



**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**

**Thursday, September 18, 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 of PSJA ISD John Doedyns Elementary for the September Childhood Cancer Awareness Month.
4. Discussion and Possible Action, if any, on Sponsoring of St. John Baptist Catholic Church Annual Jamaica Event on October 12, 2025.

VII. CONSENT AGENDA

1. Consider approval of the EDC meeting minutes:
-August 19, 2025

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 and Texas Government Code §551.074 Personnel Matters.
 - A. Pursuant to Section §551.071, Consultation with Attorney and Economic Development Negotiations; Section §551.087 Deliberation, and Possible action on retaining Dr. Fernando Castillo's services.
 - B. Pursuant to Section §551.074 Personnel Matters; Discussion Regarding the

Appointment and Employment of the Executive EDC Director.

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 Economic Development Negotiations; Section §551.087 Deliberation, and Possible action on retaining Dr. Fernando Castillo's services.
 - B. Pursuant to Section §551.074 Personnel Matters; Discussion Regarding the Appointment and Employment of the Executive EDC Director.

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 12th of September, 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 18, 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 18, 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 by 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: 09/30/2025

		2022-2023		2023-2024		2024-2025		Defined Budgets		
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	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	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	1,865,517.00
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	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	107,766.00
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	-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	-92,734.00
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	1,880,549.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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
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	169,251.76	208,687.00	294,249.00	220,664.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Administrative Assistant II			0.00	0.00	35,000.00				
FINAL	Administrative Assitant III			0.00	0.00	50,000.00				
FINAL	Executive Director			0.00	0.00	95,000.00				
FINAL	Proposed Cost of Living			0.00	0.00	6,427.00				
FINAL	Reclass - Project Spc. to Admin. Assist. III			0.00	0.00	34,237.00				
24-571.1040	OVERTIME	1,200.00	6,211.81	5,500.00	2,052.41	5,000.00	2,065.99		5,000.00	5,000.00
24-571.2060	SOCIAL SECURITY TAX	10,166.00	10,645.75	10,836.00	11,253.01	16,648.00	12,804.07	19,407.00	22,894.00	17,264.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Overtime			0.00	0.00	383.00				
FINAL	Proposed Cost of Living			0.00	0.00	492.00				
FINAL	Regular Wages			0.00	0.00	16,389.00				
24-571.2070	HEALTH INSURANCE	22,783.00	17,336.22	18,338.00	17,976.54	26,146.00	20,352.06	39,375.00	39,375.00	28,080.00
24-571.2080	EMPLOYEE RETIREMENT	6,073.00	6,326.25	6,530.00	6,828.41	10,141.00	7,961.64	11,391.00	30,915.00	23,240.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Overtime			0.00	0.00	225.00				
FINAL	Proposed Cost of Living			0.00	0.00	670.00				
FINAL	Regular Wages			0.00	0.00	22,345.00				
24-571.2100	UNEMPLOYMENT COMPENSAT...	36.00	27.03	27.00	351.01	468.00	189.00	315.00	315.00	252.00
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	935.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Overtime			0.00	0.00	21.00				
FINAL	Proposed Cost of Living			0.00	0.00	36.00				
FINAL	Regular Wages			0.00	0.00	878.00				
Category: 10 - SALARIES & WAGES/BENEFIT Total:		172,537.00	173,751.45	177,957.00	185,021.86	271,918.00	212,899.74	280,215.00	393,975.00	295,435.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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	77,600.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Administrative Services			0.00	0.00	62,600.00				
FINAL	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	50,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	137,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Appraisal Services			0.00	0.00	35,000.00				
FINAL	Hollis			0.00	0.00	36,000.00				
FINAL	Property Taxes			0.00	0.00	8,000.00				
FINAL	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	264,600.00
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	3,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	1,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	500.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	5,685.00

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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				
FINAL	NDS LEASING			0.00	0.00	4,965.00				
FINAL	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	3,600.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	200.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	58,114.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	ICSC Las Vegas Conference x 4			0.00	0.00	18,750.00				
FINAL	ICSC Red River Conference x 4			0.00	0.00	10,000.00				
FINAL	Institute for Supply Management x 4			0.00	0.00	3,900.00				
FINAL	Texas Economic Development Council Conference x 4			0.00	0.00	8,000.00				
FINAL	TML Fort Worth Conference x 4			0.00	0.00	8,000.00				
FINAL	TML Region 12 Training Workshop x 4			0.00	0.00	4,400.00				
FINAL	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	20,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	92,099.00
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	9,000.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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				
FINAL	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	2,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	2,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	3,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	4,150.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Caps			0.00	0.00	720.00				
FINAL	Jackets (Heavy)			0.00	0.00	660.00				
FINAL	Jackets (light)			0.00	0.00	450.00				
FINAL	Other Events			0.00	0.00	1,070.00				
FINAL	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	20,150.00
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: 09/30/2025

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: 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	180,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Bond Series 2016 - General Obligation Refunding			0.00	0.00	130,000.00				
FINAL	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	75,658.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Bond Series 2016 - General Obligation Refunding			0.00	0.00	37,875.00				
FINAL	Bond Series 2018 - Sales Tax Refunding			0.00	0.00	18,233.00				
FINAL	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	255,658.00
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	16,164.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Adobe Professional			0.00	0.00	780.00				
FINAL	Apple.com			0.00	0.00	36.00				
FINAL	Grammarly			0.00	0.00	400.00				
FINAL	ICSC Membership Fee			0.00	0.00	1,250.00				
FINAL	Intuit			0.00	0.00	750.00				
FINAL	ISM RGV Membership Fee			0.00	0.00	1,350.00				
FINAL	Lone Star National Bank			0.00	0.00	611.00				
FINAL	Sam's Renewal			0.00	0.00	110.00				
FINAL	Shutterstocks			0.00	0.00	377.00				
FINAL	TEDC Membership Fee			0.00	0.00	6,000.00				
FINAL	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			
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	188,038.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	4th of July Event			0.00	0.00	15,000.00				

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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
FINAL	American Legion Post 408			0.00	0.00	500.00				
FINAL	Angel of Love			0.00	0.00	500.00				
FINAL	Boys and Girls Wine Food Festival			0.00	0.00	2,500.00				
FINAL	Keep San Juan Beautiful			0.00	0.00	1,000.00				
FINAL	Marine Corp 5k Heroes Event			0.00	0.00	1,500.00				
FINAL	Mini Grants			0.00	0.00	30,000.00				
FINAL	Moonlight Market Day			0.00	0.00	1,000.00				
FINAL	Noche de Paz			0.00	0.00	60,000.00				
FINAL	PSJA Baseball			0.00	0.00	500.00				
FINAL	PSJA Educational Foundation Gala			0.00	0.00	2,000.00				
FINAL	PSJA Football Summer Camp			0.00	0.00	250.00				
FINAL	PSJA ISD All Abilities Awareness Walk			0.00	0.00	500.00				
FINAL	PSJA ISD College for All Conference			0.00	0.00	250.00				
FINAL	Renaissance Cancer Fundation			0.00	0.00	2,000.00				
FINAL	RGV Literacy Center - Boots and Bling			0.00	0.00	1,000.00				
FINAL	San Juan Community Lions Club			0.00	0.00	1,000.00				
FINAL	San Juan PAL National Night Out			0.00	0.00	1,000.00				
FINAL	San Juan PAL-Golden Gloves			0.00	0.00	2,000.00				
FINAL	St. John Catlotic Church			0.00	0.00	1,000.00				
FINAL	Superintendent Golf Classic			0.00	0.00	1,500.00				
FINAL	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	25,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	723,405.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	Project Bear 3 of 5			0.00	0.00	50,000.00				
FINAL	Project BT 3 of 3			0.00	0.00	20,000.00				
FINAL	Project Door 3 of 5			0.00	0.00	25,000.00				
FINAL	Project GW 2 of 2			0.00	0.00	10,000.00				
FINAL	Project Wings 1 of 5			0.00	0.00	10,000.00				
FINAL	Small Business Grant			0.00	0.00	40,000.00				

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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
FINAL	Undesignated			0.00	0.00	568,405.00				
	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	952,607.00
	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	958,575.19	600,873.00	1,880,549.00	1,880,549.00
	Expense Total:	1,434,350.00	1,381,203.27	1,675,421.00	1,316,099.69	1,704,875.00	958,575.19	600,873.00	1,880,549.00	1,880,549.00
	Fund: 24 - SAN JUAN E. D. C. Surplus (Deficit):	0.00	186,048.86	0.00	355,889.73	0.00	728,337.85	-600,873.00	0.00	0.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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	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	83,233.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	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	83,233.00

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

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	65,000.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	21,037.50		18,233.00	18,233.00
Budget Detail										
Budget Code	Description			Units	Price	Amount				
FINAL	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	106,037.50	0.00	83,233.00	83,233.00
Department: 571 - SAN JUAN ECONOMIC DEV Total:		102,021.50	102,021.51	104,123.00	104,123.00	106,038.00	106,037.50	0.00	83,233.00	83,233.00
Expense Total:		102,021.50	102,021.51	104,123.00	104,123.00	106,038.00	106,037.50	0.00	83,233.00	83,233.00
Fund: 29 - SAN JUAN ECONOMIC DEVELOPMENT CORP. Surplus (Defi...		2,865.00	3,858.15	2,668.00	4,105.84	1,589.00	-6,913.09	0.00	0.00	0.00
Report Surplus (Deficit):		2,865.00	189,907.01	2,668.00	359,995.57	1,589.00	721,424.76	-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	728,337.85	-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	-6,913.09	0.00	0.00	0.00
Report Surplus (Deficit):	2,865.00	189,907.01	2,668.00	359,995.57	1,589.00	721,424.76	-600,873.00	0.00	0.00

AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 18, 2025

Discussion and Possible Action, if any, on Sponsoring of PSJA ISD John Doedyns Elementary for the September Childhood Cancer Awareness Month.

STAFF COMMENTS AND RECOMMENDATIONS:

Doedyns Elementary Pre-K grades are hosting a *Beanie and Mitten Donation Drive* throughout the month of September in observance of Childhood Cancer Awareness Month. They are requesting a donation from the EDC to support their efforts.

All donated items will be gifted to children battling cancer to help keep them warm and comforted.

Please note that the EDC has not donated to this event in the past.

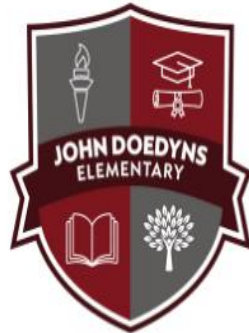
RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director



PSJA ISD



SEPTEMBER IS

CHILDHOOD CANCER

AWARENESS MONTH

Our Pre-K grade level will be hosting a Beanie and Mitten Donation Drive throughout the month of September.

All donations will be gifted to children battling cancer to help keep them warm and comforted. Thank you for your donations.



AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 18, 2025

Discussion and Possible Action, if any, on Sponsoring of St. John Baptist Catholic Church Annual Jamaica Event on October 12, 2025.

STAFF COMMENTS AND RECOMMENDATIONS:

St. John Catholic Church submitted a request for a donation to support their Annual Jamaica Event scheduled for October 12, 2025. The EDC has previously sponsored this event for \$1,000.00.

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director



St. John The Baptist Catholic Church

216 W. 1st Street San Juan, Texas 78589

Office: (956) 783-1196 · Fax (956) 702-7747 · C.C.D. (956)783-1068

August 20, 2025

San Juan EDC
512 S. Nebraska
San Juan, Texas 78589

To whom it may concern:

I pray that you and your loved ones are doing well. We at St. John's Parish are excited for our annual Jamaica that will be on October 12th this year.

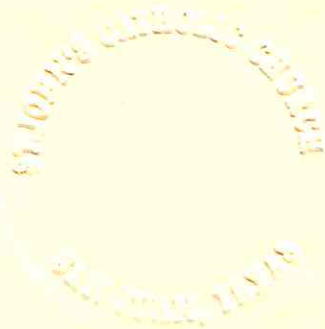
With this letter we are encouraging all our Sponsors to participate, we will greatly appreciate the City of San Juan EDC to provide a sponsorship of \$1000.

I thank you in advance for your generosity, if you have any questions, Please call me at 956-783-1196.

Blessings!

A handwritten signature in black ink, appearing to read 'Manuel Alfredo Razo Canales', written over a circular stamp.

Rev. Manuel Alfredo Razo Canales, STD
Pastor



AGENDA ITEM AND RECOMMENDATION SUMMARY
EDC BOARD REGULAR MEETING
SEPTEMBER 18, 2025

Consider approval of the EDC meeting minutes:
-August 19, 2025

STAFF COMMENTS AND RECOMMENDATIONS:

Consideration of Approval of August 19, 2025, minutes

RECOMMENDATION:

PREPARED BY:

Martha Patterson,
Administrative
Assistant III

APPROVED BY:

Jorge Garcia, CFM. Interim Executive
Director

San Juan Economic Development Corporation Meeting

Date: August 19, 2025

Time: 6:00 pm

Location: San Juan City Hall
E.O.C. Room (2nd Floor)

Address: 512 S Nebraska Ave
San Juan, TX 78589

I. CALL TO ORDER

Board President Marco Villegas called the meeting to order at 6:00 pm.

II PLEDGED OF ALLEGIANCE

Board President Marco Villegas led the pledge of allegiance.

III ROLL CALL

Present: Martha Patterson, EDC Administrative Assistant III
Milo Cisneros, EDC Administrative Assistant II
Jorge Garcia, P & Z Director/EDC Interim Executive Director
Roberto “Bob” Garza, EDC Board Member
Jelet Martinez, EDC Board Member
Jesus “Jesse” Ramirez, City Commissioner/EDC Board Secretary/Treasurer
Marco “Markie” Villegas, Mayor Pro Tem/EDC Board President
Armando Garza Jr. EDC Board Vice President
Pedro Contreras, EDC Board Member
Roberto Loreda, EDC Board Member
Alyssa Aleman, EDC Legal Council
Lauren Ramirez, EDC Realtor
Roy Vega, IT

Absent:

IV. PUBLIC COMMENTS

No public comments.

V DIRECTOR’S REPORT

DISCUSSION: Jorge Garcia, Interim Executive Director, informed the EDC board that he had attended a Summit focused on strategies to motivate employees and secure grants and incentives.

Board Member Pedro Contreras inquired about the outcome of the Pharr meeting. Mr. Garcia responded that the session mainly consisted of a Q&A on strategies to strengthen employee collaboration.

Board President Marco Villegas suggested reaching out to the City of Pharr to explore joint efforts and to organize a similar session in San Juan. He recommended inviting

San Juan EDC Minutes 8-19, 2025

representatives from various departments, such as Lone Star National Bank, the Construction Industry, and our friends across the Border, to participate on a monthly basis. He also encouraged the EDC to take the lead in hosting one of these meetings to build stronger partnerships with neighboring cities.

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

1. Discussion and Possible Action, if any, on “Downtown Revitalization Plan.”

BOARD DISCUSSION: No Action

Board Vice President Armando Garza Jr. requested that staff provide a copy of ERO Architecture’s contract as well as a summary of any payments made, in order to verify if there are pending invoices. He also asked that the terms and scope of work be reviewed.

In addition, he suggested contacting ERO representatives Brian Godinez and Steve Walker to arrange a presentation for the newly seated City Commission and EDC Board members.

2. Discussion and Consideration, and Possible Action, if any, to Approve the Proposed New Logo for the San Juan EDC

BOARD DISCUSSION:

Board President Marco Villegas asked the board for their recommendations regarding the logo. He noted that input from the City Commissioners would be valuable and emphasized that there is no urgency to finalize the logo at this time.

BOARD DECISION:

No action taken. The current logo will continue to be used until the board reaches a final decision.

3. Discussion and Possible Action, if any, regarding the approval of the Applications and Flyers created for Mini Grant, Small Business Grant, Groundbreaking Ceremony, Ribbon Cutting Ceremony, and Public Request Information.

BOARD DISCUSSION: Jorge J. Garcia, Interim Executive Director, presented the final applications, which are ready to be posted on the EDC website. He noted that a QR code has also been created for the community to access the applications easily.

Mr. Garcia informed the Board that he had coordinated with Mr. Pat Karr, Chief Technology Officer, and Eric Reyna, Webmaster. He added that the long-term goal is to enable the community to complete the applications online, print them, and submit them for review before presenting them to the EDC Board.

Board President Marco Villegas requested that the forms be made available on both social media and the website, covering mini-grants and small business grants.

Board Member Pedro Contreras requested that all related documentation be included in the agenda packet so that Board Members have three days to review the materials.

Board Secretary/Treasurer Jesus Ramirez motioned to approve all the forms presented. Seconded by Board Member Jelet Martinez. The motion passed unanimously. (7-0)

4. Discussion and Possible Action on Fiscal Year Budget 2025-2026.

BOARD DISCUSSION: Vice President Armando Garza Jr. suggested creating a sponsorship application outlining who, what, when, where, why, and how it benefits/promotes the EDC, and requiring applicants to present at a board meeting. He noted that funding is limited to the approved budget.

Board Member Pedro Contreras asked about the maximum small business grant amount. The Board agreed that amounts would be considered on a case-by-case basis.

Mr. Garcia recommended that Ms. Martha Patterson maintain a spreadsheet to track all grants, mini-grants, and sponsorships. He will also meet with Finance Director Leroy Gonzales to clarify line items and report back.

The Board agreed to review the budget individually and return with questions, noting a \$300,000 increase.

Board Member Pedro Contreras motioned to Table the item. Seconded by Vice President Armando Garza Jr. The motion passed unanimously. (7-0)

VII. CONSENT AGENDA

1. Consider approval of the EDC meeting minutes:
-August 5, 2025

Board Vice President Armando Garza Jr. motioned to approve the minutes presented. Seconded by Board Member Jelet Martinez. The motion passed unanimously. (7-0)

VIII. EXECUTIVE SESSION

1. The San Juan Economic Development Corporation will Convene in Executive Session, in Accordance with the 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).

Board Vice President Armando Garza Jr. motioned to convene into Executive Session at 6:27 p.m. Seconded by Board Member Pedro Contreras. The motion passed unanimously.

- A. Consultation with legal counsel pursuant to Texas Government Code §557.071 regarding the potential sale or transfer of EDC-owned property.
- B. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation and Possible Action: Engaging Carpe Not Industries.
- C. Pursuant to Section §551.072 of the Texas Government Code, Discussion and Possible Action Regarding Lot 4, Block A, Original Townsite of San Juan.

IX. RECONVENE 7:49 PM

Board Secretary/Treasurer Jesus Ramirez motioned to reconvened into Open Session at 7:48 pm. Seconded by Board Member Roberto Garza. The motion passed unanimously.

(7-0)

- 1. The San Juan Economic Development Corporation will Reconvened 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. Consultation with legal counsel pursuant to Texas Government Code §557.071 regarding the potential sale or transfer of EDC-owned property.

Board Decision: No Action

- B. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation and Possible Action: Engaging Carpe Nox Industries.

Board Decision: Board Vice President Armando Garza motioned to proceed with what was discussed with hiring Carpe Nox, pending final legal approval. Second, by Board Member Pedro Contreras, the motion passed unanimously.
(7-0)

- C. Pursuant to Section §551.072 of the Texas Government Code, Discussion and Possible Action Regarding Lot 4, Block A, Original Townsite of San Juan.

Board Decision: No Action

X. ADJOURNMENT

Action: Board Vice President Armando Garza motioned to adjourn the regular EDC meeting at 7:50 pm. Seconded by Board Member Jelet Martinez. The motion passed unanimously. (7-0)

Submitted

Certified

Marco Villegas, Board President

Jesus Ramiez, Board Secretary/Treasurer

Date

(Affix Seal Here