiman, Shane Adams, and Ron Fuquay

Director Mindy Supak was absent.

City Secretary Kristi Bannowsky and Treasurer Maria Alvarado was present. Russ Hammonds of Two Rivers Technology and Charles Hagood representing the Kimble County Historical Museum were present. *Junction Eagle* newspaper reporter James Murr also attended.

President Jacoby called the meeting to order at 5:15p.m. and Harrison gave the invocation.

Election of Officers: President Jacoby called for the election of officers. Robinson nominated President Jacoby for another term. Fuquay seconded the motion. Motion carried with no dissenting votes. President Jacoby nominated Robinson for vice-president. Neiman seconded the motion. Motion carried with no dissenting votes. President Jacoby nominated Harrison to serve another term as secretary. Adams seconded the motion. Motion carried with no dissenting votes.

Oath of Office: City Secretary Bannowsky administered the oath of office to new/reappointed directors Jacoby, Adams, and Fuquay.

Consent agenda: Minutes from the September 2, 2014 regular meeting and September 25, 2014 call meeting were pulled from the Consent Agenda. Jacoby asked for the correct spelling of Neiman's name. Harrison made the motion to approve the consent agenda and minutes subject to the corrections; Neiman seconded the motion. Motion carried with no dissenting votes.

Public forum: No one from the public spoke.

Contract with Russ Hammonds and Two Rivers Technology (TRT): Robinson provided an overview of the proposed contract between Two Rivers Technology and the JTEDC, which includes sections addressing confidentiality, liability, general hourly fees, conflicts of interest, termination, etc. In addition, TRT will oversee anti-virus, domain administration, and cloud storage/backup needs of the JTEDC. Total immediate expense is estimated at \$960. Monthly cloud/backup fees will approximate \$10/month. TRT will also provide monthly recurring maintenance which is estimated at \$40 month. Harrison made the motion to adopt the contract and fee schedule. Neiman seconded the motion. Motion carried with no dissenting votes.

Grant request from the Kimble County Historical Museum: Charles Hagood submitted a grant application for \$100,000 to assist in converting the old Kimble County Hospital building and its

approximate 3 acre site into the new historical museum complex. The architect estimates the cost to renovate 6,000 plus square feet of the structure at approximately \$620,000, with about \$400,000 of this amount already raised through cash contributions or commitments to contribute funds. The construction project will take about one year, with a start date projected for December 2014.

There was considerable discussion about the need for the museum board to develop a business plan. Jacoby and Robinson promoted the idea, stating that institutions need such plans to help direct their efforts and resources in an efficient and strategic manner. Robinson emphasized that the change in museum operations will be significant ----- going from a 1,200 square foot building with a window unit to an almost 10,000 square foot structure on 3 acres ----- and careful thought must be given to the strategic vision and operation of the museum. Such a plan should define the museum's major goals, outline how these objectives will be achieved, summarize ongoing operations, and include financial projections (both revenues and expenses).

Harrison said a plan was not needed, as the grant is for construction funds only and that JTEDC should not micro-manage by requiring a business plan. Adams agreed with Harrison. Hagood stated that he had no objection to a business plan and that Robinson had agreed to assist in preparing one.

Harrison made a motion to proceed with the application process. Adams seconded the motion. The application will be sent to City Council for an initial evaluation. This vote also begins a 60-day public review process, including public hearings, before the grant request would be sent to the City Council for final approval.

WiFi program: Robinson reported that the WiFi program initiated in 2014 has 7 participants. Each participant is reimbursed up to \$810 (\$150 install fee and \$55 per monthly fee for 12 months) for a total of \$5,670. Of the original \$9,500 allocated for the project, \$3,830 is not allocated. Harrison made the motion to make these unfunded monies available to interested businesses. Neiman seconded the motion. Motion carried with no dissenting votes.

Performance agreement between City Sweets Bakery and JTEDC: In 2013, JTEDC provided financial assistance to start-up business City Sweets Bakery through a grant and loan. This arrangement is subject to a Performance Agreement. It requires City Sweets to open weekdays from 7:00am to 2:00pm and on Saturdays from 7:00am to 4:00pm. Robinson stated that owner Alex Gonzales requested a modification in business hours to accommodate the weekend demand. Saturday is a very slow day, as there are few customers in the downtown area. Since April, Alex has opened on Sunday for lunch and has successfully attracted the church crowd. He is also experimenting with special dinner nights on holidays and Fridays. Fuquay commented that it was important for businesses in the downtown area to be open on Saturday in order to attract tourists and local customers. Robinson made the motion to amend the agreement to state that City Sweets is to be open 35 hours a week (Monday through Friday from 7:00am to 2:00pm) and an additional 3-4 hours per week, with days and times at owner's discretion. Neiman seconded the motion. Motion carried with no dissenting votes.

Report on Junction Texas Tourism Board Meeting: Robinson reported on the September 24, 2014. JTTB meeting. Carmen Bierschwale gave a follow-up report on the success of the Junction Boys/Texas A&M weekend. Hoyt Moss discussed the possibility of converting a portion of the Kimble Electric/PEC building to a conference/entertainment center. Five grant requests were considered. Back Street Players was approved for \$15,000 to renovate the Red Barn and the Chamber of Commerce/Junction Volunteer Fire Department was awarded \$4,500 to help fund advertising costs for the wild game dinner, if needed.

A \$16,000 request from Hoyt Moss to support two disc golf tournaments in 2015 was tabled, pending a request for more information. The \$2,000 request from the Texas Hunters and Trappers event in October 2014 was tabled, as no one from the organization was present.

The group again discussed possible changes in the grant application program. Based on her research, Robinson conveyed how a number of other communities conduct their programs. Directors agreed to proceed with exploring modifications to the current process.

Acquiring new office space for the JTEDC: Jacoby reported that she is in negotiations with for new space and believes the office will meet the needs of the JTEDC.

Purchase of furniture, fixtures, and equipment: Upon the signing of a lease contract, Jacoby stated that the JTEDC will need to purchase furniture and equipment. \$5,000 is allocated in the 2014-2015 budget for such items. Harrison stated that Jacoby and Robinson should comprise a list of what is needed to open the new office.

Meeting adjourned.

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