



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
OCTOBER 12, 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 OCTOBER 12, 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 September 14, 2021
6. Announcement – Fall Sweep Cleanup Event and Arbor Day Celebration - Saturday, November 13, 2021, from 9:00 A.M. to 12:00 P.M.
7. Consideration/Action on Resolution for Venue Project in Cameron County
8. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor
9. Consideration/Action on Agreement for General Counsel Representation for the Town of Rancho Viejo
10. Consideration/Action to Designate an Auditor for Fiscal Year Ending September 30, 2021
11. Discussion/Action on Purchasing Policy Amendment
12. Street Committee Report
13. Strategic Planning Committee Report
14. Building Committee Report
15. September 2021 Police Report - Police Chief
16. Adjourn

Fred Blanco by E.S.

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 REGULAR 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 October 8, 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:

Fred Blanco by E.S.
Fred Blanco, Town Administrator

1. Call to Order

2. Roll Call

3. Invocation and Pledge

4. Public Comment

5. Approval of Minutes-
Regular Meeting
September 14, 2021

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
September 14, 2021

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, September 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

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

2. ROLL CALL

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

Laura Kaechele
Marcos Ricoy
David Tumlinson
Javier Vera
Alfredo Hernandez

A quorum was present at the meeting.

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

Those present in the audience were:

Rose Jaramillo Alejandro Farias
JL Jaramillo Alex Meade
Robert Wessel

3. INVOCATION AND PLEDGE

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

4. PUBLIC COMMENT

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

Alejandro Farias mentioned that he was concerned about the speeding on Morelos Ave.

JL Jaramillo expressed his frustration and concern with the construction on Balboa.

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

5. APPROVAL OF MINUTES – SPECIAL MEETING AUGUST 4, 2021, REGULAR MEETING AUGUST 10, 2021, SPECIAL MEETING AUGUST 25, 2021, SPECIAL MEETING SEPTEMBER 7, 2021

Motion to approve the minutes contingent upon a correction to item #6 in regular meeting minutes August 10, 2021 was made by Alderman Hernandez, seconded by Alderman Ricoy and carried unanimously.

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

Motion to approve the extension of the disaster declaration was made by Alderman Hernandez, seconded by Alderwoman Kaechele and carried unanimously.

7. CONSIDERATION/ADOPTION OF BUDGET ORDINANCE FOR FISCAL YEAR OCTOBER 1, 2021, TO SEPTEMBER 30, 2022

Motion to adopt the budget ordinance for fiscal year 2021-2022 was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

8. CONSIDERATION/RATIFICATION OF THE PROPERTY TAX (REVENUE) INCREASE REFLECTED IN THE BUDGET FOR FISCAL YEAR OCTOBER 1, 2021, TO SEPTEMBER 30, 2022

Motion was made by Alderman Hernandez, to adopt a tax rate of .450000, which is effectively a 0.611494 percent increase in the no new revenue tax rate, it was seconded by Alderman Vera and unanimously carried.

9. CONSIDERATION/ADOPTION OF ORDINANCE TO ESTABLISH AD VALOREM TAX RATE TO PROVIDE FOR BUDGET EXPENSES FOR FISCAL YEAR 2021 – 2022

Motion was made by Alderman Tumlinson, seconded by Alderwoman Kaechele and unanimously carried, to pass, adopt and approve the ORDINANCE ESTABLISHING THE AD VALOREM AND PERSONAL PROPERTY TAX RATE FOR THE TAX YEAR 2021, SETTING THE ASSESSED VALUATION AT ONE HUNDRED PERCENT (100%) OF THE FAIR MARKET VALUE, PROVIDING FOR A HOMESTEAD EXEMPTION OF \$5,000, PROVIDING FOR DISCOUNTS IN THE EVENT OF EARLY PAYMENT, AND PROVIDING FOR PENALTY AND INTEREST IN ACCORDANCE WITH STATE LAW AND PROVIDING FOR SEVERABILITY. The total tax rate adopted was \$.450000.

10. 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 OCTOBER 15, 2021

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

11. CONSIDERATION/ACTION TO CAST OFFICIAL BALLOT FOR THE TML HEALTH BENEFITS POOL - 2021 BOARD OF TRUSTEES – TML REGION 12, TERM OF OFFICE OCTOBER 1, 2021 – SEPTEMBER 30, 2024

Motion to nominate Wendi Delgado for the Board of Trustees-TML Region 12 was made by Alderman Tumlinson and carried as follows:

4 Ayes by Alderman Tumlinson, Alderman Vera, Alderman Ricoy, Alderman Hernandez
1 Nay by Alderwoman Kaechele

12. CONSIDERATION/ACTION OF DEPOSITORY APPLICATIONS AND DEPOSITORY CONTRACT FOR TWO YEARS WITH THE POSSIBILITY OF THREE ONE YEAR EXTENSIONS AT THE TOWN'S OPTION

Motion was made by Alderman Tumlinson, seconded by Alderman Ricoy, and unanimously carried, to approve the Depository Contract with Texas Regional Bank for two years with the possibility of three one-year extensions at the Town's option.

13. CONSIDERATION/APPROVAL TO ADVERTISE FOR PROPOSALS FOR AUDITOR SERVICES FOR SEPTEMBER 30, 2021

Motion to approve the advertisement of proposals for auditors services was made by Alderwoman Kaechele, seconded by Alderman Ricoy and carried unanimously.

14. DISCUSSION/ACTION ON PURCHASING POLICY AMENDMENT

Item was moved out of sequence to be discussed after item #5.

Motion to table was made by Alderman Vera, seconded by Alderman Ricoy and carried unanimously.

15. STREET COMMITTEE REPORT

Alderman Vera updated the Board and audience on the status of the paving and street improvements on several streets of the Town including Cortez Avenue, Balboa Avenue, Hidalgo by VMUD, Carmen /Zapata LS Rehab, Rehab lift station, Carmen/Morelos intersection.

16. STRATEGIC PLANNING COMMITTEE REPORT

There were no reports.

17. BUILDING COMMITTEE REPORT

Town Administrator gave the Building Committee Report.

18. SET TIME AND DATE FOR WORKSHOP TO DISCUSS REVISIONS/REORGANIZATION OF BUILDING CODE ORDINANCES

It was agreed amongst the Board to set the date and time for the workshop for October 20, 2021 at 6 p.m.

19. SET TIME AND DATE FOR WORKSHOP TO DISCUSS SHORT TERM RENTALS THROUGH AGENCIES SUCH AS HOMEAWAY, VRBO, AIRBNB, TRIPADVISOR AND BOOKING.COM OR SIMILAR AGENCIES

It was agreed amongst the Board to set the date and time for the workshop for October 27, 2021 at 6 p.m.

20. JULY 2021 FINANCIAL REPORT - TOWN ADMINISTRATOR

Town Administrator Fred Blanco presented the July 2021 Financial report.

21. CONSIDERATION/ACTION ON BUDGET AMENDMENTS FOR 2020/2021

Motion to approve the budget amendments for fiscal year 2020-2021 was made by Alderman Vera, seconded by Alderman Tumlinson and carried unanimously.

22. AUGUST 2021 POLICE REPORT - POLICE CHIEF

Chief Robert Tyler presented the August 2021 Police Report

23. ADJOURN

Motion to adjourn the meeting at 7:21 was made by Alderman Tumlinson, seconded by Alderwoman Kaechele and carried unanimously.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Maribel B. Guerrero, Mayor

DATE: _____

6. Announcement – Fall
Sweep Cleanup Event
and Arbor Day
Celebration - Saturday,
November 13, 2021, from
9:00 A.M. to 12:00 P.M.

7. Consideration/Action on Resolution for Venue Project in Cameron County

RESOLUTION NO.

A RESOLUTION BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, COUNTY OF CAMERON, STATE OF TEXAS TO EXPRESS ITS SUPPORT OF THE EFFORTS TO IMPROVE THE QUALITY OF LIFE WITHIN OUR COMMUNITY AND TO ENHANCE LOCAL OPPORTUNITIES TO HOST LARGE CONCERTS, MAJOR ATTRACTIONS AND COMMUNITY EVENTS SUCH AS GRADUATION CEREMONIES AS WELL AS ENHANCE THE ECONOMIC STIMULUS THAT WILL BENEFIT ALL BUSINESSES WITHIN OUR REGION AND COUNTY THAT PROVIDE FOR HOSPITALITY AND ENTERTAINMENT SERVICES.

WHEREAS, the Rio Grande Valley is known for its favorable climate, tropical breeze, and sunny days and the people of the Rio Grande Valley enjoy beach going, golfing, bicycling, fishing, hiking and other outdoor activities. They also enjoy entertainment and attractions; and

WHEREAS, the Rio Grande valley possesses certain venues and arenas to host similar entertainment events that the people of our region and county travel for many miles to attend and will continue to enjoy such unique shows; and

WHEREAS, the Board of Aldermen of the Town of Rancho Viejo supports initiatives that will bring visitors to our region and county, utilize our airports, generate hotel stays, support our restaurants and local business and retailers; and

WHEREAS, the Board of Aldermen of the Town of Rancho Viejo recognizes that improvement in the quality of life for our community benefits all within the region and county by providing those economic assets necessary to attract businesses and industries interested in locating in our area; and

WHEREAS, such a planned venue can provide a focal point for many activities both inside and outside taking advantage of partnerships between educational institutions, governmental entities, and private interests.

NOW, THEREFORE, WE THE BOARD OF ALDERMEN of the Town of Rancho Viejo, Texas, by virtue of the authority vested by the charter of said Town, and on behalf of the residents of our community whole-heartily endorse the "Cameron County Venue Arena Project" to be located at the crossroads of interstate 69e and state highway 100 nestled within the nearby resacas and mesquites as a quality of life project that will benefit all the people of our area and we support the voter ballot initiative that adds this visitor venue tax supported project to the list of already completed and successful projects that currently serve our community.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo on this the 12TH day of October, 2021.

Town of Rancho Viejo

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

8. 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 AND SEPTEMBER 14, 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 OCTOBER 20, 2021 TO NOVEMBER 19, 2021, 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 OCTOBER 20, 2021 TO NOVEMBER 19, 2021, UNLESS TERMINATED EARLIER BY OPERATION OF LAW OR FURTHER ACTION OF THE BOARD OF ALDERMEN.

ORDERED THIS 12TH DAY OF OCTOBER 2021, PURSUANT TO THE ACTION OF THE BOARD OF ALDERMEN ON SAID DATE.

MARIBEL B. GUERRERO,

TOWN OF RANCHO VIEJO MAYOR
RANCHO VIEJO, TEXAS

9. Consideration/Action on Agreement for General Counsel Representation for the Town of Rancho Viejo

10. Consideration/Action to
Designate an Auditor for
Fiscal Year Ending
September 30, 2021

11. Discussion/Action on Purchasing Policy Amendment

TOWN OF RANCHO VIEJO, TEXAS

PURCHASING POLICY LIMITS

ADOPTED BY BOARD OF ALDERMEN ON (DATE)

I. Purchasing Limits and Requirements

Purchases under \$1,000

(Open Market, Approval by Mayor, Town Administrator, or Chief of Police)

Planned purchases of up to and including \$1,000.00 shall be approved by the Mayor, the Town Administrator, or (for police-related purchases) the Chief of Police. Such purchases may be made in the open market, after such inquiry as the requesting party deems necessary to ensure that the price obtained is the most advantageous to the Town. Neither written nor verbal quotations are required for these purchases.

Purchases from \$1,000 to \$3,000.00

(Open market, Mayoral approval)

For planned purchases of less than \$3,000.00, the employee requesting the purchase shall complete a Purchase Requisition. The Purchase Requisition shall indicate the budget line item against which the purchase shall be charged. The Purchase Requisition shall be approved by the Mayor and shall then be submitted to the Town Administrator, who shall verify that there are sufficient funds in the budget to support the purchase. Such purchases may be made in the open market, preferably from a vendor maintaining a place of business within the Town's geographic limits, after the Town Administrator has made such inquiry as he/she deems necessary to insure that the price obtained is the most advantageous to the Town. Neither written nor verbal quotations are required for purchases less than \$3,000.00.

Purchases from \$3,001 to \$5,000.00

(Oral Quotes, Mayoral Approval)

For planned purchases of \$3,000.00 or more but less than \$5,000.00, the employee requesting the purchase shall complete a Purchase Requisition. The Purchase Requisition shall indicate the budget line item against which the purchase shall be charged. The Purchase Requisition shall be approved by the Mayor, and shall then be submitted to the Town Administrator, who shall verify that there are sufficient funds in the budget to support the purchase. The Town Administrator or his designee shall solicit oral quotations from at least three suppliers, preferably those maintaining a place of business within the Town's geographic limits. The information obtained shall be listed on the Purchase Requisition Worksheet and the written quotations shall be attached to it. The Purchase Requisition shall then be submitted to the Mayor for Approval, and the Town Administrator for processing.

Purchases from \$5,000.00 to less than \$10,000.00

(Written quotes, Mayoral approval)

*For planned purchases of \$5,000.00 or more but less than \$10,000.00, the employee requesting the purchase shall complete a Purchase Requisition. The Purchase Requisition shall indicate the budget line item against which the purchase shall be charged. The Purchase Requisition shall be approved by the Mayor, and then submitted to the Town Administrator, who shall verify that there are sufficient funds in the budget to support the purchase. The Town Administrator or his designee shall solicit **written** quotations from at least three suppliers, preferably those maintaining a place of business within the Town's geographic limits. The information obtained shall be listed on the Purchase Requisition Worksheet and the written quotations shall be attached to it. The Purchase Requisition shall then be submitted to the Mayor for Approval, and the Town Administrator for processing.*

Purchases of \$10,000.00 to less than \$20,000.00

(Sealed quotes, Mayoral approval)

For planned purchases of \$10,000.00 or more but less than \$20,000.00, the Town Administrator shall complete a Purchase Requisition. The Purchase Requisition shall indicate the budget line item against which the purchase shall be charged. The Purchase Requisition must be approved by the Town Administrator, who shall verify that there are sufficient funds in the budget to support the purchase, and the Mayor. The Town Administrator shall solicit sealed, written quotations from at least three suppliers, preferably those maintaining a place of business within the Town's geographic limits. Sealed quotations for a particular purchase shall be opened at a pre-designated time by the Town Administrator and witnessed by the Mayor or a member of the Board of Aldermen. The information obtained shall be listed on the Purchase Requisition Worksheet and the written quotations shall be attached to it. The Purchase Requisition shall then be submitted to the Mayor for Approval, and the Town Administrator for processing.

Purchases of \$20,000.00 to less than \$50,000.00

(Sealed quotes, Board approval)

For planned purchases of \$20,000.00 to less than \$50,000.00, the Town Administrator shall complete a Purchase Requisition. The Purchase Requisition shall indicate the budget line item against which the purchase shall be charged, and shall verify that there are sufficient funds in the budget to support the purchase. The Purchase Requisition must be approved by the Mayor. The Town Administrator shall solicit sealed, written quotations from at least three suppliers, preferably those maintaining a place of business within the Town's geographic limits. Sealed quotations for a particular purchase shall be opened at a pre-designated time by the Town Administrator and witnessed by the Mayor or a member of the Board of Aldermen. The information obtained shall be listed on the Purchase Requisition Worksheet and the written quotations shall be attached to it. The Town Administrator shall then place an item on the agenda for the next Board of Aldermen meeting to request that the Board of Aldermen award the purchase.

In soliciting quotations from suppliers, the Requesting Party must assure that there is a comprehensive effort to include as many eligible suppliers in the process as possible. Utilization of electronic means of solicitation should be a part of the process, and the practice of creating and using bidder lists is encouraged. At a minimum, the solicitation shall be placed on the Town's website.

\$50,000 OR MORE

(Advertised Competitive Sealed bids or proposals, Board approval)

For purchases of \$50,000.00 or more, the Town Administrator shall place an item on the agenda for the next Board of Aldermen meeting to request authority to solicit sealed competitive bids or sealed proposals as appropriate under law. The agenda item backup shall indicate the budget line item against which the purchase will be charged and will verify that there are sufficient funds in the line item to support the purchase. Bids for purchases of \$50,000.00 or more that have received Board approval as itemized in this section, will be opened by Town Administrator, and witnessed by the Mayor or a member of the Board of Aldermen. The Town Administrator shall then place an item on the agenda for the next Board of Aldermen meeting to request that the Board of Aldermen award the purchase.

II. Emergency Purchases

Chapter 252 of the Texas Local Government Code exempts emergency purchases from competitive bidding requirements. This language would supplement that Chapter.

The Mayor may make emergency purchases or contracts or emergency amendments to existing purchase orders or contract in an amount that exceeds the amount authorized for routine purchases or contracts (but not to exceed \$10,000.00) if the purchases are for:

- A. An item that must be purchased in a case of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the Town;*
- B. An item necessary to preserve or protect the public health or the safety of the residents of the Town;*
- C. An item made necessary by unforeseen damage to the public machinery, equipment, or other property.*
- D. Before making an emergency purchase in excess of \$10,000.00, the Mayor shall make reasonable efforts to convene an emergency meeting of the Board of Aldermen. Otherwise, the Mayor shall notify the Board of Aldermen of any purchase made under this section no later than 48 hours after the purchase is made.*
- E. A Purchase Requisition must be completed and submitted for processing within two working days following the date of the emergency purchase. This Purchase Requisition and the resulting Purchase Order are to be prepared following the procedures for a planned purchase. The box "Emergency Purchase" on the Purchase Requisition is to be marked.*
- F. Competitive quotation and bidding requirements are waived for emergency purchases. Signature authority must still be met. Emergency purchases of \$10,000.00 and greater*

must be reported to the Board of Aldermen in open session at their next meeting for ratification.

III. Necessity of Contract

All contracts must be approved by the Board of Aldermen, in open session at a meeting posted in accordance the Texas Open Meetings Act. The following types of transactions must be supported by a written contract:

- A. All construction projects, regardless of amount;*
- B. All purchases of personal or professional services, regardless of amount;*
- C. All planned purchases in excess of \$20,000.00;*
- D. All sales, purchases, or leases of real property;*

IV. BuyBoard Purchasing

The Town may, whenever practicable, take advantage of the cooperative purchasing programs that have been or may be established by organizations of government under Section 271.102 of the Local Government Code which perform purchasing services for local governments. Purchases that are made through a cooperative purchasing program established under Subchapter F of Chapter 271 of the Local Government Code are deemed to be in compliance with all competitive bidding requirements.

V. Definitions

The term "purchase" in this policy refers to all purchases of goods or services required for the operation of the Town of Rancho Viejo. The term does not include an installment or other payments made pursuant to a contract approved by the Board of Aldermen, nor does it apply to periodic payments on regular open accounts such as utility accounts.

The term "emergency purchase" means (1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the Town's residents or to preserve the property of the Town; (2) a procurement necessary to preserve or protect the public health or safety of the Town's residents; or (3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property.

The term "planned purchase" means a non-emergency purchase.

12. Street Committee Report

13. Strategic Planning Committee Report

14. Building Committee Report

15. September 2021 Police Report - Police Chief

16. Adjourn