



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
MARCH 8, 2022
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 MARCH 8, 2022, 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 February 8, 2022, Special Meeting February 17, 2022
6. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor
7. Consideration/Action on an Election Equipment Lease Agreement with Cameron County
8. Consideration/Action on Resolution on Appointment of Election Judges, Appointment of Early Voting Ballot Board, and Rate of Pay for Election Judges
9. Discussion/Action to establish a Tree Preservation Ordinance
10. Street Committee Report
11. Building Committee Report
12. 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
13. Consideration/Action on Employment of Regular Police Officer and Setting of Salary
14. February 2022 Police Report –Police Chief
15. Adjourn

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 March 4, 2022 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, Town Administrator

1. Call to Order

by Mayor Guerrero

2. Roll Call

by Isabel Perales

Alderwoman Kaechele

Alderman Hernandez

Alderman Ricoy

Alderman Tumlinson

Alderman Vera

Legal Counsel, Daniel Rentfro.

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 February 8, 2022,
Special Meeting February 17, 2022

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
February 8, 2022

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, February 8, 2022, 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 Fred Blanco, Town Administrator. Members present at the meeting were:

Laura Kaechele

Marcos Ricoy

Javier Vera

Alfredo Hernandez

David Tumlinson

A quorum was present at the meeting.

Legal counsel, Daniel Rentfro and Town Administrator, Fred Blanco were also present at the meeting.

Those present in the audience were:

Rosa Weisse

Ulrich Weisse

Julie Moody

Mary Tagle

Belinda Mendez

Dr. & Mrs. P. Ramos

Cristian A. Wilt

Dianne Cross

Lyon Ray

Fabio Ramos

Lourdes Santos

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

Members and residents of Las Jacarandas, Ulrich Weisse, Cristian Wilt, Fabio Ramos, Julie Moody, and Belinda Mendez commented on potholes near Estrellas Ave.

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

5. APPROVAL OF MINUTES - REGULAR MEETING JANUARY 11, 2022:

Motion to approve the minutes was made by Alderman Vera, seconded by Alderwoman Kaechele and unanimously carried.

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

Motion to extend the disaster declaration filed with the office of the Governor from February 20, 2022, to March 19, 2022, was made by Alderman Hernandez , seconded by Alderman Tumlinson and carried unanimously.

7. CONSIDERATION/ACTION TO DESIGNATE THE TOWN OF RANCHO VIEJO TOWN HALL AS AN EARLY VOTING SITE FOR THE DEMOCRATIC AND REPUBLICAN PRIMARY ELECTIONS TO BE HELD ON MARCH 1, 2022:

Motion was made by Alderman Tumlinson, seconded by Alderman Ricoy and unanimously carried to designate the Town of Rancho Viejo Town Hall as an early voting site for the Democratic and Republican Primary Elections to be held on March 1, 2022.

8. CONSIDERATION/ACTION TO APPROVE THE LEXIS NEXIS SUBSCRIPTION AGREEMENT:

Motion was made by Alderman Hernandez, seconded by Alderwoman Kaechele and unanimously carried to approve the Lexis Nexis subscription agreement.

9. CONSIDERATION/ACTION TO APPROVE PROPOSAL SUBMITTED BY MPC STUDIOS FOR TOWN WEBSITE PRICE & TERMS:

Motion was made by Alderman Hernandez, seconded by Alderwoman Kaechele and unanimously carried to approve the proposal submitted by MPC Studios for Town website price and terms.

10. CONSIDERATION/ACTION ON POLICY FOR REFERRAL OF LEGAL MATTERS TO TOWN ATTORNEY:

Motion was made by Alderman Tumlinson, seconded by Alderman Hernandez and unanimously carried to approve policy for referral of legal matters to Town Attorney.

11. SET TIME AND DATE FOR AMERICAN RELIEF FUNDS WORKSHOP:

Time and date for American Relief Funds workshop was set for February 17, 2022, at 6 p.m.

12. 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 Avenida Balboa, and Estrellas Avenue.

13. BUILDING COMMITTEE REPORT:

Town Administrator Fred Blanco presented the Building Committee Report.

14. JANUARY 2022 POLICE REPORT –POLICE CHIEF:

Police Chief Robert Tyler presented the Police Report for January 2022.

15. ADJOURN:

Motion was made by Alderman Hernandez, seconded by Alderman Ricoy and unanimously carried to adjourn the meeting at 7:00 p.m.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Maribel B. Guerrero, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
February 17, 2022

A SPECIAL MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, February 17, 2022, 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 Fred Blanco, Town Administrator. Members present at the meeting were:

Laura Kaechele

Marcos Ricoy

Javier Vera arrived at 6:05 P.M.

Alfredo Hernandez

Members absent:

David Tumlinson

A quorum was present at the meeting.

Town Administrator, Fred Blanco was also present at the meeting.

Those present in the audience were:

Nancy Cuellar

3. WORKSHOP ON CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS:

Nancy Cuellar, T.D.E.M. representative made a presentation and answered questions on the C.L.F.R. funds.

4. ADJOURN:

Motion was made by Alderwoman Kaechele, seconded by Alderman Ricoy, and unanimously carried to adjourn the meeting at 7:05 P.M.

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, NOVEMBER 9, 2021, DECEMBER 14, 2021, JANUARY 11, 2022, AND FEBRUARY 8, 2022.

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 MARCH 20, 2022 TO APRIL 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 MARCH 20, 2022 TO APRIL 19, 2022, UNLESS TERMINATED EARLIER BY OPERATION OF LAW OR FURTHER ACTION OF THE BOARD OF ALDERMEN.

ORDERED THIS 8TH DAY OF MARCH 2022, PURSUANT TO THE ACTION OF THE BOARD OF ALDERMEN ON SAID DATE.

MARIBEL B. GUERRERO,

TOWN OF RANCHO VIEJO MAYOR
RANCHO VIEJO, TEXAS

7. Consideration/Action on an Election Equipment Lease Agreement with Cameron County

THE STATE OF TEXAS §

CAMERON COUNTY §

LEASE AGREEMENT

ELECTION EQUIPMENT

This Lease is made and entered into this March 4, 2022 by and between Cameron County, hereinafter called "Lessor", and Town of Rancho Viejo, hereinafter called "Lessee".

In the consideration of the mutual covenants and agreements herein set forth, and other good and valuable consideration, Lessor does lease to Lessee One (1) Automark(s) (Voter Assist Terminals), version 1.8.6.1 at \$540.00 each, Two (2) DS200 Scanner (precinct counter) version 2.12.2.0 at \$595.50 each, hereinafter called "Equipment".

I.

Terms

The term of this Lease shall be for the period of April 25, 2022 through May 7, 2022 consisting of the early voting and Election Day period as related to the May 7, 2022 Election. The Lessee agrees to make arrangements to pick up the leased equipment on April 18, 2022 at 8:30 a.m. at the County Elections Warehouse, 1006 E. Monroe St., Brownsville, Texas from the Lessor. At the end of the lease, the Lessee agrees to deliver the leased equipment in its original condition to the County Elections Warehouse, 1006 E. Monroe St., Brownsville, Texas by 8:30 a.m. on May 16, 2022 same date being the expiration of the lease. The Lessee will make own arrangements to pick up and also deliver the equipment from and to Lessor.

Delivery of the equipment past three (3) working days of the canvass date will incur a penalty of 10% of the total lease amount under Section II, Consideration

II.

Consideration

In consideration for the use of the equipment, Lessee agrees to pay the sum of one thousand seven hundred and thirty-one dollars and zero cents (\$1,731.00). This Equipment Lease excludes any additional services such as programming for equipment, ballot layout, ballot production, etc. These services are available through Election Systems & Software, designated authorized vendor certified by the Secretary of State's Office, and are the responsibility of the Lessee. This agreement is intended to cover only the leasing of the voting equipment and any additional work on or testing or programmed equipment is the sole responsibility of the Lessee. If the County Elections Office is requested to deliver the leased equipment to the lessee at their locations and, or pick up the leased equipment from the lessee at their locations, the county may charge \$15.00/hr with a minimum of 2 hours and mileage at .545/mile for both delivery and/or pick up.

III.

Maintenance

Lessee agrees and covenants to keep and maintain in good repair all equipment during the term of this lease. In the event that any repairs are necessary due to negligence by Lessee, Lessee agrees to utilize the Elections Systems & Software Company to provide the repair service and to pay for any repairs.

IV.
Improvements and Major Repairs

Lessee may not make any alterations, additions or improvements to the equipment.

V.
No Partnership

This Lease shall not give rise to a partnership relationship between the parties hereto. Neither party shall have the authority to bind the other without its written consent.

VI.
Indemnification

Lessee agrees and covenants to indemnify and hold Lessor harmless against any and all claims, demands, damages, costs, and expenses, including reasonable attorney fees for the defense, thereof, arising from the conduct or management of Lessee's business or its use of the equipment. In the event that any action or proceeding is brought against Lessor by reason of any of the above, Lessee further agrees and covenants to defend the action of proceeding by legal counsel acceptable to Lessor.

VII.
No Assignment or Sublease

Lessee may not assign this Lease without the prior written consent of Lessor.

VIII.
Notices

All notices to Lessor shall be sent by certified or registered mail, addressed to: Cameron County Elections Department, P.O. Box 3587, Brownsville, Texas 78523, or at such other address as the County may otherwise designate. All Notices to leases shall be sent or certified or registered mail, addressed to: Fred Blanco, Town Administrator, Town of Rancho Viejo, or at such other address as lessee may otherwise designate in writing.

IX.
Breach

If Lessor or Lessee fail to carry out any provision of this Lease, the other party shall have the right to terminate this Lease with three (3) days written notice, hand delivered to the other party.

X.
Entire Agreement -- Amendment

This Lease shall constitute the entire understanding of the parties hereto with respect to the subject matter hereof, and no amendment, modification, or alteration of the terms hereof shall be binding unless the same be in writing, dated subsequent to the date hereof, and duly executed by the parties hereto.

XII.
Law Governing Venue

This Lease shall be governed by and construed in accordance with the laws of the State of Texas, and the obligations and undertaking of each of the parties to this lease shall be performable in Cameron County, Texas.

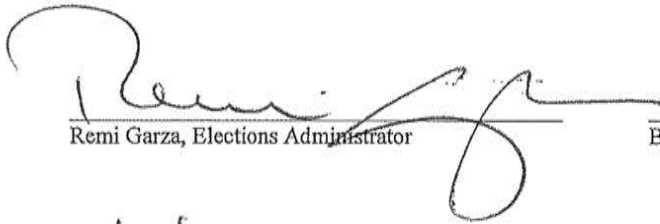
IN WITNESS WHEREOF, the undersigned Lessor and Lessee hereto executed this Lease as of the day and year above written.

LESSOR:

LESSEE:

County Elections/Voter Registration Office

Town of Rancho Viejo, Fred Blanco, Town Administrator



Remi Garza, Elections Administrator

By: _____

3/4/22
Date

Date



REMI GARZA, CERA
ELECTIONS ADMINISTRATOR

March 4th, 2022

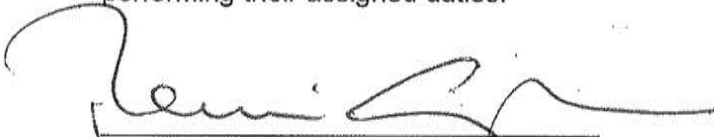
House Bill 2524, SOS Election Advisory No. 2009-14
RE: Conducting Criminal Background Check

PURPOSE:

To secure and ensure the purity of the Elections conducted by the Cameron County Elections/Voter Registration Department.

Certification:

The Cameron County Elections/Voter Registration Office Certifies that a criminal background check has been conducted, in compliance with Texas Election Code § 129.051 (g), enacted by the 81st Texas Legislature in House Bill 2524 and which went into effect on September 1, 2009, on all employees, permanent and temporary, that may program, test, perform maintenance, transport equipment, or perform maintenance, transport equipment, or perform technical support on the voting system equipment for all election has been performed by the Cameron County Office of Human Resources. We report no findings that would prevent our department employees from performing their assigned duties.



Remi Garza, Elections Administrator

3/4/22

Date

Please Note: The department of Elections & Vote Registration is not conducting an Election for The Town of Rancho Viejo. Therefore, we are not responsible for the programming nor their Election Process.

8. Consideration/Action on
Resolution on Appointment
of Election Judges,
Appointment of Early Voting
Ballot Board, and Rate of Pay
for Election Judges

RESOLUTION NO.

A RESOLUTION ON APPOINTMENT OF ELECTION
JUDGES, APPOINTMENT OF EARLY VOTING BALLOT
BOARD, AND RATE OF PAY FOR ELECTION JUDGES

WHEREAS, an election has been ordered for the purpose of voting for three(3) Aldermen for the Town of Rancho Viejo, Texas on May 7, 2022.

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS:

Section 1. The following named persons are hereby appointed as officers of said election, to wit:

Silvia Leyendecker
Presiding Judge

Rita Conde
Alternate Presiding Judge

and Belinda Mendez, Clerk to assist in holding said election, and said presiding judge shall be paid \$12.00 per hour and said alternate presiding judge and clerk shall be paid \$11.00 per hour.

Section 2. The Early Voting Ballot Board shall be appointed as follows: Esiquio (Zeke) Luna, Presiding Judge, Andrea Luna, Alternate Presiding Judge, and Filiberto Conde, Clerk. Said Early Voting Ballot Board shall serve as the central counting station for the early voting electronic system ballots. Said presiding judge shall be paid \$12.00 per hour and said alternate presiding judge and clerk shall be paid \$11.00 per hour.

PASSED, ADOPTED AND APPROVED this the 8th day of March 2022.

Town of Rancho Viejo

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

9. Discussion/Action to establish a Tree Preservation Ordinance

10. Street Committee Report

11. Building Committee Report

February 2022 Permits

<i>February 2022 PERMITS</i>	<i># of Permits</i>	<i>New Homes</i>	<i>Cost of Const.</i>	<i>Fee Total:</i>
<i>Permit Totals:</i>	13	1	\$ 596,510.00	\$ 4,261.27

YTD TOTALS

	<i># of Permits</i>	<i>New Homes</i>	<i>Cost of Const.</i>	<i>Fee Total:</i>
	60	9	\$ 3,761,933.46	\$ 27,156.11

12. 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

RESOLUTION NO.

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

WHEREAS, The Town Of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo, Texas, that the Operation Local Border Security be operated for the 2023 grant cycle; and

WHEREAS, the Town of Rancho Viejo agrees that in the event of loss or misuse of the Homeland Security Grants Division funds, Rancho Viejo Police Department assures that the funds will be returned to the Homeland Security Grants Division in full; and

WHEREAS, the Town of Rancho Viejo designates Mayor Maribel B. Guerrero as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Rancho Viejo, Texas, to approve submission of the grant application for the Operation Local Border Security to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 2993608 (Continuation Project)

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a Regular meeting on this the 8th day of March 2022.

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

13. Consideration/Action on Employment of Regular Police Officer and Setting of Salary

14. February 2022 Police Report –Police Chief

15. Adjourn