



Community Development Corporation Meeting Agenda

Monday, January 06, 2025 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

B. INVOCATION AND 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.

D. ACTION ITEMS

- [1.](#) Consideration and ACTION to approve the minutes from December 2, 2024.
- [2.](#) Consideration and ACTION to acknowledge the December 2024 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report
- [3.](#) Consideration and Action to approve a sign grant for Good People located at 105 N. Arroyo Blvd. Suite B.

E. REPORT BY CDC CONSULTANT

- [1.](#) CDC Consultant Report December 2024 A. Businesses & Resident Site Information B. Business Outreach C. Community Development D. Sponsored Promotions

F. REPORT BY GENERAL MANAGER

- [1.](#) City Manager Report A. Veteran's Memorial

G. ADJOURNMENT

This is to certify that I, Mark Milum, posted this agenda on the front bulletin board of the City Hall and on the city website at www.cityoflosfresnos.com on January 3, 2025 on or before 05:30 p.m. and it shall remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Mark Milum, City Manager

Persons with any disabilities that would like to attend meetings must notify City Secretary 24 hours in advance so that the City can make arrangements for that disabled person.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the minutes from December 2, 2024.

Recommendation:

I recommend approval.



Community Development Corporation Meeting Minutes

Monday, December 02, 2024 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 Enrique Juarez called the meeting to order at 6:00 pm.

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 were none.

D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from November 04, 2024.

Motion was made and seconded to approve the minutes from November 04, 2024.

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

Voting Yea: President Juarez, Place 2 Maldonado, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

2. Consideration and ACTION to acknowledge the November 2024 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

Mr. Milum reported 15.69% sales tax collected, expenditures were good Dues & Memberships reflected the payment to Placier who is collecting data for city event's. Checklist reported a total of \$31,740.45 checks issued, sales tax report was over all good.

Motion was made and seconded to acknowledge the Financial Report.

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

Voting Yea: President Juarez, Place 2 Maldonado, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

E. REPORT BY CDC CONSULTANT

1. CDC Consultant Report November 2024 A. Businesses & Resident Site Information B. Business Outreach C. Community Development C. Sponsored Promotions

Mr. Martinez gave a breakdown on the permits issued in the Building Permit. He reported the outreach done for the month that included a follow up with Ash Tree Plaza on a sign grant, discussion on affordable housing, gathering information for the Los Fresnos 20-year Comprehensive, Cameron County Economic Development, Workforce Solutions Cameron, and Amigos del Valle and LRGVDC.

The board thanked Mr. Martinez for his report.

F. REPORT BY GENERAL MANAGER

1. City Manager Report A. Veteran's Memorial

Mr. Milum reported the memorial is coming along, the landscaping is being completed and contractor is cleaning up the area.

G. ADJOURNMENT

Meeting was adjourned at 6:13 pm.

Enrique Juarez, President

ATTEST:

Jacqueline Moya, City Secretary

ACTION ITEM REPORT



Item Title: Consideration and ACTION to acknowledge the December 2024 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

Recommendation:

There are no checks out of the ordinary. The total is \$29,204.69.

The budget report through December is 25% complete. Sales Tax revenue is a little behind at 23.06% or \$11,054.45 below budget. Expenditures in the budget are tracking as they should.

Sales tax revenue is 13.56% or \$6,136.77 above December a year ago. For the 3 months, sales tax revenue is now only 3.24% or \$5,247.64 behind last year.

I recommend approval.

Check Report

By Check Number

Date Range: 12/01/2024 - 12/31/2024



City of Los Fresnos, TX

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB9-CDC CHECKING						
03930	CAMERON COUNTY FAIR	12/13/2024	Regular	0.00	10,000.00	3622
06945	DESIDERIO MARTINEZ	12/13/2024	Regular	0.00	1,600.00	3623
01274	NewLane Finance Company	12/13/2024	Regular	0.00	44.92	3624
00430	PETTY CASH	12/13/2024	Regular	0.00	28.70	3625
01488	Valentina Felix Baez	12/13/2024	Regular	0.00	54.37	3626
01930	LOS FRESNOS RODEO COMMITTEE	12/13/2024	Regular	0.00	15,000.00	3627
06945	DESIDERIO MARTINEZ	12/26/2024	Regular	0.00	1,600.00	3628
08257	TOTAL IMAGING SOLUTIONS, INC	12/26/2024	Regular	0.00	21.60	3629
00001	CITY OF L.F. PAYROLL ACCT	12/06/2024	Bank Draft	0.00	336.86	DFT0000954
00001	CITY OF L.F. PAYROLL ACCT	12/20/2024	Bank Draft	0.00	518.24	DFT0000973

Bank Code FVB9 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	8	0.00	28,349.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	855.10
EFT's	0	0	0.00	0.00
	10	10	0.00	29,204.69



City of Los Fresnos, TX

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 09 - COMMUNITY DEVELOPMENT COR							
Department: 452 - CDC DISBURSEMENTS							
Revenue							
09-452-1000	INTEREST EARNED	14,400.00	14,400.00	0.00	1,381.36	-13,018.64	9.59 %
09-452-1132	SALES TAX	670,800.00	670,800.00	51,395.54	156,645.55	-514,154.45	23.35 %
	Revenue Total:	685,200.00	685,200.00	51,395.54	158,026.91	-527,173.09	23.06 %
	Department: 452 - CDC DISBURSEMENTS Total:	685,200.00	685,200.00	51,395.54	158,026.91	-527,173.09	23.06 %
Department: 575 - COMMUNITY DEVELOPMENT							
Expense							
09-575-01100	SALARIES	25,334.00	25,334.00	792.00	2,028.00	23,306.00	8.01 %
09-575-02100	FICA EXPENSE	1,571.00	1,571.00	49.10	125.73	1,445.27	8.00 %
09-575-02105	MEDICARE EXPENSE	367.00	367.00	11.48	29.40	337.60	8.01 %
09-575-02107	TWC EXPENSE	117.00	117.00	0.80	2.03	114.97	1.74 %
09-575-02160	WORKER'S COMP	51.00	51.00	1.72	4.40	46.60	8.63 %
09-575-03110	ATTORNEY	500.00	500.00	0.00	0.00	500.00	0.00 %
09-575-03115	AUDITOR	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
09-575-03120	PROFESSIONAL SERVICES	41,600.00	41,600.00	3,200.00	9,600.00	32,000.00	23.08 %
09-575-03121	BUSINESS RECRUIT AND DEVELOPME	18,000.00	18,000.00	1,500.00	4,500.00	13,500.00	25.00 %
09-575-04100	OFFICE SUPPLIES & PRINTING	5,500.00	5,500.00	50.30	63.00	5,437.00	1.15 %
09-575-06100	CITY PROMOTION	54,500.00	54,500.00	25,000.00	27,500.00	27,000.00	50.46 %
09-575-06120	ADVERTISING	12,580.00	12,580.00	0.00	0.00	12,580.00	0.00 %
09-575-09100	TRAVEL/SEMINARS	3,000.00	3,000.00	0.00	80.57	2,919.43	2.69 %
09-575-10100	DUES & MEMBERSHIPS	2,000.00	2,000.00	44.92	7,124.42	-5,124.42	356.22 %
09-575-11150	SPECIAL PROJECTS	188,416.00	188,416.00	0.00	58,811.03	129,604.97	31.21 %
09-575-12100	INSURANCE	300.00	300.00	0.00	0.00	300.00	0.00 %
09-575-13500	CAPITAL OUTLAY	101,800.00	101,800.00	0.00	0.00	101,800.00	0.00 %
09-575-30100	BUSINESS INCENTIVE PROGRAM	40,000.00	40,000.00	0.00	-185.43	40,185.43	-0.46 %
09-575-30129	GENERAL FUND ADMIN	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
09-575-30131	TRANSFER DEBT SERVICE I&S	268,064.00	268,064.00	0.00	0.00	268,064.00	0.00 %
09-575-99100	MISCELLANEOUS	300.00	300.00	0.00	0.00	300.00	0.00 %
	Expense Total:	787,000.00	787,000.00	30,650.32	109,683.15	677,316.85	13.94 %
	Department: 575 - COMMUNITY DEVELOPMENT Total:	787,000.00	787,000.00	30,650.32	109,683.15	677,316.85	13.94 %
	Fund: 09 - COMMUNITY DEVELOPMENT COR Surplus (Deficit):	-101,800.00	-101,800.00	20,745.22	48,343.76	150,143.76	-47.49 %
	Report Surplus (Deficit):	-101,800.00	-101,800.00	20,745.22	48,343.76	150,143.76	-47.49 %

Sales Tax Report

FY 24-25

Section D, Item # 2.

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
October	243,943.95	185,244.88	58,699.07	31.69%	182,957.96	138,933.66	44,024.30	31.69%	60,985.99	46,311.22	14,674.77	31.69%
November	222,593.76	184,490.56	38,103.20	20.65%	166,945.32	138,367.92	28,577.40	20.65%	55,648.44	46,122.64	9,525.80	20.65%
December	181,035.06	168,404.27	12,630.79	7.50%	135,776.30	126,303.20	9,473.09	7.50%	45,258.77	42,101.07	3,157.70	7.50%
January	183,910.88	167,540.80	16,370.08	9.77%	137,933.16	125,655.60	12,277.56	9.77%	45,977.72	41,885.20	4,092.52	9.77%
February	246,747.09	229,682.55	17,064.54	7.43%	185,060.32	172,261.91	12,798.41	7.43%	61,686.77	57,420.64	4,266.14	7.43%
March	177,249.93	159,308.68	17,941.25	11.26%	132,937.45	119,481.51	13,455.94	11.26%	44,312.48	39,827.17	4,485.31	11.26%
April	183,718.30	202,435.05	(18,716.75)	-9.25%	137,788.73	151,826.29	(14,037.56)	-9.25%	45,929.58	50,608.76	(4,679.19)	-9.25%
May	252,041.13	249,102.32	2,938.81	1.18%	189,030.85	186,826.74	2,204.11	1.18%	63,010.28	62,275.58	734.70	1.18%
June	203,263.59	158,463.23	44,800.36	28.27%	152,447.69	118,847.42	33,600.27	28.27%	50,815.90	39,615.81	11,200.09	28.27%
July	193,451.68	187,822.61	5,629.07	3.00%	145,088.76	140,866.96	4,221.80	3.00%	48,362.92	46,955.65	1,407.27	3.00%
August	234,275.31	298,745.71	(64,470.40)	-21.58%	175,706.48	224,059.28	(48,352.80)	-21.58%	58,568.83	74,686.43	(16,117.60)	-21.58%
September	212,384.99	201,318.09	11,066.90	5.50%	159,288.74	150,988.57	8,300.17	5.50%	53,096.25	50,329.52	2,766.73	5.50%
TOTAL SALES ACTIVITIES	\$ 2,534,615.67	\$ 2,392,558.75	\$ 142,056.92	5.94%	\$ 1,900,961.75	\$ 1,794,419.06	\$ 106,542.69	5.94%	\$ 633,653.92	\$ 598,139.69	\$ 35,514.23	5.94%

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
October	198,363.69	243,943.95	(45,580.26)	-18.68%	148,772.77	182,957.96	(34,185.20)	-18.68%	49,590.92	60,985.99	(11,395.07)	-18.68%
November	222,636.36	222,593.76	42.60	0.02%	166,977.27	166,945.32	31.95	0.02%	55,659.09	55,648.44	10.65	0.02%
December	205,582.15	181,035.06	24,547.09	13.56%	154,186.61	135,776.30	18,410.32	13.56%	51,395.54	45,258.77	6,136.77	13.56%
TOTAL SALES ACTIVITIES	\$ 626,582.20	\$ 647,572.77	\$ (20,990.57)	-3.24%	\$ 469,936.65	\$ 485,679.58	\$ (15,742.93)	-3.24%	\$ 156,645.55	\$ 161,893.19	\$ (5,247.64)	-3.24%

**** Sales Tax Amount may be adjusted at the end of the year based on actuals sales activity amounts.

ACTION ITEM REPORT



Item Title: Consideration and Action to approve a sign grant for Good People located at 105 N. Arroyo Blvd. Suite B.

Recommendation:

The permitting process must still follow the normal process. The sign sketch is attached and looks nice. The low quote is for \$4,050. The CDC's portion is \$2,025 to be paid upon approval of the business owner and city staff and receipt of proper documents.

I recommend approval.



Community Development Corporation
520 E Ocean, Los Fresnos, TX 78566
(956) 233-5768 Phone
(956) 233-9879 Fax

APPLICATION

1. Name of Applicant & Business: Marleny Garcia, GoodPeople Tea LLC

2. Applicant: (check one) _____ Property Owner _____ Tenant

3. Property Address: 105 N Arroyo Blvd, Los Fresnos, Texas 78566

4. Mailing Address: 3905 Oak Valley Dr, Brownsville, Texas 78520

5. Phone: 956-346-6610 (w)956-641-4054 (c) E-mail Address: goodpeoplebtx@gmail.com

Type of Project: (circle one) Sign Storefront Landscaping Interior

Description of proposed improvements(s): Outside Sign

Name of contractors: (attach bid copies, including color design)	Amount of bids: (DO NOT INCLUDE TAX)
1. <u>Grafik Spot</u>	\$ <u>4,773.83</u> <u>4418.00</u>
2. <u>Tapia Signs</u>	\$ <u>4,871.25</u> <u>4500.00</u>
3. <u>Sings & More</u>	\$ <u>4,367.63</u> <u>4050.00</u>

I have read and understand the information on the Business Incentive Program. I understand that any regular changes to the project after the grant is approved may jeopardize funding. I further agree that if a grant is awarded and area of improvement is altered for any reason within one year of construction, I will reimburse the CDC the full amount of the grant.

Contact Person for this project:

Marleny Garcia
Signature

Marleny Garcia
Print Name

Nov 13, 2024
Date

[Signature]
Property Owner Signature

Soraida Lopez
Print Name

11/14/24
Date

FOR STAFF USE
Staff Recommendation: Lowest Quote is \$4050. CDC half \$2025.

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

Grant Amount to be paid to: _____ Business _____ Vendor Meeting Date: _____

ESTIMATE

The Grafik Spot LLC
1265 N Expressway
Brownsville, TX 78520

billingdept@thegrafikspot.net
+1 (956) 621-0381
www.thegrafikspot.net



Bill to

Karen Garcia
Good People

Estimate details

Estimate no.: 14032
Estimate date: 08/27/2024

#	Product or service	Description	Qty	Rate	Amount
1.	signs	LED Front-Illuminated Channel Letter Sign (Render 001)	1	\$4,410.00	\$4,410.00
				Subtotal	\$4,410.00
				Sales tax	\$363.83
				Total	\$4,773.83

Note to customer

Artwork must be approved by the client ,before a job can be entered into production.
Please be sure to double-check design, spelling, grammar and layout before approving artwork. If a proof containing errors and is approved by the client, the client is responsible for payment of all original costs of printing,no refunds or claims accepted. The image sent for approval is only a representation of design and color scheme, colors may vary upon print.

Accepted date

Accepted by

ESTIMATE

TAPIA SIGNS
 515 W Harrison
 Harlingen, TX 78550

tapiasigns@sbcglobal.net
 956-4282225



Bill to
 Good People

Ship to
 Good People

Estimate details

Estimate no.: 1184
 Estimate date: 11/08/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Lighted sign	Channel Letters , logo LED permit included	1	\$4,500.00	\$4,500.00
					Subtotal	\$4,500.00
					Sales tax	\$371.25
Note to customer					Total	\$4,871.25
4 to 6 weeks						
Half down to start						

Accepted date

Accepted by

Signs and More LLC
2108 Central Blvd
Brownsville, TX 78520 US
info@signsandmore.us
www.signsandmore.us

Proposal



ADDRESS

Karen Garcia
105 N Arroyo Blvd Suite B
Brownsville
Texas
Usa

PROPOSAL #	DATE
11052	09/03/2024

DESCRIPTION	QTY	RATE	AMOUNT
Good People channel letter Included: Aluminum returns Acrylic faces Led lights Installation		3,850.00	3,850.00T
City sign permit		200.00	200.00
Gracias por elegirnos.			
		SUBTOTAL	4,050.00
		TAX (8.25%)	317.63
		TOTAL	\$4,367.63

Accepted By

Accepted Date

2.5 FT

↑



goodpeople

tea + coffee + sweets

↑

12.5 FT

Notices Under Article 27 of the Joint Ethics Committee Code for Fair Practices: All art designed by The Grafik Spot, LLC is owned and copyrighted to The Grafik Spot LLC and cannot be reproduced in whole or in part without our expressed written consent or compensation thereof.

render 01

the grafik Spot
LEDSIGNS

Contractor - Jose Altamirano
Grafik Spot, LLC - Texas Electrical Sign Contractor (Insured & Licensed)
LR - License #48725 | TSCL - License #18964

ACTION ITEM REPORT



Item Title:

CDC Consultant Report December 2024 A. Businesses & Resident Site Information B. Business Outreach C. Community Development D. Sponsored Promotions

Recommendation:



HAPPY NEW YEAR 2025!



Los Fresnos Community Development Corporation (LFCDC)
A Texas 4B EDC, DECEMBER 6th Board Meeting Report
By Desi Martinez, assisted by CDC Intern, & Chamber & City Permits



Economic Development:

Businesses and area residents looking for sites, information, or technical assistance:

Small BIZ inquiries and home sites in DECEMBER 2024	__4__ - per month
New or expanding commercial business permits submitted	__8__ - this month
(__6__-New. __2__-Remodeling of Small Businesses)	
Total new residential brick homes construction plans and permits submitted	__5__ - this month
Total wood frames homes construction plans and permits submitted	__1__ - this month
Total duplexes construction plans and permits (duplexes __4__ or __8__ apts.)	__4__ this month
LFCDC Business matching grants inquiries.	__1__ - this month

(Note: Information above from Los Fresnos Permits Office.)

LFCDC R&D and business outreach:

The following have been visited or contacted with the objective of advocating Los Fresnos affordable housing;

- Community Development Corporation of Brownsville (CDCB), a non-profit org is an affordable housing provider for low and moderate income (LMI) families in the Coastal Counties of Cameron, Willacy and Nueces County. The CDCB Barn Modular Home Factory and land is located in the Los Fresnos ETJ,
- Cameron County Housing Finance Corporation (CCHFC) has public bond financing capability for affordable housing projects. Consultant has outreached to CDCB to start a project on their existing ETJ property or buy land inside the city. A model CDCB project could include CCHFC bond financing of an affordable single family housing subdivision or planned development with a request for matching state and federal grants for infrastructures; water, sewer, streets, drainage, and homes to be built and sold by CDCB to eligible Los Fresnos area customers.
- Los Fresnos CDC would support a CDCB project with information, public and grants search, outreach and promotion of a project to eligible customers qualifying for USDA 502 Single Family Housing Loan Program presently at a 4.37% interest rate for 33-year term (changes monthly).
- Texas State Representative Janie Lopez, San Benito, and Texas Senator-Elect, Corpus Christi, for 2025 Legislative Session state matching funding for a CDCB for a model affordable single family housing subdivision or planned development and grants for water, sewer, utility taps, streets and drainage,
- The U.S. Department of Commerce, EDA, and HUD are also being contacted on grants search options.)

Community Development:

The following outreach and technical assistance is on-going by Consultant and 2 university interns during the holidays break

- ❖ Developing a flyer for the Los Fresnos Boys and Girls Clubs
- ❖ Designing flyers for commercial vacant sites available in Los Fresnos.
- ❖ Drafting information flyers for USDA and other programs available to distribute to locals.
- ❖ Preparing 2025 Commercial Promotional blitz mail-out in January to banks, ports, and many others.

LFCDC Sponsored Promotion:

- ✚ Interns started distribution of 2025 RODEO posters in the RGV. I will distribute in Kleberg, Nueces and Brooks counties.
- ✚ Interns preparing 2025 Commercial Promotional Blitz mail-out to banks, ports, and others.

(Contact me at LF CDC Office at #956-233-6182, 956-778-8929 Or email desiandlu1@yahoo.com)

ACTION ITEM REPORT



Item Title: City Manager Report A. Veteran's Memorial

Recommendation:
A. Veterans' Memorial