Community Development Corporation
Meeting Minutes

Monday, August 03, 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

Meeting was called to order at 6:01 p.m.

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

ABSENT
Place 4 Marco Huerta

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Gordon Cappon 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 July 6, 2026.

   Motion was made and seconded to approve the minutes from July 6, 2026.

   Motion made by Place 2 Maldonado, Seconded by Vice President Alvarez.
   Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

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

   Prior to the report, Board President Enrique Juarez welcomed newly appointed City Manager Roberto Baez and expressed the Board's commitment to working collaboratively with him in service to the community.

   Mr. Baez thanked the Board for their welcome and stated his commitment to serving the community and continuing the City's progress. He presented the financial report prepared by former City Manager, Mark Milum. The report reflected 11 transactions totaling $11,957.80, with no unusual activity noted. The budget was reported to be in good standing and did not yet reflect budget amendments approved in July. At approximately 75% through the fiscal year, sales tax revenues were at 83.93% of budget, exceeding projections by $58,042. Expenditures were at 81.06% of budget and included major projects previously approved by the Board. The June sales tax report reflected a 1.54% increase compared to June 2025 and an 11.28%

increase year-to-date, representing approximately $55,281 more than the previous year. Mr. Baez recommended approval of the report.

Motion was made and seconded to acknowledge the June 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax

Motion made by Place 6 Villarreal, Seconded by Vice President Alvarez.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

3. Consideration and ACTION to approve a service agreement for the 2026 Narcisco Martinez Cultural Arts Center Conjunto Festival.

   Rogelio Nunez with the Narcisco Martinez Cultural Arts Center provided and update on festival planning, reporting that preparations were approximately were approximately 60% complete. He advised that entertainment had been secured, advertising efforts were underway, and community interest in the event remained strong. Updates were also provided regarding promotional activities, including festival merchandise, radio advertising, print media outreach, digital advertising, and publication of the festival magazine.

   Blanca Davis reported that work on the festival magazine was progressing well and noted that sponsorship and advertising participation remained strong throughout the Rio Grande Valley. She highlighted efforts to increase participation from Los Fresnos businesses and expressed appreciation to the City, CDC, Los Fresnos CISD, the Chamber of Commerce, and other community partners for their continued support of the Festival.

   Motion was made and seconded to approve a service agreement for the 2026 Narcisco Martinez Cultural Arts Center Conjunto Festival.

   Motion made by Place 2 Maldonado, Seconded by Place 3 Casanova.
   Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

4. Consideration and ACTION to approve a service agreement for the 2027 Cameron County Fair & Livestock Show.

   Cameron County Livestock Show Representative Valerie Arizmendi provided and update on the organization and upcoming plans. She reported that while several long serving committee members had recently resigned, other volunteers had stepped into leadership roles to ensure continuity of the program.

   Ms. Arizmendi outlined several planned enhancements for 2027 fair, including the addition of a new day of livestock activities and adjustments to animal check-in procedures to improve traffic flow and accommodate related events. She advised that the show would expand its livestock competitions to include breeding lambs and would continue offering opportunities for youth exhibitors to develop skills and prepare for larger regional and state livestock shows. Additional improvements under consideration included the use of specialized judges for each livestock category and upgrades to aging livestock facilities including replacement of sheep and goat pens.

   Board members expressed appreciation for the organization's longstanding commitment to youth development and recognized the positive impact the fair and livestock show has on children throughout the community. Ms. Arismendi requested continued CDC support in the amount of $10,000, consistent with the previous year’s funding.

   Motion was made and seconded to approve a service agreement for the 2027 Cameron County Fair & Livestock Show.

Motion made by Place 3 Casanova, Seconded by Place 2 Maldonado.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

5. Consideration and ACTION to approve a service agreement for the October 2026 Cowboy Cook Off.

Representatives of the event expressed appreciation for the CDC's continued support and introduced members of the organizing committee. An update was provided on the success of the previous year's event, which featured a strong turnout, numerous cook-off teams, a marketplace, classic car show, live entertainment, and family-friendly activities.

They reported that the October 9-10 event would continue many of the successful components from prior years and would place additional emphasis on youth participation through the "Future of Barbecue" competition. Efforts are underway to increase involvement from high school culinary arts programs throughout the Rio Grande Valley. Representatives stated they were seeking continued support at the same level as the previous year.

Board discussion noted that the CDC previously participated as an event sponsor and grand champion sponsor, providing support totaling $2,000.

Motion was made and seconded to approve a service agreement for the October 2026 Cowboy Cook Off.

Motion made by Place 2 Maldonado, Seconded by Place 5 Cappon.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

6. Consideration and ACTION to approve a service agreement for the February 2027 Los Fresnos Rodeo.

Larry Cantu with the rodeo committee expressed appreciation for the CDC's continued support and provided an overview of the success of the 2026 rodeo, including the inaugural Thursday night concert, which drew a strong attendance and positive community response. Organizers noted that the event continues to be a significant attraction for the community and contributes to local economic activity.

The Board recognized the ongoing success of the rodeo and its value to the City of Los Fresnos. Mr. Cantu requested continued CDC support at the same level provided in previous years. It was noted that the CDC had participated as a Platinum Sponsor, which included sponsorship of the Friday night concert and other event benefits, in the amount of $15,000.

Following the vote, Mr. Cantu advised that the lineup of concert performers for the 2027 rodeo would be announced later in the year and thanked the CDC for its continued support of the event and the community.

Motion was made and seconded to approve a service agreement for the February 2027 Los Fresnos Rodeo.

Motion made by Place 5 Cappon, Seconded by Place 6 Villarreal.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

7. Consideration and ACTION to approve a storefront grant for A&A Towing and recovery located at 101 S. Arroyo Blvd.

Board member Cappon reported that business Incentive Grant Committee met prior to the meeting, reviewed the application and recommended approval the lowest qualified bid received for the project was $12,525.00, with the CDC's matching grant portion totaling $6,262.50. The committee unanimously recommended approval of the request.

Motion was made and seconded to approve a storefront grant for A&A Towing and recovery located at 101 S. Arroyo Blvd.to the lowest bid in the amount of $12,525 with the CDC portion being $6,262.50.

Motion made by Place 5 Cappon, Seconded by Place 6 Villarreal.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

8. Consideration and ACTION to approve a sign grant for Poppin Claw located at 33478 FM 803 Ste. B-8.

   Board member Gordon Cappon reported that the lowest qualifying bid for the proposed sign project was $4,000.00, with the CDC's matching grant contribution totaling $2,000.00. The committee recommended approval of the grant request as presented.

   Motion was made and seconded to approve a sign grant for Poppin Claw located at 33478 FM 803 Ste. B-8.to the lowest bid in the amount of $4,000 with the CDC portion being $2,000.

   Motion made by Vice President Alvarez, Seconded by Place 3 Casanova.
   Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

9. Consideration and ACTION to approve a sign grant for The Sweet Shop located at 401 W Ocean Blvd. unit 4.

   Board member Gordon Cappon reported that the lowest qualifying bid submitted for the project was $3,340.00, with the CDC's matching grant contribution totaling $1,670.00. The committee approved and recommended funding at that amount.

   Motion was made and seconded to approve a sign grant for The Sweet Shop located at 401 W Ocean Blvd. unit 4. to the lowest bid in the amount of $3,340 with the CDC portion being $1,670

   Motion made by Vice President Alvarez, Seconded by Place 3 Casanova.
   Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

10. Consideration and ACTION to approve an interior grant for The Sweet Shop located at 401 W Ocean Blvd. unit 4.

    Board member Gordon Cappon reported that the lowest qualified bid submitted for the proposed improvements was $30,800.00. Based on the grant program guidelines, the CDC’s participation would be limited to the maximum grant amount of $5,000.00, which was recommended and approved by the committee.

    Motion was made and seconded to approve an interior grant for The Sweet Shop located at 401 W Ocean Blvd. unit 4. to the lowest bid in the amount of $30,800 with the CDC portion being $5,000.

    Motion made by Vice President Alvarez, Seconded by Place 2 Maldonado.
    Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

11. Consideration and ACTION to approve an interior grant for Casa Colombia Coffee Shop LLC located at 810 W Ocean Blvd. Suite A2.

    Board member Gordon Cappon reported that the lowest qualified bid submitted for the project was $16,750.00. In accordance with the grant program guidelines, the CDC's participation would be limited to the maximum grant amount of $5,000.00, which was approved by the committee.

Motion was made and seconded to approve an interior grant for Casa Colombia Coffee Shop LLC located at 810 W Ocean Blvd. Suite A2.to the lowest bid in the amount of $16,750 with the CDC portion being $5,000.

Motion made by Vice President Alvarez, Seconded by Place 2 Maldonado.
Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

12. Consideration and ACTION to approve a storefront grant for Robert Salinas Plaza located at 810 W Ocean Blvd. Suite A2.

    Board member Gordon Cappon reported that the lowest qualified bid submitted for the project was $15,250.00. Based on the grant program guidelines, the CDC's participation would be limited to the maximum grant amount of $7,500.00, which was approved and recommended by the committee.

    Motion was made and seconded to approve a storefront grant for Robert Salinas Plaza located at 810 W Ocean Blvd. Suite A2.to the lowest bid in the amount of $15,250 with the CDC portion being $7,500.

    Motion made by Vice President Alvarez, Seconded by Place 3 Casanova.
    Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

13. Consideration and ACTION to approve fiscal year 2026-2027 budget.

    Mr. Baez presented the budget and advised that the proposed budget included $10,000 in interest income and projects a 4% increase in sales tax revenues. Mr. Baez noted that the prior year's estimated revenue was $713,000 and that the proposed budget for Fiscal Year 2026-2027 totals $741,520.

    Motion was made and seconded to approve fiscal year 2026-2027 budget.

    Motion made by Place 6 Villarreal, Seconded by Vice President Alvarez.
    Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

E. REPORT BY GENERAL MANAGER

1. A. City Manager Report

    1. Los Fresnos Business Circle (LFBC) Event 2. Los Fresnos Business Ready Series 3. Los Fresnos Real Estate Expo 4. Professional Development 5. Workforce Development 6. Website Development

F. ADJOURNMENT

The meeting was adjourned at 6:37 p.m.

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Enrique Juarez, President

ATTEST:

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Jacqueline Moya, City Secretary