



3301 CARMEN AVE, 78575

Phone 956-350-4093

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BOARD OF ALDERMAN
REGULAR MEETING
JANUARY 11, 2011



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Phone 956-350-4093

Fax 956-350-4156

NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING

JANUARY 11, 2011

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 JANUARY 11, 2011 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 - December 9, 2010
6. Presentation and Consideration of Acceptance of Audit Report for Fiscal Year Ending September 30, 2010
7. Consideration/Appointment/Reappointment of Board of Adjustments and Appeals Members and Alternates
8. Consideration/Action on Letter of Intent for the Texas Safe Shelter Initiative Program

NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING

JANUARY 11, 2011
6:00 P.M.


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9. Public Comment

10. Executive Session: Pursuant to Section 551.076 of the Texas Government Code: to discuss the implementation of security measures that are within the scope provided by said section

11. Consideration/Action to Award a Contract to Purchase and Implement Security Measures

12. Adjourn


Cheryl J. Kretz
Town Administrator

Item #1:
Call to Order
by Mayor Medrano

Item #2:

Roll Call

by Isabel Perales, those present are:

Alderwoman Carr

Alderwoman Hager

Alderwoman Hinojosa

Alderman Lackner

Alderman Rafac

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Cheryl J.
Kretz.

Item #3:

Invocation and Pledge

The pledge of allegiance for 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 for the Texas State Flag is,

“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

Item #4: Public Comment

Item #5:

Approval of Minutes -
December 14, 2010

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
DECEMBER 14, 2010

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on Tuesday, December 14, 2010, at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public. The meeting was called to order by Mayor Roberto Medrano at 6:02 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr
Mrs. Jean Hager
Mrs. Maria Hinojosa
Mr. Robert Lackner
Mr. Joe Rafac

A quorum was present at the meeting.

Mr. Daniel Rentfro, Jr., legal counsel, was present. Town Administrator Cheryl J. Kretz was also present at the meeting.

Those present in the audience were:

Mack Sterling	Lourdes G. Medrano
Richard P. Lewis	Arnulfo Montano
Lydia Montano	Chief M. Cruz, Jr.
Glenn Carr	W. H. Dorsett
Carmen Nordyke	

INVOCATION AND PLEDGE:

Alderwoman Hager led the group in the invocation and pledge of allegiance to the American and Texas flag.

PUBLIC COMMENT:

Mr. Mack Sterling asked about the sign. Alderwoman Hinojosa gave an update on the Good Neighbor Settlement House day.

APPROVAL OF MINUTES:

Motion was made by Alderwoman Hager, seconded by Alderman Rafac, and unanimously carried, that the Minutes of the Regular Meeting held on November 9, 2010 be approved as written.

CONSIDERATON/ACTION ON BUILDING INSPECTOR JOB DESCRIPTION AND CONTRACT:

Motion was made by Alderman Rafac, seconded by Alderwoman Carr, and unanimously carried, to approve the Building Inspector Job Description and Contract, with the last sentence on the first page of the job description amended to read "Advise by written report or oral presentation the Board of Aldermen, the Planning and Zoning Commission, and the Building Committee on non-compliance related to building standards and code enforcement."

CONSIDERATION/ACTION TO ADVERTISE FOR BUILDING INSPECTOR POSITION AND APPROVAL FOR MAYOR TO ENTER NEGOTIATIONS WITH APPLICANT:

Motion was made by Alderwoman Hager, seconded by Alderwoman Hinojosa, and unanimously carried, to approve advertising for the Building Inspector position and for the Mayor to enter negotiations with an applicant.

PUBLIC COMMENT:

Mr. William Dorsett inquired about the building inspector job description and contract.

ADJOURNMENT:

Motion was made by Alderwoman Carr, seconded by Alderman Lackner, and unanimously carried, to adjourn the meeting at 6:40 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

Item #6:

Presentation and Consideration
of Acceptance of Audit Report
for Fiscal Year Ending
September 30, 2010

Item #7:

Consideration / Appointment /
Reappointment of Board of
Adjustments Appeals Members
and Alternates

Item #8:

Consideration/Action on Letter
of Intent for the Texas Safe
Shelter Initiative Program

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N. LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

www.txdps.state.tx.us



STEVEN C. McCRAW
DIRECTOR
LAMAR BECKWORTH
CHERYL MacBRIDE
DEPUTY DIRECTORS



COMMISSION
ALLAN B. POLUNSKY, CHAIR
C. TOM CLOWE, JR.
ADA BROWN
JOHN STEEN
CARIN MARCY BARTH

December 6, 2010

Emergency Management Directors:

Texas has been presented with a time sensitive opportunity to build one or more, domed hurricane shelters in your jurisdiction, under the Texas Safe Shelter Initiative Program (TSSI). These structures are intended to provide sheltering for at risk populations that are very difficult to evacuate in hazardous weather events, sheltering of last resort for emergency responders, and as tornado shelters for the general population. These domed structures (ranging in size from 3,000 square feet to a maximum of 20,000 square feet) can be an important asset to local communities and can be used during non-emergency times in many beneficial ways such as community event centers, meeting rooms, gymnasiums, and band halls.

The general information on the program is as follows:

- **Concept:** The project is for domed structures that can withstand 200 miles per hour winds, wall penetration by wind driven debris, and which have emergency power provided.
- **Purpose:** To reduce the evacuation difficulties of at risk populations,
- **Funding Source:** Federal Hazard Mitigation Funds.
- **Construction type:** Dome construction was selected because the structures are cost effective, (normally less than half the cost of rectangular construction), energy efficient, and very low maintenance.
- **Points of Implementation:**
 1. 75% Federal funding – 25% local match required (in-kind and any other non-federal funds). This is a reimbursement grant; applicants must incur costs and then be reimbursed.
 2. Structures must be built above 24 feet mean sea level and outside the 500 year flood plain.
 3. Eligible project funding covers structure, emergency generator for the facility, HVAC, plumbing, electrical, and ADA parking/access requirements.
 4. Sub-applicant determines facility locations and selects the contractor through their normal local bid process.
 5. TDEM provides a project officer to develop the application, provide consultation for capturing in-kind match, and assist with the project through closing.

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TSSI announcement letter

December 6, 2010

6. Match funding can be any non-federal source such as Texas Department of Rural Affairs (regular or Ike Supplemental funds round 2), local bonds, school bonds, private donations, and in-kind for all non federally funded employees and equipment.
7. Construction must be completed within 30 months of the final approval of your project.

The next step is for you to contact your Regional Liaison Officer or one of the Texas Division of Emergency Management (TDEM) Mitigation Project Officers (contact list attached), to get additional details and begin your application process. It is important to note that not all coastal communities may desire to participate, and thus you may not be limited to the number of shelters initially allocated to your jurisdiction. You should consider additional potential shelter locations for which local match and a supplementary use can be identified.

Stage 1 is a letter of intended participation in TSSI with final shelter locations and alternate uses identified – the deadline for Stage 1 is February 4th, 2011. If you can meet the stage 1 information requirements before Feb 4th, by all means do so.

Stage 2 is the shelter operations plan development – the TDEM project officer will assist with this – the deadline for Stage 2 is March 4th, 2011.

Stage 3 is the completed application to be submitted to FEMA – the deadline for Stage 3 is March 18, 2011.

There is a conference call scheduled on January 11, 2011 for additional questions.

TDEM asks you to please consider this valuable opportunity to both protect your citizens and enhance the facilities in your communities.

Sincerely,



W. Nim Kidd, CEM
Assistant Director
Texas Department of Public Safety
Chief
Texas Division of Emergency Management

WNK:hs

Attachment: List of Regional Liaison Officers and TDEM Project Officers by County

COUNTY	REGIONAL LIAISON OFFICER (RLO)	RLO CONTACT NUMBER	TDEM PROJECT OFFICER	CONTACT NUMBER
	10,000 - 20,000 sq ft shelters			
ARANSAS	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
BRAZORIA	David Popoff	409-504-0390	Lamance Woods	713-967-7014
CALHOUN	Alex Camacho	361-788-3532	Wendy Kirby	512-424-5478
CHAMBERS	Jay Hall	409-284-9381	Lamance Woods	713-967-7014
CAMERON	Jorge Jalomo	956-227-0696	Jonathon Dobbs	512-424-2397
GALVESTON	David Popoff	409-504-0390	Lamance Woods	713-967-7014
HARRIS	Jennifer Hawes	281-642-0312	Shirley Mayes	713-967-7010
HIDALGO	Jorge Jalomo	956-227-0696	Jonathon Dobbs	512-424-2397
JACKSON	Alex Camacho	361-788-3532	Wendy Kirby	512-424-5478
JEFFERSON	Jay Hall	409-284-9381	Lamance Woods	713-967-7014
KENEDY	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
KLEBERG	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
MATAGORDA	David Noak	979-320-4362	Megan Leitsinger	512-424-5684
NUECES	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
ORANGE	Jay Hall	409-284-9381	Lamance Woods	713-967-7014
REFUGIO	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
SAN PATRICIO	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
VICTORIA	Alex Camacho	361-788-3532	Wendy Kirby	512-424-5478
WILLACY	Jorge Jalomo	956-227-0696	Jonathon Dobbs	512-424-2397
	5,000 sq ft shelters			
KENEDY	Brandi Ashby-Fisher	361-438-5388	Jonathon Dobbs	512-424-2397
Hardin	Jay Hall	409-284-9381	Lamance Woods	713-967-7014
Jasper	Porter Stanaland	936-465-1693	Marsha Rutherford	512-424-5489
Liberty	Jay Hall	409-284-9381	Lamance Woods	713-967-7014
Newton	Porter Stanaland	936-465-1693	Marsha Rutherford	512-424-5489
Polk	Porter Stanaland	936-465-1693	Marsha Rutherford	512-424-5489
Tyler	Jay Hall	409-284-9381	Lamance Woods	713-967-7014

Preparing Texas Today...

*Texas Safe
Shelter Initiative*

A Texas Community Partnership

...for Tomorrow's Challenges



-
- **To build a dome or domes in coastal (or near coastal) jurisdictions that can withstand 200 mile per hour winds. The state has fenced a minimum of \$50 mil of FEMA mitigation funding for this purpose.**
 - **75 % of base construction cost covered by FEMA and State.**
 - **Will reduce the evacuation demand for Special Needs citizens.**
 - **Secondary use of the available space provides a wide variety of community benefits. (e.g., gyms, activity centers)**
 - **Structures come with emergency generator.**
 - **Location must be out of reach of maximum storm surge,**

MAPQUEST
Santa Catarina



Port Mansfield

Raymondville

Lasara

Lyford

Monte Alto

Edinburg

Elsa

Gustavo Diaz Ordaz

La Joya

Mission

McAllen

Pharr

Reynosa

Progreso

Rio Bravo

Santa Maria

Weslaco

La Feria

Combes

Hallinger

S Benito

Bayview

Los Fresnos

PSA Label

Los Angeles

Ramirez

Brownsville

Playa Lauro Villar

GULF OF MEXICO

TAMAULIPAS
NUEVO LEON

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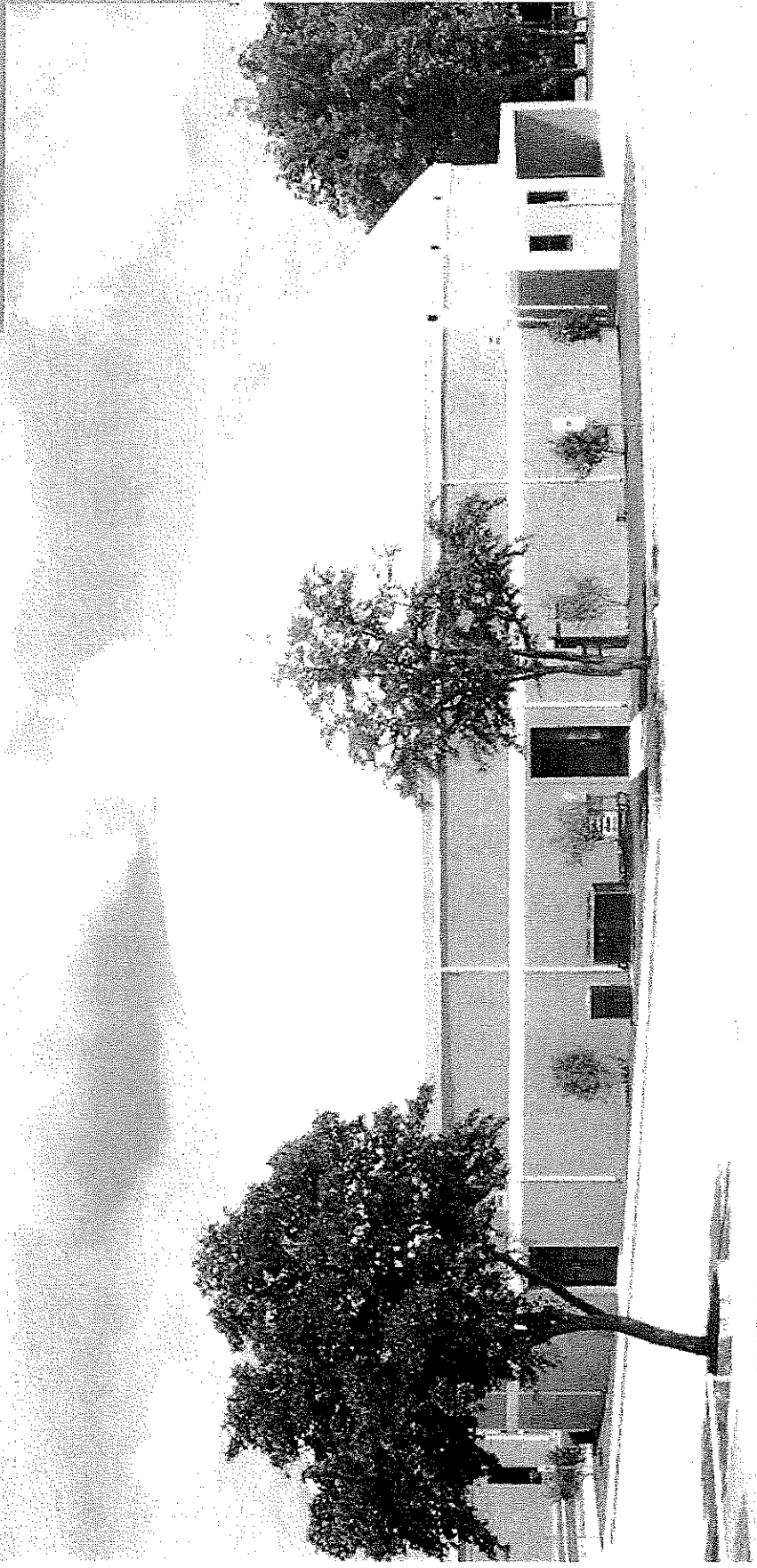
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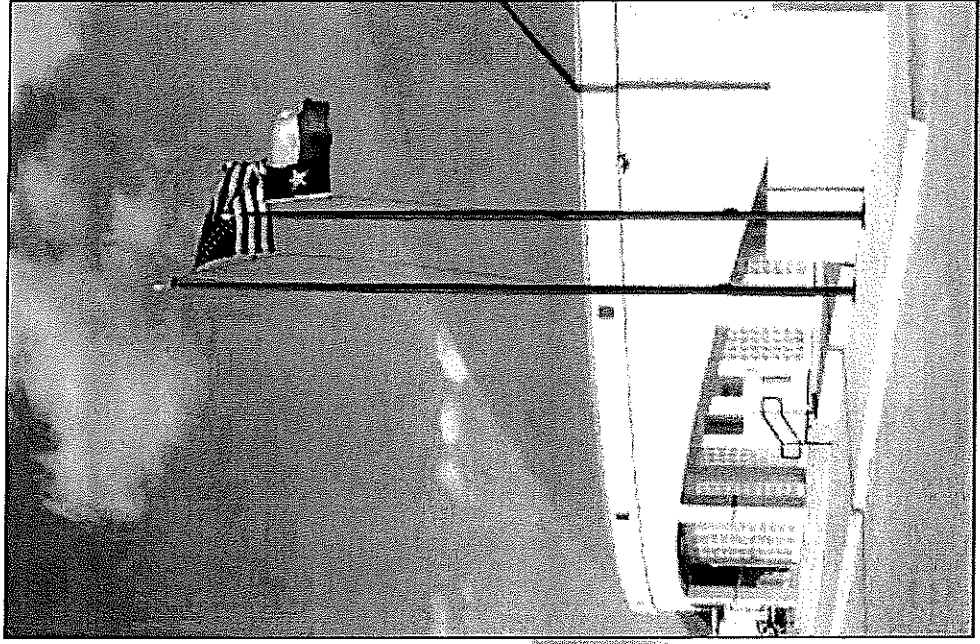
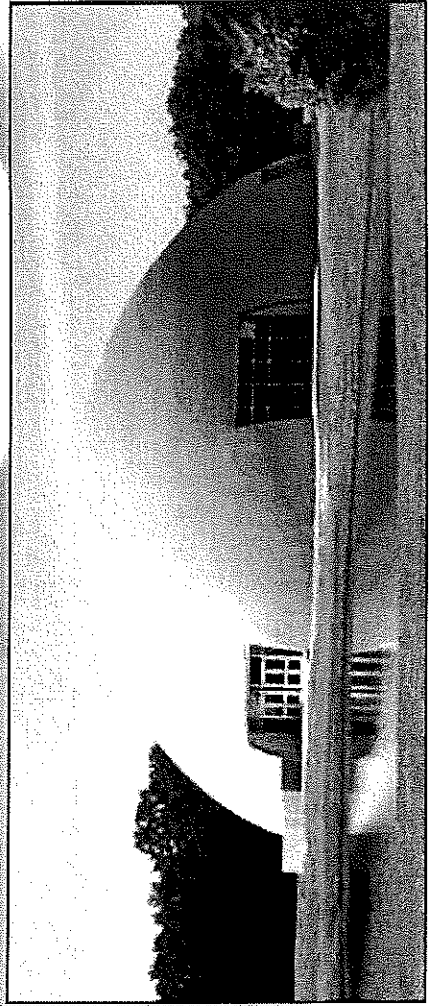
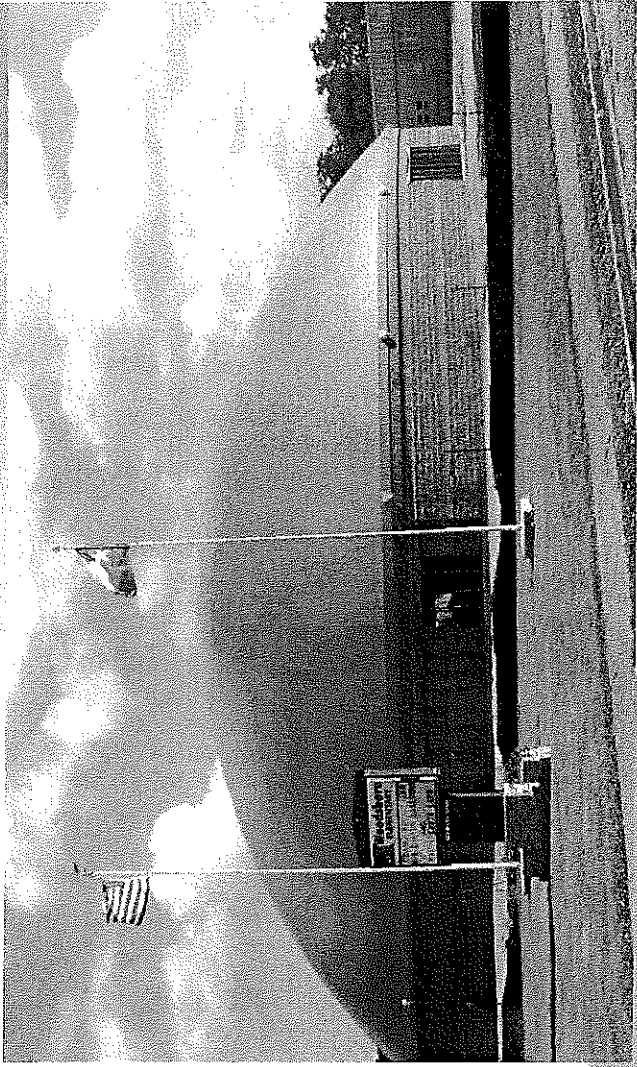


Sterling

Brownsville

-
- Cost of construction is LESS than half the cost of rectangular windproof structures. (\$110/sf)
 - Immediately recognizable to the general population as a wind-resistant structure.
 - Will meet FEMA standards for providing *near-absolute protection* and have a proven ability to survive tornadoes and hurricanes.
 - Cost-effective, energy efficient, and low maintenance.







80% of floor space must be available for laying out cots. Any function that is essentially a large empty room or a large room filled with chairs is an allowable secondary function: gym, meeting room, classroom, cafeteria



Shelter Capacity:

Per 15K sq ft Shelter = 600 to 2,400 people

Per 5k sq ft Shelter = 200 to 800 people

Chiefs Guidance: Offer first to local governments, then to schools.

>Building block coastal structure is a 15k square foot, but will accept up to 20k square foot structures, and not less than 3k square foot.

We will accept sign-ups on first come-first served basis up to five times the nominal allocation. IF program becomes over-subscribed, county judges will arbitrate.

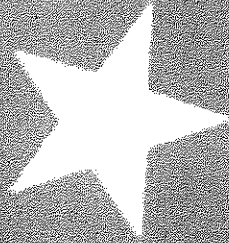
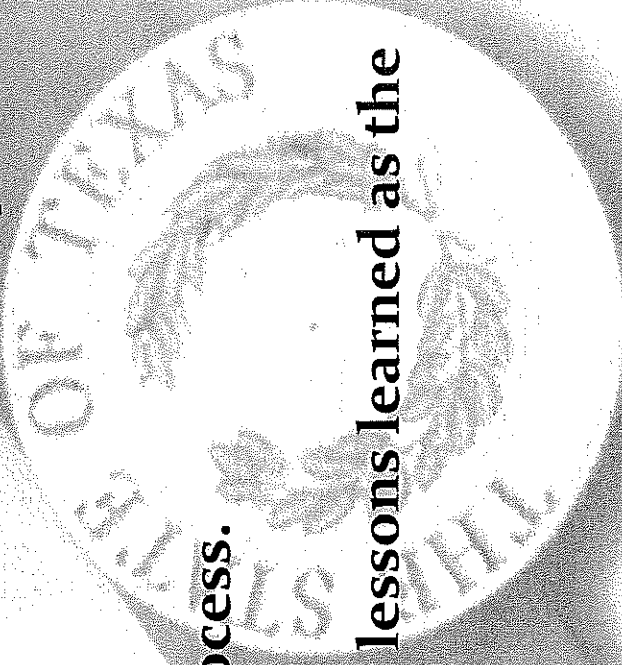
Stage one:

- **Provide a one page letter to TDEM announcing intention to participate in the program.**
- **Decide the location (both address and location on the property) for the facility(s).**
- **Choose a secondary use for the safe room. Provide a scaled floor plan sketch on 8 x 11.5 paper.**

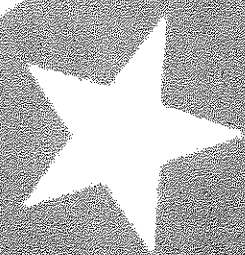
Stage two: Provide outline of shelter operations plan

Stage three: Senior Executive signs application and financial certification.

-
- ***A State Project Officer will be assigned to community to complete the grant application.***
 - **Assistance throughout the grant process.**
 - **State will establish a forum to share lessons learned as the projects progress.**



-
- **Funding to optimize the structure for its secondary use.**
 - **Future maintenance/utilities.**
 - **Contracting for construction; this will have to come from the applicant.**



Allowable Costs:

Basic Dome and superstructure, with brick veneer
HVAC
Plumbing
Electrical
Emergency generator
Handicapped parking, sidewalks, curbing and railing
Force account labor summaries (soft match)

Un-Allowable Costs:

Floor treatments
Wall treatments
Acoustic remediation
General Population parking
Public Address system
Bleachers/seating
Kitchen/chowline



11 Jan. Conf Call and Q & A

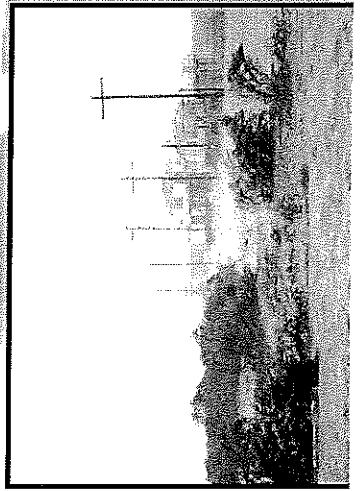
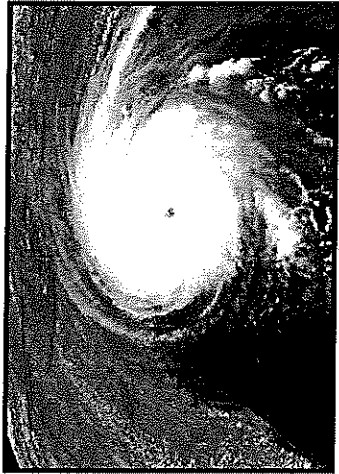
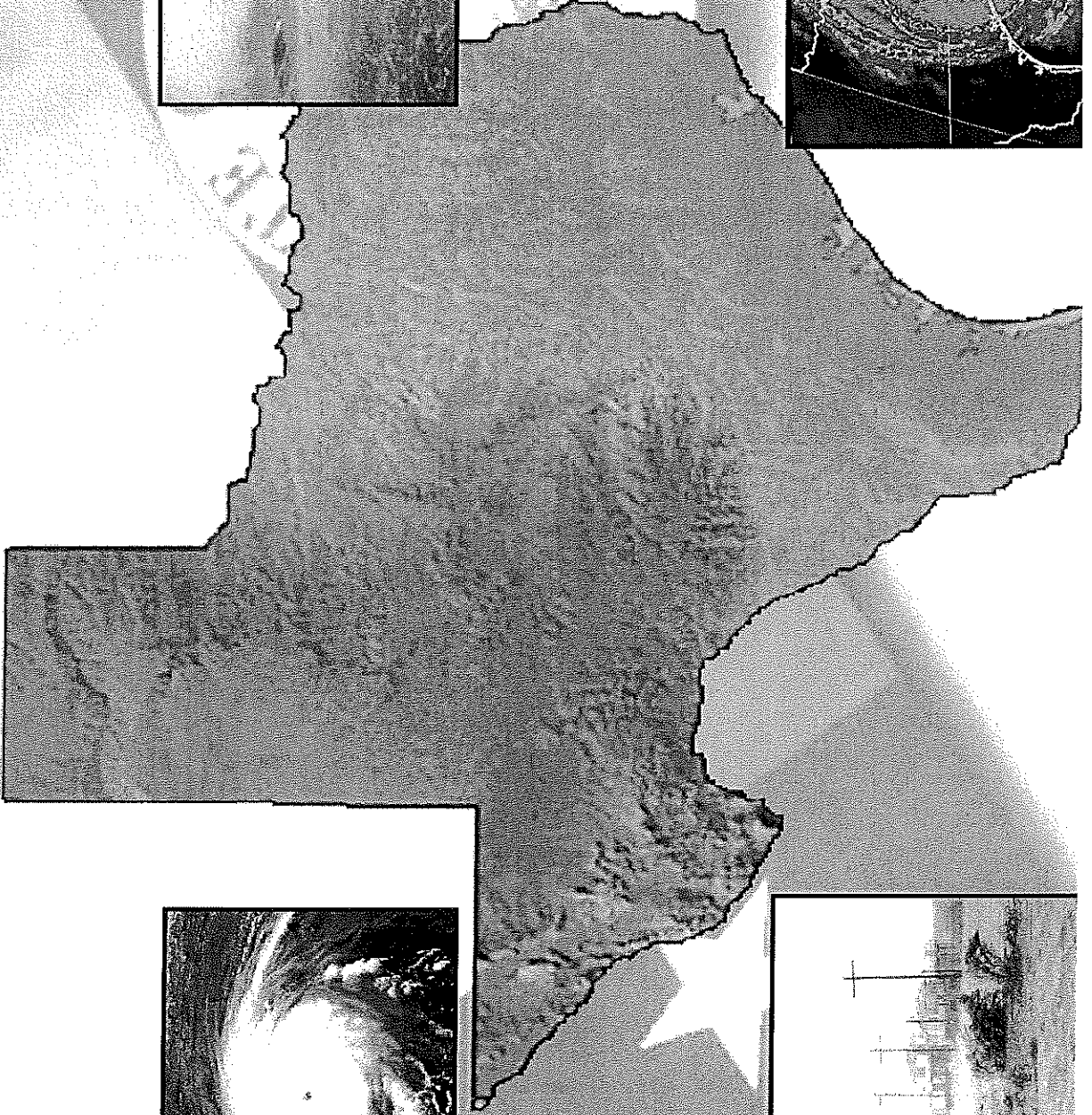
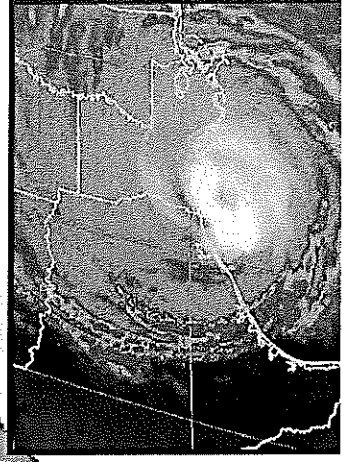
4 Feb Stage 1 Deadline for COGs and local governments

18 Feb Stage 1 Deadline for schools

4 March Stage 2 Deadline for all

18 March Stage 3 Deadline for all (normally will be preceded by city council/commissioners court action.)

1 April Deadline for all communication from State to FEMA



Item #9: Public Comment

Item #10:

Executive Session: Pursuant to Section 551.076 of the Texas Government Code: to discuss the implementation of security measures that are within the scope provided by said section

Item #11:

Consideration/Action to Award a
Contract to Purchase and
Implement Security Measures

Item #12:
Adjourn