



Community Development Corporation Meeting Minutes

Monday, April 06, 2026 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

President Juarez called the meeting to order at 6:00 p.m.

PRESENT

President Enrique Juarez
Place 2 Pedro Maldonado
Place 4 Marco Huerta
Place 5 Gordon Cappon
Vice President Daniel Alvarez

ABSENT

Place 3 Leo Casanova
Place 6 Claudia Villarreal

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Milum gave the invocation and led the audience in the Pledge of Allegiance.

C. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

There was none.

D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from March 2, 2026

Motion was made and seconded to approve the minutes from March 2, 2026.

Motion made by Place 2 Maldonado, Seconded by Place 4 Huerta.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

2. Consideration and ACTION to acknowledge the February 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax

Mr. Milum presented the February 2026 financial reports. The transaction report reflected seven routine transactions totaling \$375,404.93, all previously approved with nothing unusual noted.

As of February 28, 2026, the City is 41.7% through the fiscal year. Sales tax collections totaled 48.26% of the annual budget, exceeding projections by nearly \$43,000, reflecting a strong month. Year to date expenditures were 28.63%, or approximately \$189,000, resulting in a positive variance of more than \$128,000, in addition to sales tax revenues above budget. No budget line items were reported as over budget or out of order.

The sales tax comparison report showed a strong performance, with February revenues up 28.34% over the same period last year. Year to date sales tax collections are 11.32% higher, or \$31,904, than last year. Board members noted that February consistently reflects strong figures due to holiday sales from December being reported during this period.

Members commended Mr. Milum and the accounting department for long-standing accuracy, transparency, and accountability in financial reporting.

Motion was made and seconded to acknowledge the Financial Report.

Motion made by Place 5 Cappon, Seconded by Place 4 Huerta.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

3. Consideration and ACTION to approve a sign grant for Star Insurance Advisors LLC located at 304 E 3rd St. Suite 1.

Mr. Huerta reported on behalf of the Incentive Grant Committee, which met earlier to review a sign grant application from Star Insurance Advisors LLC. Two bids were received for the proposed signage, Industrial Signs: \$9,070 and the lowest bid from The Graphik Spot: \$7,240.

The committee reviewed the bids and recommended approval of the lowest bid from The Graphik Spot in the amount of \$7,240. The CDC's portion of the grant would be \$3,620.

Motion was made and seconded to approve a sign grant for Star Insurance Advisors LLC located at 304 E 3rd St. Suite 1 to the lowest bid in the amount of \$7,240 with the CDC portion being \$3,620.

Motion made by Place 2 Maldonado, Seconded by Place 4 Huerta.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

4. Consideration and ACTION to approve an interior grant for Allure Medical Aesthetics LLC located at 304 E 3rd St. Suite 2.

Mr. Huerta reported on behalf of the Incentive Grant Committee, which met earlier in the day to review an interior improvement grant application from Allure Medical Aesthetics LLC. Two bids were received for the proposed work, New Leaf Construction LLC in the amount of \$10,200 and the lowest bid from Castle Bridge Construction in the amount of \$9,300.

The committee reviewed the bids and recommended approval of the lowest bid from Castle Bridge Construction in the amount of \$9,300. The CDC's portion of the grant would be \$4,650.

Motion was made and seconded to approve an interior grant for Allure Medical Aesthetics LLC located at 304 E 3rd St. Suite 2 to the lowest bid in the amount of \$9,300 with the CDC portion being \$4,650.

Motion made by Place 2 Maldonado, Seconded by Place 5 Cappon.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

5. Consideration and ACTION to update the sign grant funding amount and include funding for Plaza signs.

Mr. Milum presented a proposed update to the CDC Sign Grant Program, as outlined on page 22 of the board packet. He explained that the current maximum sign grant provides 50% reimbursement up to \$7,500, with the CDC portion capped at \$3,750. He proposed to increase the CDC's maximum contribution from \$3,750 to \$5,000 for standard business sign grants.

He proposed a new component allowing plaza owners to receive funding for large, multi tenant

plaza signs. The plaza owner may receive up to \$5,000 per tenant unit located within the plaza. He confirmed that individual tenants are not barred from applying for their own CDC grants at a later date.

Mr. Milum explained to ensure transparency and fairness, the updates should become effective June 1, 2026. Applications submitted prior to that date will remain subject to the existing \$3,750 maximum and will not include plaza sign funding.

Board members discussed consistency with past practices and noted that similar plaza signage funding had previously been approved in concept, though not formally adopted. Members expressed support for the update, citing benefits to existing and future businesses and improved clarity in grant administration.

Motion was made and seconded to update the CDC Sign Grant Program as follows: Increase the CDC maximum sign grant contribution to \$5,000. Allow plaza owners to receive up to \$5,000 per tenant unit for plaza signage. Confirm that tenants remain eligible to apply separately for CDC grants.

Set the effective date as June 1, 2026.

Motion made by Vice President Alvarez, Seconded by Place 2 Maldonado.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

6. Consideration and ACTION to approve the 2024-2025 Financial Audit.

Mr. Milum presented the financial audit summary for Fiscal Year 2024–2025, reporting as of September 30, 2025, total assets were reported at \$796,613, consisting primarily of cash. Total liabilities were \$28,517, resulting in an unrestricted fund balance of \$768,096. The fund balance showed a positive increase from the prior fiscal year, indicating continued financial growth and stability. Sales tax revenue increased from \$622,000 in FY 2024 to \$658,000 in FY 2025. Interest income remained essentially consistent year over year. Total revenues: \$676,192, total expenditures approximately \$538,000

The fiscal year concluded with an excess of revenues over expenditures totaling \$137,750. As a result, the fund balance increased from \$630,346 to approximately \$768,096, strengthening the organization's financial position. Mr. Milum noted that this growth was achieved while completing key projects, including the street project and the Veterans Memorial, while maintaining conservative financial practices to preserve funds for future needs.

Motion was made and seconded to approve the 2024-2025 Financial Audit

Motion made by Place 2 Maldonado, Seconded by Place 5 Cappon.

Voting Yea: President Juarez, Place 2 Maldonado, Place 4 Huerta, Place 5 Cappon, Vice President Alvarez

E. REPORT BY GENERAL MANAGER

1. 1. City Manager Report

A. Los Fresnos Business Circle (LFBC) March Event B. SBA Business Ready Series C. LFCDC Website & Media Development (Triggers Media) D. Earth Day Event - April 18, 2026
E. Workforce Development

Mr. Rosas provided an update on current economic development and community initiatives. He reported on the Los Fresnos Business Circle March event, which was held on March 4 at Fragile Planet Wildlife Park and included a new speed- networking format. The next Business Circle event is scheduled for April 17 at the EMS Training Facility.

Mr. Rosas also updated the board on the SBA Business Ready Series, noting that recent sessions have addressed small business funding and that another workshop is planned for April 28. An update was presented on the LF CDC website and media development, including progress on a new homepage video and business- focused content.

Preparations are underway for the Earth Day event scheduled for April 18, 2026, with vendor participation confirmed and promotional materials planned.

Finally, Mr. Rosas reported that work on the workforce development program has been completed and that coordination with workforce partners will continue, with additional details to be provided at a later date.

F. ADJOURNMENT

The meeting was adjourned at 6:36 p.m.

Enrique Juarez, President

ATTEST:

Jacqueline Moya, City Secretary