

The Board of Commissioners for the City of Alamo, Texas met for the Regular Meeting held on Tuesday, July 18, 2023 at 6:00 p.m., at the City of Alamo Municipal Building.

**COMMISSION PRESENT:**

Mayor Diana Martinez  
J.R. Garza, Mayor Pro-Tem  
Okie Salinas, Commissioner  
Pete Morales, Commissioner  
Pilar Garza, Commissioner

**COMMISSION ABSENT:**

**STAFF PRESENT:**

Robert L. Salinas, City Manager	Sergio Zavala, Planning Director
Alexandra Rangel, Assistant City Manager	Melissa Leal, Water Billing Supervisor
Cris Palacios, City Attorney	Yvette Mendoza, Finance Director
Richard Ozuna, Police Chief	Alice Cano, HR Director
Roy Contreras, Fire Chief	Julio Villareal, Public Works Director
Rafael Tapia, AEDC Director	Sandra Chavez, Parks and Rec. Director
Adela Perez, Purchasing Agent	

**1. CALL MEETING TO ORDER**

*Mayor Diana Martinez called the regular meeting held on Tuesday July 18, 2023 to order at 6:00 p.m. at the City of Alamo Municipal Building. Commissioner Pilar Garza led the Pledge of Allegiance and Pastor Tuttle led the Invocation.*

**C. Presentation and Announcements**

*Library Director Lori Solis announced the Music in the Park this Friday 7/21/23, Grupo Itzamor will be performing.*

**D. Consideration and Action to approve the minutes for the special meeting of July 11, 2023.**

*Mayor Pro-Tem JR Garza motioned to approved, and Commissioner Okie Salinas seconded. Motion carried.*

**E. Consideration and Action to approve the renewal for TX Health Benefits Pool: Health, Dental, Vision, and Life Insurance and Newkirk and Newkirk: SIS- Gap Program.**

*Mayor Pro-Tem JR Garza motioned to approved, and Commissioner Okie Salinas seconded. Motion carried.*

**F. Consideration and Action to approve the City of Alamo's Purchasing Procedures Manual.**

*Purchasing Agent Adela Perez stated as you may be aware, the City of Alamo's current procurement policies & procedures were adopted by the Board of Commissioners on or about July, 1997 – 16 years ago. There is a need to replace/update these policies & procedures with procurement protocols that are legislatively current and realistic. The Purchasing Procedures Manual will provide an updated structure in the procurement process. This Manual has been a work-in-progress for a few months; and is now deemed to be viable to be adopted. Finally, Staff believes it is in the City's best interests to approve it instead of using 16-year old policies. If adopted, Management will instruct all city departments to become familiar with these more current policies & procedures; and to comply therewith.*

*Commissioner Okie Salinas motioned to approve, and Commissioner Pete Morales seconded. Motion carried.*

**G. Consideration and Action regarding an ordinance calling a city election for Tuesday, November 7, 2023, to be participated in and by the qualified voters of the City of Alamo, Texas, for the purpose of electing a Mayor, Commissioner Place 2, Commissioner Place 3 and Commissioner Place 4; designating election precincts, designating polling places,**



**method of voting and providing for early voting and election notice. (Ordinance 38-07-23 A (English); Ordinance 38-07-23 B (Spanish)).**

*Assistant City Manager Alexandra Rangel stated this year's Election on November 7, 2023 will consist of the following terms up for election Mayor, Commissioner Place 2 and Commissioner Place 4. In addition, a special election will be held for Commissioner Place 3. Place 3 is deemed vacant pursuant to an automatic resignation and requires an election to replace such position for the unexpired term.*

*Commissioner Pete Morales motioned to approve, and Mayor Pro-Tem JR Garza seconded. Motion carried.*

**H. Consideration and Action on Emergency replacements of AC units at the library**

*City Manager Robert Salinas stated attached please find all forms (purchasing quotations, purchase order request and quotes) necessary for the recommendation of replacement for ac units at the library. Units began to fail one by one during the month of June. We were advised that 3 out of the 9 units were the only ones keeping the library cool. Repairs were done but only for worked for a short period of time. We began the quote process June 19, 2023. Staff's Recommendation: We the staff recommend replacement of all units. Thank you.*

*Mayor Pro-Tem JR Garza motioned to approved, and Commissioner Okie Salinas seconded. Motion carried.*

**I. Consideration and Action on authorization to continue MOU with U.S. Immigration and Customs Enforcement Homeland Security Investigations and Alamo Police Department.**

*Chief Richard Ozuna stated MOU with Homeland Security Customs Enforcement with our task force officer in collaboration towards fighting the war on crime, narcotics trafficking and gang cartels.*

*Commissioner Pete Morales motioned to approve, and Mayor Pro-Tem JR Garza seconded. Motion carried.*

**J. Consideration and Action to Approve a Resolution Suspending the Effective Date of the Statement of Intent of Texas Gas Service Company to Increase Rates Within the City of Alamo.**

*City Manager Robert Salinas stated the purpose of the resolution is to extend the effective date of the Company's proposed rate increase. The resolution suspends the August 23, 2023 effective date of the Company's request for the maximum period permitted by law to allow the City to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy to pursue, including settlement and ultimately to approve reasonable rates. The Resolution must be passed before August 23, 2023.*

*Mayor Pro-Tem JR Garza motioned to approved, and Commissioner Okie Salinas seconded. Motion carried.*

**K. Consideration and Action on renovations to the Complex Park Baseball Fields.**

*Parks and Rec. Director Sandra Chavez stated the Sports Complex baseball fields did not receive the proper maintenance for a few years after its first renovation. Parks and Recreation Director had a walk-thru with the same company from Houston who made the first renovations (Texas Multi-Chem). They have recommended several things needed to all 4 fields and have agreed to sit down with the employees to show them how to keep proper maintenance on daily bases. The recommendations consist on the expertise of the company. Attached you will find a breakdown of the company's recommendations. Staff's Recommendation: Get the Sports Complex baseball fields renovated by Texas Multi-Chem and get their feedback on how to continue with proper maintenance through the Parks and Recreation Maintenance Level 1 employees.*

*Commissioner Okie Salinas asked in investing in sprinkler system*

*Parks and Rec. Director Sandra Chavez responded yes*



*Mayor Pro-Tem JR Garza asked can we look into batting cages as well*

*Commissioner Okie Salinas motioned to approve, and Commissioner Pete Morales seconded. Motion carried.*

**L. Consideration and Action to Approve a Memorandum of Understanding with South Texas ISD for the Use of the Parking Area Located at the Alamo Sports Complex for the 2023-2024 School Year.**

*City Manager Robert Salinas stated attached is the Memorandum of Understanding with South Texas ISD for the use of City of Alamo Sports Complex parking lot for the 2023-2024 school year. This is an annual MOU with South Texas ISD.*

*Commissioner Pete Morales asked if we can look into lighting*

*City Manager Robert Salinas responded yes*

*Mayor Pro-Tem JR Garza motioned to approve, and Commissioner Okie Salinas seconded. Motion carried.*

**M. Consideration and Action to Approve an Ordinance Amending Section 1-5-1(A) Regular Meeting Date, Time, and Location.**

*City Manager Robert Salinas stated this ordinance provides the ability for the City's regular meetings to be re-scheduled as a special meeting if a majority of the Board of Commissioners wish to re-schedule the meeting date and time. Is also allows the City Manager to designate an alternate location other than Alamo City Hall, if it is deemed impracticable to hold the meeting at Alamo City Hall by the City Manager.*

*Commissioner Okie Salinas motioned to approve, and Commissioner Pete Morales seconded. Motion carried.*

**N. Consideration and Action to Approve of the AEDC Budget Amendment to increase the AEDC Special Project Line for the Tower Rd. Project**

*City Manager Robert Salinas stated this is a budget amendment request to increase the Alamo EDC Budget for FY 2022-2023 in the amount of \$170,000.00. This amount shall be allocated to the Special Projects line item 07-528-5164. The purpose of the budget amendment is to contribute \$450,000.00 towards the repair and rehabilitation of Tower Road from Hackberry to Business 83. Notice of Budget Amendment and Public Hearing was published in the Advance Journal on May 24, 2023.*

*Mayor Pro-Tem JR Garza motioned to approve, and Commissioner Okie Salinas seconded. Motion carried.*

**O. Consideration and Action to Approve of the City Resolution authorizing the use of AEDC funds for Tower Road Project**

*City Manager Robert Salinas stated the Alamo EDC is authorized to fund projects under Sections 501.103 Certain Infrastructure Improvement Projects that provide expenditures that are found by the board of directors to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises including streets and roads.*

*Commissioner Okie Salinas motioned to approve, and Commissioner Pete Morales seconded. Motion carried.*

**P. Consideration and Action to Award the Bid for the Nebraska Road Drainage Project.**

*City Manager Robert Salinas stated we have reviewed the seven (7) bids received on June 15, 2023 for the City of Alamo Nebraska Road Drainage Project. A Bid Tabulation and Itemized Bid Tabulation Sheet are enclosed for your review. The low base bid submitted by Venser Contractors, LLC from Edinburg Texas in the amount of \$689,809.00 has been reviewed and appears to be in order. Therefore, we recommend the low bid submitted by Venser Contractors, LLC be accepted and a contract be awarded in the amount of \$689,809.00.*

*Mayor Pro-Tem JR Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**Q. Presentation on Departmental Reports**

*Mayor Diana Martinez asked for an update for the waste water treatment plant*

*City Manager Robert Salinas stated at the moment we are pending power, hopefully by next week.*


**CITIZEN PARTICIPATION:** Five minutes per person with no response from the City Commission. Residents must sign up prior to the city meeting.

*No citizen participation*

**I. ADJOURNMENT**

Citizens are encouraged to sign the attendance sheet.

*There being no further business, Mayor Diana Martinez adjourned the meeting at 6:24PM*

  
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Mayor Diana Martinez

  
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ATTEST:  
Alexandra Rangel, Assistant City Manager

