



NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
FEBRUARY 13, 2024  
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 FEBRUARY 13, 2024, 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 January 16, 2024
6. Rotary Club of Rancho Viejo Proclamation
7. American Rescue Plan Act (ARPA) Multi-Use Facility Project Update
8. Comprehensive Plan Update
9. 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
10. 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 Texas Department of Transportation, Traffic Safety Division, STEP COMPREHENSIVE GRANT
11. 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, Public Safety Office Division, OPERATION LONE STAR GRANT PROGRAM
12. January 2024 Police Report – Police Chief
13. 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 February 9, 2024 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

Alderman Alfredo Hernandez

Alderman Mark Johnson

Alderwoman Laura Kaechele

Alderman Marcos Ricoy

Alderman Javier Vera

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Fred Blanco

Police Chief, Robert Tyler.

### 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:

*"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 January 16, 2024

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
JANUARY 16, 2024

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, January 16, 2024, 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 Pro-Tem Javier Vera at 6:05 PM.

2. ROLL CALL:

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Roll call was made by Isabel Perales, Assistant Town Secretary.

Members present at the meeting were:

Alfredo Hernandez, Laura Kaechele, Marcos Ricoy, and Javier Vera

*Mayor Guerrero arrived at 6:10 PM*

Members absent: Mark Johnson

A quorum was present at the meeting.

Legal counsel David Irwin, Town Administrator Fred Blanco, and Police Chief Robert Tyler were also present at the meeting.

Those present in the audience were:

William Mooney

Maria Mooney

Karen Waters

Jorge Cruz

Ryan Waters

Jose Munoz, Guzman & Munoz Engineering & Surveying

via web: Roxanna Salas, Plains Capital Bank

3. INVOCATION AND PLEDGE:

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

4. PUBLIC COMMENT:

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Mayor Pro-Tem Vera opened the public hearing. There were no comments from the public.

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

5. APPROVAL OF MINUTES – REGULAR MEETING DECEMBER 12, 2023:

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Motion was made by Alderman Hernandez, seconded by Alderwoman Kaechele, and unanimously carried, to approve the minutes of a Regular Meeting held on December 12, 2023, as written.

6. CONSIDERATION/ACTION TO APPROVE TEXAS REGIONAL BANK'S REQUEST TO RELEASE PLEDGED SECURITIES:

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Motion was made by Alderwoman Kaechele, seconded by Alderman Ricoy, and unanimously carried, to approve the request from Texas Regional Bank to release the pledged securities as requested.

7. CONSIDERATION/ACTION TO APPROVE PLAINS CAPITAL BANK'S REQUEST TO RELEASE PLEDGED SECURITIES:

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Ms. Roxana Salas, Public Funds Officer with Plains Capital Bank stated that they were asking for authorization for the Town to release the pledged securities.

Motion was made by Alderwoman Kaechele, seconded by Alderman Hernandez, and unanimously carried, to approve the request from Plains Capital Bank to release the pledged securities as requested.

8. CONSIDERATION/ACTION ON APPROVAL OF STANDARDS OF CONDUCT AND CONFLICTS OF INTEREST POLICY:

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Motion was made by Alderwoman Kaechele, seconded by Alderman Ricoy, and unanimously carried, to approve the Standards of Conduct and Conflicts of Interest Policy to comply with ARPA regulations.

9. CONSIDERATION/ACTION ON CONTRACT WITH GMS ARCHITECTS, LLC FOR ARCHITECTURAL SERVICES FOR AN AMERICAN RESCUE PLAN ACT (ARPA) MULTI-USE FACILITY PROJECT:

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Mr. Rudy Gomez from GMS Architects, LLC explained some details of their proposal. He answered several questions from the Board.

Motion was made by Alderman Hernandez, seconded by Alderwoman Kaechele, and unanimously carried, to approve the proposal from GMS Architects, LLC for Architectural Services for an American Rescue Plan Act (ARPA) multi-use facility project.

10. CONSIDERATION/POSSIBLE ACTION TO APPROVE TASK ORDER NO. P972-01 WITH GUZMAN & MUNOZ ENGINEERING AND SURVEYING:

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Mr. Jose Munoz from Guzman & Munoz Engineering and Surveying stated that they will be evaluating the conditions of the roadways and comparing the evaluations to the last maintenance program and then reexamining the process of fixing the streets and come up with an updated maintenance program. This will include GIS mapping and the ability to continue to build on it. There will have to be some surveying and elevation studies to include certain streets and cul-de-sacs.

11. COMPREHENSIVE PLAN UPDATE:

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Mayor Guerrero and Fred Blanco, Town Administrator met with Edgar Sada from GrantWorks. They suggested several changes to the survey study. The final approval is pending so that GrantWorks can start sending out the surveys for residents' input and to be able to move forward.

12. REVIEW/APPROVAL OF INVESTMENT POLICY:

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Town Administrator Fred Blanco explained that there were some amendments to the investment policy. Paragraphs #1 and #3 the name was changed to our current bank, Plains Capital Bank and on page 2, the second to the last paragraph to reflect all different types of accounts.



Motion was made by Alderwoman Kaechele, seconded by Alderman Vera, and unanimously carried, to approve the Investment Policy to include the amendments mentioned above.

13. CONSIDERATION/APPROVAL 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 5, 2024:

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Motion was made by Alderman Hernandez, seconded by Alderwoman Kaechele, 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 5, 2024.

14. CONSIDERATION/APPROVAL OF A RESOLUTION ORDERING THE ELECTION FOR RANCHO VIEJO, DESIGNATION OF ELECTION PRECINCTS AND POLLING PLACES, DESIGNATION OF METHOD OF VOTING, SUBMISSION OF APPLICATION BY CANDIDATES, APPOINTMENT OF EARLY VOTING CLERK, AND PROVIDING FOR PUBLICATION NOTICE:

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Motion was made by Alderwoman Kaechele, seconded by Alderman Hernandez, and unanimously carried, to approve Resolution No. 388 - A RESOLUTION ORDERING THE ELECTION FOR RANCHO VIEJO, DESIGNATION OF ELECTION PRECINCTS AND POLLING PLACES, DESIGNATION OF METHOD OF VOTING, SUBMISSION OF APPLICATION BY CANDIDATES, APPOINTMENT OF EARLY VOTING CLERK, AND PROVIDING FOR PUBLICATION NOTICE.

15. TOWN ADMINISTRATOR'S REPORT – A. NOVEMBER 2023 FINANCIAL REPORT B. BUILDING COMMITTEE REPORT:

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Town Administrator Fred Blanco went over details for the November 2023 Financial Report as well as the Building Committee Report.

16. DECEMBER 2023 POLICE REPORT - POLICE CHIEF:

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Police Chief Tyler presented the December 2023 Police Report and went over some of the items for the Uniform Crime Reporting for the 2023 calendar year. Mayor Guerrero and the Board requested the Chief get quotes for additional cameras and lighting for security purposes and to address 'dark spots'.

17. EXECUTIVE SESSION: PURSUANT TO THE FOLLOWING SECTION OF THE TEXAS GOVERNMENT CODE: SECTIONS 551.071 AND 551.074 TO CONSIDER THE REAPPOINTMENT, EMPLOYMENT, EVALUATION, OR DUTIES OF THE TOWN ADMINISTRATOR AND TO CONSIDER A PROPOSED CONTRACT FOR THE TOWN ADMINISTRATOR:

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Motion was made by Alderwoman Kaechele, seconded by Alderman Ricoy, and unanimously carried, to go into EXECUTIVE SESSION, PURSUANT TO THE FOLLOWING SECTION OF THE TEXAS GOVERNMENT CODE: SECTION 551.071 AND 551.074 TO CONSIDER THE REAPPOINTMENT, EMPLOYMENT, EVALUATION, OR DUTIES OF THE TOWN ADMINISTRATOR AND TO CONSIDER A PROPOSED CONTRACT FOR THE TOWN ADMINISTRATOR, at 7:05 PM.

Motion was made by Alderwoman Kaechele, seconded by Alderman Hernandez, and unanimously carried, to reconvene to the regular meeting at 7:26 PM.

18. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION:

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Motion was made by Alderman Hernandez, seconded by Alderman Ricoy, and unanimously carried, to approve an extension of the contract with Fred Blanco, Town Administrator for one year with a 5% C.O.L.A. increase to retroact from 10/1/2023 - 9/30/2024.

19. ADJOURN:

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Motion was made by Alderman Vera, seconded by Alderman Hernandez, and unanimously carried to adjourn the meeting at 7:28 P.M.

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

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

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

# 6. Rotary Club of Rancho Viejo Proclamation

# 7. American Rescue Plan Act (ARPA) Multi-Use Facility Project Update

# 8. Comprehensive Plan Update

9. 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 Operation Local Border Security be operated for the 2025 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, the 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 the submission of the grant application for the Operation Local Border Security to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 2993610

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a Regular Meeting on this the 13<sup>th</sup> day of February 2024.

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

ATTEST:

\_\_\_\_\_  
Fred Blanco, Town Administrator

10. 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 Texas Department of Transportation, Traffic Safety Division, STEP COMPREHENSIVE 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 TEXAS DEPARTMENT OF TRANSPORTATION, TRAFFIC SAFETY DIVISION, STEP COMPREHENSIVE GRANT

WHEREAS, The Town of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo, Texas that the STEP Comprehensive Grant be operated for the 2025 FY grant cycle; and

WHEREAS, Town of Rancho Viejo agrees that in the event of loss or misuse of the Texas Department of Transportation, Traffic Safety Division funds, the Rancho Viejo Police Department assures that the funds will be returned to the TXDOT Traffic Safety 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 the submission of the grant application for the STEP Comprehensive Grant with the Texas Department of Transportation, Traffic Safety Division.

Grant Number: 2025-RanchoViejoPD-S-1YG-00075

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a Regular Meeting on this the 13<sup>th</sup> day of February 2024.

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

11. 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, Public Safety Office Division,  
**OPERATION LONE STAR GRANT PROGRAM**

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, PUBLIC SAFETY OFFICE DIVISION, OPERATION LONE STAR GRANT PROGRAM

WHEREAS, The Town of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo Texas that Operation Lone Star be operated for the 2025 grant cycle; and

WHEREAS, 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;

WHEREAS, 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 the submission of the grant application for Operation Lone Star Grant Program to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 5065301

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a regular meeting on this the 13<sup>th</sup> day of February 2024.

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

# 12. January 2024 Police Report -Police Chief



**RANCHO VIEJO POLICE DEPARTMENT**  
**MONTHLY STATISTICAL REPORT**  
 MONTH OF: January 2024  
 Chief Robert R. Tyler



I	PENAL CODE:	SECTOR	No.	Prior	YTD	ARST	COMMENTS
	SEXUAL ASSAULT						
	STALKING						
	ASSAULT FV		1				400 blk of Bolivar
	HARASSMENT						
	BURGLARY HAB						
	BURLGARY VEH		1				70th blk of Jacklyn
	THEFT (M)		1				3500 blk of Carmen
	THEFT (F)		1				attempt theft m/v
	FRAUD/CREDIT						
	CRIMINAL MISCHIEF		1				4400 blk of Carmen/no pros
	POSSESSION (M)						
	POSSESSION (F)		1			1	Felony Arrest/POCS
	Endangering Child						
	Indecency W/A Child						
	BAIL JUMPING FTA						
	DWI						
	Public Intox						
	DUTY STRIKING FIXT						
	CRIMINAL TRESPASS						
	UNLAWFUL RESTRT						
		<b>TOTAL</b>	<b>6</b>				
II	INCIDENT REPORTS:	SECTOR	NO.	Prior	YTD	Citation	COMMENTS
	DOMESTIC NV		1				
	Civil Dispute		1				1200 blk of Tesoro
	WELFARE CHECK		1				300 blk of Balboa
	Traffic Accident		1				800 blk of DeLeon
	Neighbor Disturbance		1				200 blk of Santa Ana
	DIST (Music) (K9)		1				Music/2000 blk of S/A
	Natural Death Report						
	Suspicious V/P						
	LOST/FOUND PROP		1				lost property 400 Balboa
	LIVESTOCK DIST						
	VEH IMPOUNDMENTS						
	ALARM RESIDENTIAL		8				
	EMS		7				
	FIRE		1				100 blk Carmen
	Agency ASSIST						
		<b>TOTAL</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	
III	TRAFFIC STOPS:		NO.	Prior	YTD	Collect	Warrants Issued
	Citations		25			\$208	

IV	TRAFFIC WARRANTS		NO.	CLRD	DIFF		
	WARRANTS		12	2	10		
V	SPEED TRAILER						
	AVENUE	POSTED		AVG.		TOP	
	CARMEN	25		26		35	
	CARMEN	35		32		45	
	MORELOS	25		22		35	
	TESORO	25		26		35	
	ESCANDON	25		28		35	
	SANTA ANA	25		23		35	
	SANTA ANA	15		20		25	
	ZAPATA	25		25		35	
	BALBOA	25		25		30	
	PIZARRO	25		25		30	
	CORTEZ	25		25		33	
	BOLIVAR	25		23		32	
	EL DORADO	25		25		30	
	RANCHO NUEVO	25		23		33	
	ALVARADO	25		24		35	
	HIDALGO	25		28		32	
	DELEON	25		23		30	
		25		24.882		33.2353	
VI	POLICE MILEAGE:	Starting	Ending	Total	Gls	MPG	Miles Per Day
	C-21	53553	56216	2663	237.6	11.2079	
	F21 (OPSG)	26513	27,311	798	59	14	
	C-20 (OPSG)	82179	83379	1200	203.5	5.89681	OPSG 12.55 gal
	C16	49,706	50699	993	52	19.2442	
	F-18	0	0	0	0	0	out of rotation
	F17	108,267	109339	1,072	103	10	
	Totals	320218	280,217	6,726	655	10	
VII	CHIEF'S COMMENTS						
<ul style="list-style-type: none"> <li>- illegal dumping reported 4600 Carmen Ave.</li> <li>- 4 undocumented person turned over to Border Patrol (traffic stop on Hidalgo &amp; Carmen)</li> <li>- Recovered stolen vehicle and wanted person on 2100 block of El Dorado Ave. (Brownsville Police look out)</li> <li>- Vehicle Repo on the 100 block of Canteros</li> <li>- Violation of Protective Order/Conditions of Bond Investigation 500 block of Zapata Ave.</li> </ul>							

MUNICIPAL COURT REPORT - FILED CASES

RANCHO VIEJO MUNICIPAL COURT  
 Report For January 1, 2024 Thru January 31, 2024 Page: 1  
 FILEDST

Violations by Filed Date...

TRAFFIC	15	
CITY ORDINANCE	4	
STATE LAW	6	
<b>Total Filed Violations</b>		<b>25</b>

Completed Cases...

Paid Fine...		
TRAFFIC	0	
CITY ORDINANCE	0	
STATE LAW	0	
<b>Total Paid Fines</b>		<b>0</b>

Before Judge...		
TRAFFIC	1	
CITY ORDINANCE	0	
STATE LAW	0	
<b>Total Before Judge</b>		<b>1</b>
<b>Total Completed</b>		<b>1</b>

Other Completed...

DISMISSED AFTER DEFERRED ADJ.		
TRAFFIC	11	
CITY ORDINANCE	0	
STATE LAW	1	
<b>Total</b>		<b>12</b>

VOIDED DOCKET		
TRAFFIC	0	
CITY ORDINANCE	1	
STATE LAW	0	
<b>Total</b>		<b>1</b>
<b>Total Other Completed</b>		<b>13</b>
<b>Grand Total Completed</b>		<b>14</b>
<b>Net Difference Filed/Complete</b>		<b>11</b>

Warrants...

Issued...		
TRAFFIC	10	
CITY ORDINANCE	0	
STATE LAW	4	
<b>Total Violations</b>		<b>14</b>
<b>Total Warrants Issued</b>		<b>14</b>

Cleared...		
TRAFFIC	1	
CITY ORDINANCE	0	
STATE LAW	1	
<b>Total Violations</b>		<b>2</b>
<b>Total Warrants Cleared</b>		<b>2</b>
<b>Change in Total Warrants</b>		<b>12</b>

Other Paid Cases...

Paid Fine...		
<b>Total Other Paid Fines</b>		<b>2</b>

CCC20 CCC 2020	\$123.93
AR ARREST FEE	\$10.00
LMCBSF Local Building Security Fund	\$9.80
LTPDF Local Truancy Prevention Fund	\$10.00
LMCTF Local Court Technology Fund	\$8.00
LMJF Local Municipal Jury Fund	\$0.20
TP-L TIME PAYMENT PLAN - LOCAL	\$0.43
TP-L-C TIME PAYMENT - LOCAL EFFICIENT	\$0.11
TP-S TIME PAYMENT PLAN - STATE	\$0.53
FINE FINE	\$45.00
<b>Total Fees/Fines Paid</b>	<b>\$208.00</b>

Rancho Viejo Street Lights  
Top 5 Locations (Darkest)

1. Angelitas Ave. and Morelos Ave.
2. 50<sup>th</sup> Block of Pizarro Ave.
3. Cortez Ave. and Pizarro Ave.
4. 400 Block of DeLeon Ave.
5. 1500 Block of Tesoro Ave.



# 13. Adjourn