



Community Development Corporation Meeting Agenda

Monday, October 05, 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 the minutes from September 15, 2026.
2. Consideration and ACTION to acknowledge the August 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax
3. Consideration and ACTION to approve a sign grant for Casa Colombia Coffee Shop LLC located at 810 W Ocean Blvd Ste. A-2.
4. Consideration and ACTION to approve funding for the Inaugural City of Los Fresnos Christmas Tree Lighting Event.
5. Consideration and ACTION to approve a sponsorship agreement for the November 5, 2026 Rotary Club of Los Fresnos Savor the Flavor event.

E. REPORT BY GENERAL MANAGER

1. A. City Manager Report

1. Los Fresnos Business Circle (LFBC) Event
2. SBA Business Ready Series
3. Los Fresnos Real Estate Expo
4. Workforce Development
5. Website Development
6. Small Business & Community Initiatives
7. Discover Los Fresnos Video Series

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 September 29, 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 September 15, 2026.

Recommendation:



Community Development Corporation Meeting Minutes

Tuesday, September 15, 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

Board member Gordon Cappon 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.

Manuel Abrego addressed the Board regarding the use of CDC funds. He acknowledged the CDC's accomplishments and encouraged the Board to continue exercising fiscal responsibility. Mr. Abrego stated that organizations receiving CDC financial support, including the Rotary Club and rodeo, should provide plans and post-event reports demonstrating the results and effectiveness of funded activities.

He also commented on the limited purposes of executive sessions and emphasized the importance of following applicable requirements. Mr. Abrego encouraged the CDC to follow its established guidelines, maintain accountability for funded programs, and continue supporting projects that benefit both local businesses and the community.

D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from August 3, 2026.

Motion was made and seconded to approve the minutes from August 3, 2026.

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

2. Consideration and ACTION to acknowledge the July 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax

Mr. Baez presented the July 2026 financial report and reported that, as of July 31, 2026, approximately \$76,000 remained in the operational budget. He also reported that sales tax collections continued to perform well, reflecting an approximately 10.9% increase, or about

\$200,000, compared to the previous year. He noted that the positive trend was expected to continue through the close of the fiscal year.

Motion was made and seconded to acknowledge the Financial Report.

Motion made by Place 5 Cappon, Seconded by Place 3 Casanova.

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 a service agreement between the CDC and the Los Fresnos Chamber of Commerce.

Prior to consideration of the item, the Board President announced that Board Member Claudia Villarreal had filed a notice of a possible conflict of interest and would abstain from discussion and voting on the item.

A representative of the Los Fresnos Chamber of Commerce presented highlights from the Chamber's annual report, noting its membership, promotional activities, community events, ribbon cuttings, and continued efforts to support local businesses and promote Los Fresnos throughout the Rio Grande Valley. The Chamber thanked the CDC for its continued partnership and support.

During discussion, Mr. Baez requested that the Chamber provide quarterly expense reports to allow for review and verification of eligible expenses associated with reimbursements. The Board also discussed ensuring that the agreement and expenditures comply with applicable codes, CDC bylaws, and other governing requirements.

Motion was made and seconded to approve the service agreement with the Los Fresnos Chamber of Commerce in the amount of \$18,000, subject to applicable codes and compliance requirements and the submission of quarterly expense reports.

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

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

Voting Abstaining: Place 6 Villarreal

4. Consideration and ACTION to approve a sponsorship agreement for the November 5, 2026 Rotary Club of Los Fresnos Savor the Flavor event.

Prior to consideration of the item, the Board President announced that Board Member Claudia Villarreal had filed a notice of conflict of interest and would abstain from discussion and voting on the matter.

Gabby Fernandez, representing the Rotary Club of Los Fresnos, presented the sponsorship request for the third annual Savor the Flavor event scheduled for November 5, 2026. She explained that the Rotary Club, established in 2019, supports various community service projects and that the event serves as a fundraiser while also providing an opportunity to promote local businesses and restaurants. She stated that the event was expected to accommodate up to 500 guests and would be held at the rodeo grounds.

Board President Enrique Juarez called for a motion. No motion was made; therefore, the item died for lack of a motion.

E. REPORT BY GENERAL MANAGER

1. A. City Manager Report

1. Los Fresnos Business Circle (LFBC) Event 2. SBA Business Ready Series 3. Los Fresnos

Real Estate Expo 4. Workforce Development 5. Website Development 6. Market Intelligence Platform Evaluation

Mr. Baez provided an update regarding the administration's continued coordination with the CDC and Economic Development Coordinator Jeffrey Rosas, noting an emphasis on providing clearer direction, strengthening compliance, and ensuring that future CDC initiatives align with the organization's bylaws and applicable requirements.

Mr. Rosas provided an update on current CDC activities and initiatives. He reported on the Los Fresnos Business Circle, noting continued participation from local and regional businesses and organizations and opportunities for collaboration with Los Fresnos CISD. He also provided updates regarding the upcoming SBA Business Ready Series, the Los Fresnos Real Estate Expo scheduled for October 17, 2026, workforce development efforts involving Workforce Cameron and Texas Southmost College, progress on the CDC website, and the evaluation of market intelligence platforms as alternatives to the current Placer AI subscription.

The Board discussed the importance of maintaining a balance between economic development and community/quality-of-life initiatives consistent with the CDC's Type B purpose. Discussion included potential community projects involving parks, recreation, sports facilities, tourism, and other quality-of-life improvements, while continuing efforts to attract businesses and generate economic activity. Mr. Baez noted that future discussions could include establishing priorities and a strategic direction for allocating resources between economic development and quality-of-life initiatives.

The Board President also emphasized the importance of Board members being familiar with the CDC bylaws, City Charter, and applicable Local Government Code provisions and requested that copies be made available to the Board.

Mr. Baez indicated that future agenda items would address additional compliance matters, grant program procedures, project completion documentation, performance metrics, and strategic planning.

F. CLOSED SESSION

1. Closed Session pursuant to Texas Government Code §551.087 to discuss economic development negotiations related to a proposed commercial development including potential infrastructure improvements and possible economic development incentives.

The meeting was recessed for closed session at 6:50 p.m.

No action taken in closed session.

G. OPEN SESSION

1. Pursuant to Texas Government Code §551.087: Discussion and possible ACTION regarding economic development negotiations and potential infrastructure improvements associated with a proposed commercial development.

The meeting resumed at 7:26 p.m.

Motion was made and seconded to authorize the City Manager to begin negotiations regarding potential infrastructure improvements associated with a proposed commercial development

Motion made by President Juarez, Seconded by Place 6 Villarreal.

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

H. ADJOURNMENT

The meeting was adjourned at 7:29 p.m.

Enrique Juarez, President

ATTEST:

Jacqueline Moya, City Secretary

ACTION ITEM REPORT

Item Title: Consideration and ACTION to acknowledge the August 2026 Financial Report A. Monthly B. Year to Date Report C. Sales Tax

Recommendation:

Good evening, President and Board Members,

As of August 31, approximately \$43,000 remained available for September. September did not experience any significant spikes in budget needs, and expenditures remained within the anticipated levels.

Sales tax revenue was approximately 11% higher than the same period last year.

We will continue to monitor revenues and expenditures closely and provide updates as we move into the new fiscal year. Thank you.



City of Los Fresnos, TX

Check Report

By Check Number

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB9-CDC CHECKING						
01565	AMAZON.COM	08/07/2026	Regular	0.00	144.24	3854
09860	AT&T MOBILITY	08/07/2026	Regular	0.00	41.90	3855
08087	NARCISO MARTNEZ CULTURAL ARTS CENTER	08/07/2026	Regular	0.00	400.00	3856
01565	AMAZON.COM	08/21/2026	Regular	0.00	24.38	3857
01628	JEFFREY ROSAS	08/21/2026	Regular	0.00	269.70	3858
08248	KONICA MINOLTA PREMIERE FINANCE	08/21/2026	Regular	0.00	124.29	3859
00305	LOS FRESNOS CHAMBER OF COMMERCE	08/21/2026	Regular	0.00	1,500.00	3860
01274	NewLane Finance Company	08/21/2026	Regular	0.00	44.92	3861

Bank Code FVB9 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	8	0.00	2,549.43
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	8	8	0.00	2,549.43



City of Los Fresnos, TX

Budget Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 08/31/2026

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 09 - COMMUNITY DEVELOPMENT COR							
Department: 452 - CDC DISBURSEMENTS							
Revenue							
09-452-1000	INTEREST EARNED	13,000.00	13,000.00	0.00	11,508.28	-1,491.72	88.53 %
09-452-1132	SALES TAX	650,000.00	713,000.00	69,436.34	670,703.56	-42,296.44	94.07 %
	Revenue Total:	663,000.00	726,000.00	69,436.34	682,211.84	-43,788.16	93.97 %
	Department: 452 - CDC DISBURSEMENTS Total:	663,000.00	726,000.00	69,436.34	682,211.84	-43,788.16	93.97 %
Department: 575 - COMMUNITY DEVELOPMENT							
Expense							
09-575-01100	SALARIES	42,848.00	42,848.00	3,296.00	38,495.54	4,352.46	89.84 %
09-575-01500	OVERTIME	1,000.00	500.00	0.00	324.47	175.53	64.89 %
09-575-02100	FICA EXPENSE	2,719.00	3,319.00	203.00	2,392.44	926.56	72.08 %
09-575-02105	MEDICARE EXPENSE	636.00	636.00	47.48	559.55	76.45	87.98 %
09-575-02106	HEALTH INSURANCE EXP	8,046.00	8,046.00	746.06	7,840.95	205.05	97.45 %
09-575-02107	TWC EXPENSE	63.00	63.00	0.00	63.01	-0.01	100.02 %
09-575-02150	TMRS EXPENSE	3,762.00	3,062.00	240.28	2,787.07	274.93	91.02 %
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	36.92	4.08	90.05 %
09-575-03110	ATTORNEY	500.00	0.00	0.00	0.00	0.00	0.00 %
09-575-03115	AUDITOR	6,000.00	6,000.00	0.00	6,000.00	0.00	100.00 %
09-575-03121	BUSINESS RECRUIT AND DEVELOPME	18,000.00	18,000.00	1,500.00	18,087.02	-87.02	100.48 %
09-575-04100	OFFICE SUPPLIES & PRINTING	6,000.00	6,000.00	292.91	3,059.70	2,940.30	51.00 %
09-575-05120	TELEPHONE	1,000.00	1,000.00	44.92	827.12	172.88	82.71 %
09-575-06100	CITY PROMOTION	62,575.00	62,575.00	0.00	51,766.87	10,808.13	82.73 %
09-575-06120	ADVERTISING	2,425.00	2,425.00	0.00	1,923.34	501.66	79.31 %
09-575-09100	TRAVEL/SEMINARS	4,000.00	14,000.00	269.70	12,912.67	1,087.33	92.23 %
09-575-10100	DUES & MEMBERSHIPS	9,000.00	9,000.00	0.00	8,921.59	78.41	99.13 %
09-575-11100	PARK IMPROVEMENTS	120,000.00	231,400.00	0.00	177,861.64	53,538.36	76.86 %
09-575-11150	SPECIAL PROJECTS	140,697.00	121,797.00	0.00	27,383.89	94,413.11	22.48 %
09-575-12100	INSURANCE	300.00	300.00	0.00	285.25	14.75	95.08 %
09-575-14100	TECHNOLOGY MAINTENANCE AGRE...	0.00	25,190.00	0.00	25,370.00	-180.00	100.71 %
09-575-30100	BUSINESS INCENTIVE PROGRAM	40,000.00	50,000.00	0.00	35,331.79	14,668.21	70.66 %
09-575-30129	GENERAL FUND ADMIN	15,000.00	15,000.00	0.00	15,000.00	0.00	100.00 %
09-575-30131	TRANSFER DEBT SERVICE I&S	178,000.00	178,000.00	0.00	178,000.00	0.00	100.00 %
09-575-99100	MISCELLANEOUS	300.00	300.00	0.00	0.00	300.00	0.00 %
	Expense Total:	663,000.00	799,590.00	6,643.75	615,230.83	184,359.17	76.94 %
	Department: 575 - COMMUNITY DEVELOPMENT Total:	663,000.00	799,590.00	6,643.75	615,230.83	184,359.17	76.94 %
	Fund: 09 - COMMUNITY DEVELOPMENT COR Surplus (Deficit):	0.00	-73,590.00	62,792.59	66,981.01	140,571.01	-91.02 %
	Report Surplus (Deficit):	0.00	-73,590.00	62,792.59	66,981.01	140,571.01	-91.02 %

Sales Tax Report

FY 25-26

Section D, Item # 2.

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
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%

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY25-26</u>	<u>FY24-25</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
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%
February	395,989.90	308,545.07	87,444.83	28.34%	296,992.43	231,408.80	65,583.63	28.34%	98,997.48	77,136.27	21,861.21	28.34%
March	210,616.96	191,400.39	19,216.57	10.04%	157,962.72	143,550.29	14,412.43	10.04%	52,654.24	47,850.10	4,804.14	10.04%
April	191,494.40	169,610.31	21,884.09	12.90%	143,620.80	127,207.73	16,413.07	12.90%	47,873.60	42,402.58	5,471.02	12.90%
May	290,347.66	242,664.51	47,683.15	19.65%	217,760.75	181,998.38	35,762.36	19.65%	72,586.92	60,666.13	11,920.79	19.65%
June	234,897.62	230,428.53	4,469.09	1.94%	176,173.22	172,821.40	3,351.82	1.94%	58,724.41	57,607.13	1,117.27	1.94%
July	222,900.59	205,789.52	17,111.07	8.31%	167,175.44	154,342.14	12,833.30	8.31%	55,725.15	51,447.38	4,277.77	8.31%
August	277,745.33	235,243.81	42,501.52	18.07%	208,309.00	176,432.86	31,876.14	18.07%	69,436.33	58,810.95	10,625.38	18.07%
TOTAL SALES ACTIVITIES	\$ 2,682,814.07	\$ 2,402,330.43	\$ 280,483.64	11.68%	\$ 2,012,110.55	\$ 1,801,747.82	\$ 210,362.73	11.68%	\$ 670,703.52	\$ 600,582.61	\$ 70,120.91	11.68%

**** 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 Casa Colombia Coffee Shop LLC located at 810 W Ocean Blvd Ste. A-2.

Recommendation:

Good evening, President and Board Members,

The owners of Casa Colombia met with Jeffrey to discuss their local business venture and the need for grant assistance.

They obtained two quotes for a LED front-illuminated letter sign. The most economical quote was submitted by Phoenix Contractor Services, LLC, in the amount of \$10,120.

If approved tonight, the CDC would provide \$5,000 toward the project. 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: Jennifer Figueroa / Casa Colombia
 2. Applicant: (check one) Property Owner ☒ Tenant ☐ Coffee Shop LLC
 3. Property Address: 810 W. Ocean Blvd. Los Fresnos, TX 78566 Suite
 4. Mailing Address: 28228 Lantana Lake Dr. San Benito, T.X 78586
 5. Phone: (956) 990-0220 (w) (c) E-mail Address: Ramijenny10@icloud.com

Type of Project: (circle one) Sign: Option 1 or Option 2 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. Phoenix Contractor Services, LLC

\$ 10,120.00
~~\$ 10,200.00~~

2. Cand A Construction Team, LLC

\$ 18,950.00

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:

Jennifer Figueroa
Signature

Jennifer Figueroa
Print Name

08/26/26
Date

[Signature]
Property Owner Signature

Robert Salinas
Print Name

8-31-26
Date

FOR STAFF USE

Staff Recommendation: Lowest quote is for \$10,120.00, CDC portion is \$ 5,000.00

Committee Recommendation: _____

Grant Approved: _____ Name of Vendor Approved: _____

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

13'-0" OVERALL



CASA Colombia
— COFFEE SHOP —

○ DIRECTLY SOURCED COLOMBIAN COFFEE ○



CASA Colombia
— COFFEE SHOP —

• DIRECTLY SOURCED COLOMBIAN COFFEE

CLIENT PROVIDED REFERENCE IMAGE



PROJECT:



CLIENT:



ADDRESS:



CONTRACTOR:



PROJECT CONTACT:



DATE:

CASA COLOMBIA COFFEE SHOP

Casa Colombia Coffee Shop LLC

810 W Ocean Blvd, Los Fresnos, TX 78566

Phoenix Contractor Services, LLC

27921 Bean Road, San Benito, TX 78586

(956) 328-9103 | ca.conteam@gmail.com

Jennifer Figueroa | (956) 990-0220

08/26/2026

VERIFY ALL FIELD DIMENSIONS PRIOR TO FABRICATION

PHOENIX
CONTRACTOR SERVICES, LLC
27921 Bean Road | San Benito, TX 78586 | (956) 328-9103

PROPOSAL
Proposal No. 1312
August 26, 2026

PREPARED FOR
Jennifer Figueroa
Casa Colombia

PROJECT
LED Channel Letter Sign

SCOPE AND PRICING

DESCRIPTION	QTY	RATE	AMOUNT
LED Front-Illuminated Channel Letter Sign - Approx. 13'	1	\$10,120.00	\$10,120.00

SUBTOTAL \$10,120.00

TOTAL PROPOSAL	\$10,120.00
----------------	-------------

PROPOSAL CONDITIONS

This proposal is based on the scope stated above. Changes to the sign size, design, materials, quantity, location, or work requirements may require a written change order and price adjustment. This proposal is valid for 30 calendar days from the date above.
TIPS CONTRACTS: 26010402 - Trades, Labor, and Materials (JOC) | 26010401 - Trades, Labor, and Materials (NON-JOC)



DBA: C&A Builders
420 Jay St San Benito TX, 78586
Email: cn.conteam@gmail.com

Casa Colombia Coffee Shop LLC
810 W Ocean Blvd, Los Fresnos, TX 78566

PROPOSAL

#1207

LED Sign

Scope of Work: As per the inspection of the job site conducted by C&A Builders, we hereby propose the completion of the job listed above. The following is our work description:

Work to be completed:

Illuminated Sign:

- LED Front Illuminated Sign 15'

All Labor and Materials:

Material and Equipment

\$11,370.00

Labor and Installation

\$7,580.00

We, C&A Builders proposes the above scope of work completed by TBD for the amount of **\$18,950.00**

A handwritten signature in blue ink, appearing to read 'Cesar'.

Submitted By: Cesar Anguiano Jr.

08/19/2026

Date

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve funding for the Inaugural City of Los Fresnos Christmas Tree Lighting Event.

Recommendation:

Good evening Chairman and Board Members,

The City of Los Fresnos is planning its inaugural Christmas Tree Lighting Event to establish a new annual holiday tradition that strengthens community pride and quality of life. The celebration will bring together residents, families, schools, businesses, and local organizations in a festive community gathering.

The City already owns several holiday assets that can serve as the event's foundation, including a large Christmas tree, multiple lawn decorations, and two decorative arches at the entrances to City Hall. LFCDC funding would supplement these assets and help transform the City Hall campus into a welcoming holiday destination.

To expand community participation and make efficient use of available resources, the City plans to partner with the **Los Fresnos Chamber of Commerce, a 501(c)(6) organization**. The Chamber would coordinate sponsorship opportunities and seek in-kind donations for selected activities, attractions, and event materials. This partnership would engage local businesses, reduce event costs, and broaden the experience offered to attendees.

Staff requests up to \$20,000 in LFCDC funding to establish a strong foundation for the event. The funds would primarily support new decorations for City Hall, municipal parks, rights-of-way, and other public areas throughout Los Fresnos to create a festive holiday atmosphere. Funding would also help cover the cost of Santa Claus for a free community Picture with Santa activity.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve a sponsorship agreement for the November 5, 2026 Rotary Club of Los Fresnos Savor the Flavor event.

Recommendation:

Good evening Chairman and Board members,

This evening we have the Rotary Club Members to present this opportunity for your consideration.



Sponsorship Package

Join us for an unforgettable evening of culinary delights, community and purpose. Your sponsorship helps The Rotary Club of Los Fresnos to make meaningful impact in our community through local service projects and initiatives.

Date: November 5, 2026

Location:

Los Fresnos Rodeo Grounds

Time: 6PM – 9PM

Sponsorship Levels

Sponsor Level	Investment	Benefits
TITTLE SPONSOR 	\$5000	• Logo on all promotional materials as Tittle Sponsor • Social Media Advertising • Logo on site screens • 5 banners for advertising during the event (provided by business) • 4 VIP parking permits • VIP entrance • 2 tables (16 guests) • VIP restrooms • 500 koozies with business logo
Cantina Sponsor (Only 1) 	\$3000	• Logo on posters (deadline 10/01/2026) • Logo displayed at our Cantina • Social media advertising • Logo on event screens • 3 banners for advertising during the event (provided by business) • 3 VIP parking permits • VIP entrance • 1 table (8 guests) • VIP Restrooms
Stage Sponsor (Only 1) 	\$3000	• Logo on posters (deadline 10/01/2026) • Logo displayed at our Stage • Social media advertising • Logo on event screens • 3 banners for advertising during the event (provided by business) • 3 VIP parking permits • VIP entrance • 1 table (8 guests) • VIP Restrooms
Show Case Sponsor 	\$3000	• Logo on posters (deadline 10/01/2026) • Display your Merchandise (Car, RV or Boat during event) • Social media advertising • Logo on event screens • 3 banners for advertising during the event (provided by business) • 3 VIP parking permits • VIP entrance • 1 table (8 guests) • VIP Restrooms

Gold Sponsor 	\$2000	• Social media advertising • Logo on event screens • 2 banners for advertising during the event (provided by business) • 2 VIP parking permits • VIP entrance • 1 table (8 guests) • VIP Restrooms
Silver Sponsor 	\$1000	• Social media advertising • Logo on event screens • 1 banners for advertising during the event (provided by business) • 2 VIP parking permits • VIP entrance • 2 Cocktail tables (4 guests) • VIP Restrooms

Sponsorship Commitment Form

Company Name:	
Address:	
Contact Person:	
Phone Number:	
Sponsorship Level:	
Payment Method:	
Payment Due Date:	
Signature:	
Check Payable TO:	Rotary District 5930 Charity
Memo:	Savor the Flavor/ Rotary Club of Los Fresnos

Rami Martinez
 Rotary Club of Los Fresnos
 Sponsorship Officer
 2026-2027
 (956)459-9847
 (956)410-1920

Thank you for Supporting our Community!



Club of Los Fresnos

Should you have any questions or require additional information, please feel free to contact us.

Thank you for your generosity, your partnership, and your commitment to our community.

With sincere appreciation,

Claudia Villarreal

President
Rotary Club of Los Fresnos
2026-2027

Manuel Fernandez

Fundraiser Chair
2026-2027

Rami Martinez

Fundraiser Officer
(956)459-9847
(956)410-1920

Thank you for Supporting our Community!



Club of Los Fresnos

Rotary International is a 501(c)(3) nonprofit charitable organization.

ACTION ITEM REPORT

**Item Title:**

A. City Manager Report

1. Los Fresnos Business Circle (LFBC) Event 2. SBA Business Ready Series 3. Los Fresnos Real Estate Expo 4. Workforce Development 5. Website Development 6. Small Business & Community Initiatives 7. Discover Los Fresnos Video Series

Recommendation:

Good evening President and Board Members,

Mr. Rosas will provide an update on the great work currently underway through our CDC.

I also want to highlight that we are developing our first **Community Circle Initiative**, with the goal of holding the inaugural meeting in mid-October. Similar to the Business Circle, this forum will focus on quality of life, community-led initiatives, health and wellness, and other priorities identified by our residents.

The goal is to create a consistent forum where community members can share ideas, identify opportunities, and help develop solutions for projects that strengthen the future of Los Fresnos.

I look forward to sharing more as we finalize the first meeting.



Los Fresnos Community Development Corporation Month of September 2026

Prepared by: Jeffrey Rosas – Economic Development Coordinator

1. Los Fresnos Business Circle (LFBC)

- Met with LFBC leadership regarding the future transition of the program to a Chamber-led initiative
- Established a plan to shift from monthly meetings to quarterly events focused on higher-impact programming and long-term sustainability
- Continued coordination with business leaders and community partners to maintain momentum and engagement

2. SBA Business Ready Series

- Los Fresnos Business Ready Series: The Business Plan is scheduled for September 29, 2026, from 10:00 A.M. to 11:30 A.M. at Empowered Counseling Services LLC
- UTRGV SBDC is scheduled to present

3. Los Fresnos Real Estate Expo (October 17, 2026)

- Successfully reached sponsorship goals for the event
- Event will focus on housing opportunities, commercial development, financial resources, and community growth

4. Workforce Development

- HDJT Grant recruitment event will be scheduled soon.

5. LFCDC Website Development

- Website is complete

6. Small Business & Community Initiatives

- Community Circle event will involve a working group to guide events and initiatives
- Evaluating additional events focused on entrepreneurship, small business assistance, community engagement, workforce development, and quality-of-life improvements.

7. Discover Los Fresnos Video Series

- Began interviews and filming for the eight-part Discover Los Fresnos video series
- Coordinated filming with local schools, workforce partners, community organizations, businesses, and stakeholders
- Project is intended to support business attraction, workforce recruitment, community awareness, and economic development marketing efforts