



**CITY OF WINDCREST ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
JANUARY 14, 2026**

CITY COUNCIL CHAMBERS - 8601 MIDCROWN

5:30 PM

NOTICE IS HEREBY GIVEN THAT A **REGULAR** MEETING OF THE BOARD OF DIRECTORS OF THE WINDCREST ECONOMIC DEVELOPMENT CORPORATION (WEDC) WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON WEDNESDAY, JANUARY 14, 2026, STARTING AT 5:30 PM. DURING THE MEETING, THE BOARD WILL CONSIDER, DELIBERATE, AND MAY TAKE ACTION UPON ANY OF THE SUBJECTS LISTED BELOW.

"The Board Intends To Have A Quorum Physically Present At The Above Address. Board Members Not Physically Present May Participate By Live Two-Way Video And Audio Feed Following The Texas Open Meetings Act."

Vision Statement: Nourish And Develop A Vibrant Community That Consistently Pushes The Limits.

Mission Statement: Facilitate Interaction Between Business, City, And Other Community Organizations To Nourish The Economic Health And Well-Being Of Windcrest, Its Citizens, And The Region.

Request All Pagers And Cell Phones Be Turned Off, Except Emergency On-Call Personnel. Citizens Are Asked To Refrain From Talking During Proceedings Unless Recognized By The Presiding Officer.

CITIZEN COMMUNICATION: AS A COURTESY TO CITIZENS IN ATTENDANCE, AND AT THE DISCRETION OF THE PRESIDING OFFICER OF THE MEETING, CITIZENS WILL BE GIVEN A REASONABLE OPPORTUNITY TO STATE THEIR COMMENTS OR ASK QUESTIONS REGARDING ANY ITEM ON THE AGENDA, BEFORE THE BOARD TAKES ACTION ON ANY ACTION ITEMS LISTED. THE BOARD REQUESTS COMMENTS BE BRIEF, TO THE POINT, AND NO LONGER THAN 6 MINUTES. TIME CANNOT BE YIELDED TO ANOTHER SPEAKER. PLEASE NOTE THAT THE BOARD MAY NOT BE PERMITTED TO RESPOND TO QUESTIONS OR COMMENTS.

It's Important To Note That The Items Listed On The Agenda Below May Not Be Discussed Or Considered In The Order They Are Presented. If Any Item On The Agenda Requires Discussion In An Executive Or Closed Session, The Board Will Convene As Permitted By And Following Texas Government Code Chapters 551.071 And 551.090.

Consistent With Windcrest City Council Resolution No. 292, The WEDC Board Elects To Audio And Video Record Its Meetings. The Recordings Are Preserved Electronically As The Official Minutes Of Its Meetings.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City Of Windcrest Council Chambers Are Wheelchair Accessible, And Accessible Parking Spaces Are Available. In Compliance With Americans With Disabilities Act, The City Of Windcrest Will Provide Reasonable Accommodations For Persons Attending The Meeting. To Better Serve You, Requests Should Be Received 48 Hours Prior To The Meeting. Please Contact The City Secretary'S Office, At 210-655-0022 Ext. 2150 Or Fax 210-655-8776, Or 711 Texas Relay.

I. CALL TO ORDER

1. Roll call and Establish Quorum
2. Vote to excuse absent board member(s), if applicable
3. Pledge of Allegiance
4. Prayer

II. CITIZENS TO BE HEARD

Members of the public may sign up to provide public comments to the Board of Directors, as per City and Board regulations and guidelines.

NOTE: Citizens may address the WEDC on topics not on the agenda for no more than three (3) minutes. An email statement may be sent to the WEDC Coordinator at knelson@windcrest-tx.gov to be read into the meeting to the WEDC Board.

III. VISITORS/PRESENTATIONS

- a) Executive Directors Report regarding Economic Development Activities.
- b) Current Financials (Balance, Revenue & Expense) ending December, 2025

IV. DISCUSSION AND ACTION

- a) Storefront & Streetscape Grant Application - Com Tam Ba Thi
- b) 2025-2026 Budget
- c) Location Analytic Services

V. EXECUTIVE SESSION

Per Texas Local Govt. Code Sections 551.072, 551.071, 551.087 Consultation with Legal Counsel regarding real estate transactions, discussion regarding the purchase, lease, or exchange of real property within the City of Windcrest, and economic development/redevelopment of property to include active and confidential economic development projects. The Windcrest Economic Development Corporation reserves the right to adjourn into executive session at any time during course of the meeting to discuss any matter listed below:

VI. RESUME OPEN SESSION

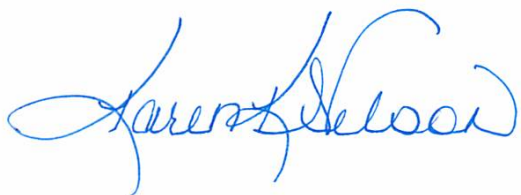
Consider and take possible action on matters discussed in the executive session, potential purchase of real property, and economic incentive requests.

VII. GENERAL ANNOUNCEMENTS AND FUTURE AGENDA ITEMS REQUESTED

VIII. ADJOURNMENT

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Windcrest Economic Development Corporation Board of Directors of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than three (3) business days prior to the meeting on January 14, 2026.

BY:



Karen K. Nelson, WEDC Liason
Business Retention and Expansion Coordinator

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
13-1102	CLAIM ON CASH	139,425.19
13-1105	CASH - CHECKING	491,241.93
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00
13-1117	COMMERCE BANK	0.00
13-1118	EDC - Investment First Public	1,164,816.37
13-1200	COMPUTERS AND MONITORS	0.00
13-1201	FURNITURE AND FIXTURES	0.00
13-1202	BUILDING AND IMPROVEMENTS	0.00
13-1204	PREPAID SALES TAX	0.00
13-1205	PREPAID OTHER	(1,410.92)
13-1250	ACCUMULATED DEPRECIATION	0.00
13-1315	DUE FROM GENERAL FUND	0.00
13-1510	A/R SALES TAX	<u>0.00</u>
		<u>1,794,072.57</u>
TOTAL ASSETS		1,794,072.57
=====		
LIABILITIES		
=====		
13-2200	WAGES PAYABLE	0.00
13-2217	COMMERCE BANK	(4,066.32)
13-2315	DUE TO GENERAL FUND	(24,527.40)
13-2320	DUE TO TAXING ENTITIES	0.00
13-2400	A/P PENDING	0.00
13-2401	ACCOUNTS PAYABLE	0.00
13-2410	A/P - SALES TAX	0.00
13-2451	A/P SALES TAX PAYBACK	<u>0.00</u>
TOTAL LIABILITIES		(<u>28,593.72</u>)
EQUITY		
=====		
13-3201	FUND BALANCE	<u>1,856,012.27</u>
TOTAL BEGINNING EQUITY		1,856,012.27
TOTAL REVENUE		80,475.16
TOTAL EXPENSES		<u>113,821.14</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(33,345.98)

CITY OF WINDCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2025

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 25.00

	SELECTED ORIGINAL	SELECTED AMENDED	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	<u>667,200</u>	<u>667,200</u>	<u>69,920.24</u>	<u>80,475.16</u>	<u>0.00</u>	<u>0.00</u>	<u>12.06</u>	<u>586,724.84</u>
TOTAL REVENUES	667,200	667,200	69,920.24	80,475.16	0.00	0.00	12.06	586,724.84
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	244,600	244,600	16,380.23	46,272.70	0.00	0.00	18.92	198,327.30
OTHER EXPENSES	421,600	421,600	55,269.24	67,548.44	0.00	0.00	16.02	354,051.56
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL 00-GENERAL EXPENDITURES	666,200	666,200	71,649.47	113,821.14	0.00	0.00	17.09	552,378.86
TOTAL EXPENDITURES	666,200	666,200	71,649.47	113,821.14	0.00	0.00	17.09	552,378.86
REVENUE OVER/(UNDER) EXPENDITURES	1,000	1,000 (1,729.23) (33,345.98)	0.00	0.00	3,334.60-	34,345.98

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REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2025

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REVENUES	SELECTED ORIGINAL	SELECTED AMENDED	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4115 SALES TAX (.25)	650,000	650,000	64,940.38	64,940.38	0.00	0.00	9.99	585,059.62
13-4301 INTEREST	17,200	17,200	4,979.86	15,534.78	0.00	0.00	90.32	1,665.22
TOTAL REVENUES	667,200	667,200	69,920.24	80,475.16	0.00	0.00	12.06	586,724.84

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REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2025

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	SELECTED ORIGINAL	SELECTED AMENDED	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<hr/>								
00-GENERAL EXPENDITURES								
=====								
<u>SALARIES & BENEFITS</u>								
13-500-009 SALARIES - EDC	87,500	87,500	6,014.34	18,043.02	0.00	0.00	20.62	69,456.98
13-500-010 ADMINISTRATIVE EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-030 SOCIAL SECURITY-EDC	5,500	5,500	460.08	1,380.24	0.00	0.00	25.10	4,119.76
13-500-040 HEALTH INSURANCE-EDC	10,500	10,500	45.25	1,899.88	0.00	0.00	18.09	8,600.12
13-500-050 RETIREMENT-EDC	10,500	10,500	939.44	2,818.32	0.00	0.00	26.84	7,681.68
13-500-053 CELL PHONE ALLOW.	600	600	0.00	0.00	0.00	0.00	0.00	600.00
13-500-060 WORKERS COMPENSATION-EDC	500	500	0.00	0.00	0.00	0.00	0.00	500.00
13-500-070 UNEMPLOYMENT COMPENSATION	500	500	0.00	0.00	0.00	0.00	0.00	500.00
13-500-080 CONTRACT LABOR	<u>129,000</u>	<u>129,000</u>	<u>8,921.12</u>	<u>22,131.24</u>	<u>0.00</u>	<u>0.00</u>	<u>17.16</u>	<u>106,868.76</u>
TOTAL SALARIES & BENEFITS	244,600	244,600	16,380.23	46,272.70	0.00	0.00	18.92	198,327.30
<u>OTHER EXPENSES</u>								
13-500-100 PUBLIC RELATION FEES-GENERAL	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
13-500-115 PHONE SERVICES	1,200	1,200	87.59	174.97	0.00	0.00	14.58	1,025.03
13-500-120 DUES & SUBSCRIPTIONS	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
13-500-130 TRAINING	4,000	4,000	0.00	1,840.00	0.00	0.00	46.00	2,160.00
13-500-132 TRAVEL	6,000	6,000	441.09	760.20	0.00	0.00	12.67	5,239.80
13-500-135 MEALS & ENTERTAINMENT	5,000	5,000	54.54	185.65	0.00	0.00	3.71	4,814.35
13-500-150 EMP MED COST ASSIST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-200 COMPUTER MAINTENANCE	7,000	7,000	571.95	1,534.46	0.00	0.00	21.92	5,465.54
13-500-201 WEBSITE MAINTENANCE	0	0	0.00	2,783.37	0.00	0.00	0.00 (2,783.37)
13-500-205 RENT	15,700	15,700	1,297.17	3,891.51	0.00	0.00	24.79	11,808.49
13-500-206 FURNITURE AND FIXTURES	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
13-500-207 EQUIPMENT, COMPUTER & OTHER	1,000	1,000	21.64	21.64	0.00	0.00	2.16	978.36
13-500-208 INTERNET SERVICES	3,000	3,000	346.83	517.73	0.00	0.00	17.26	2,482.27
13-500-209 REPAIR AND MAINTENANCE	500	500	0.00	0.00	0.00	0.00	0.00	500.00
13-500-210 LIABILITY INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-250 LEGAL EXPENSES	40,000	40,000	12,181.25	12,181.25	0.00	0.00	30.45	27,818.75
13-500-290 AUDIT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-291 ACCOUNTING SERVICES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-292 IT SERVICES	5,500	5,500	0.00	773.89	0.00	0.00	14.07	4,726.11
13-500-325 SALES TAX COLLECTION SERVICE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-430 SUPPLIES	3,000	3,000	0.00	266.45	0.00	0.00	8.88	2,733.55
13-500-510 VEHICLE EXPENSE-EDC	3,000	3,000	40.00	80.00	0.00	0.00	2.67	2,920.00

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DEPARTMENTAL EXPENDITURES	SELECTED ORIGINAL	SELECTED AMENDED	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL EXPENSES</u>								
13-500-800 EDC PROJECTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-801 PROMOTING WINDCREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-811 PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-812 INTEREST	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
<u>OTHER INCOME/EXPENSES</u>								
13-500-900 PRIOR PERIOD ADJUSTMENT	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	666,200	666,200	71,649.47	113,821.14	0.00	0.00	17.09	552,378.86
TOTAL EXPENDITURES	666,200	666,200	71,649.47	113,821.14	0.00	0.00	17.09	552,378.86
REVENUE OVER/(UNDER) EXPENDITURES	1,000	1,000 (1,729.23) (33,345.98)	0.00	0.00	3,334.60-	34,345.98

**STOREFRONT AND STREETSCAPE
IMPROVEMENT PROGRAM APPLICATION**

Applicant Name:

COM TAM BATHI

Applicant Address:

1461-1 Walzem Rd, SA, TX ~~78208~~ 78218

Contact Person:

Nguyet le

Phone:

[REDACTED]

Email:

[REDACTED]

Business Description:

Vietnamese Restaurant

**Certificate of
Occupancy/Business
Registration Number and
Date Issued:**

[REDACTED]

**Texas Sales and Use Tax
I.D. Number:**

[REDACTED]

**Are you the property owner
Or Business Tenant?**

**Owner
Tenant**

**Commercial property owner
name:**

DW Windsor Park, LLC

**Commercial property
owner's phone:**

~~210-915-2566~~ 214-244-4183

**Length and expiration date
of lease of business:**

11-15-2032

**If expiration date is less
than 2 years, do you intend
to renew?**

Yes

**Square footage of
establishment:**

2300 sq

Days/hours of operation:

Are all the businesses local, state, and federal taxes paid and up to date?

Yes

No (if no, provide explanation)

Does the business have any outstanding City of Windcrest code violations and/or fines?

No

Yes (if yes, provide explanation)

Grant amount requested:

\$ 3,623.⁶⁷

Estimated cost of the project:

\$ 7,247.³⁴

Work is to be performed by:

Estimated project dates:

Start Date: 12-09-25

End Date: 12-30-25

PLEASE INCLUDE THE FOLLOWING INFORMATION WITH YOUR APPLICATION:

1. If the Applicant is a business tenant, letter of permission from the commercial property owner to participate in the Storefront and Streetscape Improvement Program.
 - a. Letters should include the expiration date of the current lease
2. Color photographs of existing conditions with description of what is represented in each photograph prior to making the proposed improvements.
3. Written statement of the project scope and why improvements are needed. Provide as much detail as possible, including what you are changing or replacing, type of new materials to be used, color, location on building, etc.
4. Architectural drawings and/or renderings of the improvements, reflecting placement, materials, and colors to be used. Some minor projects may only require pictures of materials.


5. At least two bids from licensed contractors reflecting work to be performed, costs and completion schedule.

By affixing your signature, the Applicant acknowledges they have read and agreed to the Windcrest Economic Development Corporation Storefront and Streetscape Improvement Program Guidelines and General Conditions. The Applicant understands that this application and its contents shall be binding on the Applicant at the discretion of the WEDC. The Applicant understands that all grants are awarded on rebate basis after all work has been certified completed by the Windcrest Economic Development Corporation. Applicant understands that his/her project will be evaluated, and recommendations made as to scope of work to be included in the Storefront and Streetscape Improvement Program. The Applicant understands that submittal of this application in no way guarantees him/her a grant from the Windcrest Economic Development Corporation. Applicant understands that additional information may be requested as needed. The Windcrest Economic Development Corporation reserves the right to reject all applications at its sole discretion.

It is expressly understood that work commenced or completed prior to the final approval of the grant is ineligible for funding. The Applicant is solely responsible for overseeing the work and will not seek to hold the City of Windcrest or the Windcrest Economic Development Corporation liable for any property damage, personal injury, or other loss related to the Storefront and Streetscape Improvement Program.

The Applicant agrees to indemnify the City of Windcrest and Windcrest Economic Development Corporation and/or their agents, employees, officers and/or directors from any claims or damages resulting from the project, including reasonable attorneys' fees.

Signature of Applicant:



Date:

12-04-2025

Printed Name of Applicant:

NGUYET LE

Title:

Owner

Signature of Commercial property owner:

Date:

Printed Name of Commercial property owner:

Title:



Manufacture & Install:

(1) 24" x 24" Digital Print, laminated and installed onto front door glass.

\$75



258 TRADE CENTER DRIVE
NEW BRAUNFELS, TEXAS 78130
830.629.4411 FAX 830.629.8099
ussignsnb@gmail.com • www.ussignsnb.com



All drawings submitted are property of U.S. Signs until purchased by The Client. No alterations or distributions can be made without written consent from U.S. Signs

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

Approval by:

Date:

Due Date:

Address: 4941 Walzem Rd #1, San Antonio, TX 78218

Contact: Michael Le

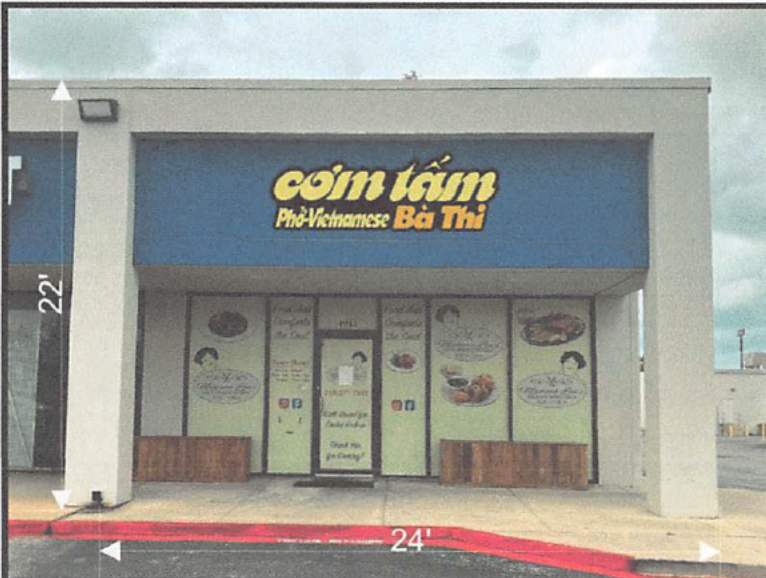
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Manufacture & Install:
 (2) 34" x 107.5" Acrylic 7328 white faces. Logo will be translucent vinyl graphics. Installed onto existing pylon as per rendering.
 \$600.00 each + tax

(2) 9.75" x 95.75" Acrylic 7328 white faces. Logo will be translucent vinyl graphics. Installed onto existing pylon as per rendering.
 \$160.00 each + tax

FACES	Acrylic
GFX: PRINT/CUT/PAINT	Print
BACKS	N/A
RETURNS	N/A
CABINET COLOR	N/A
RACEWAY COLOR	N/A
TRIMCAP	N/A
ILLUMINATION	N/A
SERVICE	N/A
BACKER PANEL	N/A
PHOTO CELL	N/A
MET LISTING	N/A
SWITCH	N/A
NEON COLORS	N/A

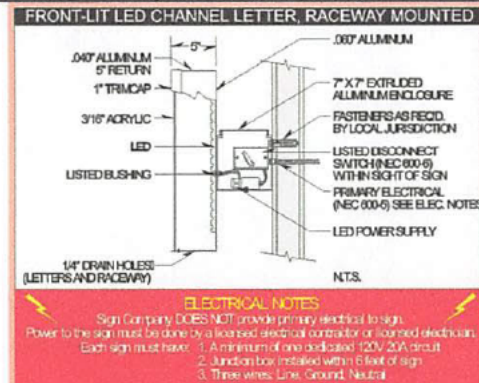


SUITE: 22' x 24' = 528 sqft
SIGN: 4' x 11.66' = 46.66 sqft

Manufacture & Install:
(1) 48" x 140" Channel Cabinet
Acrylic 7328 white faces. Overlaid with translucent vinyl graphics. 7100 white Principal LEDs will be used for lighting. Black Trim Cap and Returns. Mounted to raceway and installed onto store front as per rendering.

QUOTE:
Building Sign: \$4,800.00
Pylons: \$1,520.00
Door: \$75

Total: \$6,395.00 + tax & permit cost



FACES	Acrylic
GFX: PRINT/CUT/PAINT	Print
BACKS	ACM
RETURNS	4" Black
CABINET COLOR	Black
RACEWAY COLOR	Brilliant Blue 349-7 PPG
TRIMCAP	Black
ILLUMINATION	White LEDs
SERVICE	Face
BACKER PANEL	N/A
PHOTO CELL	No
MET LISTING	No
SWITCH	Yes
NEON COLORS	N/A

com tam
Pho-Vietnamese **Bà Thi**



258 TRADE CENTER DRIVE
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Approval by:

Date:

Due Date:

Address: 4941 Walzem Rd #1, San Antonio, TX 78218

Contact: Michael Le

File Name: com tam ba thi



State License TSCL 18159

Quotation

Client: Com Tam Ba Thi
Address: 4941 Walzem Rd #1
Windcrest, TX 78218
Contact: Michael Le
Phone: [REDACTED]
Email: [REDACTED]
Date: 12/12/25

258 Trade Center Drive New Braunfels, Texas 78130 (830) 629-4411 Fax (830) 629-8099

Project Description

Manufacture & Install:

(1) 48" x 140" Channel Cabinet, Acrylic 7328 white faces. Overlaid with translucent vinyl graphics. 7100 white Principal LEDs will be used for lighting. Black Trim Cap and Returns. Mounted to raceway and installed onto store front as per rendering. \$4,800.00

(2) 34" x 107.5" Acrylic 7328 white faces. Logo will be translucent vinyl graphics. Installed onto existing pylon as per rendering. \$600.00 each

(2) 9.75" x 95.75" Acrylic 7328 white faces. Logo will be translucent vinyl graphics. Installed onto existing pylon as per rendering. \$160.00 each

(1) 24" x 24" Digital Print, laminated and installed onto front door glass.

\$75



Total: \$6,395.00 + (permit cost) \$300 + (tax) \$552.34 = \$7,247.34

Five-Year Warranty on LEDs and sign structure. 50% Deposit Required, Balance due upon completion.

ALL ARTWORK & DESIGNS ORIGINATED BY THE DESIGNER
ARE PROPERTY OF U.S.SIGNS & WILL BE HELD FOR THE CLIENT
UNLESS OTHERWISE SHOWN. NO REPRODUCTION ALLOWED,
EXCEPT WITH AUTHORIZATION FROM U.S.SIGNS



Thank-You for your order. This signed contract constitutes authorization to proceed. US Signs will retain all rights to property unpaid for.

Signature

Company

Date

Application

Ant
Grant

\$3,623.67

Created Date: 12/30/2025

DESCRIPTION: Exterior Sigange *OPTIONS*

Bill To: Com Tom Bà Thi
5616 Walzem Rd
San Antonio, TX 78218
US

Pickup At: FASTSIGNS Northeast & Downtown
2897 N.E. Loop 410
Suite 109
San Antonio, TX 78218
US

Requested By: Michael Le

Salesperson: Bri Rubio

Email: bri.rubio@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Custom Channel Letters on Raceway 138"x48"	1	\$9,588.12	\$9,588.12
1.1	Dimensional Logo/Graphic - SUBJECT TO CHANGE			
2	Media - 40C Printed, 24"x24" (1)	1	\$273.94	\$273.94
2.1.1	Premium Film (Clean Removal) - Media			
2.1.2	Protective Laminate - Laminate			
2.2	Installation - Installation			

Orders not on account require a down payment before proceeding. Orders cancelled after approval may incur a 50% charge for work performed. Turn-around time is based on the date down payment and final proof approvals are received. The balance is due upon order completion.

Credit accounts for orders over \$5,000 require a 50% deposit at the time the order is placed. Balance is due according to credit terms. Estimates are valid for 15 days.

Payments made by credit/virtual card will incur a 3% surcharge in addition to the quoted price. Payments made by ACH, Check or Cash do not incur a surcharge. Contact ap359@fastsigns.com to arrange payment. By approving the estimate, you are entering into a contract indicating your commitment to proceed with the project and agree to the associated costs. This serves as an agreement to pay for the services as outlined in the estimate.

Subtotal:	\$9,862.06
Taxes:	\$813.62
Grand Total:	\$10,675.68
Credit Card Surcharge:	3.00%
Total with Surcharge:	\$10,995.95

Remit Payment to:
MARK 5 Enterprises, Inc.
2897 NE Loop 410, Suite 109
San Antonio, TX 78218

FASTSIGNS Northeast & Downtown are independently owned and operated by MARK 5 Enterprises, Inc. (EIN #27-4021090).

Signature: _____ Date: _____

MARK 5 Enterprises, Inc. dba FASTSIGNS Northeast & Downtown
A family-owned business serving San Antonio for over 25 years!

Windcrest Economic Development Corporation

Budget Comparisons

COW Account #		FY 2026 Projected Budget	MODIFICATIONS
	REVENUE		
	4000 REVENUE		
13-4115	4001 Income - Sales Tax	650,000.00	650,000.00
	4002 Proceeds from Reserves		
	4004 Other Revenue		
	Total Revenue	650,000.00	650,000.00
	Gross Profit		
	EXPENDITURES		
	6000 SALARIES, BENEFITS & CONTRACT LABOR		
13-500-009	6001 Salaries	87,500.00	87,500.00
13-500-030	6004 Social Security / Medicare Match	5,500.00	5,500.00
13-500-040	6005 Health Insurance-EDC	10,000.00	10,500.00
13-500-050	6006 Retirement--EDC	10,500.00	10,500.00
13-500-060	6007 Workers Comp-EDC	500.00	600.00
13-500-070	6008 Unemployment Comp	500.00	500.00
13-500-080	6009 Contract Labor	129,000.00	129,000.00
13-500-053	6034 Cell Phone Allowance	600.00	600.00
	Total 6000 Salaries, Benefits & Contract Labor	244,100.00	244,700.00
	EXPENDITURES		
	6010 BRE & Prospect Development Expenses		
13-500-701	6011 Consulting/Planning/Infrastructure	40,000.00	40,000.00
13-500-702	6012 Collateral Material / Monthly Newsletter	34,000.00	10,000.00
13-500-132	6013 Travel	6,000.00	10,000.00
13-500-135	6014 Meals & Entertainment	5,000.00	5,000.00
13-500-750	6015 ED Projects	146,000.00	152,000.00
13-500-751	6016 Promoting Windcrest(BRE Events)	15,000.00	15,000.00
13-500-703	6017 Sponsorships, Regional Marketing	2,000.00	2,000.00
13-500-704	6018 Commercial Revitalization/Store Front Grants	50,000.00	50,000.00
REMOVED	6019 Infrastructure/Streets		
	Total 6010 BRE & Prospect Development Expenses	298,000.00	284,000.00
	EXPENDITURES		
	6025 ADMINISTRATIVE & OTHER EXPENSES		
13-500-205	6026 Rent	15,700.00	15,700.00
13-500-206	6027 Furniture & Fixtures	1,000.00	1,000.00
13-500-207	6028 Equipment, Computers & Other	1,000.00	1,000.00
13-500-208	6029 Internet Services	3,000.00	3,000.00
13-500-200	6030 Computer Maintenance, Software, Website	7,000.00	11,000.00
13-500-291	6031 Accounting Services (RENAMED TO) 6031 Shared Services with City of Windcrest	30,000.00	40,000.00
13-500-292	6032 Barcom / IT	5,500.00	5,500.00
13-500-115	6033 Phone Services	1,500.00	1,200.00
13-500-100	6035 Public Relations	2,000.00	2,000.00
13-500-130	6036 Training Staff/Board	3,000.00	4,000.00
13-500-120	6037 Dues & Subscriptions	1,000.00	1,000.00
13-500-430	6038 Supplies	3,000.00	3,000.00
13-500-590	6039 Postage	700.00	700.00
13-500-640	6040 Copier	1,000.00	1,000.00
13-500-209	6041 Repairs & Maintenance	500.00	500.00
13-500-250	6042 Legal Expenses	40,000.00	40,000.00

REMOVED	6043 Audit			
REMOVED	6044 Sales Tax Services			
13-500-510	6045 Vehicle Expenses-EDC		3,000.00	3,000.00
13-500-540	6046 Vehicle Fuel-EDC		1,000.00	1,000.00
13-500-700	6047 Contingencies		3,000.00	3,000.00
	Total 6025 Administrative & Other Expenses		122,900.00	137,600.00
	UNCATAGORIZED EXPENSES			
	Total Expenditures		665,000.00	666,300.00
	Net Operating Revenue		(15,000.00)	(16,300.00)
	Other Revenue			
13-4301	4003 Revenue Income - Interest		16,000.00	17,300.00
	Total Other Revenue			
	Other Expenditures	#		
	8000 Depreciation Expense		1,000.00	1,000.00
	Total Other Expenditures		(1,000.00)	(1,000.00)
	Net Other Revenue		15,000.00	16,300.00
	NET REVENUE		\$0.00	\$0.00

Location Analytics Services
Responding Service Providers
Base Pricing Information

Placer.ai, Miami Florida **\$12,000 per year.**

Retail Strategies, Birmingham **\$25,000**

Retail Strategies (full-service option) **\$15,000 per year, 3 years.**

The Retail Coach, Austin TX **\$7,500 per year.**

The Retail Coach (full service option) **\$30,000**