



ACTION ITEM REPORT

Item Title:

City Manager Report

- A. Council Priorities
- B. Organizational Leadership
- C. Policy & Governance
- D. Finance & Budget
- E. Strategic Initiatives
- F. Intergovernmental & Regional Relations
- G. Grants & External Funding
- H. Community & Stakeholder Engagement
- I. Looking Ahead
- J. Projects Update: Wastewater Treatment Plant & Wastewater Collection System, Water Treatment Plant & Water Distribution System, Street Projects, Drainage

Recommendation:

A. COUNCIL PRIORITIES

Focus: Alignment with priorities and direction established by City Council.

- Continuing to align administrative efforts, departmental work, and strategic initiatives with the priorities and direction established by City Council.
- Identifying opportunities to improve service delivery, accountability, and long-term planning across the organization.

B. ORGANIZATIONAL LEADERSHIP

- **Strengthening internal communication and employee engagement:** The HR Clerk now reports directly to the City Manager's Office. This organizational adjustment is intended to streamline communication, strengthen the City's HR presence, improve employee engagement, and continue developing a positive and professional workplace environment.
- Continuing to review organizational structure, staffing needs, internal communication, and opportunities to improve operational efficiency.

C. POLICY & GOVERNANCE

- Continued review of administrative policies and procedures to identify opportunities for greater consistency, accountability, and efficiency.

- Working with IT to strengthen cybersecurity awareness and employee training, while also evaluating opportunities to enhance the City's network and information-security protections.

D. FINANCE & BUDGET

- Continuing to review current financial and administrative practices to identify opportunities for improved efficiency, accountability, and long-term financial planning.
- Beginning preparations for the next budget cycle with an emphasis on improving departmental coordination, timelines, documentation, and the accuracy and completeness of budget submissions.
- Working toward a more consistent process to ensure departments submit required budget information accurately and on schedule.

E. STRATEGIC INITIATIVES

- **Community Partnerships:** Initiated conversations with United Way to explore opportunities to better support community needs and connect residents with available resources.
- Continuing to identify opportunities for collaboration among local organizations, businesses, educational institutions, and community partners.
- Started discussions with our State Representatives and Educational Institutions Partners for future growth and workforce demands

F. INTERGOVERNMENTAL & REGIONAL RELATIONS

- Met with **Irrigation District No. 6** to strengthen relationships, discuss common priorities, and continue building regional partnerships.
- Joined the **Small Cities Coalition** to strengthen regional collaboration and develop a more coordinated approach to issues affecting smaller municipalities.
- Attended a **Texas Division of Emergency Management (TDEM)** meeting with Chief Ovalle and Chief Ellis to strengthen emergency-management coordination and regional preparedness.
- Attended the Welcoming of the new **Los Fresnos CISD Superintendent** and we will scheduling a meeting soon to continued the long lasting relationship the City has with our District.
- Met with **TxDOT Commissioner Meade** to discuss the City's transportation needs, future projects, and opportunities for continued partnership.
- Met with representatives from **Bechtel** and **RGV LNG** to discuss opportunities for stronger partnerships and ways these organizations can continue contributing to the Los Fresnos community.
- Met with **Mr. Sepulveda** to discuss active projects involving CCMRA, clarify the City's role, and review pending items and next steps.

G. GRANTS & EXTERNAL FUNDING

- Met with GrantWorks, current Comprehensive Plan consultant to discuss our needs and requested a proposal for Grant Writing/Management.

- Engineering Consultant will be looking at TxDOT grants and Loan opportunities for our infrastructure needs.

H. COMMUNITY & STAKEHOLDER ENGAGEMENT

- Met with local business owners and faith-based/community leaders to listen to concerns, gather feedback, and better understand community needs.
- Met with several developers and community leaders to discuss current development activity, community needs, and opportunities for responsible growth.
- Continuing to maintain an open-door approach with residents, businesses, community organizations, and other stakeholders to strengthen communication and ensure the City remains responsive to community needs.

I. LOOKING AHEAD

Over the coming month, the City Manager's Office will continue focusing on:

- Strengthening organizational accountability and internal communication.
- Implementing the employee evaluation and performance-management framework.
- Improving budget planning and departmental coordination.
- Advancing regional and intergovernmental partnerships.
- Identifying grant and external funding opportunities.
- Supporting responsible economic and community development.
- Continuing to engage residents, businesses, schools, and community partners.
- Developing long-term strategies that support Los Fresnos as a **"Community with Opportunity."**

J. Projects Update

- a. **Wastewater Treatment Plant & Wastewater Collection System** - Environmental clearance (categorical exclusion) from TWDB has been received for the project. Hanson will be presenting Task Order for engineering services by 8/31/25. Once design is complete, TWDB will need to review and approve construction plans, give approval to advertise for bids, and give concurrence of award. The City also has approximately \$108K in grant funding that we are getting approval from TWDB to provide the money for some lift station repairs.
- b. **Water Treatment Plant & Water Distribution System** - TCEQ conducted an inspection of our reservoirs. Work on the reservoir banks and removing the silt are the major issues that need to be addressed. We don't have a plan of action yet as the cost is very high. Hanson is submitting a grant to get this done. GMES is working with Public Utility Commission of Texas to administratively approve the CCN application to allow the TWDB to move forward with funding the \$13, 252,290. Final comments from the PUC will be returned this week to get final approval. These funds will allow for improvements to the water system by removing asbestos lines from the water system. The application to TWDB Water Supply and Infrastructure Grants (SWIG) was submitted on June 30th, 2026. TWDB is scheduled to review applications through the end of September 2026

and will be approving applications starting in October 2026. Copy of proposed project budget is attached.

- c. Street Projects** – I presented the list of streets, estimates from Hanson and possible funding sources. Estimates for street improvements were submitted for review. Public Works Department is determining the ranking for the street improvements. Henderson Road Drainage Improvements: The goal is to relocate the roadside ditch closer to the outer edges of each side of the new 80-foot right-of-way. I have authorized Hanson to get the entire south side done since there are no driveways. Hanson will work with the developer on the south to get that done when they do the 2 entrances to the development. Some of that work is already required to be done by the developer. Hanson will work with the developer to get the rest done. Hanson will get with us if there is an additional cost. Task Order for engineering design will be submitted by 9/3/26. To do all the north side is too expensive since it includes replacing all the drives now and then possibly having to adjust them later when the road is widened. I have authorized Hanson to get the north side done in all areas except in front of the existing driveways/homes. Hanson will get with the developer to do any extra work needed when the 2 entrances to the development are done. Hanson will get with us if there is an additional cost.
- d. Drainage** - Resaca Escondida: TWDB is reviewing the contract documents executed so that we can obtain a Notice to Proceed for Construction. Valle Alto Drainage Improvements: TWDB is reviewing bid submittals so that we can obtain concurrence to award construction contract. Whipple Road Drainage Improvements: UP's requirements for pipe crossings under the tracks require a minimum clearance of 5 ft. This requirement does not allow us to replace the existing culvert under the tracks as we cannot surface flow the storm water with these elevations. Construction plans are being revised to reverse the flow towards the west and into the Valle Alto Subdivision storm sewer system. Plans are expected to be finalized by 8/31/26 and will need to be resubmitted to TWDB for review.