



Business Incentive Grant Committee Meeting Agenda

Monday, April 06, 2026 at 5:45 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. ACTION ITEMS

- [1.](#) Consideration and ACTION to approve the minutes from March 2, 2026.
- [2.](#) Consideration and ACTION to approve a sign grant for Star Insurance Advisors LLC located at 304 E 3rd St. Suite 1.
- [3.](#) Consideration and ACTION to approve an interior grant for Allure Medical Aesthetics LLC located at 304 E 3rd St. Suite 2.

C. ADJOURNMENT

This is to certify that I, Jacqueline Moya, posted this agenda on the front bulletin board of the City Hall and the city website www.cityoflosfresnos.com on March 30, 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 the minutes from March 2, 2026.

Recommendation:

I recommend approval.



Business Incentive Grant Committee Meeting Minutes

Monday, March 02, 2026 at 5:45 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

Committee member Marcos Huerta called the meeting to order at 5:45 p.m.

PRESENT

- Place 4 Marco Huerta
- Place 5 Gordon Cappon

ABSENT

- Place 6 Claudia Villarreal

B. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from February 2, 2026.

Motion was made and seconded to approve the minutes from February 2, 2026.

Motion made by Place 5 Cappon, Seconded by Place 4 Huerta.
Voting Yea: Place 4 Huerta, Place 5 Cappon

2. Consideration and ACTION to approve a sign grant for Star Uptown Plaza located at 304 E 3rd Street.

Mr. Milum reviewed the application with the committee and provided information about the sign.

Motion was made and seconded to approve a sign grant for Star Uptown Plaza located at 304 E 3rd Street to the lowest bid \$53,460 with the CDC portion being the maximum amount \$3,750.

Motion made by Place 5 Cappon, Seconded by Place 4 Huerta.
Voting Yea: Place 4 Huerta, Place 5 Cappon

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

Mr. Milum reviewed the application submitted with the committee.

Motion was made in seconded to approve a storefront grant for Star Insurance Advisors located at 304 E 3rd Street, Suite 1 to the lowest bid \$12,800 with the CDC portion being \$6,400.

Motion made by Place 5 Cappon, Seconded by Place 4 Huerta.
Voting Yea: Place 4 Huerta, Place 5 Cappon

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

Motion was made in seconded to approve an interior grant for Star Insurance Advisors located at 304 E 3rd Street Suite 1 to the lowest bid \$6,400 with the CDC portion being \$3,200.

Motion made by Place 4 Huerta, Seconded by Place 5 Cappon.

Voting Yea: Place 4 Huerta, Place 5 Cappon

- 5. Consideration and ACTION to approve a sign grant for Julia's Restaurant located at 220 W Ocean Blvd.

Motion was made in seconded to approve a sign grant for Julia's Restaurant located at 220 W Ocean Blvd to the lowest bid \$10,480 with the CDC portion being the maximum amount of \$3,750.

Motion made by Place 5 Cappon, Seconded by Place 4 Huerta.

Voting Yea: Place 4 Huerta, Place 5 Cappon

C. ADJOURNMENT

Meeting was adjourned at 5:52 p.m.

Jacqueline Moya, City Secretary

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve a sign grant for Star Insurance Advisors LLC located at 304 E 3rd St. Suite 1.

Recommendation:

I recommend approval.



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

APPLICATION

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

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): LED Front Illuminated, Non Illuminated Interior
Two marquee faces, Remove and reinstall existing x2

Name of contractors: (attach bid copies, including color design)	Amount of bids: <u>(DO NOT INCLUDE TAX)</u>
1. <u>Industrial Signs and Welding LLC</u>	\$ <u>\$9,070.⁰⁰</u>
2. <u>The Grafik Spot</u>	\$ <u>\$7,240.⁰⁰</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
3/23/2020
Date

[Signature]
Property Owner Signature
Raul Villarreal
Print Name
3/23/2020
Date

FOR STAFF USE
Staff Recommendation: Low quote of \$7240⁰⁰, COC half will be \$3620⁰⁰

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

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







Industrial Signs and Welding, L.L.C

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

Section B, Item # 2.

Estimate

Date	Estimate #
3/19/2026	968

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

Project

Description	Qty	Rate	Total
Fabricate and install one LED Front-Illuminated Channel Letters 3' x 16'	1	4,950.00	4,950.00T
Remove and reinstall existing signage		200.00	200.00T
Fabricate and install NON-Illuminated Channel Letter Interior Sign - 0.50"Thickness / Brushed Aluminum Finish -Ultraboard (Front Desk)	1	1,720.00	1,720.00T
Fabricate and install NON-Illuminated Channel LetterUltraboard Interior Sign - 0.50"Thickness / Brushed Aluminum Finish -Ultraboard (Conference Room)	1	1,200.00	1,200.00T
Fabricate two marquee faces	2	375.00	750.00T
Sign permit procument charge	1	250.00	250.00T
50% Deposit w/ order			

Thank you for the oppurtunity to do business with you.	Subtotal	\$9,070.00
	Sales Tax (8.25%)	\$748.28
	Total	\$9,818.28

ESTIMATE

The Grafik Spot LLC
 1265 N Expressway
 Brownsville, TX 78520

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



Bill to
 Claudia Villarreal
 Star Insurance Advisors

Estimate details

Estimate no.: 17112
 Estimate date: 02/23/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		signs	LED Front-Illuminated Channel Letter Sign - Approx. 3' x 16'	1	\$3,950.00	\$3,950.00
2.		signs	Existing - Remove & Reinstall	1	\$750.00	\$750.00
3.		FEE	City Permit Fee	1	\$200.00	\$200.00
4.		signs	NON-Illuminated Channel Letter Ultraboard Interior Sign - 0.50" Thickness / Brushed Aluminum Finish - Ultraboard (Front Desk)	1	\$950.00	\$950.00
5.		signs	NON-Illuminated Channel Letter Ultraboard Interior Sign - 0.50" Thickness / Brushed Aluminum Finish - Ultraboard (Conference Room)	1	\$750.00	\$750.00
6.		signs	Marquee Faces	2	\$320.00	\$640.00

Subtotal **\$7,240.00**

Sales tax \$580.80

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 \$7,820.80

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve an interior grant for Allure Medical Aesthetics LLC located at 304 E 3rd St. Suite 2.

Recommendation:

I recommend approval.



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

APPLICATION

1. Name of Applicant & Business: Allure Medical Aesthetics LLC

2. Applicant: (check one) Property Owner Tenant

3. Property Address: 304 E. 3rd St., Suite 2, Los Fresnos, TX. 78566

4. Mailing Address: 7371 Burr oak LOOP, Brownsville, TX. 78526

5. Phone: 956-243-6515 (w) (e) E-mail Address: _____

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>New leaf Construction LLC</u>	\$ <u>10,200.00</u>
2. <u>Castle Bridge Construction LLC</u>	\$ <u>9,300.00</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: _____
Cynthia A Diaz
 Print Name _____
3/27/2026
 Date _____

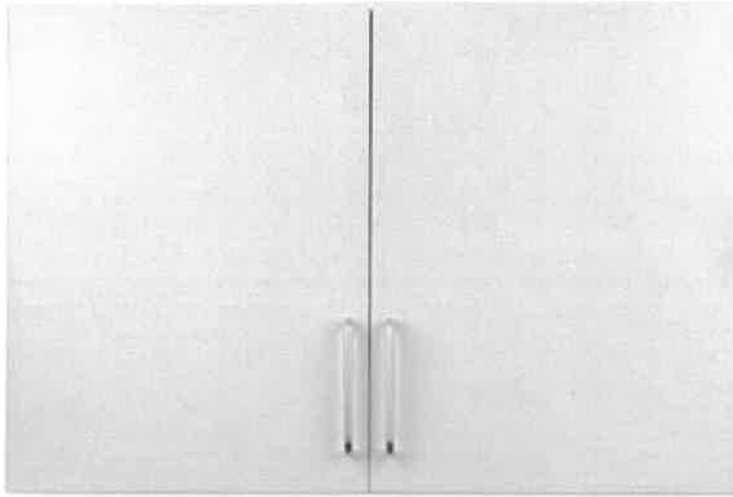
[Signature]
 Property Owner Signature _____
Raul Villareal
 Print Name _____
3/27/2026
 Date _____

Staff Recommendation: FOR STAFF USE
Low quote of \$9300, LOC Position is \$4,650

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

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



NEW LEAF CONSTRUCTION LLC

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

Section B, Item # 3.

Allure Medical Aesthetics LLC
Los Fresnos Tx
304 E. 3rd Phase II

Date: 3-18-26

1. 3 Sinks 3 Vanity counter tops with Finish tops
2. Cabinets and Hardware
3. Labor and Material
4. Cleanup and haul trash away

Total.....\$10,200.00

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. **Mar-26**

INVOICE

Customer

Name Alllure Medical Aesthetics LLC
 Address 304 E. 3rd Phase II
 City Los Fresnos State TX ZIP 75866
 Phone

Misc

Date 3/24/2026
 Order No. New
 Rep Mando Rdz
 FOB

Qty	Description	Unit Price	TOTAL
1	Reception Cabinets and Counter Tops. Granite finish on both items. 3 Medical sinks rooms. Finish counter tops with Granite. Labor and Material Above items are with labor and Material. 1 year Warranty	\$ 9,300.00	\$ 9,300.00
		SubTotal	\$ 9,300.00
		Shipping	
		TOTAL	\$ 9,300.00

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.