



NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
DECEMBER 14, 2021  
6:00 P.M.

NOTICE is hereby given of a REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, to be held on DECEMBER 14, 2021, at 6:00 P.M., in the TOWN MUNICIPAL OFFICE, 3301 CARMEN AVENUE, RANCHO VIEJO, TEXAS to consider the following items:

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Public Comment
5. Approval of Minutes – Regular Meeting November 9, 2021
6. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor
7. Street Committee Report
8. November 2021 Police Report - Police Chief
9. Executive Session: Pursuant to the Following Section of the Texas Government Code: Section 551.074 To Consider the Reappointment, Employment, Evaluation, or Duties of the Town Administrator and to Consider a New Proposed Contract for The Town Administrator
10. Possible action on matters discussed in Executive Session
11. Adjourn

A handwritten signature in black ink, appearing to read "Fred Blanco", with a long horizontal flourish extending to the right.

Fred Blanco, Town Administrator

State of Texas  
County of Cameron  
Town of Rancho Viejo

I, the undersigned authority, do hereby certify that the above NOTICE OF MEETING of the Board of Aldermen of the Town of Rancho Viejo, Texas is a true and correct copy of said NOTICE, which has been posted on the Window of the Town of Rancho Viejo Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, a place convenient and readily accessible to the General Public, on December 10, 2021 at 5:00 p.m. and which will be continuously posted for a period of seventy-two (72) hours prior to the date and time said meeting was convened.

ATTEST:

A handwritten signature in black ink, appearing to read "Fred Blanco", with a long horizontal flourish extending to the right.

Fred Blanco, Town Administrator

# 1. Call to Order

## 2. Roll Call

Alderman Vera

Alderman Tumlinson

Alderwoman Kaechele

Alderman Ricoy

Alderman Hernandez

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Fred Blanco.

# 3. Invocation and Pledge

The pledge of allegiance to the United States Flag:

*“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”*

And the pledge of allegiance to the Texas State Flag is,

*“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*

# 4. Public Comment

# 5. Approval of Minutes –Regular Meeting November 9, 2021

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
November 9, 2021

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, November 9, 2021 at 6:00 P.M., in the TOWN MUNICIPAL OFFICE, 3301 CARMEN AVENUE, RANCHO VIEJO, TEXAS to consider the following items:

1. CALL TO ORDER

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The meeting was called to order by Mayor Guerrero at 6:00 p.m.

2. ROLL CALL

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Roll Call was made by Eunice Salinas, Assistant Town Secretary. Members present at the meeting were:

Laura Kaechele  
Marcos Ricoy  
Javier Vera  
Alfredo Hernandez

Absent:  
David Tumlinson

A quorum was present at the meeting.

Legal Counsel Daniel Rentfro, Jr. and Town Administrator Fred Blanco were also present.

Those present in the audience were:

Maria V Garza  
Ulrich Weisse

3. INVOCATION AND PLEDGE

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Alderman Hernandez led the group in the invocation and in the pledge of allegiance to the American and Texas flag.

4. PUBLIC COMMENT

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Motion to open public comment was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

Ulrich Weisse, HOA President of Las Jacarandas, started his public comment by acknowledging the public comment procedure and requested that his comments be responded to by the Board in writing. Mr. Weisse mentioned that he is yet to receive any resolution regarding to the ongoing issue on Avenida Estrellas and read the emails sent to the Board and Town Administrator Fred Blanco. Mr. Weisse took a moment to thank Mr. Vera for responding to his email.

Motion to close public comment was made by Alderman Vera, seconded by Alderman Hernandez and carried unanimously.

5. APPROVAL OF MINUTES –REGULAR MEETING OCTOBER 12, 2021, SPECIAL MEETING NOVEMBER 2, 2021

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Motion to approve the regular meeting minutes of October 12, 2021 and special meeting minutes of November 2, 2021 was made by Alderman Vera, seconded by Alderman Ricoy and carried unanimously.

6. ANNOUNCEMENT - FALL SWEEP CLEANUP EVENT AND ARBOR DAY CELEBRATION - SATURDAY, NOVEMBER 13, 2021, FROM 9:00 A.M. TO 12:00 P.M.

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Maria Garza, Beautification Chair, updated the Board and audience on the status of the Fall Sweep Cleanup Event and Arbor Day Celebration.

7. ANNOUNCEMENT - 6<sup>TH</sup> ANNUAL CHRISTMAS GOLF CART & BIKE PARADE – SUNDAY, DECEMBER 12<sup>TH</sup> AT 5:00 P.M.

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Mayor Guerrero announced the 6<sup>th</sup> Annual Christmas Golf Cart & Bike Parade for Sunday, December 12, 2021 at 5:00 p.m.

8. DISCUSSION/ACTION ON THE EXTENSION OF THE DISASTER DECLARATION FILED WITH THE OFFICE OF THE GOVERNOR

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Motion to extend the disaster declaration filed with the office of the Governor from November 20, 2021 to December 19, 2021 was made by Alderman Hernandez , seconded by Alderwoman Kaechele and carried unanimously.

9. CONSIDERATION/ACTION ON AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, PROVIDING FOR REGULATIONS FOR THE REGISTRATION AND USE OF SHORT TERM RENTALS; PROVIDING FOR REGISTRATION, PROVIDING FOR DEFINITIONS; PROVIDING FOR INSPECTIONS; PROVIDING FOR RESTRICTIONS; PROVIDING FOR BROCHURE AND SAFETY REQUIREMENTS; PROVIDING FOR NEIGHBORHOOD NOTIFICATION; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED AND NO/100 DOLLARS (\$500.00); PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS/REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF SHORT TERM RENTALS

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Motion to approve the ordinance was made by Alderwoman Kaechele, seconded by Aldermen Hernandez and carried unanimously.

10. CONSIDERATION/ACTION ON TOWN EVENTS POLICY

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Motion to approve the Town Events Policy was made by Alderman Vera, seconded by Alderman Ricoy and carried unanimously.

11. CONSIDERATION/ACTION ON CHAPTER 70 ZONING ORDINANCE AMENDMENT

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Motion to approve an ordinance of the town of Rancho Viejo, Texas amending chapter 70, “zoning” by amending sections 70-1, 70-343, and 70-344 to clarify certain references to a comprehensive plan, providing for an effective date, and publication in caption form was made by Alderman Hernandez, seconded by Alderwoman Kaechele and carried unanimously.



12. CONSIDERATION/ACTION ON RESOLUTION FOR THE TOWN OF RANCHO VIEJO HAZARD MITIGATION PLAN TO JOIN THE CAMERON COUNTY MITIGATION PLAN UPDATE

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Motion to approve the resolution contingent upon added language stating “any financial contribution is subject to funding and approval by this board” was made by Alderman Vera, seconded by Alderman Kaechele and carried unanimously.

13. CONSIDERATION/ACTION TO PASS A RESOLUTION THAT NAMES A NOMINEE FOR CAMERON APPRAISAL DISTRICT DIRECTOR AND SUBMIT THE NOMINEE’S NAME TO THE CAMERON APPRAISAL DISTRICT BEFORE DECEMBER 15, 2021

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Motion to pass a resolution naming Juan E. Rivera as the nominee for Cameron Appraisal District Director was made by Alderman Vera, seconded by Alderman Hernandez and carried unanimously.

14. CONSIDERATION/ACTION TO APPROVE THE FIRE PROTECTION CONTRACT WITH THE CITY OF BROWNSVILLE

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Motion to approve the contract for fire protection with the City of Brownsville was made by Alderman Hernandez, seconded by Alderman Ricoy.

15. CONSIDERATION/APPROVAL OF A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, FOR THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, HOMELAND SECURITY GRANTS DIVISION, OPERATION LOCAL BORDER SECURITY GRANT

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Town Administrator Fred Blanco explained that the resolution had been previously passed but needed to be updated to reflect the name of the newly elected Mayor Maribel Guerrero.

Motion to approve the updated resolution was made by Alderman Hernandez, seconded by Alderman Kaechele and carried unanimously.

16. CONSIDERATION/APPROVAL OF A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, FOR THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, HOMELAND SECURITY GRANTS DIVISION, OPERATION STONE GARDEN GRANT

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Town Administrator Fred Blanco explained that the resolution had been previously passed but needed to be updated to reflect the name of the newly elected Mayor Maribel Guerrero.

Motion to approve the updated resolution was made by Alderman Hernandez, seconded by Alderman Kaechele and carried unanimously.

17. STREET COMMITTEE REPORT

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Alderman Vera updated the Board and audience on the status of the paving and street improvements on several streets of the Town including Avenida Balboa, Hidalgo (south of Cortez), Avenida Cortez, Sewer Line installs on Balboa by lift station, rehab lift stations 10 & 11.

18. BUILDING COMMITTEE REPORT

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Town Administrator Fred Blanco presented the Building Report.

19. SEPTEMBER 2021 FINANCIAL REPORT - TOWN ADMINISTRATOR

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Town Administrator Fred Blanco presented the financial report for September 2021.

20. OCTOBER 2021 POLICE REPORT - POLICE CHIEF

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Police Chief Robert Tyler presented the Police report for October 2021.

21. ADJOURN

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Motion to adjourn the meeting at 7:33 p.m. was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

BY: \_\_\_\_\_  
Fred Blanco, Town Administrator

APPROVED: \_\_\_\_\_  
Maribel B. Guerrero, Mayor

DATE: \_\_\_\_\_

# 6. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor



3301 Carmen Avenue  
Rancho Viejo, Texas 78575  
Phone (956) 350-4093 Fax (956) 350-4156

## DECLARATION OF LOCAL DISASTER FOR PUBLIC HEALTH EMERGENCY

**WHEREAS,** BEGINNING IN DECEMBER 2019, A NOVEL CORONAVIRUS, NOW DESIGNATED COVID-19, WAS DETECTED IN WUHAN CITY, HUBEI PROVINCE, CHINA, AND HAS SINCE SPREAD THROUGHOUT THE WORLD; AND

**WHEREAS,** SYMPTOMS OF COVID-19 INCLUDE FEVER, COUGHING, AND SHORTNESS OF BREATH, IN SOME CASES THE VIRUS HAS CAUSED DEATH; AND

**WHEREAS,** EXTRAORDINARY MEASURES MUST BE TAKEN TO CONTAIN COVID-19 AND PREVENT ITS SPREAD THROUGHOUT THE TOWN OF RANCHO VIEJO, INCLUDING THE QUARANTINE OF INDIVIDUALS, GROUPS OF INDIVIDUALS, AND PROPERTY AND, ADDITIONALLY, INCLUDING COMPELLING INDIVIDUALS, GROUPS OF INDIVIDUALS, OR PROPERTY TO UNDERGO ADDITIONAL HEALTH MEASURES THAT PREVENT OR CONTROL THE SPREAD OF DISEASE; AND

**WHEREAS,** ON MARCH 20, 2020, THE MAYOR OF THE TOWN OF RANCHO VIEJO DECLARED A LOCAL STATE OF DISASTER, WHICH HAS BEEN RENEWED BY THE BOARD OF ALDERMEN BY RESOLUTION ADOPTED ON APRIL 14, 2020, MAY 12, 2020, JUNE 9, 2020, JULY 14, 2020, AUGUST 11, 2020, SEPTEMBER 8, 2020, OCTOBER 12, 2020, NOVEMBER 17, 2020, DECEMBER 8, 2020, JANUARY 12, 2021, FEBRUARY 9, 2021, MARCH 9, 2021, APRIL 13, 2021, MAY 11, 2021, JUNE 8, 2021, JULY 13, 2021, AUGUST 10, 2021, SEPTEMBER 14, 2021, OCTOBER 12, 2021 AND NOVEMBER 9, 2021.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO:**

1. THAT A LOCAL STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY IS HEREBY DECLARED FOR THE TOWN OF RANCHO VIEJO, TEXAS PURSUANT TO SECTION §418.108(A) OF THE TEXAS GOVERNMENT CODE.

2. PURSUANT TO §418.108(B) OF THE GOVERNMENT CODE, THE STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY SHALL CONTINUE FOR A PERIOD OF NOT MORE THAN THIRTY DAYS STARTING DECEMBER 20, 2021 TO JANUARY 19, 2022, UNLESS CONTINUED OR RENEWED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO.
3. PURSUANT TO §418.108(C) OF THE GOVERNMENT CODE, THIS DECLARATION OF A LOCAL STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY SHALL BE GIVEN PROMPT AND GENERAL PUBLICITY AND SHALL BE FILED PROMPTLY WITH THE TOWN ADMINISTRATOR.
4. PURSUANT TO §418.108(D) OF THE GOVERNMENT CODE, THIS DECLARATION OF A LOCAL STATE OF DISASTER ACTIVATES THE TOWN'S EMERGENCY MANAGEMENT PLAN.
5. THAT THIS PROCLAMATION SHALL TAKE EFFECT STARTING DECEMBER 20, 2021 TO JANUARY 19, 2022, UNLESS TERMINATED EARLIER BY OPERATION OF LAW OR FURTHER ACTION OF THE BOARD OF ALDERMEN.

ORDERED THIS 14<sup>TH</sup> DAY OF DECEMBER 2021, PURSUANT TO THE ACTION OF THE BOARD OF ALDERMEN ON SAID DATE.

MARIBEL B. GUERRERO,

TOWN OF RANCHO VIEJO MAYOR  
RANCHO VIEJO, TEXAS

# 7. Street Committee Report

# 8. November 2021 Police Report – Police Chief

9. Executive Session:  
Pursuant to the Following  
Section of the Texas  
Government Code: Section  
551.074 To Consider the  
Reappointment, Employment,  
Evaluation, or Duties of the  
Town Administrator and to  
Consider a New Proposed  
Contract for The Town  
Administrator



# 10. Possible action on matters discussed in Executive Session

# 11. Adjourn