



I. Call to Order and Pledge of Allegiance

- II. Roll Call was taken by Clerk Treasurer Amber Anguiano. Mayor Andres Martinez, Councilor Claudia M. Martinez, and Councilor Gabriel D. Maestas were present. Mayor Pro Tem Eldie R. Cruz and Councilor Paul A. Miera were absent.

III. *Approval of Agenda

- Deputy Clerk Colleen Engelhardt stated the agenda mistakenly shows the date as *Tuesday*, May 21, but it needs to be amended to read *Wednesday*, May 21.

Motion to approve the agenda was made by Councilor C Martinez, seconded by Councilor Maestas. (Vote 2-0) Motion carried with all in favor.

IV. Business Matters

1. *Discussion/Approval/Disapproval: Review and select quote for renovation work at Village Hall utilizing Capital Outlay funds.
 - Mayor Martinez stated there are two estimates to consider. He stated he tried getting a third, but got no response. He stated Council has already approved carpet and flooring materials, and these quotes are for the labor to install flooring in the Utilities Office, and carpet in the MVD office, the chambers and the Mayor's Office. He stated one of the quotes includes painting in those spaces, and the other is just for the flooring installation.
 - Deputy Clerk Colleen Engelhardt stated the quote from Gabriel Torres is only for installing the floor and carpet in the amount of \$7,102.36. She stated the quote from Leonard LeFebre includes painting walls, replacing ceiling tiles, removing all the old flooring materials and installing the new in the amount of \$13,400.00.
 - Mayor Martinez stated Village staff has already replaced many of the ceiling tiles, and he figures much of the work can be done by staff including painting.
 - Colleen stated the two quotes are a little difficult to compare, especially because the LeFebre quote does not break down the estimate for each task.
 - Colleen stated the full amount awarded via this grant for municipal building improvements was \$95K, and the funds obligated to date total \$54,221.62 and includes the new front counter, hanging ceiling tiles, carpet tiles, flooring materials for Utilities Office, installation of the flooring and carpet, exterior stucco repair at Village Hall, office furniture, signs for each office/room throughout Village Hall, repair of walls in front of health clinic building, and installation of a programmable automated lock for the new Senior Center. She stated this is assuming the lower quote for the floor installation, and it leaves a balance of \$40,778.38. Mayor Martinez stated he would like to see some of the remaining funds go toward painting the interior at the clinic. Colleen stated the funds could also be used at the old Senior Center once operations have moved, and the grant does not expire until June 30, 2026.
 - Mayor Martinez stated Gabriel Torres cannot do the work until June 20th, and it will take them one weekend to complete the work. He stated he isn't certain of Leonard's availability.
 - Councilor Maestas stated it is difficult to compare the quotes because Leonard's includes more work. The Mayor called Leonard to ask about removing the painting and ceiling tile replacement. He told Leonard the other quote is in the amount of \$7,102 for just installing the carpet and flooring, and the Mayor asked how much lower his quote would be for only the installation. Leonard stated he could reduce his quote by \$2K, and the Mayor stated the quote will be \$11,400.00.
 - The Mayor recommended the Gabriel Torres quote because it is about \$4K less, and Clerk Treasurer Amber Anguiano stated she likes the idea of Gabriel doing the work because he was the Belfor employee that did the insurance claim work so there will be continuity.
 - The Mayor stated Gabriel Torres is asking for \$954.46 to be paid up front to cover travel expenses.

Motion to approve the agenda was made by Councilor C Martinez, seconded by Councilor Maestas. (Vote 2-0) Motion carried with all in favor.

2.*Discussion/Approval/Disapproval: Accept purchase of materials for park improvements.

- Mayor Martinez stated they went to Las Vegas to purchase items to spread grass seed at the park. He stated they ended up purchasing a rake attachment and a drag harrow for the tractor, seed, hoses, and sprinklers with a purchase total of \$2,014.31. He stated he recognizes he should have gotten approval prior to making the purchase. He stated he was there, saw the items, and jumped on the opportunity to get moving on the lawn project at the park.

Motion to approve acceptance of the purchase of materials for park improvements was made by Councilor Maestas, seconded by Councilor C Martinez. (Vote 2-0) Motion carried with all in favor.

3.*Discussion/Approval/Disapproval: Purchase tablets for Utilities staff.

- Deputy Clerk Colleen Engelhardt stated this was a recommendation of the PRC in order to provide staff with tools for being out in the field. She stated they will be able to have their forms accessible on the tablet, and they will be able to fill them out and sign them in the field along with all the other necessary gas related tasks. Colleen stated Elias is gathered the quotes, and he stated he prefers the Microsoft quote because it is a direct purchase rather than Amazon or Best Buy. The Mayor called Elias into the meeting for his perspective.
 - Elias stated he did not get warranty information from Microsoft, and he stepped out of the Chambers to call them. He reported the Microsoft 4-year warranty for both devices is \$658.00.
 - Colleen stated purchasing the tablet, pen and keyboard combo through Microsoft with a 4-year warranty and the cases through Amazon, the total cost will be \$3,328.32. She stated the exact same purchase through all through Amazon totals \$3,345.84 so the Microsoft purchase is about \$17 less expensive.
 - Elias stated he prefers buying directly through Microsoft because the warranty offers better options.

Motion to approve acceptance of the purchase of materials for park improvements was made by Councilor C Martinez, seconded by Councilor Maestas. (Vote 2-0) Motion carried with all in favor.

V. Adjourn

Motion to adjourn was made by Councilor Maestas, seconded by Councilor C Martinez. (Vote 2-0) Motion carried with all in favor. The meeting adjourned at 3:39PM.

Approved and attested this 10th Day of May 2025.



Andres Martinez, Mayor

Attest:



Amber L. Anguiano, Clerk Treasurer

