



**NOTICE THAT A REGULAR CALLED MEETING OF THE
SAN JUAN ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

**Location: San Juan City Hall
E.O.C. Room (2nd Floor)
512 S. Nebraska Ave.
San Juan, Texas 78589**

**Tuesday, September 2, 2025
6:00 PM**

At any time during the course of this meeting, the San Juan EDC Board of Directors may convene into Executive Session under Texas Government Code Section §551.071 (2) to consult with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Directors under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the San Juan EDC Board of Directors may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code. On matters requiring a public hearing, all persons desiring to speak during a public hearing shall sign in with the presiding clerk prior to the scheduled public hearing.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PUBLIC COMMENTS

V. DIRECTOR'S REPORT

VI. DISCUSSION AND POSSIBLE ACTION ON ALL OF THE FOLLOWING MATTERS:

1. Discussion and Possible Action, if any, on "Downtown Revitalization Plan."
2. Discussion and possible action on the approval of the San Juan EDC Fiscal Year Budget 2025-2026.
3. Discussion and Possible Action, if any, on Sponsoring the Christian's Manor 2025 Dinner Fundraiser.
4. Discussion and Possible Action, if any, on the Approval of the Renewal of the Professional Services Agreement with Hollis Rutledge and Associates, Inc. for Fiscal Year 2025-2026.

VII. CONSENT AGENDA

VIII. EXECUTIVE SESSION

1. The San Juan Economic Development Corporation will Convene in Executive Session, in Accordance with Texas Open Meeting Act, Vernon Statutes and Codes Annotated, Government Code Chapter §551.071 (Consultation with Attorney) and Texas Government Code §551.087 (Deliberation Regarding Economic Development Negotiations).
 - A. Pursuant to Section §551.071 (Consultation with Attorney) and Section §551.074 (Personnel Matters) of the Texas Government Code, Discussion, and Possible Action Regarding the Approval of the Job Description for EDC Executive Director.

- B. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code, Discussion, and Possible Action Regarding the Implementation of the EDC Membership.

IX. RECONVENE

- 1. The San Juan Economic Development Corporation will Reconvene into Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meeting Subchapter E, Procedures Relating to Closed Meeting 551, Requirements to Vote or Take Final Action in Open Meeting.
 - A. Pursuant to Section §551.071 (Consultation with Attorney) and Section §551.074 (Personnel Matters) of the Texas Government Code, Discussion, and Possible Action Regarding the Approval of the Job Description for EDC Executive Director.

- B. Pursuant to Section §551.071 (Consultation with Attorney) of the Texas Government Code, Discussion, and Possible Action Regarding the Implementation of the EDC Membership.

X. ADJOURNMENT

I, the undersigned authority, do certify that the above agenda of said regular meeting/workshop of the San Juan Economic Development Corporation is a true and current copy, and that said notices were posted at San Juan City Hall, 512 S. Nebraska Ave., San Juan, TX, San Juan EDC office, and San Juan EDC website, www.sanjuanedc.com at a place convenient and readily accessible to the general public, at all times, and said notice was posted on the 26th of August 2025, and will remain posted continuously for at least 72 hours preceding the scheduled time of the said meeting in compliance with Chapter 551 Texas Government Code (Open Meeting Act).



Jorge J. Garcia, CFM
Interim Executive Director
San Juan Economic Development Corporation

AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 2, 2025

Discussion and Possible Action, if any, on "Downtown Revitalization Plan."

STAFF COMMENTS AND RECOMMENDATIONS:

This item is asked to stay on the agenda until the project is complete, as per the EDC Board.

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director

AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 2, 2025

Discussion and possible action on the approval of the San Juan EDC Fiscal Year Budget 2025–2026.

STAFF COMMENTS AND RECOMMENDATIONS:

Discussion and possible action on the approval of the San Juan EDC Fiscal Year Budget 2025–2026, including any recommendations made to the EDC Board.

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director



City of San Juan, TX

Budget Worksheet Account Summary

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	Defined Budgets		
								2025-2026 DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
Fund: 24 - SAN JUAN E. D. C.										
Revenue										
RevenueType: 3200 - SALES TAX REVENUE										
24-3200.1101	SALES TAX - 4B	1,537,643.00	1,600,493.46	1,724,595.00	1,685,759.79	1,757,362.00	1,563,703.62		1,865,517.00	
24-3200.1104	RFND GEN SALES & USE TAX	0.00	-14,859.36	-12,383.00	-14,859.36	-14,860.00	-9,906.21			
	RevenueType: 3200 - SALES TAX REVENUE Total:	1,537,643.00	1,585,634.10	1,712,212.00	1,670,900.43	1,742,502.00	1,553,797.41	0.00	1,865,517.00	0.00
RevenueType: 3700 - OTHER REVENUE										
24-3700.1100	INTEREST EARNED	1,000.00	86,322.44	70,000.00	107,879.33	70,000.00	89,810.99		107,766.00	
24-3700.1105	MEMBERSHIP DUES	300.00	0.00	0.00	0.00	0.00	0.00			
24-3700.1300	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	141,168.00			
	RevenueType: 3700 - OTHER REVENUE Total:	1,300.00	86,322.44	70,000.00	107,879.33	70,000.00	230,978.99	0.00	107,766.00	0.00
RevenueType: 3800 - OTHER FINANCING SOURCES										
24-3800.1060	OPERATING TRANSFER-EDC SA...	-104,593.00	-104,704.41	-106,791.00	-106,790.34	-107,627.00	-97,863.36		-92,734.00	
	RevenueType: 3800 - OTHER FINANCING SOURCES Total:	-104,593.00	-104,704.41	-106,791.00	-106,790.34	-107,627.00	-97,863.36	0.00	-92,734.00	0.00
	Revenue Total:	1,434,350.00	1,567,252.13	1,675,421.00	1,671,989.42	1,704,875.00	1,686,913.04	0.00	1,880,549.00	0.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	2025-2026 DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
Expense										
Department: 571 - SAN JUAN ECONOMIC DEV										
Category: 10 - SALARIES & WAGES/BENEFIT										
24-571.1030	SALARIES OF EMPLOYEES	131,686.00	132,945.76	136,146.00	146,397.64	212,623.00	163,675.23	208,687.00	294,249.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Administrative Assistant II			0.00	0.00	35,000.00				
PROPOSED	Administrative Assitant III			0.00	0.00	50,000.00				
PROPOSED	Assistant Executive Director			0.00	0.00	70,000.00				
PROPOSED	Executive Director			0.00	0.00	72,537.00				
PROPOSED	Project Specialist			0.00	0.00	58,142.00				
PROPOSED	Proposed Cost of Living			0.00	0.00	8,570.00				
24-571.1040	OVERTIME	1,200.00	6,211.81	5,500.00	2,052.41	5,000.00	1,894.70		5,000.00	
24-571.2060	SOCIAL SECURITY TAX	10,166.00	10,645.75	10,836.00	11,253.01	16,648.00	12,364.35	19,407.00	22,894.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Overtime			0.00	0.00	383.00				
PROPOSED	Proposed Cost of Living			0.00	0.00	656.00				
PROPOSED	Regular Wages			0.00	0.00	21,855.00				
24-571.2070	HEALTH INSURANCE	22,783.00	17,336.22	18,338.00	17,976.54	26,146.00	19,439.91	39,375.00	39,375.00	
24-571.2080	EMPLOYEE RETIREMENT	6,073.00	6,326.25	6,530.00	6,828.41	10,141.00	7,693.79	11,391.00	30,915.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Overtime			0.00	0.00	225.00				
PROPOSED	Proposed Cost of Living			0.00	0.00	894.00				
PROPOSED	Regular Wages			0.00	0.00	29,796.00				
24-571.2100	UNEMPLOYMENT COMPENSAT...	36.00	27.03	27.00	351.01	468.00	189.00	315.00	315.00	
24-571.2110	WORKER'S COMPENSATION INS.	593.00	258.63	580.00	162.84	892.00	275.22	1,040.00	1,227.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Overtime			0.00	0.00	21.00				
PROPOSED	Proposed Cost of Living			0.00	0.00	35.00				
PROPOSED	Regular Wages			0.00	0.00	1,171.00				
Category: 10 - SALARIES & WAGES/BENEFIT Total:		172,537.00	173,751.45	177,957.00	185,021.86	271,918.00	205,532.20	280,215.00	393,975.00	0.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2025-2026
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	PROPOSED	FINAL
Category: 20 - PURCHASED PROF/TECH SRVS										
24-571.3400	ACCOUNTING & AUDITING SER...	77,677.00	76,623.29	85,444.00	67,966.70	100,000.00	20,866.68		77,600.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Administrative Services			0.00	0.00	62,600.00				
PROPOSED	Auditor			0.00	0.00	15,000.00				
24-571.3430	LEGAL SERVICES	48,000.00	56,975.00	42,000.00	38,500.00	50,000.00	71,516.69		50,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	O'Hanlon			0.00	0.00	50,000.00				
24-571.3499	OTHER PRO & PARA PRO SERVI...	83,000.00	87,476.19	83,000.00	104,802.07	120,000.00	42,297.73		137,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Appraisal Services			0.00	0.00	35,000.00				
PROPOSED	Hollis			0.00	0.00	36,000.00				
PROPOSED	Property Taxes			0.00	0.00	8,000.00				
PROPOSED	Undesignated			0.00	0.00	58,000.00				
Category: 20 - PURCHASED PROF/TECH SRVS Total:		208,677.00	221,074.48	210,444.00	211,268.77	270,000.00	134,681.10	0.00	264,600.00	0.00
Category: 30 - PUR PORP SRVS & OTH SRVS										
24-571.4570	ELECTRICITY	6,120.00	5,049.03	5,393.00	2,137.51	3,000.00	0.00		3,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Electricity			0.00	0.00	3,000.00				
24-571.4590	WATER (UTILITY)	1,320.00	1,323.90	1,488.00	422.80	1,000.00	0.00		1,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Water			0.00	0.00	1,000.00				
24-571.4640	REPAIR & MAINTENANCE	500.00	0.00	500.00	0.00	500.00	0.00		500.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Repair Maintenance			0.00	0.00	500.00				
24-571.4650	RENTAL OF LAND AND BUILDI...	32,880.00	33,100.00	0.00	5,520.00	0.00	0.00			
24-571.4660	RENTAL OF MACHINERY & EQU...	4,416.00	7,359.22	5,154.00	4,477.69	42,000.00	5,018.59		5,685.00	

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2025-2026
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	PROPOSED	FINAL
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	NDS LEASING			0.00	0.00	4,965.00				
PROPOSED	TAXES FOR EQUIPMENT			0.00	0.00	720.00				
24-571.5470	TELEPHONE	7,176.00	4,033.06	3,252.00	2,989.47	3,336.00	3,112.46		3,600.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Telephone			0.00	0.00	3,600.00				
24-571.5480	INTERNET	3,672.00	3,719.76	4,116.00	574.72	0.00	0.00			
24-571.5490	POSTAGE	200.00	128.52	200.00	70.35	200.00	0.00		200.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Postage			0.00	0.00	200.00				
24-571.5500	TRAVEL AND TRAINING	20,000.00	33,239.72	37,608.00	56,641.67	54,000.00	51,551.43		58,114.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	ICSC Las Vegas Conference x 4			0.00	0.00	18,750.00				
PROPOSED	ICSC Red River Conference x 4			0.00	0.00	10,000.00				
PROPOSED	Institute for Supply Management x 4			0.00	0.00	3,900.00				
PROPOSED	Texas Economic Development Council Conference x 4			0.00	0.00	8,000.00				
PROPOSED	TML Fort Worth Conference x 4			0.00	0.00	8,000.00				
PROPOSED	TML Region 12 Training Workshop x 4			0.00	0.00	4,400.00				
PROPOSED	Urban County Leadership Conference x 4			0.00	0.00	5,064.00				
24-571.5510	ADVERTISING	20,000.00	3,926.29	20,000.00	18,555.12	20,000.00	27.54		20,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Advertising			0.00	0.00	20,000.00				
Category: 30 - PUR PORP SRVS & OTH SRVS Total:		96,284.00	91,879.50	77,711.00	91,389.33	124,036.00	59,710.02	0.00	92,099.00	0.00
Category: 40 - SUPPLIES										
24-571.6120	OFFICE EQUIPMENT	1,400.00	0.00	1,500.00	0.00	0.00	0.00			
24-571.6140	OFFICE SUPPLIES	9,400.00	3,536.22	9,000.00	6,185.79	9,000.00	1,501.28		9,000.00	

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2025-2026
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	PROPOSED	FINAL
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Supplies			0.00	0.00	9,000.00				
24-571.6150	MAPS, PLANS PLATS	500.00	0.00	500.00	0.00	500.00	0.00		2,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Maps, Plans, Plats, and Surveys			0.00	0.00	2,000.00				
24-571.6180	MILEAGE	3,500.00	5,192.23	5,000.00	1,164.15	2,000.00	0.00		2,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Mileage			0.00	0.00	2,000.00				
24-571.6250	FOOD, ICE AND BOTTLED WAT...	6,000.00	3,089.03	6,000.00	1,020.62	4,000.00	1,274.03		3,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Food, Ice, and Waters			0.00	0.00	3,000.00				
24-571.6270	CLOTHING AND UNIFORMS	4,000.00	1,610.84	4,000.00	1,449.94	4,000.00	1,081.00		4,150.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Caps			0.00	0.00	720.00				
PROPOSED	Jackets (Heavy)			0.00	0.00	660.00				
PROPOSED	Jackets (light)			0.00	0.00	450.00				
PROPOSED	Other Events			0.00	0.00	1,070.00				
PROPOSED	Shirts			0.00	0.00	1,250.00				
Category: 40 - SUPPLIES Total:		24,800.00	13,428.32	26,000.00	9,820.50	19,500.00	3,856.31	0.00	20,150.00	0.00
Category: 50 - CAPITAL OUTLAY										
24-571.7880	LAND	0.00	306,335.88	0.00	0.00	0.00	0.00			
24-571.7956	MACH AND EQUIP.	10,000.00	3,083.60	0.00	0.00	0.00	0.00			
Category: 50 - CAPITAL OUTLAY Total:		10,000.00	309,419.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	2025-2026 DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
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Category: 60 - DEBT SERVICE

24-571.8790	BOND PRINCIPAL	145,000.00	145,000.00	145,000.00	145,000.00	150,000.00	150,000.00	245,000.00	180,000.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
PROPOSED	Bond Series 2016 - General Obligation Refunding	0.00	0.00	130,000.00
PROPOSED	Bond Series 2020 - Comb. Tax & Rev. Cert. Ob.	0.00	0.00	50,000.00

24-571.8810	BOND INTEREST	72,850.00	72,850.00	68,050.00	68,050.00	134,375.00	63,175.00	75,658.00	75,658.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
PROPOSED	Bond Series 2016 - General Obligation Refunding	0.00	0.00	37,875.00
PROPOSED	Bond Series 2018 - Sales Tax Refunding	0.00	0.00	18,233.00
PROPOSED	Bond Series 20201 - Comb. Tax & Rev. Cert. Ob.	0.00	0.00	19,550.00

Category: 60 - DEBT SERVICE Total:	217,850.00	217,850.00	213,050.00	213,050.00	284,375.00	213,175.00	320,658.00	255,658.00	0.00
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Category: 90 - MISCELLANEOUS

24-571.9700	MEMBERSHIPS AND SUBS.	2,000.00	2,380.00	4,562.00	4,490.16	2,850.00	2,371.84	16,164.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
PROPOSED	Adobe Professional	0.00	0.00	780.00
PROPOSED	Apple.com	0.00	0.00	36.00
PROPOSED	Grammarly	0.00	0.00	400.00
PROPOSED	ICSC Membership Fee	0.00	0.00	1,250.00
PROPOSED	Intuit	0.00	0.00	750.00
PROPOSED	ISM RGV Membership Fee	0.00	0.00	1,350.00
PROPOSED	Lone Star National Bank	0.00	0.00	611.00
PROPOSED	Sam's Renewal	0.00	0.00	110.00
PROPOSED	Shutterstocks	0.00	0.00	377.00
PROPOSED	TEDC Membership Fee	0.00	0.00	6,000.00
PROPOSED	TML Membership Fee	0.00	0.00	4,500.00

24-571.9897	LOCAL AIR ADVERTISEMENT	20,000.00	0.00	20,000.00	0.00	0.00	0.00
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24-571.9898	PROMOTIONAL EXPENSE	153,764.00	92,480.82	171,221.00	113,689.08	155,570.00	79,828.93	188,038.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
PROPOSED	4th of July Event	0.00	0.00	15,000.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2025-2026
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	PROPOSED	FINAL
PROPOSED	American Legion Post 408			0.00	0.00	500.00				
PROPOSED	Angel of Love			0.00	0.00	500.00				
PROPOSED	Boys and Girls Wine Food Festival			0.00	0.00	2,500.00				
PROPOSED	Keep San Juan Beautiful			0.00	0.00	1,000.00				
PROPOSED	Marine Corp 5k Heroes Event			0.00	0.00	1,500.00				
PROPOSED	Mini Grants			0.00	0.00	30,000.00				
PROPOSED	Moonlight Market Day			0.00	0.00	1,000.00				
PROPOSED	Noche de Paz			0.00	0.00	60,000.00				
PROPOSED	PSJA Baseball			0.00	0.00	500.00				
PROPOSED	PSJA Educational Foundation Gala			0.00	0.00	2,000.00				
PROPOSED	PSJA Football Summer Camp			0.00	0.00	250.00				
PROPOSED	PSJA ISD All Abilities Awareness Walk			0.00	0.00	500.00				
PROPOSED	PSJA ISD College for All Conference			0.00	0.00	250.00				
PROPOSED	Renaissance Cancer Fundation			0.00	0.00	2,000.00				
PROPOSED	RGV Literacy Center - Boots and Bling			0.00	0.00	1,000.00				
PROPOSED	San Juan Community Lions Club			0.00	0.00	1,000.00				
PROPOSED	San Juan PAL National Night Out			0.00	0.00	1,000.00				
PROPOSED	San Juan PAL-Golden Gloves			0.00	0.00	2,000.00				
PROPOSED	St. John Catlotic Church			0.00	0.00	1,000.00				
PROPOSED	Superintendent Golf Classic			0.00	0.00	1,500.00				
PROPOSED	Undesignated			0.00	0.00	63,038.00				
24-571.9899	OTHER - SPECIAL EXPENSES	32,000.00	58,939.22	35,000.00	36,911.77	35,000.00	11,047.16		25,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Other Special Expenses			0.00	0.00	25,000.00				
24-571.9900	OTHER-SETTLEMENT PAYMENT	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00			
24-571.9901	SPECIAL PROJECTS	396,438.00	200,000.00	639,476.00	450,458.22	441,626.00	241,005.09		624,865.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Project Bear 3 of 5			0.00	0.00	50,000.00				
PROPOSED	Project BT 3 of 3			0.00	0.00	20,000.00				
PROPOSED	Project Door 3 of 5			0.00	0.00	25,000.00				
PROPOSED	Project GW 2 of 2			0.00	0.00	10,000.00				
PROPOSED	Project Wings 1 of 5			0.00	0.00	10,000.00				
PROPOSED	Small Business Grant			0.00	0.00	40,000.00				

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2025-2026
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	PROPOSED	FINAL
PROPOSED	Undesignated			0.00	0.00	469,865.00				
	Category: 90 - MISCELLANEOUS Total:	704,202.00	353,800.04	970,259.00	605,549.23	735,046.00	334,253.02	0.00	854,067.00	0.00
	Department: 571 - SAN JUAN ECONOMIC DEV Total:	1,434,350.00	1,381,203.27	1,675,421.00	1,316,099.69	1,704,875.00	951,207.65	600,873.00	1,880,549.00	0.00
	Expense Total:	1,434,350.00	1,381,203.27	1,675,421.00	1,316,099.69	1,704,875.00	951,207.65	600,873.00	1,880,549.00	0.00
	Fund: 24 - SAN JUAN E. D. C. Surplus (Deficit):	0.00	186,048.86	0.00	355,889.73	0.00	735,705.39	-600,873.00	0.00	0.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	2025-2026 DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
Fund: 29 - SAN JUAN ECONOMIC DEVELOPMENT CORP.									
Revenue									
RevenueType: 3700 - OTHER REVENUE									
29-3700.1100	INTEREST EARNED	60.00	1,175.25	0.00	1,438.50	0.00	1,261.05		
RevenueType: 3700 - OTHER REVENUE Total:		60.00	1,175.25	0.00	1,438.50	0.00	1,261.05	0.00	0.00
RevenueType: 3800 - OTHER FINANCING SOURCES									
29-3800.1056	OPERATING TRANSFER-EDC	104,826.50	104,704.41	106,791.00	106,790.34	107,627.00	97,863.36	83,233.00	
Budget Detail									
Budget Code	Description			Units	Price	Amount			
PROPOSED	Refunding Bond Series 2018			0.00	0.00	-83,233.00			
RevenueType: 3800 - OTHER FINANCING SOURCES Total:		104,826.50	104,704.41	106,791.00	106,790.34	107,627.00	97,863.36	0.00	83,233.00
Revenue Total:		104,886.50	105,879.66	106,791.00	108,228.84	107,627.00	99,124.41	0.00	83,233.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 08/31/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	2025-2026 DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
Expense										
Department: 571 - SAN JUAN ECONOMIC DEV										
Category: 60 - DEBT SERVICE										
29-571.8790	BOND PRINCIPAL	89,212.00	75,000.00	80,000.00	80,000.00	85,000.00	85,000.00		65,000.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Refunding Bond Series 2018			0.00	0.00	65,000.00				
29-571.8810	BOND INTEREST	12,809.50	27,021.51	24,123.00	24,123.00	21,038.00	11,313.50		18,233.00	
Budget Detail										
Budget Code	Description			Units	Price	Amount				
PROPOSED	Refunding Bond Series 2018			0.00	0.00	18,233.00				
Category: 60 - DEBT SERVICE Total:		102,021.50	102,021.51	104,123.00	104,123.00	106,038.00	96,313.50	0.00	83,233.00	0.00
Department: 571 - SAN JUAN ECONOMIC DEV Total:		102,021.50	102,021.51	104,123.00	104,123.00	106,038.00	96,313.50	0.00	83,233.00	0.00
Expense Total:		102,021.50	102,021.51	104,123.00	104,123.00	106,038.00	96,313.50	0.00	83,233.00	0.00
Fund: 29 - SAN JUAN ECONOMIC DEVELOPMENT CORP. Surplus (Defi...		2,865.00	3,858.15	2,668.00	4,105.84	1,589.00	2,810.91	0.00	0.00	0.00
Report Surplus (Deficit):		2,865.00	189,907.01	2,668.00	359,995.57	1,589.00	738,516.30	-600,873.00	0.00	0.00

Fund Summary

Fund	2022-2023		2023-2024		2024-2025		Defined Budgets		
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	DEP REQUEST	2025-2026 PROPOSED	2025-2026 FINAL
24 - SAN JUAN E. D. C.	0.00	186,048.86	0.00	355,889.73	0.00	735,705.39	-600,873.00	0.00	0.00
29 - SAN JUAN ECONOMIC DEVELOPMENT CORP.	2,865.00	3,858.15	2,668.00	4,105.84	1,589.00	2,810.91	0.00	0.00	0.00
Report Surplus (Deficit):	2,865.00	189,907.01	2,668.00	359,995.57	1,589.00	738,516.30	-600,873.00	0.00	0.00

AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 2, 2025

Discussion and Possible Action, if any, on Sponsoring the Christian's Manor 2025 Dinner Fundraiser.

STAFF COMMENTS AND RECOMMENDATIONS:

The San Juan EDC previously donated a total of \$2,500.00 to this organization in 2022.

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director

SPONSORSHIPS
2025 DINNER
FUNDRAISER



CAPITAL IMPROVEMENT

\$25,000

Up to 2 VIP tables (8 seats per table)
Naming Rights
Recognition in Event Program
Newsletter & Website Recognition

\$10,000

Up to 2 VIP tables (8 seats per table)
Recognition in Event Program
Newsletter & Website Recognition

GOLD

\$5,000

One VIP Table (8 seats)
Recognition in Event Program
Newsletter & Website Recognition

SILVER

\$2,500

One VIP Table (8 seats)
Newsletter & Website Recognition

PEARL

\$1,250

Half Table (4 seats)
**table may be located in outdoor patio (Valencia Patio)*

PLEASE PROVIDE SPONSOR INFORMATION BELOW & RETURN TO EDDIECANTU@ME.COM

NAME: _____

ADDRESS: _____

PH # _____

EMAIL _____

PLEASE EMAIL COMPANY LOGO TO EDDIECANTU@ME.COM BY SEPTEMBER 10TH

Christian's Manor

empowering parents become
empowered, and productive
society.

Christian's
Manor

Donate Today

Welcome to Christian's Manor

Our Mission: Christian's Manor is dedicated to addressing homelessness and its underlying causes by providing comprehensive support and resources to individuals, especially those most at-risk for homelessness, empowering them to overcome this barrier and attain stability and long-term success.



Our Vision is to empower and equip single parents to become educated, employable, and self-sufficient which creates stronger families and community. By providing support, resources, and guidance to break the cycle of poverty and create a ripple effect of positive change throughout South Texas.

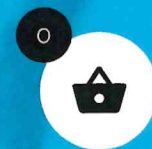
No parent should have to make the choice between investing in themselves or supporting their children. Our holistic approach invites single parents into the leadership tent and encourages families to bring all of their identities to bear in achieving their goals.

As we seek opportunities to expand our impact, we also continuously seek input from the communities we serve because we know they hold within them the knowledge and experience to create sustainable solutions.





Program Eligibility



- You are 18 years or older
- You are a single parent to at least one child (with at least 50% custody of that child or are currently pregnant)
- At least one child under the age of 16
- You have a high school diploma or GED and have not already attained a bachelor's degree
- You are ready to start or go back to college in the next 3 months
- You have at least a part time job
- You have the ability and willingness to visit with CM staff at least twice a month (mental health, academic coaching, budget planning, etc.)
- You have an income at or below poverty level
 - Household of 2: (Mother and 1 child) \$20,000 annually
 - Household of 3: (Mother and 2 children) \$25,000 annually
 - Household of 4: (Mother and 3 children) \$30,000 annually

[CLICK HERE TO JOIN OUR WAITLIST](#)



AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 2, 2025

Discussion and Possible Action, if any, on the Approval of the Renewal of the Professional Services Agreement with Hollis Rutledge and Associates, Inc. for Fiscal Year 2025–2026.

STAFF COMMENTS AND RECOMMENDATIONS:

Renewal of the Professional Services Agreement with Hollis Rutledge and Associates, Inc. for Fiscal Year 2025–2026.

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director



HOLLIS RUTLEDGE AND ASSOCIATES, INC.

8/26/2025

Marco "Markie" Villegas
President, San Juan EDC
512 S Nebraska Ave
San Juan, Texas 78577

Dear Mr. Villegas:

Thank you for considering renewal of our agreement. We believe the business relationship between Hollis Rutledge and Associates, Inc. and the San Juan EDC has greatly benefited the San Juan EDC and the community it serves.

In addition, to our grant administration and development services, we are available to work with private, state, and federal officials and organizations on any governmental and legislative issues including the Texas Governor's Office, the Texas Lt. Governor's Office, the Texas Attorney General's Office, the Texas Secretary of State's Office, US State Department, US General Services Administration, US Department of Homeland Security, FEMA, and the Offices of US Senators and Congressmen. We also provide economic development services, and public policy and administration services. Our firm provides other services as assigned and requested.

We look forward to a continued successful relationship between Hollis Rutledge and Associates, Inc. and the San Juan EDC with planning, state and federal relations, and grant-writing services. We propose providing planning, federal and state relations services, and administrative and grant-writing services at a monthly retainer fee of \$3,000 plus expenses. Attached are two copies of the proposed agreement for your consideration along with a proposal with a background on our consultants, and a status report. Please call me at 583-0002 (office) or 956- 497-9979 (cell) if you have any questions.

Thank you,

Hollis V. Rutledge Jr.
President Hollis Rutledge & Associates, Inc.
523 N. Conway Ste 3 Mission, Texas 78572
956-583-0002