



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
FEBRUARY 17, 2026
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, February 17, 2026, 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. Mayor's Updates
5. January 2026 Police Report – Interim Chief of Police
6. Public Comment
7. Approval of Minutes – Regular Meeting January 13, 2026, Special Meeting January 22, 2026
8. Consideration of Acceptance of Audit Report for Fiscal Year Ending September 30, 2024
9. Review/Possible Action on Consideration of Bids and Award of Contract for Reconstruction of Cul-De-Sacs Carmen Avenue, Zapata Avenue and Balboa Avenue
10. Workforce Solutions Cameron to present presentation about our Cameron County Workforce and Labor Market Information – Rafael Vela
11. Consideration/Action of Appointment of Member to the Beautification Committee
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 Stone Garden Grant
13. Consideration/Action to Approve a Resolution Ordering a Special Election for the Adoption of a Local Sales and Use Tax in the Town of Rancho Viejo at the Rate of 2%
14. Consideration/Action on an Election Equipment Lease Agreement with Cameron County
15. Review/Discuss/Possible Action on Republic Services Contract Extension or Request for Proposals
16. Consideration/Approval of a Resolution of the Board of Aldermen of The Town of Rancho Viejo, Texas, Authorizing Bank Accounts and Depository Heretofore Established and Authorizing Certain Persons to Sign Checks and Other Necessary Transactions for Same
17. Consideration/Action to Approve Request for Proposals (RFP) for Town Hall Roof Repair & Replacement
18. Town Administrator Report – a. Municipal Court b. Permits c. Quarterly Financial Report
19. Public Comment

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

21. Possible Action on Matters Discussed in Executive Session

22. Adjourn

Patty Flores

Patty Flores, 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 February 10, 2026, 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:

Patty Flores

Patty Flores, 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

Interim Police Chief, Arturo Huerta

Town Administrator, Patty Flores

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. Mayor's Updates

5. January 2026 Police Report – Interim Chief of Police

6. Public Comment

7. Approval of Minutes – Regular
Meeting January 13, 2026,
Special Meeting January 22,
2026

TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
MINUTES OF A REGULAR MEETING
JANUARY 13, 2026

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on Tuesday, January 13, 2026, 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 Todd Day at 6:03 PM.

2. ROLL CALL:

Roll call was made by Jonathan Flores.

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

A quorum was present at the meeting.

Legal Counsel David Irwin, Police Chief Robert Tyler, and Town Administrator Patty Flores, were also present at the meeting.

Those present in the audience were:

Rita V. Conde	Bitty Truan	Beto Conde	Richard Kline
Kristen Kline	Jason Martinez		

3. INVOCATION AND PLEDGE:

Mayor Day led the group in the invocation and the Pledge of Allegiance to the American and Texas Flags.

4. MAYOR'S UPDATES:

Mayor Todd Day introduced the new Town Administrator, Velma "Patty" Flores.

5. DECEMBER 2025 POLICE REPORT – CHIEF OF POLICE:

Police Chief Robert Tyler provided an update on the December 2025 Police Report. He reminded residents to call dispatch at 956-350-9000 for any Police non-emergency matters.

6. PUBLIC COMMENT:

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

Ulrich Weisse thanked the Board for the changes made to the agenda regarding the addition of public comment at the end of the meeting. He also requested a written response regarding damages to their property, stating that he has not received a response from the Town.

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

7. APPROVAL OF MINUTES – REGULAR MEETING DECEMBER 9, 2025, SPECIAL MEETING DECEMBER 23, 2025:

Motion was made by Alderman Vera, seconded by Alderwoman Burnias, and unanimously carried, to approve the minutes of Regular Meeting held on December 9, 2025, and Special Meeting held on December 23, 2025, as written.

8. TOWN ADMINISTRATOR REPORT:

Assistant Town Administrator Isabel Perales presented the Municipal Court report and Permit Report and the collections for the month of December 2025.

9. DISCUSSION/ACTION ON REPLAT REQUEST BY KEILA POSADA, MEJIA & ROSE, INC., REPRESENTATIVE FOR GUY ROBERTSON AND SONIA CHAPA ROBERTSON, OWNERS OF LOTS 49 AND 51 SECTION 11, TOWN OF RANCHO VIEJO, CAMERON COUNTY, TEXAS; TO REPLAT TWO LOTS INTO ONE LOT:

Assistant Town Administrator Isabel Perales stated that the Strategic Planning Committee and the Planning and Zoning Committee both unanimously approved the replat request.

Motion was made by Alderman Harris, seconded by Alderman Gonzalez, and unanimously carried, to approve the replat request to by Keila Posada, Mejia & Rose, Inc., representative for Guy Robertson and Sonia Chapa Robertson, owners of Lots 49 and 51 Section 11, to combine the two lots into one lot.

10. DISCUSSION/POSSIBLE ACTION ON SUBMITTING AN APPLICATION FOR A QUIET ZONE TO UNION PACIFIC RAILROAD COMPANY:

Motion was made by Alderman Vera, seconded by Alderman Gonzalez, and unanimously carried, to authorize Mayor Day to submit the letter/application for a quiet zone to the Union Pacific Railroad Company.

11. PRESENTATION ON FIBER CONNECTIVITY – OMNI FIBER:

Mariana Sanchez introduced the Omni Fiber team. The team provided an overview of Omni Fiber and discussed prior projects in Brownsville. They reviewed the installation process and described the types of structures to be installed, including vaults, cabinets, and flowerpots.

The team stated that structure placement will be optimized to minimize visual impact and that installations will generally be located within right-of-way and as far from private property as feasible. A member of the audience requested clarification regarding right-of-way and potential construction on private property.

12. DISCUSSION/POSSIBLE ACTION ON OMNI FIBER CONNECTIVITY FOR THE TOWN OF RANCHO VIEJO:

After discussion, motion was made by Alderwoman Burnias, seconded by Alderman Vera, and unanimously carried, to table item #12.

13. CONSIDERATION/ACTION OF APPOINTMENT OF MEMBERS TO THE STRATEGIC PLANNING COMMITTEE:

Mayor Day nominated Paolina Vega as a member to the Strategic Planning Committee.

Motion was made by Alderman Harris, seconded by Alderwoman Burnias, and unanimously carried, to Paolina Vega as a member to the Strategic Planning Committee.

14. REVIEW/APPROVAL OF INVESTMENT POLICY:

Motion was made by Alderman Vera, and seconded by Alderman Gonzalez, and unanimously carried to approve the investment policy for 2026.

15. DISCUSSION/POSSIBLE ACTION ON STREETLIGHT INSTALLATION AGREEMENT – LED CONVERSION PROJECT WITH AEP TEXAS:

Motion was made by Alderman Harris, and seconded by Alderman Vera, and unanimously carried, to authorize Mayor Day to sign the agreement with AEP and start on the LED conversion project.

16. 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:

Isabel Perales stated that there were some corrections to be made to some dates.

Motion was made by Alderwoman Burnias, seconded by Alderman Gonzalez, and unanimously carried to approve Resolution No. 423 - 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, with the dates as corrected.

17. PUBLIC COMMENT:

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

There were no comments from the audience.

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

18. ADJOURN:

Motion was made by Alderwoman Burnias, seconded by Alderman Harris, and unanimously carried, to adjourn the meeting at 7:05 PM.

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BY: _____
Isabel Perales, Assistant Town Administrator

APPROVED: _____
Todd Day, Mayor

DATE: _____

TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
MINUTES OF A SPECIAL MEETING
JANUARY 22, 2026

A SPECIAL MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on Thursday, January 22, 2026, at 5:30 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 Pro Tem Javier Vera at 5:37 PM.

2. ROLL CALL:

Roll call was made by Jonathan Flores.

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

Members absent: Mayor Todd Day.

A quorum was present at the meeting.

Legal Counsel David Irwin and Town Administrator Patty Flores were also present at the meeting.

3. EXECUTIVE SESSION: PURSUANT TO THE FOLLOWING SECTIONS OF THE TEXAS GOVERNMENT CODE: 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:

Motion was made by Alderman Johnson, seconded by Alderman Harris, and unanimously carried, to go into executive session at 5:38 PM.

4. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION:

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the first decision, as discussed in executive session.

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the second decision, as discussed in executive session.

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the third decision, as discussed in executive session.

5. ADJOURN:

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to adjourn the meeting at 6:36 PM.

JANUARY 22, 2026

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BY: _____
Isabel Perales, Assistant Town Administrator

APPROVED: _____
Todd Day, Mayor

DATE: _____

8. Consideration of Acceptance of Audit Report for Fiscal Year Ending September 30, 2024

9. Review/Possible Action on
Consideration of Bids and
Award of Contract for
Reconstruction of Cul-De-Sacs
Carmen Avenue, Zapata Avenue
and Balboa Avenue

10. Workforce Solutions
Cameron to present
presentation about our
Cameron County Workforce
and Labor Market Information
– Rafael Vela

11. Consideration/Action of Appointment of Members to the Beautification Committee

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
Stone Garden Grant

RESOLUTION NO. 424

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

WHEREAS, The Town of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo Texas that Operation Stone Garden be operated for the 2025 grant cycle (Fiscal year); and

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

WHEREAS, Town of Rancho Viejo designates Mayor Todd Day 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 Stone Garden to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 3187011

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a regular meeting on this the 17th day of February 2025.

Todd Day, Mayor

ATTEST:

Patty Flores, Town Administrator

13. Consideration/Action to Approve a Resolution Ordering a Special Election for the Adoption of a Local Sales and Use Tax in the Town of Rancho Viejo at the Rate of 2%

**RESOLUTION NO. 425
ORDER OF SPECIAL ELECTION
TOWN OF RANCHO VIEJO, TEXAS**

**AVISO DE ELECCION ESPECIAL
PUEBLO DE RANCHO VIEJO, TEXAS**

Article I. An election is hereby ordered to be held on May 2, 2026 for the purpose of submitting the following proposition to the qualified voters of the Town of Rancho Viejo, Texas, in accordance with law:

Artículo I. Se ordena que las elecciones se celebren el 2 de mayo del 2026 con el propósito de presentar la siguiente propuesta a los votantes calificados del pueblo de Rancho Viejo, Texas, de acuerdo con la ley:

Town of Rancho Viejo, Texas -- Proposition A

"Shall the Board of Aldermen of the Town of Rancho Viejo (the "Town") be authorized to increase the levy of the local sales and use tax pursuant to Chapter 321 of the Texas Tax Code by one percent (1.00%) such that the total City local sales and use tax levied pursuant to Chapter 321 shall equal two percent (2.00%)"

Ciudad de Rancho Viejo, Texas -- Proposición A

"Se autorizará a la Junta de Concejales de la Ciudad de Rancho Viejo (la "Ciudad") a aumentar el gravamen del impuesto local sobre las ventas y el uso de conformidad con el Capítulo 321 del Código Tributario de Texas en un uno por ciento (1.00%) de tal manera que el impuesto sobre las ventas y el uso locales de la ciudad recaudado de conformidad con el capítulo 321 sea igual al dos por ciento (2.00%)"

Article II. As provided for in Section 321.404 of the Texas Tax Code, the official ballots for the Election shall be prepared in accordance with the Texas Tax Code so as to permit the electors to vote "FOR" or "AGAINST" the Proposition that shall be set forth on the ballots substantially in the following form:

Artículo II. Según lo dispuesto en la Sección 321.404 del Código Tributario de Texas, las papeletas oficiales para la Elección se prepararán de acuerdo con el Código Tributario de Texas para permitir que los electores voten "A FAVOR" o "EN CONTRA" la Proposición que se establecerá en las papeletas sustancialmente en la siguiente forma:

FOR (A FAVOR)

AGAINST (EN CONTRA)

**THE ADOPTION OF A LOCAL SALES AND USE TAX IN THE TOWN
OF RANCHO VIEJO AT THE RATE OF TWO PERCENT (2%)**

**LA ADOPCIÓN DE UN IMPUESTO DE VENTAS Y USO LOCAL EN
EL PUEBLO DE RANCHO VIEJO A LA TARIFA DEL DOS POR CIENTO (2%)**

ARTICLE III. Notice is hereby given that the polling place listed below will be open from 7:00 am to 7:00 pm, on May 2, 2026 for voting in a special election.

Artículo III. Se notifica que los lugares de votación que se enumeran a continuación estarán abiertas de 7:00 am hasta las 7:00 pm el día 2 de mayo del 2026, para votar en una elección especial.

LOCATION(S) OF POLLING PLACES/DIRECCION(ES) DE LAS CASILLAS ELECTORALES:

Town Municipal Office
3301 Carmen Avenue
Rancho Viejo, Texas 78575

Oficina Municipal
3301 Carmen Avenue
Rancho Viejo, Texas 78575

Early Voting by personal appearance will be conducted at/ *La votacion adelantada en persona se llevara acabo en:*
Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575
la Oficina Municipal, 3301 Carmen Avenue, Rancho Viejo, Texas 78575

Monday, April 20 thru Friday, April 24/*lunes, 20 de abril a viernes 24 de abril* 9:00 am - 7:00 pm
Saturday, April 25/*sabado, 25 de abril* 10:00 am - 5:00 pm
Monday, April 27 thru Tuesday, April 28/*lunes 27 de abril a martes 28 de abril* 9:00 am - 7:00 pm

Applications for ballot by mail shall be mailed to/*Las solicitudes para boletas que se votaran en ausencia por correo deberan enviarse a:*

Isabel Perales, Early Voting Clerk
3301 Carmen Avenue
Rancho Viejo, Texas 78575

Applications for ballots by mail must be received no later than the close of business on Monday, April 20, 2026./*Las solicitudes para boletas de votacion adelantada por correo deberan recibirse para el fin de las horas de negocio el 20 de abril del 2026.*

Electronic submission of a scanned application with an original signature shall be e-mailed to clerk@ranchoviejotx.gov no later than close of business on Monday, April 20, 2026./*Presentación electrónica de una solicitud escaneada con firma original será por correo electrónico a clerk@ranchoviejotx.gov deberán recibirse para el fin de las horas de negocio el 20 de abril del 2026.*

Issued this the 17th day of February 2026/*Emitada este dia 17 de febrero del 2026.*

Todd Day, Mayor

Javier Vera, Mayor Pro Tem

Christi Burnias, Alderwoman

Mark A. Johnson, Alderman

Abelardo Gonzalez, Alderman

Peter Harris, Alderman

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, on this the 17th day of February 2026.

Todd Day, Mayor

ATTEST:

Patty Flores, Town Administrator

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar immediately after ordering the election. (Nota de instrucción: se Deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes inmediatamente después de ordenar una elección.)

14. 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 May 2, 2026 by and between Cameron County, hereinafter called "Lessor", and the 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) Express Vote(s) (Voter Assist Terminals), version Texas 6.3.0. at \$478.00 each, one (1) DS200/DS300 Scanner (precinct counter) version 3.0.0.0 at \$595.00 for each day of use, hereinafter called "Equipment".

I.
Terms

The term of this Lease shall be for the period of April 15th, 2026 through May 8th, 2026 consisting of the early voting and Election Day period as related to the May 2nd, 2026 Election. The Lessee agrees to make arrangements to pick up the leased equipment on April 15th, 2026 at 10:00 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 11:30 a.m. on May 8th, 2026 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 seventy-three dollars (\$1073.00). 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 .70 cents/mile for both delivery and/or pick up.

III.
Maintenance & Security

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.

Lessee agrees to always maintain control and custody of the equipment. Only authorized personnel will be provided with access to equipment. Lessee agrees to replace equipment if chain of custody is broken.

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: Elizabeth Martinez, Administrative Services Director, Cameron County Drainage District #6, 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, Isabel Perales, Interim Town Administrator



Remi Garza, Elections Administrator

By: _____

2/10/26

Date

Date

6/17/25

Invoice # 2026 MAY TOWN OF RANCHO VIEJO

Bill To:
Isabel Perales
Interim Town Administrator
for Town of Rancho Viejo

For:
Town of Rancho Viejo May 2, 2026 Election

Town of Rancho Viejo
3301 Carmen Avenue
Rancho Viejo, Texas 78575
956-350-4093
Ship To:
Remi Garza
Election Administrator
for Cameron County
1050 E. Madison
Brownsville, TX 78520
956-544-0809

Table with 6 columns: Item Number, Description, Price, Quantity, %, Amount. Contains two rows of items: Express Vote version 6.3.0 and DS200|DS300 version 3.0.0.0.

Make all checks payable to:
Cameron County Elections Dept

If you have any questions concerning this invoice, contact:
Remi Garza
Elections Administrator
remi.garza@co.cameron.tx.us

Sales Tax Rate: [] Tax Exempt

Sales Tax
Less Deposit Received
Invoice Total

Summary table with 2 columns: Description, Amount. Shows Invoice Total of \$ 1,073.00.

Due Upon Receipt
Thank you for your business!

Cameron County Elections Department

Tel 956-544-0809

1050 East Madison St

www.co.cameron.tx.us

Fax 956-550-7298

Brownsville, Texas 78520

remi.garza@co.cameron.tx.us



15. Review/Discuss/Possible Action on Republic Services Contract Extension or Request for Proposals

16. Consideration/Approval of
a Resolution of the Board of
Aldermen of The Town of
Rancho Viejo, Texas,
Authorizing Bank Accounts and
Depository Heretofore
Established and Authorizing
Certain Persons to Sign Checks
and Other Necessary
Transactions for Same

RESOLUTION NO. 426

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, AUTHORIZING BANK ACCOUNTS AND DEPOSITORY HERETOFORE ESTABLISHED AND AUTHORIZING CERTAIN PERSONS TO SIGN CHECKS AND OTHER NECESSARY TRANSACTIONS FOR SAME

WHEREAS, it is necessary that accounts be maintained at Plains Capital Bank for the payment of expenses of the Town and the deposit of monies received; and

WHEREAS, it is necessary that certain persons be authorized to sign checks for the withdrawal of funds from said accounts;

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

Section 1. Required on all transactions shall be two signatures, one of these to be a primary signer, which is the Town Administrator or Mayor. Secondary signers are any one of the other Aldermen of the Town of Rancho Viejo. Attached are the signers credentials.

Section 2. Required for entry to any safety deposit boxes shall be two signatures, one of these to be a primary signer, which is the Town Administrator or Mayor. Secondary signers are any one of the other Aldermen of the Town of Rancho Viejo. No other signers shall be considered as authorized signers on any of the Town's accounts and, if any, such persons shall be removed from all the Town's accounts, including but not limited to previous Interim Town Administrator, Isabel Perales.

Section 3. This resolution shall become effective on this the 17th day of February 2026 and shall be incorporated by reference into the minutes.

Todd Day, Mayor

Velma Patricia Flores, Town Administrator

Javier Vera, Mayor Pro Tem

Christi Burnias, Alderwoman

Mark A. Johnson, Alderman

Abelardo Gonzalez, Alderman

Peter Harris, Alderman

PASSED, ADOPTED, AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, on this the 17th day of February 2026.

Todd Day, Mayor

ATTEST:

Patty Flores, Town Administrator

17. Consideration/Action to
Approve Request for Proposals
(RFP) for Town Hall Roof
Repair & Replacement

Request for Proposals (RFP)

Town Hall Roof Repair & Replacement

Town of Rancho Viejo, Texas

RFP Release Date: February 17, 2026

Proposal Submission Deadline: at 2:00 PM

Contact: Patty Flores, Town Administrator

1. Introduction & Project Overview

The Town of Rancho Viejo ("the Town"), a Type A General Law Municipality, is seeking proposals from qualified, licensed, and insured roofing contractors to provide all labor, materials, and equipment for the repair and/or full replacement of the roof at Rancho Viejo Town Hall, located at 3301 Carmen Avenue, Rancho Viejo, TX 78575.

2. Scope of Work

The successful respondent shall provide a turnkey solution for the following:

Inspection & Assessment: Complete thermal or physical inspection to identify all leaks, structural deck damage, and insulation deficiencies.

Removal: Removal and legal disposal of existing roofing materials down to the deck.

Structural Repairs: Replacement of any damaged or rotted decking or fascia boards (to be bid as a per-unit price).

Installation: Installation of a new Composition Shingle 30 year warranty or more roofing system.

Wind-Load Compliance: All work must meet or exceed current Texas Department of Insurance (TDI) Windstorm requirements for the Rio Grande Valley region, 140 mph wind design (Zone 2).

Clean-up: Daily site cleaning and final magnetic sweep for nails and debris.

3. Submission Requirements

Proposals must be submitted in a sealed envelope marked "RFP: Town Hall Roof Project" and include:

Company Profile: Years in business, license numbers, and proof of insurance.

References: At least three (3) references for similar municipal or commercial projects.

Project Timeline: Estimated start date and duration of the project.

Pricing: Lump sum bid for the base project plus a "unit price" for unexpected deck repairs (per 4x8 sheet).

Warranty Information: Details on both material and labor warranties.

4. Legal Requirements (Texas Local Government Code)

As a Texas municipality, this RFP is subject to the following:

Competitive Bidding: This contract will be awarded to the "lowest responsible bidder" or the "proposer who provides the best value" based on the evaluation criteria (Texas Local Government Code Chapter 252).

Payment & Performance Bonds: For contracts exceeding \$25,000, a Payment Bond is required. For contracts exceeding \$100,000, a Performance Bond is required (Texas Government Code 2253).

Insurance: The contractor must maintain General Liability, Workers' Compensation, and Auto Insurance as specified by the Town.

5. Evaluation Criteria

The Town will evaluate proposals based on:

Cost: Total bid price (40%)

Experience: Previous history with municipal or high-wind-load projects (30%)

References: Quality of work as reported by previous clients (20%)

Timeline: Ability to complete the work in a timely manner (10%)

6. Reserved Rights

The Town of Rancho Viejo reserves the right to waive any informalities, to reject any or all proposals, and to accept the proposal deemed most advantageous to the Town.

18. Town Administrator Report

a. Municipal Court

b. Permits

c. Quarterly Financials

19. Public Comment

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

21. Possible Action on Matters Discussed in Executive Session

22. Adjourn