



**Main Street
Advisory Board
Regular Meeting
November 9, 2022**



A G E N D A

**MAIN STREET ADVISORY BOARD REGULAR MEETING
WEDNESDAY, NOVEMBER 9, 2022, AT 5:30 PM
CITY COUNCIL CHAMBERS, 100 S. MONROE STREET
EAGLE PASS, MAVERICK COUNTY, TEXAS 78852**

ESTABLISHMENT OF QUORUM

CITIZENS COMMUNICATIONS

MINUTES

1. Approval of Minutes for July 18, 2022.

REPORTS

2. Texas Main Street Program duties and responsibilities.
3. Texas Main Street Quarterly reporting.
4. Certificate of Appropriateness.

NEW BUSINESS

5. Discussion and possible action on changing regular Main Street Advisory Board meeting date.
6. Discussion and possible action on a Certificate of Appropriateness submitted by Jaqueline Barrientos for a property located at 498 Main St.
7. Discussion and possible action on a Certificate of Appropriateness submitted by Luvin De Leon for a property located at 498 Main St.
8. Discussion and possible action on a Certificate of Appropriateness submitted by Georgina Gutierrez for a property located at 100 Main St.

ADJOURNMENT

The Main Street Advisory Board reserves the right to consider business out of the posted order and the right to adjourn into executive session to discuss items which are not listed as executive session items, but which qualify to be discussed in closed session under Chapter 551 of the Texas Government Code.

Entrance and parking spaces for disabled persons are available in front of City Hall.

C E R T I F I C A T I O N

I, the undersigned City Secretary, do hereby certify that the agenda mentioned above was posted on the Bulletin Board located in the Lobby at City Hall, 100 South Monroe Street, Eagle Pass, Texas, on Friday, November 4, 2022, at 5:00 p.m.

Imelda B. Rodriguez, City Secretary

Item

#1

THE STATE OF TEXAS)
COUNTY OF MAVERICK)
CITY OF EAGLE PASS)

The Main Street Advisory Board of the City of Eagle Pass held a Special Meeting on Monday, July 18, 2022, at 5:30 p.m. in the City Council Chambers, Eagle Pass City Hall, 100 S. Monroe Street, Eagle Pass, Texas, 78852 All legal notices were duly posted in accordance with the law.

ESTABLISHMENT OF QUORUM

Present: Board Members: Chairperson, William Shannon; Vice-Chairperson, William Ward, Board Members: Cynthia Ortiz, and Christopher Luna

Absent: Board Members: Elishoel Reyes, J.M. Farias, and Ex-Officio Member, Mayor, Rolando Salinas

Staff present: Main Street Manager, Zenaida Moreno; and Records Management Specialist, Ita A. Cortinas

A quorum being established, Chairperson Shannon called the meeting to order, and the items were considered as follows:

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

CITIZENS COMMUNICATIONS

Anyone wishing to address the Board on any item, including one which did not appear on the agenda, was welcome to do so, keeping in mind that, although the Board would be unable to take formal action on such item, they would be glad to take it under advisement.

There were no comments or concerns to be heard.

MINUTES

1. Approval of the minutes for June 22, 2022.

Vice-Chairperson, Ward moved to approve the minutes. Seconded by Board Member, Luna.

MOTION PASSES: Unanimously.

Ayes: Ortiz, Luna, Ward, and Shannon
Nays: None
Abstained: None
Absent: Reyes, Farias, and Salinas

NEW BUSINESS

2. Discussion and possible action on a façade grant application, submitted by Arnulfo Diaz for a property located at 345 S. Adams Street.

Main Street Manager, Zenaida Rodriguez provided details on the item and recommends approval, dollar for dollar, up to \$20,000.

Chairperson, Shannon moved to approve the item, as recommended. Seconded by Board Member, Luna. **MOTION PASSES:** Unanimously.

Ayes: Ortiz, Luna, Ward, and Shannon
Nays: None
Abstained: None
Absent: Reyes, Farias, and Salinas

3. Discussion and possible action on the adoption of the proposed Historic Preservation Color Palette for the Main Street Advisory Board.

Main Street Manager Rodriguez provided details on the item and recommends approval.

Board Member, Luna moved to approve the item, as recommended. Seconded by Vice-Chairperson, Ward. **MOTION PASSES:** Unanimously.

Ayes: Ortiz, Luna, Ward, and Shannon
Nays: None
Abstained: None
Absent: Reyes, Farias, and Salinas

ADJOURNMENT

Chairperson, Shannon moved to adjourn the meeting at 5:50 p.m. Seconded by Vice Chairperson Ward. **MOTION PASSED-** Unanimously.

Passed and approved on September 14, 2022

William Shannon
Chairperson

ATTEST:

Ita A. Cortinas
Records Management Specialist

DRAFT

Item

#2

Vision

The Texas Main Street Program (TMSP) will positively impact the economic vitality and thoughtful preservation of important historic resources in Texas. In addition, our work with local communities will help achieve the goals of the Texas Historical Commission. Through guidance from the TMSP, designated local Main Street programs will achieve thoughtfully designed, sensitively preserved, and economically vibrant town centers.

Mission

The mission of the TMSP is to provide technical expertise, resources, and support for Texas Main Street communities in accordance with the National Main Street Four Point Approach® of organization, economic vitality, design, and promotion. Using a team-centered approach, we strive to provide highly effective, individualized services to our 90 designated programs to help them reach their revitalization and preservation goals.

Core Values

We believe that a community's unique historic resources are valuable, and that the appropriate preservation of these resources contributes to the community's overall economic, social, and cultural vitality. We also believe that a sound organization – one that seeks to cultivate volunteers, foster organizational partnerships, and create inclusive communities – is necessary for true transformation. Embracing these beliefs, the staff of the Texas Main Street Program shall exhibit great passion and enthusiasm for assisting local stakeholders as they revitalize their historic town centers. We view ourselves as public servants working in harmony with local communities as they strive to meet their objectives.

The Four Point Approach® to Downtown Revitalization Under the Main Street Philosophy

- **Organization:** Partnerships are essential for successful preservation-based downtown revitalization. Through a solid Main Street structure, many groups that share an interest in the health of downtown come together to work toward an agreed-upon vision for downtown and thus, for the community.
- **Promotion:** This aspect of the Approach is utilized to market a unified, quality image of the business district as the center of activities, goods and services.
- **Design:** Capitalizing on the downtown's unique physical assets and heritage, design activities such as building rehabilitations, utilization of preservation-based tools and ordinances and effective planning practices help to create an active district and maintain its authenticity.
- **Economic Vitality:** In this area, a targeted program is developed to identify new market opportunities for the commercial district, find new uses for historic commercial buildings, and stimulate investment in property.

Today, there are 90 official Texas Main Street communities across Texas that range in population from less than 2,000 to more than 300,000. Cumulatively, designated Texas Main Street communities have reported significant reinvestment into their historic downtowns:

More than \$4.5 billion of overall reinvestment has been reported, of which about half has been from private investment in Texas' Main Street districts. Additionally, Main Street cities have added more than 45,000 jobs and 10,500 small businesses to the Texas economy. These reinvestments show the significant economic development impact from historic preservation. TMSP staff work hand-in-hand with designated communities to help them achieve their goals.

Item

#3

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PROMOTION

Positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.

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DESIGN

Please provide images/descriptions on separate pages for any physical improvements completed during the quarter (before/after). The data should also appear in your reinvestment reports.

<i>Supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.</i>	
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Please provide a brief description of activity below. Add summaries, images, sample media coverage etc. on an extra page(s) to further describe activities if needed (not required).

ECONOMIC VITALITY

Focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies

ORGANIZATION

<i>Creates a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.</i>	None
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Submit to: mainstreet-reports@thc.texas.gov

Thank you!

Item

#4



ECONOMIC DEVELOPMENT DEPARTMENT

100 S. Monroe, Eagle Pass, Texas 78852 • Phone: (830)773-1111

Certificate of Appropriateness Application

Revised Date: May 5, 2020

Article IX of City of Eagle Pass Code of Ordinances Chapter 8 requires an application for and the issuance of a Certificate of Appropriateness by or on behalf of the City of Eagle Pass Main Street Advisory Board before a permit is issued for, or work is begun on, any of the following activities located within the City's Historic Preservation District:

- (a) The demolition of any building.
- (b) The moving of any building.
- (c) A conspicuous change in the exterior appearance of historic buildings by additions, reconstruction, alteration, or maintenance involving exterior color change.
- (d) Any new construction of a principal building or accessory building or structure subject to view from a public way.
- (e) A change in walls and fences, or the construction of walls and fences along public ways.
- (f) A conspicuous change in the exterior appearance of non-historic buildings subject to view from a public way by additions, reconstruction, alteration and/or maintenance involving exterior color change.

A map of the boundary for the Historic Preservation District is attached to this application form.

Applicant Information

Name: _____

Address: _____

Telephone No: _____ Email: _____

Property Information

Site Address: _____ MCAD Property ID No: _____

Project Description (scope of work):

*Please provide renderings of proposed project with application (if applicable).

Applicant Authorization

I authorize the City of Eagle Pass to conduct any site visits necessary to evaluate this application.

I hereby state that I have prepared this application and that, to the best of my ability, the information contained herein is complete, accurate, and a true representation of the project. I further attest that I have the authority to submit this application and agree to comply with any and all conditions of permit approval. I agree to provide any additional information requested by the City as they deem necessary for the processing of this application, and I understand that a new application may be required if the scope of the project is modified.

Applicant Signature

Date

To be completed by Main Street Advisory Board

The City of Eagle Pass Main Street Advisory Board, pursuant to the authority granted by *Article IX of City of Eagle Pass Code of Ordinances Chapter 8*, has reviewed the following development application to determine its consistency with the City's historic building preservation and protection guidelines.

Decision Criteria:

The Main Street Advisory Board, in considering the appropriateness of any reconstruction, alteration, maintenance, or moving of historic building or any part of or appurtenance to such building, including walls, fences, light fixtures, steps, paving, and signs shall require that such work be done in a manner that will preserve the historical and architectural character of the building, structure, or appurtenance.

Property / Structure Classification:

- ☐ Outstanding. Listed, or eligible, on the National Register of Historic Places.
- ☐ Notable. Above average in importance eligible for listing on National Register Contributing.
- ☐ Contributing.
- ☐ Non-Contributing. Less than 50-years old or altered in such a way as to have lost their historic character, or otherwise incompatible with their historic surroundings.

Mains Street Advisory Board Determination

- ☐ Project approved as proposed
- ☐ Project denied for the following reason:

- ☐ Project is approved, subject to the following conditions:

Main Street Manager

Date

Item

#6



ECONOMIC DEVELOPMENT DEPARTMENT

100 S. Monroe, Eagle Pass, Texas 78852 • Phone: (830)773-1111

Certificate of Appropriateness Application

Revised Date: May 5, 2020

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- (e) A change in walls and fences, or the construction of walls and fences along public ways.
- (f) A conspicuous change in the exterior appearance of non-historic buildings subject to view from a public way by additions, reconstruction, alteration and/or maintenance involving exterior color change.

A map of the boundary for the Historic Preservation District is attached to this application form.

Applicant Information

Name: Jacqueline Barrientos

Address: ~~498 E. Main St.~~ 453 Madison St.

Telephone No: (830) 335-4553 Email: bluebonnetbulldogoods@gmail.com

Property Information

Site Address: 498 E. Main St. MCAD Property ID No: _____

Project Description (scope of work):

owning to the Front Entrance Door

*Please provide renderings of proposed project with application (if applicable).

Applicant Authorization

I authorize the City of Eagle Pass to conduct any site visits necessary to evaluate this application.

I hereby state that I have prepared this application and that, to the best of my ability, the information contained herein is complete, accurate, and a true representation of the project. I further attest that I have the authority to submit this application and agree to comply with any and all conditions of permit approval. I agree to provide any additional information requested by the City as they deem necessary for the processing of this application, and I understand that a new application may be required if the scope of the project is modified.


Applicant Signature

10/13/2022
Date

To be completed by Main Street Advisory Board

The City of Eagle Pass Main Street Advisory Board, pursuant to the authority granted by *Article IX of City of Eagle Pass Code of Ordinances Chapter 8*, has reviewed the following development application to determine its consistency with the City's historic building preservation and protection guidelines.

Decision Criteria:

The Main Street Advisory Board, in considering the appropriateness of any reconstruction, alteration, maintenance, or moving of historic building or any part of or appurtenance to such building, including walls, fences, light fixtures, steps, paving, and signs shall require that such work be done in a manner that will preserve the historical and architectural character of the building, structure, or appurtenance.

Property / Structure Classification:

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- ☐ Non-Contributing. Less than 50-years old or altered in such a way as to have lost their historic character, or otherwise incompatible with their historic surroundings.

Mains Street Advisory Board Determination

- ☐ Project approved as proposed
- ☐ Project denied for the following reason:

- ☐ Project is approved, subject to the following conditions:

Main Street Manager

Date

Item

#7



ECONOMIC DEVELOPMENT DEPARTMENT

100 S. Monroe, Eagle Pass, Texas 78852 • Phone: (830)773-1111

Certificate of Appropriateness Application

Revised Date: May 5, 2020

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A map of the boundary for the Historic Preservation District is attached to this application form.

Applicant Information

Name: LOU ANN DE LEON GHOVER
Address: 1501 EIDSON RD APT-C
Telephone No: 830 325 4636 Email: llc126@hotmail.com

Property Information

Site Address: 498 Main St MCAD Property ID No: _____

Project Description (scope of work):

Reinforce the STUCCO area
on the Back wall of parking lot
27 ft x 15 ft.

*Please provide renderings of proposed project with application (if applicable).

Applicant Authorization

I authorize the City of Eagle Pass to conduct any site visits necessary to evaluate this application.

I hereby state that I have prepared this application and that, to the best of my ability, the information contained herein is complete, accurate, and a true representation of the project. I further attest that I have the authority to submit this application and agree to comply with any and all conditions of permit approval. I agree to provide any additional information requested by the City as they deem necessary for the processing of this application, and I understand that a new application may be required if the scope of the project is modified.

Applicant Signature

Date

To be completed by Main Street Advisory Board

The City of Eagle Pass Main Street Advisory Board, pursuant to the authority granted by *Article IX of City of Eagle Pass Code of Ordinances Chapter 8*, has reviewed the following development application to determine its consistency with the City's historic building preservation and protection guidelines.

Decision Criteria:

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- ☐ Contributing.
- ☐ Non-Contributing. Less than 50-years old or altered in such a way as to have lost their historic character, or otherwise incompatible with their historic surroundings.

Mains Street Advisory Board Determination

- ☐ Project approved as proposed
- ☐ Project denied for the following reason:

- ☐ Project is approved, subject to the following conditions:

Main Street Manager

Date

Item

#8



ECONOMIC DEVELOPMENT DEPARTMENT

100 S. Monroe, Eagle Pass, Texas 78852 • Phone: (830)773-1111

Certificate of Appropriateness Application

Revised Date: May 5, 2020

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- (c) A conspicuous change in the exterior appearance of historic buildings by additions, reconstruction, alteration, or maintenance involving exterior color change.
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- (e) A change in walls and fences, or the construction of walls and fences along public ways.
- (f) A conspicuous change in the exterior appearance of non-historic buildings subject to view from a public way by additions, reconstruction, alteration and/or maintenance involving exterior color change.

A map of the boundary for the Historic Preservation District is attached to this application form.

Applicant Information

Name: Georgina Gutierrez
Address: 1925 N Veterans Blvd Apt 400 Eagle Pass Tx 78852
Telephone No: 830 752 0219 Email: georginagt@hotmail.com

Property Information

Site Address: 100 Main St MCAD Property ID No: R2501020000800

Project Description (scope of work):

See Attachment

*Please provide renderings of proposed project with application (if applicable).

Applicant Authorization

I authorize the City of Eagle Pass to conduct any site visits necessary to evaluate this application.

I hereby state that I have prepared this application and that, to the best of my ability, the information contained herein is complete, accurate, and a true representation of the project. I further attest that I have the authority to submit this application and agree to comply with any and all conditions of permit approval. I agree to provide any additional information requested by the City as they deem necessary for the processing of this application, and I understand that a new application may be required if the scope of the project is modified.


Applicant Signature

11/3/2022
Date

To be completed by Main Street Advisory Board

The City of Eagle Pass Main Street Advisory Board, pursuant to the authority granted by *Article IX of City of Eagle Pass Code of Ordinances Chapter 8*, has reviewed the following development application to determine its consistency with the City's historic building preservation and protection guidelines.

Decision Criteria:

The Main Street Advisory Board, in considering the appropriateness of any reconstruction, alteration, maintenance, or moving of historic building or any part of or appurtenance to such building, including walls, fences, light fixtures, steps, paving, and signs shall require that such work be done in a manner that will preserve the historical and architectural character of the building, structure, or appurtenance.

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Mains Street Advisory Board Determination

*for Page
Zenaide*

- ☐ Project approved as proposed
- ☐ Project denied for the following reason:

- ☐ Project is approved, subject to the following conditions:

Main Street Manager

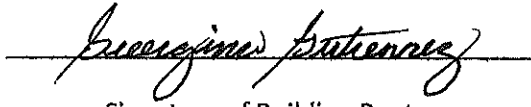
Date

Details of the proposed improvements and changes to the building located at 100 W Main Street in Eagle Pass, Tx 78852

1. Add a door to main entrance to have a double door entrance
2. Remove exterior "Payless" signs and add two new business name (Onyx) signs
3. Paint exterior areas (upper side of the wall and window's frames)
4. Change exterior upper sidewalk bulb lights and signs from "Payless" to "Onyx"
5. Add commercial window tints to exterior windows
6. Paint interior ceiling and light fixtures
7. Add wallpaper and wall panels to interior walls
8. Add an interior wall at main entrance for main corridor
9. Extend present interior wall to main street window to divide building into two sections
10. Add two separated doors to the back of present interior wall to get entrance/exit access to both sections
11. Construction work to restrooms: Remove and add new walls and doors and add toilets/urinals and sinks to female and male restrooms as required as per building staff/customer proportion.
12. Plumbing work as per restrooms, sinks, dish washer and bar needs
13. AC work: change filters and/or provide maintenance as needed
14. Remove floor carpet and replace with new ceramic floor

Signature of Building Owner

Date


Signature of Building Renter

10/31/2022
Date

**LANDLORD'S CONSENT TO TENANT'S ALTERATIONS,
ADDITIONS, AND IMPROVEMENTS TO PREMISES**

Details of the proposed alternations, additions, and improvements requested by Tenant to be made by Tenant to the Premises building located at 100 W Main Street in Eagle Pass, Texas 78852:

1. Add a door to main entrance to have a double door entrance
2. Remove exterior "Payless" signs and add two new business name (Onyx) signs
3. Paint exterior areas (upper side of the wall and window's frames)
4. Change exterior upper sidewalk bulb lights and signs from "Payless" to "Onyx"
5. Add commercial window tints to exterior windows
6. Paint interior ceiling and light fixtures
7. Add wallpaper and wall panels to interior walls
8. Add an interior wall at main entrance for main corridor
9. Extend present interior wall to main street window to divide building into two sections
10. Add two separated doors to the back of present interior wall to get entrance/exit access to both sections
11. Construction work to restrooms: Remove and add new walls and doors and add toilets/urinals and sinks to female and male restrooms as required as per building staff/customer proportion.
12. Plumbing work as per restrooms, sinks, dish washer and bar needs
13. AC work: change filters and/or provide maintenance as needed
14. Remove floor carpet and replace with new ceramic floor

Landlord hereby consents to the above alterations, additions, and improvements, subject to the terms of the Lease and the following additional terms:

1. Before commencement of any such work or delivery of any materials into the Premises or the Building, Tenant shall furnish to Landlord (a) plans and specifications for approval, (b) names and addresses of all contractors to be used by Tenant, and (c) copies of any construction contracts, necessary permits and licenses, certificates of insurance and instruments of indemnification against any and all claims, costs, expenses, damages and liabilities which may arise in connection with such work, all in such form and amount as may be satisfactory to Landlord.
2. In addition, prior to commencement of any such work or delivery of any materials into the Premises, Tenant shall provide Landlord with evidence reasonably

satisfactory to Landlord of Tenant's ability to pay for such work and materials in full. Tenant agrees to hold Landlord, and its respective agents and employees forever harmless against all claims and liabilities of every kind, nature and description which may arise out of or in any way be connected with such work and are caused by the negligence or willful misconduct of Tenant or its agents, contractors or employees.

3. All such work shall be done only by contractors approved by Landlord (such approval not to be unreasonably withheld) and at such reasonable time and in such manner as Landlord may from time to time designate.
4. Tenant shall pay the cost of all such work.
5. All such work shall be in compliance with all applicable legal, governmental and quasi-governmental requirements, ordinances and rules (including the Board of Fire Underwriters), and all requirements of applicable insurance companies.
6. All such work shall be done in a good and workmanlike manner and with the use of good grades of materials including fire protection grades equivalent with those of the Premises building.
7. Tenant shall permit Landlord, if Landlord so desires, to observe construction operations in connection with such work; *provided, however*, that such observation or right to observe by Landlord and the approval or disapproval of the plans and specifications for such work in any situation shall not constitute any warranty by Landlord to Tenant of the adequacy of the design, workmanship or quality of such work or materials for Tenant's intended use or impose any liability upon Landlord in connection with the performance of such work.
8. No such alterations, additions, and improvements shall adversely affect (a) the exterior appearance of the Premises building, (b) the structural portions or the systems or equipment of such building, or (c) the provision of services to other occupants of the building, as determined by Landlord in its sole and absolute discretion.
9. Such work shall not annoy or interfere with the rights of other tenants of the development of which the Premises is a part.
10. Upon completion of such work, Tenant shall furnish Landlord with contractors' affidavits and full and final waivers of lien and receipted bills covering all labor and materials expended.

No other alternations, additions, or improvements to the Premises shall be made to the Premises by Tenant without Landlord's prior written consent.

LANDLORD:

By: Armando M. Salazar
Armando M. Salazar, Property Manager
Date of Signature: November 2, 2022

ACKNOWLEDGED AND AGREED TO BY TENANT:

Georgina G. Gutierrez
Georgina G. Gutierrez
Date of Signature: November 30, 2022