



# Community Development Corporation Meeting Agenda

Monday, July 07, 2025 at 6:00 PM

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

<https://cityoflosfresnos.com/meetings>

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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.

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**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 June 2, 2025.
2. Consideration and ACTION to acknowledge the June 2025 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report
3. Consideration and ACTION to approve funding for wastewater upgrades in the commercial area of the City.

**E. REPORT BY GENERAL MANAGER**

1. City Manager Report A. Veteran's Memorial B. Economic Development Coordinator Report

**F. ADJOURNMENT**

This is to certify that I, Jacqueline Moya, posted this agenda on the front bulletin board of the City Hall and on the city website at [www.cityoflosfresnos.com](http://www.cityoflosfresnos.com) on July 03, 2025 on or before 5:30 p.m. and it shall remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Jacqueline Moya, City Secretary

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 June 2, 2025.

**Recommendation:**

I recommend approval.



# Community Development Corporation Meeting Minutes

Monday, June 02, 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

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

### PRESENT

President Enrique Juarez  
Place 2 Pedro Maldonado  
Place 3 Leo Casanova  
Place 4 Marco Huerta  
Place 5 Gordon Cappon  
Place 6 Claudia Villarreal  
Vice President Daniel Alvarez

## 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.

Douglas Best introduced himself to the board. He explained he was new to Los Fresnos and a former City Council Member, Mayor Pro-tem and President of the EDC for the City of Pleasanton. He listed names of local organization he is working with and hope to one day work together with the City of Los Fresnos.

## D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from May 5, 2025.

Motion was made and seconded to approve the minutes form May 5, 2025.

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

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

2. Consideration and ACTION to acknowledge the May 2025 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

Mr. Milum reported the check register had a total of \$7,658.34. The budget report showed 66.7% through the year and sales tax revenue of 64.51% which about \$14,000 behind budget, total revenue \$441,878.61, total expenditures \$293,150.17 and there was nothing out of the ordinary for all expenditures categories listed. Sales tax revenue was low for the second month in a row 7.68% down last month and 3.75% down this month.

The board thanked Mr. Milum for his report.

Motion was made and seconded to acknowledge the City Manager Report.

Motion made by Place 4 Huerta, Seconded by Place 6 Villarreal.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

3. Consideration and ACTION to approve a sign grant for Robyn's Cheesecake Cafe located at 32412 State Hwy 100 Suite E.

Board member Marco Huerta advised the board the Business Incentive Grant Committee met prior to the meeting and recommended approving a grant for Robyn's Cheesecake in the amount of \$1,650 with the CDC portion being \$825.

Motion was made and seconded to approve a sign grant for Robyn's Cheesecake Cafe located at 32412 State Hwy 100 Suite E. in the amount of \$1,650 with the CDC portion being \$825.

Motion made by Place 6 Villarreal, Seconded by Place 5 Cappon.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

4. Consideration and ACTION to approve a storefront grant for Los Fresnos Ambulance located at 100 Rodeo Drive.

Board member Marco Huerta reviewed the application with the board and advised them the committee recommended a grant in the amount of \$21,000 with the CDC portion being the max amount of \$7,500.

Motion was made and seconded to approve a storefront grant for Los Fresnos Ambulance located at 100 Rodeo Drive in the amount of \$21,000 with the CDC portion being the max amount of \$7,500.

Motion made by Place 3 Casanova, Seconded by Place 5 Cappon.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

## **E. REPORT BY GENERAL MANAGER**

1. City Manager Report A. Veteran's Memorial B. Economic Development Coordinator 1. Data Driven Economic Development Reporting 2. Relationship Building 3. Regional Economic Engagement

Mr. Milum advised the board he received an email that the memorial is close to completion. Once he has received such email the planning process for an official grand opening will begin.

President Juarez commented the letter are not visible at night other than that he had no other comment.

Economic Development Coordinator, Jeffery Rosas presented reports from PlacierAI of the city that showed number of residents visiting business outside the community, traffic report and unmet demand analysis.

Mr. Rosas answered questions from the board. They thanked him for his report.

## **F. ADJOURNMENT**

The meeting was adjourned at 6:33 p.m.

## ACTION ITEM REPORT



**Item Title:** Consideration and ACTION to acknowledge the June 2025 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

**Recommendation:**

Please call with questions.

I recommend approval.



City of Los Fresnos, TX

Check Report

By Check Number

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: FVB9-CDC CHECKING</b>						
09860	AT&T MOBILITY	06/11/2025	Regular	0.00	37.73	3686
01960	GATEWAY PRINTING	06/11/2025	Regular	0.00	43.00	3687
01628	JEFFREY ROSAS	06/11/2025	Regular	0.00	27.30	3688
01274	NewLane Finance Company	06/11/2025	Regular	0.00	39.75	3689
00915	PURCHASE POWER	06/11/2025	Regular	0.00	19.27	3690
01636	FIRST STREET APARTMENTS	06/26/2025	Regular	0.00	3,750.00	3691
01628	JEFFREY ROSAS	06/26/2025	Regular	0.00	151.90	3692
00336	LOS FRESNOS AMBULANCE SERVICE INC.	06/26/2025	Regular	0.00	7,500.00	3693
00305	LOS FRESNOS CHAMBER OF COMMERCE	06/26/2025	Regular	0.00	6,500.00	3694
00305	LOS FRESNOS CHAMBER OF COMMERCE	06/26/2025	Regular	0.00	-6,500.00	3694
08257	TOTAL IMAGING SOLUTIONS, INC	06/26/2025	Regular	0.00	124.30	3695
01027	BIG CHIEF FIREWORKS LLC	06/27/2025	Regular	0.00	5,000.00	3696
00305	LOS FRESNOS CHAMBER OF COMMERCE	06/27/2025	Regular	0.00	1,500.00	3697
00001	CITY OF L.F. PAYROLL ACCT	06/05/2025	Bank Draft	0.00	2,345.93	DFT0001217
00001	CITY OF L.F. PAYROLL ACCT	06/20/2025	Bank Draft	0.00	2,073.84	DFT0001227
01332	PNC BANK NATIONAL ASSOCIATION	06/27/2025	Bank Draft	0.00	232.04	DFT0001237

## Bank Code FVB9 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	12	0.00	24,693.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-6,500.00
Bank Drafts	3	3	0.00	4,651.81
EFT's	0	0	0.00	0.00
	<b>17</b>	<b>16</b>	<b>0.00</b>	<b>22,845.06</b>



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 09 - COMMUNITY DEVELOPMENT COR							
Department: 444 - MISCELLANEOUS							
Revenue							
<a href="#">09-444-1020</a>	MISCELLANEOUS INCOME	0.00	0.00	0.00	2,142.30	2,142.30	0.00 %
Revenue Total:		0.00	0.00	0.00	2,142.30	2,142.30	0.00 %
Department: 444 - MISCELLANEOUS Total:		0.00	0.00	0.00	2,142.30	2,142.30	0.00 %
Department: 452 - CDC DISBURSEMENTS							
Revenue							
<a href="#">09-452-1000</a>	INTEREST EARNED	14,400.00	14,400.00	0.00	10,616.60	-3,783.40	73.73 %
<a href="#">09-452-1132</a>	SALES TAX	670,800.00	670,800.00	57,607.14	490,324.29	-180,475.71	73.10 %
Revenue Total:		685,200.00	685,200.00	57,607.14	500,940.89	-184,259.11	73.11 %
Department: 452 - CDC DISBURSEMENTS Total:		685,200.00	685,200.00	57,607.14	500,940.89	-184,259.11	73.11 %
Department: 519 - OTHER GENERAL EXPENSES							
Expense							
<a href="#">09-519-05120</a>	TELEPHONE	0.00	0.00	37.73	37.73	-37.73	0.00 %
Expense Total:		0.00	0.00	37.73	37.73	-37.73	0.00 %
Department: 519 - OTHER GENERAL EXPENSES Total:		0.00	0.00	37.73	37.73	-37.73	0.00 %
Department: 575 - COMMUNITY DEVELOPMENT							
Expense							
<a href="#">09-575-01100</a>	SALARIES	25,334.00	25,334.00	3,884.00	14,300.00	11,034.00	56.45 %
<a href="#">09-575-02100</a>	FICA EXPENSE	1,571.00	1,571.00	240.81	886.59	684.41	56.43 %
<a href="#">09-575-02105</a>	MEDICARE EXPENSE	367.00	367.00	56.32	207.34	159.66	56.50 %
<a href="#">09-575-02107</a>	TWC EXPENSE	117.00	117.00	3.88	14.29	102.71	12.21 %
<a href="#">09-575-02150</a>	TMRS EXPENSE	0.00	0.00	233.28	401.52	-401.52	0.00 %
<a href="#">09-575-02160</a>	WORKER'S COMP	51.00	51.00	1.48	18.85	32.15	36.96 %
<a href="#">09-575-03110</a>	ATTORNEY	500.00	500.00	0.00	0.00	500.00	0.00 %
<a href="#">09-575-03115</a>	AUDITOR	8,000.00	8,000.00	0.00	7,923.25	76.75	99.04 %
<a href="#">09-575-03120</a>	PROFESSIONAL SERVICES	41,600.00	41,600.00	0.00	33,600.00	8,000.00	80.77 %
<a href="#">09-575-03121</a>	BUSINESS RECRUIT AND DEVELOPME	18,000.00	18,000.00	1,500.00	15,000.00	3,000.00	83.33 %
<a href="#">09-575-04100</a>	OFFICE SUPPLIES & PRINTING	5,500.00	5,500.00	124.30	2,094.91	3,405.09	38.09 %
<a href="#">09-575-06100</a>	CITY PROMOTION	54,500.00	54,500.00	5,000.00	47,647.09	6,852.91	87.43 %
<a href="#">09-575-06120</a>	ADVERTISING	12,580.00	12,580.00	0.00	2,545.00	10,035.00	20.23 %
<a href="#">09-575-09100</a>	TRAVEL/SEMINARS	3,000.00	3,000.00	179.20	640.01	2,359.99	21.33 %
<a href="#">09-575-10100</a>	DUES & MEMBERSHIPS	2,000.00	9,000.00	39.75	7,455.09	1,544.91	82.83 %
<a href="#">09-575-11100</a>	PARK IMPROVEMENTS	0.00	0.00	0.00	2,142.30	-2,142.30	0.00 %
<a href="#">09-575-11150</a>	SPECIAL PROJECTS	188,416.00	181,416.00	0.00	94,338.73	87,077.27	52.00 %
<a href="#">09-575-12100</a>	INSURANCE	300.00	300.00	0.00	270.52	29.48	90.17 %
<a href="#">09-575-13500</a>	CAPITAL OUTLAY	101,800.00	101,800.00	0.00	72,102.80	29,697.20	70.83 %
<a href="#">09-575-30100</a>	BUSINESS INCENTIVE PROGRAM	40,000.00	40,000.00	3,750.00	14,057.07	25,942.93	35.14 %
<a href="#">09-575-30129</a>	GENERAL FUND ADMIN	15,000.00	15,000.00	15,000.00	15,000.00	0.00	100.00 %
<a href="#">09-575-30131</a>	TRANSFER DEBT SERVICE I&S	268,064.00	268,064.00	118,064.00	118,064.00	150,000.00	44.04 %
<a href="#">09-575-99100</a>	MISCELLANEOUS	300.00	300.00	0.00	80.10	219.90	26.70 %
Expense Total:		787,000.00	787,000.00	148,077.02	448,789.46	338,210.54	57.03 %
Department: 575 - COMMUNITY DEVELOPMENT Total:		787,000.00	787,000.00	148,077.02	448,789.46	338,210.54	57.03 %
Fund: 09 - COMMUNITY DEVELOPMENT COR Surplus (Deficit):		-101,800.00	-101,800.00	-90,507.61	54,256.00	156,056.00	-53.30 %
Report Surplus (Deficit):		-101,800.00	-101,800.00	-90,507.61	54,256.00	156,056.00	-53.30 %

# 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%
<b>TOTAL SALES ACTIVITIES</b>	<b>\$ 2,534,615.67</b>	<b>\$ 2,392,558.75</b>	<b>\$ 142,056.92</b>	<b>5.94%</b>	<b>\$ 1,900,961.75</b>	<b>\$ 1,794,419.06</b>	<b>\$ 106,542.69</b>	<b>5.94%</b>	<b>\$ 633,653.92</b>	<b>\$ 598,139.69</b>	<b>\$ 35,514.23</b>	<b>5.94%</b>

	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%
January	192,066.09	183,910.88	8,155.21	4.43%	144,049.57	137,933.16	6,116.41	4.43%	48,016.52	45,977.72	2,038.80	4.43%
February	308,545.07	246,747.09	61,797.98	25.05%	231,408.80	185,060.32	46,348.48	25.05%	77,136.27	61,686.77	15,449.49	25.05%
March	191,400.39	177,249.93	14,150.46	7.98%	143,550.29	132,937.45	10,612.85	7.98%	47,850.10	44,312.48	3,537.62	7.98%
April	169,610.31	183,718.30	(14,107.99)	-7.68%	127,207.73	137,788.73	(10,580.99)	-7.68%	42,402.58	45,929.58	(3,527.00)	-7.68%
May	242,664.51	252,041.13	(9,376.62)	-3.72%	181,998.38	189,030.85	(7,032.47)	-3.72%	60,666.13	63,010.28	(2,344.16)	-3.72%
June	230,428.53	203,263.59	27,164.94	13.36%	172,821.40	152,447.69	20,373.71	13.36%	57,607.13	50,815.90	6,791.24	13.36%
<b>TOTAL SALES ACTIVITIES</b>	<b>\$ 1,961,297.10</b>	<b>\$ 1,894,503.69</b>	<b>\$ 66,793.41</b>	<b>3.53%</b>	<b>\$ 1,470,972.82</b>	<b>\$ 1,420,877.77</b>	<b>\$ 50,095.05</b>	<b>3.53%</b>	<b>\$ 490,324.27</b>	<b>\$ 473,625.92</b>	<b>\$ 16,698.35</b>	<b>3.53%</b>

\*\*\*\* 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 funding for wastewater upgrades in the commercial area of the City.

**Recommendation:**

LF was awarded a \$4,082,618 grant and a \$1,705,000 loan for upgrades to our sewer system. These upgrades are to old clay lines that have failed or soon to fail along with old brick manholes that have eroded and some collapsed causing infiltration of rain water into our sewer system resulting our sewer plant to be overwhelmed and not able to perform as needed. These lines and manholes are all over the city. We have calculated that about 30% of the lines and manholes directly affect the business community.

One of the functions of the CDC is to assist with the business community. The loan portion will be approximately \$2,210,530 which includes \$505,540 in interest. We have calculated the 30% to be \$33,000 per year beginning in late 2025 through 2045. The total amount contributed to this project over the life of the loan will be \$660,000.

So you are aware, here is the similar current commitments the CDC has made in prior years.

\$20,000 Street Project 2005-2025 (Last Payment made so this goes away)

\$25,000 Evergreen Street, water & wastewater upgrades around Walmart 2014-2034

\$95,000 Water Plant upgrades 2020-2040

\$25,000 Sewer Plant upgrades 2020-2040

Total amount for the 2024-2025 Budget was \$165,000

TOTAL 2025-2026 and future years to end of each loan

\$25,000 Evergreen Street, water & wastewater upgrades around Walmart 2014-2034

\$95,000 Water Plant upgrades 2020-2040

\$25,000 Sewer Plant upgrades 2020-2040

\$33,000 Sewer Lines and Manhole upgrades 2025-2045

Total amount for the 2025-2026 Budget and beyond is \$178,000

With the street project being paid off and adding this new sewer project, it only adds \$13,000 per year.

I recommend approval.

## ACTION ITEM REPORT



**Item Title:** City Manager Report A. Veteran's Memorial B. Economic Development Coordinator Report

**Recommendation:**

- A. Veteran's Memorial: Most items are complete. We still have not had the walkthrough for the project due to items not to satisfaction of the engineer.

Once everything is complete we will work on a date for a "Grand Opening" event.

- B. Economic Development Coordinator Report (see attachment)

## **Los Fresnos Community Development Corporation**

**Month of June 2025**

**Prepared by: Jeffrey Rosas – Economic Development Coordinator**

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### **1. Grant Exploration & Support for Revitalization**

- Met with grant writer to begin exploring financial pathways that could assist under-resourced businesses in beautifying and improving their properties.
- Scheduled additional meetings with grant professionals to continue identifying accessible opportunities

### **2. Workforce & Institutional Partnerships**

- Initiated partnership-building conversations with a regional college and a medical institution to evaluate alignment of goals.
- Continued talks focused on:
  - Establishing a workforce pipeline through tailored training programs
  - Exploring the potential for a local emergency care center in Los Fresnos
  - Assessing the feasibility of offering the college's existing satellite programs within city limits.

### **3. Local Business Engagement**

- Engaged with business owners interested in starting regular networking and idea sharing sessions.
- Discussions evolved into planning a bi-annual Small Business Expo:
  - Showcase of local entrepreneurs and their stories.
  - Participation from SBA, workforce agencies, educational institutions, and support organizations
  - Peer-led sessions on good practices and resource sharing.

### **4. Event Collaboration & Community Support**

- Collaborated on a hurricane preparedness event initiated by local business owners.
- Designed and distributed event flyers while simultaneously conducting ongoing business engagement