



Community Development Corporation Meeting Agenda

Monday, March 02, 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

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 minutes from February 2, 2026.
2. Consideration and ACTION to acknowledge the January 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report
3. Consideration and ACTION to approve a sign grant for Star Uptown Plaza located at 304 E 3rd Street.
4. Consideration and ACTION to approve a storefront grant for Star Insurance Advisors located at 304 E 3rd Street, Suite 1.
5. Consideration and ACTION to approve an interior grant for Star Insurance Advisors located at 304 E 3rd Street Suite 1.
6. Consideration and ACTION to approve a sign grant for Julia's Restaurant located at 220 W Ocean Blvd.

E. REPORT BY GENERAL MANAGER

1. 1. City Manager Report
 - A. Los Fresnos Business Circle (LFBC) March Event
 - B. SBA Business Ready Series
 - C. Community Survey Insights
 - D. LFCDC Website & Media Development (Triggers Media)
 - E. Earth Day Event - April 18, 2026
 - F. Workforce Development

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 on February 24, 2026 on or before 5:30 p.m. and it shall remain so posted continuously for at least 3 business days 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 minutes from February 2, 2026.

Recommendation:

I recommend approval.



Community Development Corporation Meeting Minutes

Monday, February 02, 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

President Enrique 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.

There were none.

D. ACTION ITEMS

1. Consideration and ACTION to approve minutes from January 5, 2026.

Motion was made and seconded to approve minutes from January 5, 2026.

Motion made by Vice President Alvarez, 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

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

Mr. Milum reported that for December 2025 there were 18 transactions totaling \$44,691, including major sponsorship payments for the rodeo and stock show as well as several grant disbursements previously approved by the Board. He noted that through the first three months of the fiscal year, revenue consisting of sales tax and interest stood at 25.9%, slightly above the expected 25% and approximately \$5,800 over budget. Expenditures were at 21.43%, reflecting careful spending and an estimated \$20,000 savings to date. He further highlighted that sales tax collections showed strong growth, with December year- over- year figures up 13.44% almost \$7,000 and year to date totals up 7.46% almost \$12,000, indicating healthy business activity in the community.

Motion was made and seconded to acknowledge the December 2025 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report.

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

- 3. Consideration and ACTION to approve sign grant for Montecarlo Event Hall located at 309 East Ocean Blvd.

Board member Huerta reported that the Business Incentive Committee met earlier that day to review a sign grant request for Montecarlo Event Hall, located at 309 East Ocean Boulevard in Los Fresnos, the site of the former Parra Tamales location. The committee received three bids, with the lowest submitted by Graphic LED Signs in the amount of \$3,755, making the CDC's 50% portion \$1,877.50. The committee reviewed the request and voted to recommend approval of the sign grant. Board member Claudia Villarreal also noted that the venue's Facebook presence looks impressive and expressed appreciation for the business choosing Los Fresnos.

Motion was made and seconded to approve sign grant for Montecarlo Event Hall located at 309 East Ocean Blvd. to the lowest bid in the amount of \$3,755 with the CDC portion being \$1,877.50.

Motion made by Place 6 Villarreal, Seconded by Place 2 Maldonado.

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 storefront grant for Montecarlo Event Hall located at 309 East Ocean Blvd.

Board member Marco Huerta reported that the Business Incentive Committee met to review a storefront grant request for Montecarlo Event Hall, located at 309 East Ocean Boulevard. The committee received three bids for the project, with the lowest bid totaling \$7,658, making the CDC's 50% share \$3,829. After reviewing the proposal, the committee voted to recommend approval of the storefront grant. A motion and second were made to approve the CDC's portion, and the Board unanimously approved the storefront grant for Monte Carlo Event Hall. Representatives from the venue also addressed the Board, explaining that their new business aims to serve a full range of events from corporate functions and intimate gatherings to weddings and celebrations filling a local need for an event space in Los Fresnos. They noted their existing catering business, previous work in the community, and upcoming participation in the rodeo, expressing enthusiasm for partnering with the city and building long term connections.

Motion was made and seconded to approve storefront grant for Montecarlo Event Hall located at 309 East Ocean Blvd. to the lowest bid in the amount of \$7,658 with the CDC portion being \$3,829.

Motion made by Place 2 Maldonado, Seconded by Vice President Alvarez.

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

- 5. Consideration and ACTION to approve a Marketing Design-Mapping Program with Flyer View Group, LLC.

Mr. Milum reported that staff met with Flyer View Group LLC to explore a marketing design and mapping program that would provide professionally produced brochures, posters, and location specific demographic materials to support business recruitment and retention efforts in Los Fresnos. He explained that the program would supply high quality brochures for new or prospective businesses, integrate with the CDC website for interactive viewing, and transform existing Placer AI data into polished, customized marketing pieces tailored to specific business types and locations. Examples of sample brochures and poster concepts were distributed, highlighting the improved professional quality compared to what staff can currently produce in

house. The initial annual cost for the Platinum package is \$9,995, with subsequent years costing \$4,995, and optional printing services are available through the company or local vendors. Board members discussed the value of the materials, potential poster quantities, and how the data could assist businesses seeking financing or site selection.

Motion was made and seconded to approve the Platinum package in the amount of \$9,995 with Marketing Design-Mapping Program with Flyer View Group, LLC.

Motion made by Place 5 Cappon, Seconded by Place 2 Maldonado.

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

6. Consideration and ACTION to elect a President and Vice President for a one year term.

Nominations were opened and a motion was made to retain Mr. Enrique Juarez as President and Mr. Daniel Alvarez as Vice President for the upcoming term. Both nominees accepted. Mr. Alvarez addressed the Board, expressing appreciation for the nomination while noting his increasing professional commitments, explaining that although he had considered resigning, he wished to serve one more year and would reevaluate his ability to continue if attendance became difficult. President Juarez thanked the Board for its continued confidence and reflected on the progress made by the organization over the years, emphasizing the importance of maintaining financial preparedness for major economic opportunities such as the Walmart and Stripes developments, and reaffirming his commitment to conservative financial stewardship and continued community engagement.

Motion was made and seconded to elect a Enrique Juarez for President and Daniel Alvarez for Vice President for a one-year term.

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

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

Community Development Coordinator Mr. Jeffrey Rosas highlighted key activities for January. He reported that the Los Fresnos Business Circle held a strong January event with 43 attendees, demonstrating growing momentum for 2026 and continued diverse business participation. Live polling showed consistent themes: businesses are prioritizing growth, seeking expanded small business support, and identifying funding, marketing, and networking as their top needs. He announced that the next Business Circle event will be held in early March to avoid conflicts with February’s busy schedule. On workforce development, he noted progress from Workforce Cameron, including completion of the written portion of the high demand job training grant. Regarding CDC website development, the team is exploring a refreshed CDC logo and has created visual mockups of the new site; board members will participate in professional headshots on February 18 from 9:00–11:30 a.m. He added that the new Flyer View marketing service will enhance the website by showcasing properties with high quality visuals and demographic tools. For Earth Day 2026, scheduled for April 18, planning is underway with LFCISD student run educational booths, birdhouse and bird- feeder activities, and a special reading at the butterfly garden by children’s author Dr. Ela Hernandez. Finally, he reported on the Cara Cara Trails ribbon cutting, noting that the trail network’s near- completion will soon connect Los Fresnos to the Palo Alto Battlefield, expanding regional recreation opportunities and enhancing local quality of life. He concluded by noting increased community use of the trails and the positive impact on future growth. No further questions were presented.

1. 1. City Manager Report

- A. Los Fresnos Business Circle (LFBC) January Event
- B. Workforce Development
- C. LFCD Website Development
- D. Earth Day (April 18)
- E. Caracara Trails Ribbon Cutting Ceremony

F. ADJOURNMENT

The meeting was adjourned at 6:41 p.m.

Enrique Juarez, President

ATTEST:

Jacqueline Moya, City Secretary

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 on January 27, 2026 on or before 5:30 p.m. and it shall remain so posted continuously for at least 3 business days 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 acknowledge the January 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

Recommendation:

12 transactions totaling \$32,894.21. The large one for \$25,127.50 to the Little League was for the beginning of the concession stand that was approved for funding. All others are normal and approved as part of the budget.

Revenue: We are 33.3% through the budget as of January 31. We have received \$214,705.42 which is \$1,961.25 behind budget.

Expenditures: All revenues are within budget and looking good. We are \$39,501.83 below budget which is very good.

Sales Tax: January sales tax as compared to January of the prior year we are behind \$1,644.67 or 3.4%. We are still \$10,043.33 or 4.9% ahead of year to date this year compared to year to date last year.

I recommend approval.



City of Los Fresnos, TX

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB9-CDC CHECKING						
09860	AT&T MOBILITY	01/08/2026	Regular	0.00	41.89	3770
01628	JEFFREY ROSAS	01/08/2026	Regular	0.00	42.00	3771
00305	LOS FRESNOS CHAMBER OF COMMERCE	01/08/2026	Regular	0.00	1,500.00	3772
01274	NewLane Finance Company	01/08/2026	Regular	0.00	39.75	3773
01722	ROBYN'S CHEESEACKE CAFE	01/08/2026	Regular	0.00	1,120.29	3774
01714	JOSE L. ALVAREZ	01/22/2026	Regular	0.00	3,850.00	3775
08248	KONICA MINOLTA PREMIERE FINANCE	01/22/2026	Regular	0.00	124.29	3776
02675	TEXAS ECONOMIC DEVELOPMENT COUNCIL	01/22/2026	Regular	0.00	879.00	3777
04775	LOS FRESNOS FALCONS LITTLE LEAGUE	01/29/2026	Regular	0.00	25,127.50	3778
01332	PNC BANK NATIONAL ASSOCIATION	01/22/2026	Bank Draft	0.00	169.49	DFT0001930

Bank Code FVB9 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	10	9	0.00	32,724.72
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	1	0.00	169.49
EFT's	0	0	0.00	0.00
	12	10	0.00	32,894.21



City of Los Fresnos, TX

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 09 - COMMUNITY DEVELOPMENT COR							
Department: 444 - MISCELLANEOUS							
Revenue							
09-444-1020	MISCELLANEOUS INCOME	0.00	0.00	0.00	1,190.37	1,190.37	0.00 %
	Revenue Total:	0.00	0.00	0.00	1,190.37	1,190.37	0.00 %
	Department: 444 - MISCELLANEOUS Total:	0.00	0.00	0.00	1,190.37	1,190.37	0.00 %
Department: 452 - CDC DISBURSEMENTS							
Revenue							
09-452-1000	INTEREST EARNED	13,000.00	13,000.00	0.00	2,497.30	-10,502.70	19.21 %
09-452-1132	SALES TAX	650,000.00	650,000.00	46,371.86	214,705.42	-435,294.58	33.03 %
	Revenue Total:	663,000.00	663,000.00	46,371.86	217,202.72	-445,797.28	32.76 %
	Department: 452 - CDC DISBURSEMENTS Total:	663,000.00	663,000.00	46,371.86	217,202.72	-445,797.28	32.76 %
Department: 575 - COMMUNITY DEVELOPMENT							
Expense							
09-575-01100	SALARIES	42,848.00	42,848.00	4,949.15	13,698.29	29,149.71	31.97 %
09-575-01500	OVERTIME	1,000.00	1,000.00	30.90	69.53	930.47	6.95 %
09-575-02100	FICA EXPENSE	2,719.00	2,719.00	307.41	848.69	1,870.31	31.21 %
09-575-02105	MEDICARE EXPENSE	636.00	636.00	71.90	198.49	437.51	31.21 %
09-575-02106	HEALTH INSURANCE EXP	8,046.00	8,046.00	746.06	2,618.53	5,427.47	32.54 %
09-575-02107	TWC EXPENSE	63.00	63.00	34.86	34.86	28.14	55.33 %
09-575-02150	TMRS EXPENSE	3,762.00	3,762.00	356.16	960.76	2,801.24	25.54 %
09-575-02160	WORKER'S COMP	88.00	88.00	0.00	0.00	88.00	0.00 %
09-575-02210	OTHER INSURANCE	41.00	41.00	3.40	13.12	27.88	32.00 %
09-575-03110	ATTORNEY	500.00	500.00	0.00	0.00	500.00	0.00 %
09-575-03115	AUDITOR	6,000.00	6,000.00	0.00	2,526.59	3,473.41	42.11 %
09-575-03121	BUSINESS RECRUIT AND DEVELOPME	18,000.00	18,000.00	1,500.00	6,094.80	11,905.20	33.86 %
09-575-04100	OFFICE SUPPLIES & PRINTING	6,000.00	6,000.00	124.29	1,324.32	4,675.68	22.07 %
09-575-05120	TELEPHONE	1,000.00	1,000.00	0.00	125.67	874.33	12.57 %
09-575-06100	CITY PROMOTION	62,575.00	62,575.00	0.00	41,250.00	21,325.00	65.92 %
09-575-06120	ADVERTISING	2,425.00	2,425.00	0.00	0.00	2,425.00	0.00 %
09-575-09100	TRAVEL/SEMINARS	4,000.00	4,000.00	79.00	3,677.74	322.26	91.94 %
09-575-10100	DUES & MEMBERSHIPS	9,000.00	9,000.00	39.75	318.60	8,681.40	3.54 %
09-575-11100	PARK IMPROVEMENTS	120,000.00	120,000.00	28,977.50	91,280.14	28,719.86	76.07 %
09-575-11150	SPECIAL PROJECTS	140,697.00	140,697.00	0.00	0.00	140,697.00	0.00 %
09-575-12100	INSURANCE	300.00	300.00	0.00	285.25	14.75	95.08 %
09-575-14100	TECHNOLOGY MAINTENANCE AGRE...	0.00	0.00	0.00	10,097.50	-10,097.50	0.00 %
09-575-30100	BUSINESS INCENTIVE PROGRAM	40,000.00	40,000.00	0.00	6,075.29	33,924.71	15.19 %
09-575-30129	GENERAL FUND ADMIN	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
09-575-30131	TRANSFER DEBT SERVICE I&S	178,000.00	178,000.00	0.00	0.00	178,000.00	0.00 %
09-575-99100	MISCELLANEOUS	300.00	300.00	0.00	0.00	300.00	0.00 %
	Expense Total:	663,000.00	663,000.00	37,220.38	181,498.17	481,501.83	27.38 %
	Department: 575 - COMMUNITY DEVELOPMENT Total:	663,000.00	663,000.00	37,220.38	181,498.17	481,501.83	27.38 %
	Fund: 09 - COMMUNITY DEVELOPMENT COR Surplus (Deficit):	0.00	0.00	9,151.48	36,894.92	36,894.92	0.00 %
	Report Surplus (Deficit):	0.00	0.00	9,151.48	36,894.92	36,894.92	0.00 %

Sales Tax Report

FY 25-26

Section D, Item # 2.

Paid	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
	FY24-25	FY23-24	Inc(Dec) (\$)	Inc(Dec) (%)	FY23-24	FY22-23	Inc(Dec) (\$)	Inc(Dec) (%)	FY23-24	FY22-23	Inc(Dec) (\$)	Inc(Dec) (%)
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%
July	205,789.52	193,451.68	12,337.84	6.38%	154,342.14	145,088.76	9,253.38	6.38%	51,447.38	48,362.92	3,084.46	6.38%
August	235,243.81	234,275.31	968.50	0.41%	176,432.86	175,706.48	726.38	0.41%	58,810.95	58,568.83	242.13	0.41%
September	243,232.57	212,384.99	30,847.58	14.52%	182,424.43	159,288.74	23,135.69	14.52%	60,808.14	53,096.25	7,711.90	14.52%
TOTAL SALES ACTIVITIES	\$ 2,645,563.00	\$ 2,534,615.67	\$ 110,947.33	4.38%	\$ 1,984,172.25	\$ 1,900,961.75	\$ 83,210.49	4.38%	\$ 661,390.75	\$ 633,653.92	\$ 27,736.83	4.38%

Paid	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
	FY25-26	FY24-25	Inc(Dec) (\$)	Inc(Dec) (%)	FY24-25	FY23-24	Inc(Dec) (\$)	Inc(Dec) (%)	FY24-25	FY23-24	Inc(Dec) (\$)	Inc(Dec) (%)
October	184,918.62	198,363.69	(13,445.07)	-7.27%	138,688.97	148,772.77	(10,083.80)	-7.27%	46,229.66	49,590.92	(3,361.27)	-7.27%
November	255,207.48	222,636.36	32,571.12	14.63%	191,405.61	166,977.27	24,428.34	14.63%	63,801.87	55,659.09	8,142.78	14.63%
December	233,208.10	205,582.15	27,625.95	13.44%	174,906.08	154,186.61	20,719.46	13.44%	58,302.03	51,395.54	6,906.49	13.44%
January	185,487.41	192,066.09	(6,578.68)	-3.43%	139,115.56	144,049.57	(4,934.01)	-3.43%	46,371.85	48,016.52	(1,644.67)	-3.43%
TOTAL SALES ACTIVITIES	\$ 858,821.61	\$ 818,648.29	\$ 40,173.32	4.91%	\$ 644,116.21	\$ 613,986.22	\$ 30,129.99	4.91%	\$ 214,705.40	\$ 204,662.07	\$ 10,043.33	4.91%

**** 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 a sign grant for Star Uptown Plaza located at 304 E 3rd Street.

Recommendation:

This is for the sign that will be for the complex, all 3 tenants.



Community Development Corporation
520 E Ocean, Los Fresnos, TX 78566
(956) 233-5768 Phone
(956) 233-9879 Fax

APPLICATION

1. Name of Applicant & Business: STAR Uptown Plaza / STAR Real Estate Holdings Camp LLC

2. Applicant: (check one) Property Owner Tenant Claudia Villarreal

3. Property Address: 304 E 3rd Street, Los Fresnos, TX. 78566

4. Mailing Address: 107 Village East Dr., Los Fresnos, TX. 78566

5. Phone: 956-203-8399 (w) 956-408-7934 (c) E-mail Address: Star.ia@outlook.com

Type of Project: (circle one) Sign Storefront Landscaping Interior

Description of proposed improvements(s): _____

Name of contractors: (attach bid copies, including color design)	Amount of bids: (DO NOT INCLUDE TAX)
1. <u>The Grafik Spot LLC</u>	\$ <u>53,460.00</u>
2. <u>Industrial Signs and Welding LLC</u>	\$ <u>56,030.00</u>
3. _____	\$ _____

I have read and understand the information on the Business Incentive Program. I understand that any regular changes to the project after the grant is approved may jeopardize funding. I further agree that if a grant is awarded and area of improvement is altered for any reason within one year of construction, I will reimburse the CDC the full amount of the grant.

Contact Person for this project:

[Signature]
Signature
Claudia Villarreal
Print Name
2/20/2026
Date

[Signature]
Property Owner Signature
Claudia Villarreal
Print Name
2/20/2026
Date

FOR STAFF USE

Staff Recommendation: Low Bid at 53,460, CDC Portion

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

Grant Amount to be paid to: _____ Business _____ Vendor Meeting Date: _____

ESTIMATE

The Grafik Spot LLC
1265 N Expressway
Brownsville, TX 78520

billingdept@thegrafikspot.net
+1 (956) 621-0381
www.thegrafikspot.net



Claudia Villarreal

Bill to
Claudia Villarreal
Star Insurance Advisors

Estimate details

Estimate no.: 17105
Estimate date: 02/11/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Services	Multi-Tenant Pylon Sign - 3 Tenant Spaces + Top Plaza Name - Height Approx. 24' 8" LED Outdoor Display Screen Single Side - 6.35mm - 5' x 10'	1	\$53,260.00	\$53,260.00
2.	Services	Permit Fee	1	\$200.00	\$200.00
				Subtotal	\$53,460.00
				Sales tax	\$4,393.95

Note to customer

Artwork must be approved by the client ,before a job can be entered into production.

Please be sure to double-check design, spelling, grammar and layout before approving artwork. If a proof containing errors and is approved by the client, the client is responsible for payment of all original costs of printing,no refunds or claims accepted. The image sent for approval is only a representation of design and color scheme, colors may vary upon print.

Total **\$57,853.95**

Accepted date

Accepted by

Industrial Signs and Welding, L.L.C

512 S. 24th St.
 Donna, TX 78537
 Office: 956-464-1181
 Indy Mobile 956-784-2875

Section D, Item # 3.

Estimate

Date	Estimate #
2/20/2026	950

Name / Address
Star Insurance Advisors Claudia Villarreal 33478 FM803 Suite 5 Los Fresnos, Tx 78566

Project

Description	Qty	Rate	Total
Fabricate and install Multi-Tenant Pylon Sign - 3 Tenant Spaces +Top Plaza Name OAH 24' With 8" LED Outdoor Display Screen Single Side -6.35mm - 5' x 10'	1	55,780.00	55,780.00T
Permit procurement fee Primary electrical is customer responsibility	1	250.00	250.00

Thank you for the opportunity to do business with you.

Subtotal	\$56,030.00
Sales Tax (8.25%)	\$4,601.85
Total	\$60,631.85

STAR UPTOWN PLAZA



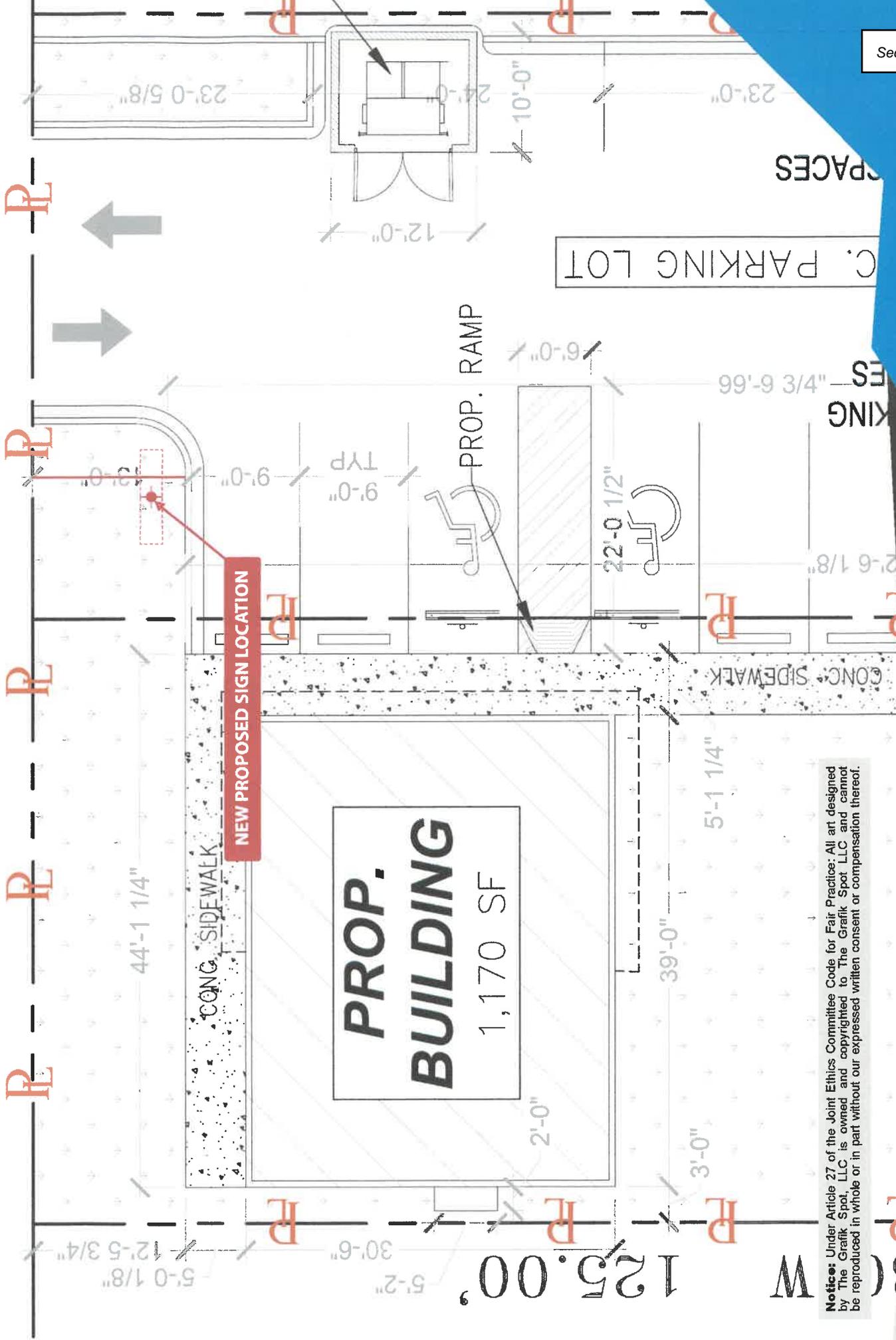
STAR
 We Care.
 Medicare | Health | Life
 INSURANCE ENROLLMENT CENTER
CALL 956-408-7934
 32819 Hwy 100 Ste 109, Los Fresnos



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render 01

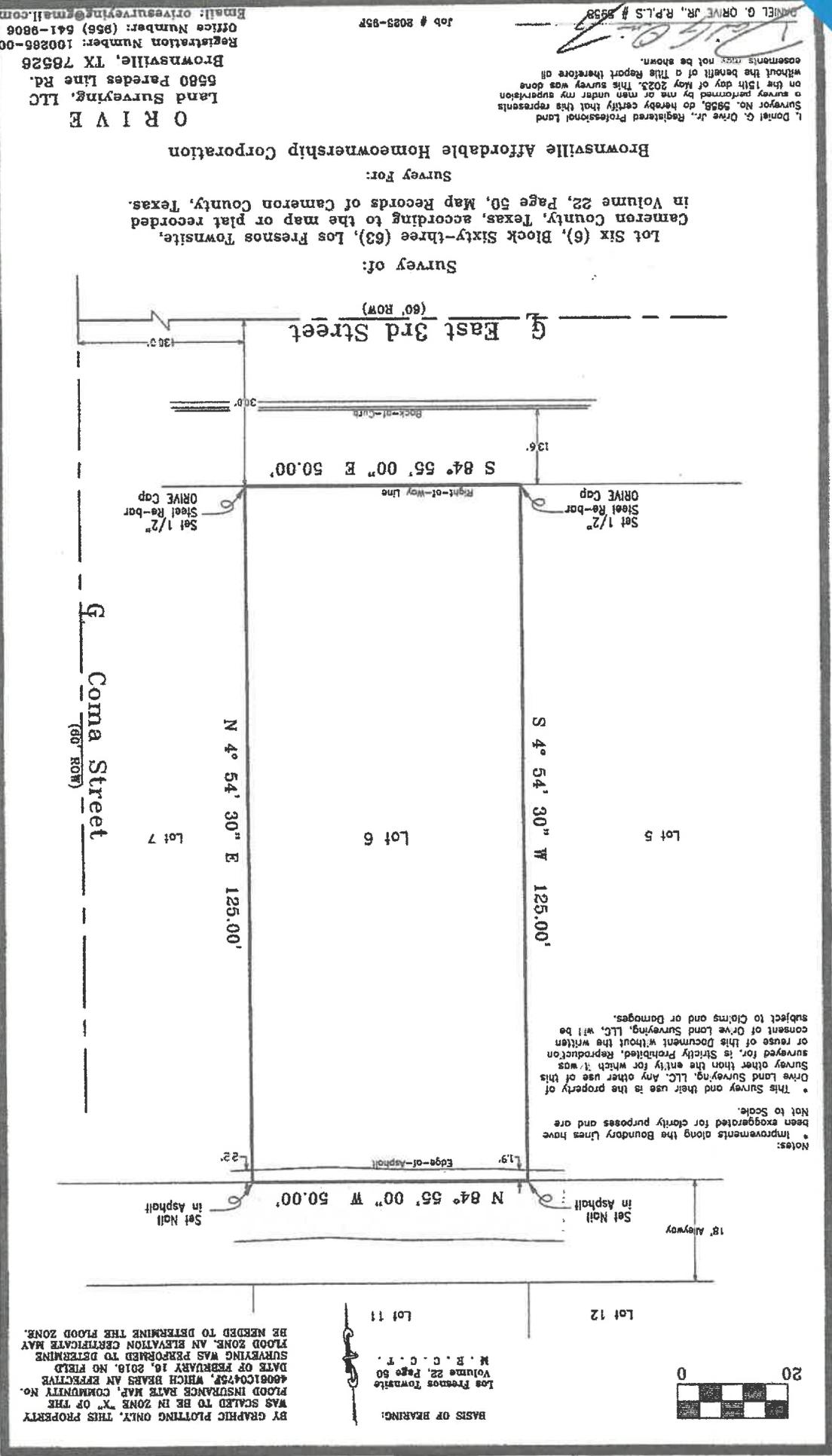
Contractor - Jose Altamirano
The Grafik Spot, LLC - Texas Electrical Sign Contractor (Insured & Bonded)
LR - License #48725 | TSCL - License #18964



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Contractor - Jose Altamirano
Grafrik Spot, LLC - Texas Electrical Sign Contractor (Insured & Bonded)
LR - License #48725 | TSCL - License #18964

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ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve a storefront grant for Star Insurance Advisors located at 304 E 3rd Street, Suite 1.

Recommendation:

The is for the interior of Star Insurance Advisors in the Star Uptown Plaza.



Community Development Corporation
520 E Ocean, Los Fresnos, TX 78566
(956) 233-5768 Phone
(956) 233-9879 Fax

APPLICATION

1. Name of Applicant & Business: STAR Insurance Advisors LLC / Claudia Villarreal

2. Applicant: (check one) _____ Property Owner Tenant

3. Property Address: 304 E. 3rd Street, Suite 1, Los Fresnos, TX. 78566

4. Mailing Address: 107 Village East Dr., Los Fresnos, TX. 78566

5. Phone: 956-203-8399 (w) _____ (c) E-mail Address: Star.ia@outlook.com

Type of Project: (circle one) Sign Storefront Landscaping Interior

Description of proposed improvements(s): Windows, glassdoor, lock, Exit sign, labor & materials

Name of contractors: (attach bid copies, including color design)

Amount of bids: **(DO NOT INCLUDE TAX)**

1. New Leaf Construction LLC

\$ ~~22,900.00~~ \$15,300.00

2. Castle Bridge Construction LLC

\$ ~~19,200.00~~ \$12,800.00

3. _____

\$ _____

I have read and understand the information on the Business Incentive Program. I understand that any regular changes to the project after the grant is approved may jeopardize funding. I further agree that if a grant is awarded and area of improvement is altered for any reason within one year of construction, I will reimburse the CDC the full amount of the grant.

Contact Person for this project:

[Signature]

Signature

Raul Villarreal

Property Owner Signature

Claudia Villarreal

Print Name

Raul Villarreal

Print Name

2/23/2026

Date

2/23/2026

Date

FOR STAFF USE

Staff Recommendation: low bid is Castle Bridge Construction for \$12,800, CDC portion \$6,400

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

Grant Amount to be paid to: _____ Business _____ Vendor Meeting Date: _____

NEW LEAF CONSTRUCTION LLC

Section D, Item # 4.

*McAllen, Tx 78504
Ph. (956) 414-4675*

Star Insurance
Los Fresnos Tx
304 E. 3rd

Date: 2-11-2026

To Mrs.: Claudia Villarreal

Good morning As per our conversation and items that you requested for us to Bid on here is the estimate for such items:

The Store Front Windows with Door, Just as your plans show them. Our delivery And installation will take about 15 to 20 business days. The frame is black with all Accessories needed. Glass is approved for Cameron County and Door is ADA approved.

Price for labor and installation.....\$15,300.00

Total.....\$15,300.00

Thank you for your time and hope to do business soon.

Cynthia Perales

Castle Bridge Construction LLC
1820 S. 10th # 181
McAllen, TX 78503

Invoice No. **Feb-26**

INVOICE

Customer

Name Star Insurance
 Address 304 E. 3rd
 City Los Fresnos State TX ZIP 75866
 Phone _____

Misc

Date 2/16/2026
 Order No. New
 Rep Mando Rdz
 FOB _____

Qty	Description	Unit Price	TOTAL
1	Store front windows with Glass Door 30-70 Double Pane insulated with black frame. Single lock with pull/push handle and Exit Sign Windows & Doors as per plan. Labor and Material 3-4 week for delivery	\$ 12,800.00	\$ 12,800.00

SubTotal	\$ 12,800.00
Shipping	
TOTAL	\$ 12,800.00

Payment Select One...

Comments 1 YEAR WARRANTY
 Name _____
 CC # _____
 Expires _____

Tax Rate(s)

A 50% deposit will required upon request and 50% upon completion

Please make Check payable to: Castle Bridge Construction LLC

We thank you for your bussiness.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve an interior grant for Star Insurance Advisors located at 304 E 3rd Street Suite 1.

Recommendation:

The is for the interior of Star Insurance Advisors in the Star Uptown Plaza.



Community Development Corporation
520 E Ocean, Los Fresnos, TX 78566
(956) 233-5768 Phone
(956) 233-9879 Fax

APPLICATION

1. Name of Applicant & Business: STAR Insurance Advisors LLC / Claudia Villarreal

2. Applicant: (check one) Property Owner Tenant

3. Property Address: 304 E. 3rd St., Suite 1, Los Fresnos, TX. 78566

4. Mailing Address: 107 Village East Dr., Los Fresnos, TX. 78566

5. Phone: 956-203-8399 (w) (c) E-mail Address: star.ia@outlook.com

Type of Project: (circle one) Sign Storefront Landscaping **Interior**

Description of proposed improvements(s): Interior Cabinetry, Reception area
Cabinets, counter tops, Kitchen Sink Fixture

Name of contractors: (attach bid copies, including color design)

Amount of bids: **(DO NOT INCLUDE TAX)**

- | | |
|-------------------------------------------|--------------------|
| 1. <u>Castle Bridge Construction LLC.</u> | \$ <u>6,400.00</u> |
| 2. <u>New Leaf Construction LLC.</u> | \$ <u>7,600.00</u> |
| 3. _____ | \$ _____ |

I have read and understand the information on the Business Incentive Program. I understand that any regular changes to the project after the grant is approved may jeopardize funding. I further agree that if a grant is awarded and area of improvement is altered for any reason within one year of construction, I will reimburse the CDC the full amount of the grant.

Contact Person for this project:

[Signature]
Signature
Claudia Villarreal
Print Name
2/23/2020
Date

[Signature]
Property Owner Signature
Raul Villarreal
Print Name
2/23/2020
Date

FOR STAFF USE

Staff Recommendation: Castle Bridge is the low quote at \$6400 with CDC portion \$3200

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

Grant Amount to be paid to: _____ Business _____ Vendor Meeting Date: _____

Castle Bridge Construction LLC
1820 S. 10th # 181
McAllen, TX 78503

Invoice No. **Feb-26**

INVOICE

Customer

Name Star Insurance
 Address 304 E. 3rd
 City Los Fresnos State TX ZIP 75866
 Phone _____

Misc

Date 2/16/2026
 Order No. New
 Rep Mando Rdz
 FOB _____

Qty	Description	Unit Price	TOTAL
1	Interior Cabinetry Modern MDF for reception area and 2 Cabinets for over the toilet. Breakroom will have a 6ft counter top with 2 open shelves Quartz Counter top and single pull handle. Kitchen sink with fixture will be included.	\$ 6,400.00	\$ 6,400.00

SubTotal	\$ 6,400.00
Shipping	
TOTAL	\$ 6,400.00

Payment Select One...

Comments 1 YEAR WARRANTY
 Name _____
 CC # _____
 Expires _____

Tax Rate(s)

A 50% deposit will required upon request and 50% upon completion

Please make Check payable to: Castle Bridge Construction LLC

We thank you for your bussiness.

NEW LEAF CONSTRUCTION LLC

*McAllen, Tx 78504
Ph. (956) 414-4675*

Star Insurance
Los Fresnos Tx
304 E. 3rd

Date: 2-11-2026

To Mrs.: Claudia Villarreal

Good morning As per our conversation and items that you requested for us to Bid on here is the estimate for such items:

Cabinets for the Secretary and The kitchenet along with the restroom.
Cabinets are wood with color of different choices. All hardware is included.
The breakroom will have quartz and the plumbing items needed.
Delivery Time is 3 weeks from the time of order and deposit received.

Price for labor and materials.....\$7,600.00

Total.....7,600.00

Thank you for your time and hope to do business soon.

Cynthia Perales

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve a sign grant for Julia’s Restaurant located at 220 W Ocean Blvd.

Recommendation:

This is to upgrade and refresh the existing Julia’s Restaurant sign. I believe the CDC participated in assistance many years ago but they would like to get it refreshed.



Community Development Corporation
520 E Ocean, Los Fresnos, TX 78566
(956) 233-5768 Phone
(956) 233-9879 Fax

APPLICATION

1. Name of Applicant & Business: Julia Mandilla Julias Restaurant

2. Applicant: (check one) Property Owner Tenant

3. Property Address: 220 W. Ocean Blvd. Los Fresnos TX 78566

4. Mailing Address: _____

5. Phone: (956) 434-9542 (w) (c) E-mail Address: julias@1991@yahoo.com

Type of Project: (circle one) Sign Storefront Landscaping Interior

Description of proposed improvements(s): _____

Name of contractors: (attach bid copies, including color design)

Amount of bids: **(DO NOT INCLUDE TAX)**

1. <u>the Grafik Spot</u>	\$ <u>10505.00</u>
2. <u>Gulf Coast</u>	\$ <u>10480.00</u>
3. _____	\$ _____

I have read and understand the information on the Business Incentive Program. I understand that any regular changes to the project after the grant is approved may jeopardize funding. I further agree that if a grant is awarded and area of improvement is altered for any reason within one year of construction, I will reimburse the CDC the full amount of the grant.

Contact Person for this project:

Jimmy Castillo
Signature
Jimmy Castillo
Print Name
02/23/26
Date

Julia Mandilla
Property Owner Signature
Julia Mandilla
Print Name
02/23/26
Date

FOR STAFF USE

Staff Recommendation: how bid is Gulf Coast at \$10,480, 20% portion will be \$3,750

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

Grant Amount to be paid to: _____ Business _____ Vendor Meeting Date: _____



INVOICE

The Grafik Spot LLC
 1265 N Expressway
 Brownsville, TX 78520

billingdept@thegrafikspot.net
 +1 (956) 621-0381
 www.thegrafikspot.net

Bill to
 Jimmy
 Julia's Restaurant

Invoice details

Invoice no.: 33573
 Terms: Due on receipt
 Invoice date: 12/04/2025
 Due date: 12/04/2025

Created by:: Jose Altamirano - 956-543-6747

#	Product or service	Description	Qty	Rate	Amount
1.	signs	Refurbish Pylon Sign - New Faces + Translucent Vinyl - Approx. 8' x 15' 2" (Pylon Sign)	2	\$2,160.00	\$4,320.00
2.	signs	Retrofit New LED Modules & Electrical Components (Pylon Sign)	1	\$3,360.00	\$3,360.00
3.	signs	Remove Rust, Primer, & Repaint (Pylon Sign)	1	\$1,000.00	\$1,000.00
4.	Services	New Acrylic Faces + Translucent Vinyl - Approx. 5' x 10' (Wall Signs)	2	\$900.00	\$1,800.00
5.	signs	Retrofit New LED Modules & Electrical Components (Large Wall Sign)	2	\$650.00	\$1,300.00
6.	Services	New Faces + Translucent Vinyl - 1' 3.5" x 6' (Small Wall Sign)	1	\$350.00	\$350.00
7.	signs	Retrofit New LED Modules & Electrical Components (Small Wall Sign)	1	\$200.00	\$200.00
8.	signs	New Faces + Translucent Vinyl - 2' x 3' (Parking Entrance Sign)	2	\$250.00	\$500.00
9.	Services	Retrofit New LED Modules & Electrical Components (Parking Entrance Sign)	2	\$125.00	\$250.00
10.	sign	Non-Illuminated Aluminum Panel Sign + Outdoor Durable Vinyl - Approx. 1' 6" x 2'	1	\$75.00	\$75.00

11. signs	New Faces + Translucent Vinyl - 19" x 19" (Circular Blade Sign)	2	\$100.00	Section D, Item # 6.
12. signs	Retrofit New LED Modules & Electrical Components - 19" x 19" (Circular Blade Sign)	1	\$200.00	\$200.00
13. Services	Windows Perforated Design	1	\$500.00	\$500.00
14. permit	Permit	1	\$200.00	\$200.00
15. sign	CITY OF LOS FRESNOS	1	-\$3,750.00	-\$3,750.00

Subtotal \$10,505.00

Sales tax \$1,159.54

Total \$11,664.54

Ways to pay

BANK

A 3% convenience fee will be added to all credit card payments.

Note to customer

Artwork must be approved by the client ,before a job can be entered into production.

Please be sure to double-check design, spelling, grammar and layout before approving artwork. If a proof containing errors and is approved by the client, the client is responsible for payment of all original costs of printing,no refunds or claims accepted. The image sent for approval is only a representation of design and color scheme, colors may vary upon print.

[View and pay](#)



GULF COAST SIGN CO., INC.
 951 Falcon Blvd.
 San Benito, TX 78586 US
 gcs@gulfcoastsigncompany.com

Section D, Item # 6.

Invoice

BILL TO

JULIAS RESTAURANT
 220 W. OCEAN BLVD
 LOS FRESNOS BLVD, TX 78566

SHIP TO

JULIAS RESTAURANT
 220 W. OCEAN BLVD
 LOS FRESNOS BLVD, TX 78566

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
26-1024	01/30/2026	\$11,344.60	03/01/2026	Net 30	

DESCRIPTION	QTY	RATE	AMOUNT
1. Refurbish Pylon Sign replace/retrofit LEDES - New Faces Translucent Vinyl Graphics - Approx. 8' x 15' 2" (Pylon Sign) Remove Rust, Primer, & Repaint (Pylon Sign)	2	2,300.00	4,600.00T
Replace/retrofit LEDES New Acrylic Faces + Translucent Vinyl -Approx. 5' x 10' (Wall Signs) (2)	2	1,600.00	3,200.00T
Replace/retrofit LEDES, New Faces, Translucent Vinyl Graphics- 1' 3.5" x 6' (Small Wall Sign)	1	1,000.00	1,000.00T
New Faces, Translucent Vinyl - 2' x 3' (Parking Entrance Sign) (2)	2	500.00	1,000.00T
Replace/retrofit LEDES Reface with translucent graphics (Parking Entrance Sign) (2)	2	70.00	140.00T
Non-Illuminated Aluminum Panel Sign +Outdoor Durable Vinyl - Approx. 1' 6" x 2'	1	140.00	140.00T
Retrofit LEDES, Reface and apply new translucent graphics - 19" x 19" (Circular Blade Sign)	1	400.00	400.00T

SUBTOTAL	10,480.00
TAX	864.60
TOTAL	11,344.60
BALANCE DUE	\$11,344.60

Pay invoice

T.D.L.R. ELECTRICAL SIGN CONTRACTOR LICENSE #19295

Gulf Coast Sign Co., Inc. is "regulated by the Texas Department of Licensing and Regulation. P.O. Box 12157, Austin, Texas 78711, Telephone (512) 462-6500
 Toll free (In Texas) 800-803-9202 Online-http://www.license.state.tx.us/Complaints " (Ref: 1305)

ACTION ITEM REPORT



Item Title:

1. City Manager Report

A. Los Fresnos Business Circle (LFBC) March Event B. SBA Business Ready Series C. Community Survey Insights D. LFCDC Website & Media Development (Triggers Media) E. Earth Day Event - April 18, 2026 F. Workforce Development

Recommendation:



Los Fresnos Community Development Corporation Month of February 2025

Prepared by: Jeffrey Rosas – Economic Development Coordinator

1. Los Fresnos Business Circle (LFBC) March Event

- **Event:** *Connections in the Wild* at Fragile Planet Wildlife Safari
- **Schedule:**
 - 5:30 PM Safari Wagon Ride
 - 6:00 PM-6:15 PM Program
 - 6:15 PM-6:45 PM Speed Networking
- **Catering:** Starbucks

2. SBA Business Ready Series

- **Series Overview:** A six-part small business education program delivered in partnership with the **U.S. Small Business Administration** and regional partners.
- **First Session Completed:** “*SBA Overview & Resource Guide*” held the last week of February.
- **Next Sessions:** Being coordinated and promoted through the LFBC events.

3. Community Survey Insights

- Funding (grants, loans, SBA/SBDC support)
- Networking
- AI tools for business operations/Marketing and branding support

4. LFCDC Website & Media Development (Triggers Media)

- New aerial and corridor footage captured for use on the LFCDC website
- Board headshots being finalized this month

5. Earth Day Event – April 18, 2026

- Marketing Underway.
- Agenda will be finalized in March.
- Pending additional vendors and information booths.

6. Workforce Development

- Still pending MOU for the High Demand Job Training Grant.
- Heavy Equipment Operator grant MOU has been received.