



NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
DECEMBER 9, 2025  
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 Tuesday, December 9, 2025, 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. November 2025 Police Report – Chief of Police
5. Public Comment
6. Approval of Minutes – Regular Meeting November 19, 2025
7. Town Administrator Report
  - a. Municipal Court
  - b. Permits
  - c. Financials
8. Announcement - 10th Annual Christmas Golf Cart & Bike Parade and Posada – Friday, December 12<sup>th</sup> at 4:30 PM
9. Consideration/Action of Contract with Building Inspector
10. Consideration/Action to Approve Air Conditioning/Heating Systems Service Agreement
11. Discussion/Possible Action on Ordinance for No Septic Tanks Allowed
12. Discussion/Possible Action on LPR Cameras, Flock Pilot Program and Other Options
13. Review, discuss, and take action to cancel the use of ARPA funds for Park Pavilion project and reclassify the ARPA funds to eligible payroll expenses in accordance with U.S. Treasury guidance.
14. Review, discuss, and take action to re-allocate ARPA funds to the Town of Rancho Viejo payroll for the Town Administration and Town Police Department from the period of January 1, 2024 – December 31, 2024, in the amount of \$538,241.55
15. Executive Session: Pursuant to the following Sections of the Texas Government Code:
  - (a) Section 551.071 and 551.074 to consider the reappointment, employment, evaluation, or duties of the Chief of Police, and to otherwise discuss with the Town's Attorney with respect to matter(s) in which the duty of the attorney under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code; and,
  - (b) Section 551.071 to discuss legal issues regarding G&T Paving with the Town's Attorney with respect to matter(s) in which the duty of the attorney under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code.
16. Possible Action on the foregoing Matters Discussed in Executive Session
17. Adjourn

  
Isabel Perales, Interim Town Administrator



*Note: Pursuant to Section 551.127, Texas Government Code, any Alderman may attend this meeting remotely using videoconferencing technology. During the portions of the meeting open to the public, the video and audio feed can be viewed and heard by the public at the address posted above as the location of the meeting.*

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 3, 2025, at 5:00 PM and which will be continuously posted for a period of three (3) business days prior to the date and time said meeting was convened.

ATTEST:  
  
Isabel Perales, Interim Town Administrator

# 1. Call to Order

by Mayor Todd Day

## 2. Roll Call

by Isabel Perales

Aldерwoman Christi Burnias

Alderman Abelardo Gonzalez

Alderman Peter Harris

Alderman Mark Johnson

Alderman Javier Vera

Legal Counsel, David Irwin

Police Chief, Robert Tyler.

Interim Town Administrator,

Isabel Perales

### 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. November 2025 Police Report – Chief of Police



**RANCHO VIEJO POLICE DEPARTMENT**  
**MONTHLY STATISTICAL REPORT**  
**MONTH OF: November 2025**  
**Chief Robert R. Tyler**



I	PENAL CODE:	SECTOR	No.	Prior	YTD	ARST	COMMENTS
	SEXUAL ASSAULT						
	STALKING				2		
	ASSAULT FV			2	6	1	see notes
	HARASSMENT				5		
	BURGLARY HAB				3		
	BURLGARY VEH				12		
	THEFT (M)			1	2		
	THEFT (F)				4		
	FRAUD/CREDIT		1		2		ID Theft
	CRIMINAL MISCHIEF				4		
	POSSESSION (M)				3		
	POSSESSION (F)			1	3		
	Endangering Child						
	Indecency w/A Child			1			
	BAIL JUMPING FTA						
	DWI				2		
	Public Intox						
	DUTY STRIKING FIXT				2		
	CRIMINAL TRESPASS				1		
	UNLAWFUL RESTRT						
		<b>TOTAL</b>	<b>1</b>	<b>5</b>	<b>51</b>		Avg of 4.6 per month
II	INCIDENT REPORTS:	SECTOR	NO.	Prior	YTD	Citation	COMMENTS
	DOMESTIC NV		1	1	22		
	Civil Dispute		1		16		
	WELFARE CHECK		11	15	75		
	Traffic Accident			2	12		
	Neighbor Disturbance		1		5		
	DIST (Music) (K9)		4	4	32		2-music 0-vehicle 2-k9
	Natural Death Report				3		
	Suspicious V/P		11	7	99		7-persons 4-vehicles
	LOST/FOUND PROP				3		
	LIVESTOCK DIST						
	VEH IMPOUNDMENTS		2	3	13		
	ALARM RESIDENTIAL		4	4	73		
	EMS		8	12	45		
	FIRE				1		
	Agency ASSIST				3		
		<b>TOTAL</b>	<b>43</b>	<b>48</b>	<b>402</b>	<b>0</b>	Avg of 36.5 per month
III	TRAFFIC STOPS:		NO.	Prior	YTD	Month Avg	Fines Collected
	Citations		31	627	658	60 Stops	\$ 2,683.00

IV	TRAFFIC WARRANTS		NO.	CLRD	DIFF		Warrants Collected
	WARRANTS		7				\$ -
V	SPEED TRAILER						
	AVENUE	POSTED		AVG.		TOP	TOTAL VEHICLES
	CARMEN	25		27.2		40	542
	CARMEN	35					
	MORELOS	25					
	TESORO	25		20.5		40	261
	ESCANDON	25					
	SANTA ANA	25					
	SANTA ANA	15					
	ZAPATA	25					
	BALBOA	25					
	PIZARRO	25		19.8		35	525
	CORTEZ	25		22.9		40	769
	BOLIVAR	25					
	EL DORADO	25					
	RANCHO NUEVO	25					
	ALVARADO	25					
	HIDALGO	25					
	DELEON	25					
	Averages			22.6		38.75	2097
VI	POLICE MILEAGE:	Starting	Ending	Total	Gls	MPG	Miles Per Day
	C-21	113,536	115,060	1,524	130.0	11.7	
	F21			23			
	C-20 (OPSG)	131,377	133,545	2,168	161.0	13.4	
	C13	70,560	70,840	280	13.2	21.0	
	F17	128,681	129,527	846	61.0	13.8	
	C20 OPSG				7.3		7.3 Gallons OPSG only
	F21 (LBS/OPSG)	46,457	47,555	1,098	78.6	13.9	
	Totals	98,122	99,305	5,939	451.1	14.8	
VII	CHIEF'S COMMENTS						
<p>- 4400 block of Carmen 16 yr female arrested for Attempted Murder by poisoning.  -1000 block of Santa Ana Civil Dispute between AirB&amp;B owner and Tenant.</p> <p>-Radar Stats total vehicles= 2097  -Average speed = 22.6 mph  -Top Speed 40 mph with an average of 38.75  The 15 percentile is not recorded because the vehicle is going below the speed limit.</p> <p>We have sworn in Alan Ramos as a full time officer and Javier Munivez as a part time officer bringing our total number of officers to 9 full time &amp; 5 part time.</p>							

# 5. Public Comment

# 6. Approval of Minutes – Regular Meeting November 19, 2025

TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
MINUTES OF A REGULAR MEETING  
NOVEMBER 19, 2025

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on Wednesday, November 19, 2025, 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 Todd Day at 6:00 PM.

**2. ROLL CALL:**

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Roll call was made by Isabel Perales, Interim Town Administrator.

Members present at the meeting were: Christi Burnias, Peter Harris, Mark Johnson and Javier Vera.

Members absent: Abelardo Gonzalez.

A quorum was present at the meeting.

Legal Counsel David Irwin, Police Chief Robert Tyler, and Interim Town Administrator Isabel Perales, were also present at the meeting.

Those present in the audience were:

Ulrich Weisse	Rosa Elia Weisse	Jonathan Campos	Karen Chelson
Larry Jokl	Dionicio Garza	Kristen Kline	Charles Ward
Alex Martinez	Fernando Garcia	Richard Kline	

**3. INVOCATION AND PLEDGE:**

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Alderman Vera led the group in the invocation and the Pledge of Allegiance to the American and Texas Flags.

**5. PUBLIC COMMENT:**

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

Larry Jokl wanted to thank the Board for speed hump that was installed on Santa Ana Avenue. It has been very helpful, people have slowed down it is working well. He stated that he would like for the hump to become permanent. Ulrich Weisse two items request to change the minutes from the last meeting. When he spoke at the last meeting he mentioned dates and names. He would like for it to become as part of the record so that people can go back and say okay that transpired. It doesn't say anything. There was lack of communication between him and Administration. Second request since they spoke to Board that he met last, still has not received a response. It has to be on the record. Next meeting minutes it should be noted that he is asking for a response from the Town addressed to the Homeowner's Association of La Jacaranda what the outcome is on a decision about the damage being caused about the contractor working for the Town. Alex Martinez strongly supported maintaining LPR cameras at Town entrances, citing significant crime reduction, legal constitutionality, and public safety benefits. He also voiced strong support for

keeping recently installed speed humps, emphasizing child safety, lack of sidewalks, and the need for effective deterrence. Charles Ward, Resaca Terrace HOA President expressed support for speed humps, noting long-standing safety concerns on Santa Ana. Karen Chelson supported speed humps and requested more visible speed-limit signage, possibly with lighting. Kristen Klein voiced strong opposition to the proposed Flock LPR pilot program funded through a federal pass-through grant. She raised concerns regarding warrantless surveillance, national data sharing, vehicle fingerprinting technology, and potential Fourth Amendment implications. She asked the Board to provide details about privacy protections, public discussion timeline, policy updates, and legal safeguards. Ms. Klein also submitted written documentation and quoted national digital-privacy guidance.

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

#### 6. APPROVAL OF MINUTES – REGULAR MEETING OCTOBER 14, 2025:

Motion was made by Alderman Vera, seconded by Alderwoman Burnias, and unanimously carried, to approve the minutes of a Regular Meeting held on October 14, 2025 with the adjustments as mentioned by Ulrich Weisse in public comment. Alderman Johnson asked about receiving copies of the comments for the minutes.

#### 7. CONSIDERATION/APPROVAL OF RESOLUTION TO CAST VOTES FOR THE BOARD OF DIRECTORS OF THE CAMERON APPRAISAL DISTRICT:

Motion was made by Alderwoman Burnias, seconded by Alderman Vera, and unanimously carried, to approve Resolution No. 422 - A RESOLUTION OF BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS EXPRESSING ITS VOTES FOR APPRAISAL DIRECTORS FOR THE CAMERON APPRAISAL DISTRICT BOARD OF DIRECTORS, to cast 3 votes for Daniela Lopez-Valdez and 3 votes for David Garza for a total of 6 votes for the Town of Rancho Viejo.

#### 8. CONSIDERATION OF BIDS AND AWARD OF CONTRACT FOR COMMON AREA MAINTENANCE:

Mayor Day stated that several factors were reviewed and there was an evaluation for best value. He recommended Southern Landscapes for common area maintenance on a 10-day cycle.

Motion was made by Alderman Harris, seconded by Alderwoman Burnias, and unanimously carried, to award the Common Area Maintenance contract to Southern Landscapes for one year, starting January 1, 2026, in the amount of \$ 66,000.00 for the year.

#### 9. ANNOUNCEMENT - FALL SWEEP CLEANUP EVENT - SATURDAY, NOVEMBER 15, 2025, FROM 9:00 AM TO 12:00 PM:

Interim Town Administrator mentioned that there was a good collection of recycling and trash at this year's fall cleanup event.

#### 10. CONSIDERATION/ACTION ON A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS, FINDING THAT TEXAS GAS SERVICE COMPANY'S, A DIVISION OF ONE GAS, INC., STATEMENT OF INTENT TO INCREASE RATES FILING WITHIN THE TOWN SHOULD BE DENIED; FINDING THAT THE TOWN'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL:

Motion was made by Alderman Johnson, seconded by Alderman Vera, and unanimously carried, to approve Resolution No. 421 - A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS FINDING THAT TEXAS GAS SERVICE COMPANY'S, A DIVISION OF ONE GAS, INC., STATEMENT OF INTENT TO INCREASE RATES FILING WITHIN THE TOWN SHOULD BE DENIED; FINDING THAT THE TOWN'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

11. CONSIDERATION/ACTION ON EMPLOYMENT OF REGULAR POLICE OFFICER AND SETTING OF SALARY:

Chief Robert Tyler requested approval to hire former officer Alan M. Ramos as a full-time officer at the budgeted entry-level salary of \$ 48,190.00. Ramos returns with prior experience.

Motion was made by Alderman Vera, seconded by Alderman Harris, and unanimously carried, to hire former officer Alan M. Ramos as a full-time officer at the budgeted entry-level salary of \$ 48,190 range.

12. CONSIDERATION/ACTION ON EMPLOYMENT OF RESERVE OFFICER(S):

Chief Robert Tyler requested approval to hire former officer Javier Munivez as a part-time officer. Munivez returns with prior experience.

Motion was made by Alderman Vera, seconded by Alderwoman Burnias, and unanimously carried, to hire former officer Javier Munivez as a part-time officer with no benefits.

13. CONSIDERATION/ACTION OF ORDINANCE FOR THE TOWN OF RANCHO VIEJO - GARAGE SALES/YARD SALES:

Alderman Harris mentioned that key points to the ordinance are to prohibit transient vendors and commercial "pop-up" estate sales using imported merchandise, establish of one permitted estate sale per property per year, garage sale limit of four per year (no permit required initially), and for enforcement mechanisms to go through code enforcement and apply municipal fines.

Motion was made by Alderwoman Burnias, seconded by Alderman Harris, and unanimously carried, to approve Ordinance No. 263 - AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS AMENDING CHAPTER 70, "ZONING REGULATIONS AND RULES", ARTICLE III, DIVISION L , GENERALLY, BY AMENDING SECTION 70-255, RESERVING SECTION 70-256 THROUGH SECTION 70271, PROVIDING FOR AN EFFECTIVE DATE, AND PUBLICATION IN CAPTION FORM.

14. CONSIDERATION/ACTION ON AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS AMENDING CHAPTER 42 SIGNS - SECTION 42-50, POLITICAL SIGNS, TO ESTABLISH SIZE AND PLACEMENT RESTRICTIONS FOR ALL SIGNS IN RESIDENTIAL AREAS; AMENDING SECTION 42-4, DEFINITIONS, TO ADD DEFINITION OF RESIDENTIAL ZONING DISTRICT; AND PROVIDING AN EFFECTIVE DATE:

Alderman Harris mentioned that the ordinance amendment was to be able to regulate political and residential sign size and placement, including the adoption of state size limits for political signs, limiting residential signs (garage sale, real estate, etc.) to 6 sq. ft., restrictions on illuminated, rotating, or obstructive signs, and enforcement and removal provisions for right-of-way violations.

Motion was made by, Alderwoman Burnias, seconded by Alderman Johnson, and unanimously carried, to approve Ordinance No. 264 – AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS AMENDING CHAPTER 42 "SIGNS", ARTICLE 1, ENACTMENT PROVISIONS, BY AMENDING SECTION 42-4, AND AMENDING

ARTICLE IV, SPECIAL SIGNS, BY AMENDING SECTION 42-46, SECTION 42-48, SECTION 42-49, AND SECTION 42-50, PROVIDING FOR AN EFFECTIVE DATE, AND PUBLICATION IN CAPTION FORM:

The Board stated that the Town needs to coordinate with the Cameron County Elections Department to remove right-of-way signs, notify campaigns and residents, enforce existing 90-day limitations, address sign clutter near the railroad tracks.

15. DISCUSSION/POSSIBLE ACTION ON INTERLOCAL AGREEMENT WITH VALLEY MUNICIPAL UTILITY DISTRICT#2 FOR WATER/SEWAGE/DRAINAGE REPAIRS IN CONJUNCTION WITH STREET/CUL-DE-SAC REPAIRS:

Discussion was held regarding deteriorated underground utilities that will require replacement during the upcoming street and cul-de-sac reconstruction. The Board authorized the Mayor and Attorney to draft an interlocal agreement with Valley MUD#2 to coordinate the replacement of water, sewer, and drainage lines, define responsibilities, outline cost-sharing and reimbursement provisions, and ensure that all utility infrastructure is completed prior to pavement reconstruction.

A motion was made by Alderman Johnson, seconded by Alderman Vera, and was unanimously carried.

16. CONSIDERATION/ACTION TO APPROVE ADVERTISING AN INVITATION FOR BIDS FOR STREET/CUL-DE-SAC REPAIRS:

Dionicio Garza from Guzman & Munoz Engineers, presented the Phase 1 and Phase 2 repair plans, noting that the Town's portion of Phase 1 street and circulation work is estimated at \$340,000. Valley MUD's underground utility work is estimated at \$440,000, though some portions may be completed by Valley MUD crews. Itemized contractor bids will be required to verify actual costs. Finalized utility details remain pending.

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve advertising for bids for the cul-de-sac repairs.

17. UPDATE ON FLOCK CAMERAS PILOT PROGRAM:

Mayor Day provided an update on the Flock Camera Pilot Program. There is no installation date currently, as the town is still coordinating right-of-way access. The Town is drafting stricter internal access controls and policies, including limiting system access to two supervisory officers, prohibiting full external agency access, implementing mandatory audit-trail monitoring, and requiring alerts for any settings changes. The Office of the Governor confirmed that the grant does not require federal agency access. A dedicated public meeting will be scheduled with Flock representatives in attendance. The Board expressed a desire for a follow-up vote prior to any permanent installation.

Alderman Harris raised concerns regarding the Flock camera pilot program and requested pause on implementation. Alderman Harris stated that he supports law enforcement and current contained LPR system (local data, RVPD-only access), distinguished from Flock system (cloud-based, nationwide network), he cited recent problems in other cities, suspensions (Woodburn OR, Redmond WA), federal cybersecurity investigation, University of Washington study showing unauthorized Border Patrol access, Norfolk federal lawsuit; the community has ties on both sides of border; potential for division and erosion of trust. He also stated that some basic items are not available: a complete contract, a complete policy (only summary provided), Town Attorney's legal review, grant requirements documentation and a community town hall meeting.

Alderman Harris added he does not support proceeding with pilot until above items provided. The Board agreed to December 1st executive session.

Extensive Board discussion followed, including concerns related to privacy, national data sharing, litigation risks, potential ICE access, community trust, and the need for written policies prior to installation. Chief Tyler responded to questions and addressed current investigative practices, system limitations, and the benefits of license plate readers. The update was accepted, and no action was taken.

18. ADJOURN:

Motion was made by Alderman Vera, seconded by Alderwoman Burnias, and unanimously carried, to adjourn the meeting at 7:44 PM.

BY: \_\_\_\_\_  
Isabel Perales, Interim Town Administrator

APPROVED: \_\_\_\_\_  
Todd Day, Mayor

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

# 7. Town Administrator Report

a. Municipal Court

b. Permits

c. Financials

8. Announcement - 10th Annual  
Christmas Golf Cart & Bike  
Parade and Posada – Friday,  
December 12th at 4:30 PM

Town of  
**Rancho  
Viejo**  
Texas

10TH ANNUAL GOLF CART & BIKE

# CHRISTMAS PARADE

**FRIDAY, DECEMBER 12, 2025 AT 4:30 PM**

**POSADA • TAMALES • MUSIC • MEET SANTA • KIDS TRAIN**

**CONTEST FOR BEST DECORATED GOLF CART, BIKE, AND HOME**

FEATURING:



**FOR MORE INFORMATION & TO SIGN UP FOR BEST DECORATED HOME CONTEST, CALL  
TOWN HALL AT (956) 350-4093**

# 9. Consideration/Action of Contract with Building Inspector

## Proposed Inspection Fees November 2025

### General Inspection Fees

Foundation Concrete/Rebar	\$23-\$25
Framing & Roof	\$23-\$132
Insulation	\$50
Concrete Flat Work (Rebar)	\$80
Building Final Certificate of Occupancy	\$23-\$132

### Plumbing Inspection Fees

In Ground	\$23-\$132
Rough In	\$23-\$132
Sewer Line & Tap	\$45
Final	\$23-\$132

### Electrical Inspection Fees

Temporary Power	\$35
Rough In	\$23-\$132
Meter Service	\$45
Working Clearance	\$45
Generator Install	\$40
Signs	\$35
Final	\$23-\$132

### HVAC Inspection Fees

Rough In (SA)	\$35
Final (SA)	\$35

### Roofing Inspection Fees

Material Check	\$28
Final	\$28

### Walls & Fences Inspection Fees

Beginning	\$46
Final	\$46

### Retaining Walls & Dock Inspection Fees

Beginning	\$35
Final	\$35

### Swimming Pool Inspection Fees

Bonding & Rebar (Plumbing)	\$105
Pool Deck & Bond	\$35
Final	\$35

**Solar Panel Inspection Fees**

Beginning	\$35
Solar Panel Final	\$40

**Windows/Doors Stand-Alone Services**

Material Inspection	\$35
Final	\$35

**Inspection Fees for Stand-Alone Services**

STR Rentals (Electrical, Plumbing, Fire, Mechanical)	\$40
Sprinkler	\$28
Gas	\$28
Accessory Building	\$46
Mailbox	\$23
Red Tag	\$35
Stop Work	\$65
Permit Issuance Fee	\$12
Mileage	\$0.70/mile
Miscellaneous	\$28
Commercial Reconnect/ Certificate of Occupancy	\$50
\$10 per permit issued	\$10
Reinspection fee for all inspections	\$30

**Plan Review Fees**

Plan Review for residential new houses & ordinance checks	\$50
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## Residential New Construction Inspection Fees (By Size)

Extra Small (up to 1,500 sq ft)	\$25
Small (up to 2,000 sq ft)	\$35 - \$40
Medium (up to 3,000 sq ft)	\$50 - \$63
Large (up to 4,000 sq ft)	\$68 - \$78
X Extra Large (up to 5,000 sq ft)	\$95 - \$105
XX Extra Large (5,001 sq ft and over)	\$120 - \$132

### Inspector Inspections Fee Schedule Table

Foundation and Structural Inspections		Plumbing Inspections	
Foundation Rebar	\$23-\$132 (Sqft Tbl)	Plumbing Underground	\$23-\$132(Sqft Tbl)
Framing/Nail Pattern	\$23-\$132 (Sqft Tbl)	Rough In	\$23-\$132(Sqft Tbl)
Insulation	\$50 (SA)	Sewer Line & Tap	\$45.00(SA)
Concrete Flatwork Rebar Driveway/Culvert	\$40	Final	\$23-\$132
		Water line	\$40
Building Final	\$23-132 (Sqft Tbl)	Gas New House	\$23-\$132 (Sqft Tbl)
Roofing Inspections		Gas Stand Alone	\$28
Material Inspection	\$28	Swimming Pools	
Final	\$28	Bonding & Rebar	\$35
Walls & Fences		Pool Deck & Bond	\$35
Beginning	\$46.00	Final	\$35
Final	\$46.00	Sprinklers	
Retaining Walls & Docks (Seawalls)		Underground	\$28
Beginning	\$35.00	Final	\$28
Final	\$35.00	Electrical Inspections	
Windows & Doors		Temporary Power	\$35 (SA)
Beginning	\$35.00	Rough In	\$23-\$132 (Sqft Tbl)
Final	\$35.00	Meter Service	45.00(SA)
HVAC Inspections		Working Clearance	\$45 (SA)
Rough In	\$35.00(SA)	Generator	\$40 (SA)
Final	\$35.00 (SA)	Solar Panels	\$40 (SA)
Short Term Rental		Signs	\$35 (SA)
STR	\$40.00(SA)	Final	\$23-132(Sqft Tbl)
(Table)Fee Schedule on square footage for new Structures/Buildings/Add on Sqft			
Plan Review/New House	\$50		
Xsmall	Up to 1,500 sqft Living Area	\$25.00	
Small	up to 2,000 sqft Living Area	\$35.00-\$40.00	
Medium	Up to 3,000 sqft Living Area	\$50.00-\$63.00	
Large	Up to 4,000 Sqft Living Area	\$68.00-\$78.00	
X Large	Up to 5,000 sqft Living Area	\$95.00-\$105.00	
XX Large	Over 5,001 sqft Living Area	\$120.00-\$132.00	

\*SA = Stand alone Inspection \*Sqft (Tbl)=See this Table for Squarefootage.

# 10. Consideration/Action to Approve Air Conditioning/ Heating Systems Service Agreement

# Proposal



## SUNWAVE AIR CONDITIONING, LLC.

7250 N. Expressway  
OLMITO, TX 78575  
State Lic. #TACLA012932E  
(956) 350-4813

PROPOSAL SUBMITTED TO: <b>TOWN OF RANCHO VIEJO</b>	PHONE: <b>350-4093</b>	DATE: <b>11/20/2025</b>
STREET: <b>3301 CARMEN AVE.</b>	JOB NAME:	
CITY, STATE AND ZIP CODE: <b>RANCHO VIEJO, TX 78575</b>	JOB LOCATION:	

**We Propose** hereby to furnish material and labor complete in accordance with specifications below, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars **\$160.50**

**UPON COMPLETION**

All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature \_\_\_\_\_  
TOMAS GUTIERREZ

Note: This proposal may be withdrawn by us if not accepted within 30 days.

We hereby submit specifications and estimates for:  
**SERVICE AGREEMENT FOR ONE YEAR:**

**TO INSPECT AND SERVICE THREE AIR CONDITIONING/HEATING SYSTEMS.**

**THE SERVICE AGREEMENT CONSISTS OF REPLACING THROW AWAY FILTERS ON EVERY MONTHLY VISIT AND AN INSPECTION OF THE EQUIPMENT TO ENSURE IT IS OPERATING PROPERLY. ANY PARTS, REFRIGERANT, OR ADDITION LABOR WILL REQUIRE US TO QUOTE AN ADDITIONAL PRICE.**

**THE INSPECTIONS AND MAINTENANCE TO BE PERFORMED AS PART OF THIS AGREEMENT INCLUDE 12 MONTHLY INSPECTIONS PER YEAR. THE INSPECTION WILL BE PERFORMED ONLY DURING NORMAL BUSINESS HOURS, MONDAY THROUGH FRIDAY, BETWEEN 8:00 A.M. AND 5:00 P.M., NOT INCLUDING HOLIDAYS.**

**SERVICE AGREEMENT ----- \$160.50 MONTHLY**  
**\*TAX EXEMPT**

**Acceptance of Proposal** The Above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.  
Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

# 11. Discussion/Possible Action on Ordinance for No Septic Tanks Allowed

# 12. Discussion/Possible Action on LPR Cameras, Flock Pilot Program and Other Options

13. Review, discuss, and take action to cancel the use of ARPA funds for Park Pavilion project and reclassify the ARPA funds to eligible payroll expenses in accordance with U.S. Treasury guidance.

## DEOBLIGATION FORM

Deobligation means an agency's cancellation or downward adjustment of previously incurred obligations. Deobligated funds may be reclassified to another ARPA-eligible project that was previously obligated prior to December 31, 2024 per guidance provided in the Obligation IFR and subsequent SLFRF FAQs and related guidance.

ENTITY NAME	Town of Rancho Viejo	CONTRACT NO.	
CONTRACTOR/VENDOR		CONTRACT DATE	2/21/2025
PROJECT NAME	Park Pavilion		
<b>CANCELLATION OF PROJECT</b>			
The project and/or related contract(s) named above has been cancelled in conformance with Treasury guidance including FAQ 17.19. (Check reason for cancellation of project and attach justification indicating where funds are reclassified if applicable.)			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Determined ineligible		<input checked="" type="checkbox"/> Determined not feasible; cannot be done within budget even with modifications to scope of work	
<input type="checkbox"/> To cover increased costs on another project (where already an SLFRF project and increases are allowable)			
<b>CANCELLATION OF CONTRACT (OR MOU)</b>			
The contract (or MOU) named above has been cancelled in conformance with Treasury guidance including FAQ 17.19. (Check reason for cancellation and attach justification indicating where funds are reclassified if applicable.)			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input checked="" type="checkbox"/> There has been a substantial change in the scope of work (either intent and type of work and implementation scope)		<input type="checkbox"/> For cause or convenience of the client – not properly awarded, improper, or not entered into in good faith	
<input type="checkbox"/> For non-performance		<input type="checkbox"/> Contractor is no longer in business	
<input type="checkbox"/> Project performance and timeline parameters in the MOU have not been met; project is at risk of not being completed by December 31, 2026			
<b>CERTIFICATION THAT PROJECT IS COMPLETE WITH EXCESS FUNDS</b>			
The project named above has been completed in accordance with plans and specifications and all amendments, change orders, and supplemental agreements thereto.			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
All bills for labor, materials, apparatus, fixtures, machinery, and equipment used in connection with this project, and goods and/or services necessary to provide purchased items, including any installation, have been fully paid.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there excess funds remaining from this project that may be reclassified to another eligible project? If the answer is yes, complete the Reclassification Form.			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>OVERVIEW OF BUDGET</b>			
a. ORIGINAL CONTRACT AMOUNT		\$722,135.00	
b. MOU CONTRACT AMOUNT		\$71,013.66	
c. CUMULATIVE CHANGE ORDERS (ADD OR SUBTRACT)			
d. FINAL AMOUNT OF CONTRACT (a +/- b)			
e. FINAL AMOUNT PAID			
f. AMOUNT TO BE DEOBLIGATED (c - d)		\$528,201.76	
<b>ACCEPTANCE BY ENTITY'S AUTHORIZED OFFICIAL/DESIGNEE</b>			
NAME	Todd Day	TITLE	Mayor
SIGNATURE		DATE	
<b>ACCEPTANCE BY CONTRACTOR'S/VENDOR'S AUTHORIZED OFFICIAL/DESIGNEE</b>			
NAME	Roger Busell	TITLE	CONSTRUCTION MANAGER
SIGNATURE		DATE	

## RECLASSIFICATION FORM

Treasury guidance including FAQ 17.19 allows recipients to use deobligated funds for another eligible use for which the recipient had an obligation by December 31, 2024. SLFRF funds may be reclassified after the December 31, 2024 obligation deadline to another project that would be eligible under ARPA program rules (including the requirement that the recipient incurred an obligation for the project by December 31, 2024), regardless of whether the project(s) was reported to Treasury by the obligation deadline.

<b>ENTITY NAME</b>	TOWN OF RANCHO VIEJO
<b>PREPARED BY</b>	JASON MARTINEZ, ARPA PROJECT MANAGER

**THIS IS TO CERTIFY THAT:**

A deobligation has been completed by the entity for the Park Pavilion Project which resulted in available funds to be reclassified to the project named below.

**OVERVIEW OF FUNDS BEING RECLASSIFIED**

(List project/contract title(s) and obligation/amounts below; add/delete rows as needed)

PROJECT/CONTRACT TITLE(S)	OBLIGATION DATE	RECLASSIFIED \$ AMOUNT
PARK PAVILLION	2/21/2025	457,118.00
MOU	9/10/2024	71,013.66
<b>TOTAL AMOUNT TO BE RECLASSIFIED</b>		\$528,131.66

Acknowledgement that the entity's last Project & Expenditure Report will need to be edited in accordance with Treasury's Compliance & Reporting Guidance.

The above project(s) are eligible uses and were obligated prior to December 31, 2024.

**ACCEPTANCE BY ENTITY'S AUTHORIZED OFFICIAL/DESIGNEE**

<b>NAME</b>		<b>TITLE</b>	
<b>SIGNATURE</b>		<b>DATE</b>	

14. Review, discuss, and take action to re-allocate ARPA funds to the Town of Rancho Viejo payroll for the Town Administration and Town Police Department from the period of January 1, 2024 - December 31, 2024, in the amount of \$538,241.55

15. Executive Session: Pursuant to the following Sections of the Texas Government Code:

(a) Section 551.071 and 551.074 to consider the reappointment, employment, evaluation, or duties of the Chief of Police, and to otherwise discuss with the Town's Attorney with respect to matter(s) in which the duty of the attorney under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code; and, (b) Section 551.071 to discuss legal issues regarding G&T Paving with the Town's Attorney with respect to matter(s) in which the duty of the attorney under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code.

# 16. Possible Action on the foregoing Matters Discussed in Executive Session

# 17. Adjourn