



**3301 CARMEN AVE, 78575**  
*Phone* **956-350-4093**  
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NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING

JULY 12, 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 July 12, 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 - June 14, 2011
6. Consideration/Approval of Resolution of Board of Aldermen of the Town of Rancho Viejo, Texas Extending the Provisions of Section 33.07 of the Property Tax Code which Enables the Governing Body to Assess an Additional Collection Penalty
7. Consideration/Action to Designate an Auditor for September 30, 2011
8. Consideration/Ratification of Members of Beautification Committee
9. Discussion on An Ordinance of the Town of Rancho Viejo, Texas Amending Article I of Chapter 18 of the Code of Ordinances; Providing an Effective Date (Failure to Appear)
10. Discussion of An Ordinance of the Town of Rancho Viejo, Texas, Amending Chapter 10 of the Code of Ordinances; Providing for a Penalty, Providing for an Effective Date and Publication in Caption Form (Disposing of Dog Defecation)

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BOARD OF ALDERMEN  
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JULY 12, 2011  
6:00 P.M.

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11. Discussion of An Ordinance of the Town of Rancho Viejo, Texas Repealing Paragraph (E)(2) of Section 14-203, Providing for an Effective Date and Publication in Caption Form (Palm Tree Pruning)
12. Discussion of an Ordinance of the Town of Rancho Viejo, Texas, Establishing Regulations for all Resacas within the Territorial Limits of the Town of Rancho Viejo, Providing for a Penalty, Providing for an Effective Date and Publication in Caption Form
13. Discussion of An Ordinance of the Town of Rancho Viejo, Texas, Establishing Regulations for all Persons Exercising in the Right of Way of Any Street within the Territorial Limits of the Town of Rancho Viejo, Texas, Providing for a Penalty, Providing for an Effective Date and Publication in Caption Form (Reflective Gear)
14. TNR Report
15. Hurricane Preparedness
16. Public Comment
17. Adjourn



Cheryl J. Kretz  
Town Administrator

Item #1:  
Call to Order  
by Mayor Medrano

Item #2:

Roll Call

by Isabel Perales, those present are:

Aldерwoman Hager

Aldерwoman Hinojosa

Alderman Lackner

Alderman Rafac

Aldерwoman Truan

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Cheryl J.  
Kretz.

Item #3:

Invocation and Pledge

Item #4:  
Public Comment

Approval of Minutes -  
Regular Meeting- June 14, 2011

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
JUNE 14, 2011

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on Tuesday, June 14, 2011, 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 6:00 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Jean Hager  
Mrs. Maria Hinojosa  
Mr. Robert Lackner  
Mr. Joe Rafac  
Mrs. Bitty Truan

A quorum was present at the meeting.

Mr. David Irwin, legal counsel, was present. Town Administrator Cheryl J. Kretz was also present at the meeting.

Those present in the audience were:

Maria V. Garza	Manuela Stevenson
Geoffrey Ryan	Mack Sterling
Richard P. Lewis	Louise Rigney
Chief M. Cruz, Jr.	Miguel Ortiz
Liz Ormes	Amy Tygrett
Marilyn Lindeman	Dick Lindeman
Gerardo Barragan	Bridget Neubauer
Juanita Alvarado	Yvette Salinas, CCHHS
Jesse Silva, CCHHS	Carlos A. Agado, CCHHS
James Kersey	Mary Kersey
Javier Huacuja	Frutoso Gomez, CAD
George Garcia, CAD	David Alex, CCRMA
Pete Sepulveda, CCRMA	David Garcia, CCRMA
Ralph Cowen, BND	Eddie Campirano, BND

INVOCATION AND PLEDGE:

Aldерwoman Hinojosa led the group in the invocation and pledge of allegiance to the American and Texas flags.



PUBLIC COMMENT:

Mrs. Maria V. Garza requested that the board consider adopting a resolution on Proposition No. 13 whereby taxes are frozen for homeowners who are disabled or 65 years of age or older. Mrs. Amy Tygrett announced that she was spearheading a 4<sup>th</sup> of July children's parade in Rancho Viejo on Monday, July 4<sup>th</sup> at 9:00 A.M., and everyone was welcome to attend. Mr. Mack Sterling asked about the proposed commercial building.

APPROVAL OF MINUTES:

Motion was made by Alderwoman Hinojosa, seconded by Alderwoman Hager, and unanimously carried, that the Minutes of the Regular Meeting held on May 17, 2011 and the Minutes of the Special Meeting held on May 31, 2011 be approved as written.

Presentation by Cameron Appraisal District Regarding 2011 Appraisal Notices:

Mr. Frutoso Gomez, Chief Appraiser of the Cameron Appraisal District, made a presentation on the 2011 appraisal notices, the appraisal process in general, and the protest process. He answered several questions from the audience and the Board.

PRESENTATION BY CAMERON COUNTY REGIONAL MOBILITY AUTHORITY REGARDING THE SH 550 DIRECT CONNECTOR:

Mr. David Alex, Mr. Pete Sepulveda and Mr. David Garcia, representing the Cameron County Regional Mobility Authority, reported on current and future projects for the CCRMA. They outlined where the SH 550 Connector would be built in relation to Rancho Viejo.

PRESENTATION BY BROWNSVILLE NAVIGATION DISTRICT REGARDING PROJECTS AND ACTIVITIES THAT AFFECT OUR REGION:

Mr. Ralph Cowen reviewed the ongoing projects and activities in connection with the Brownsville Navigation District that affect our region.

DISCUSSION CONCERNING HEALTH ISSUES AND RELATED MATTERS IN  
THE TOWN OF RANCHO VIEJO:

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Chief Cruz gave a brief explanation of the bat incidents that had occurred in Rancho Viejo. Mrs. Yvette Salinas from the Cameron County Health & Human Services gave an update concerning rabies, and she and her staff answered questions from the Board and the audience. It was noted that an animal vaccination clinic was in the process of being scheduled in Rancho Viejo. Also the TNR organization would be asked to provide an updated report on their activities.

ELECTION OF PRESIDENT PRO TEMPORE (MAYOR PRO TEM):

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On the recommendation of Mayor Medrano, motion was made by Alderman Lackner, seconded by Alderwoman Hinojosa, and unanimously carried, to elect Alderwoman Jean Hager as President Pro Tempore (Mayor Pro Tem).

CONSIDERATION/APPOINTMENT OF METROPOLITAN PLANNING  
ORGANIZATION (MPO) REPRESENTATIVE:

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Motion was made by Alderman Lackner, seconded by Alderwoman Hinojosa, and unanimously carried, to elect Alderwoman Bitty Truan as the representative for the Metropolitan Planning Organization (MPO) as per the recommendation of Mayor Medrano.

CONSIDERATION/APPOINTMENT OF MEMBER TO THE STRATEGIC  
PLANNING COMMITTEE:

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On the nomination of Mayor Medrano, motion was made by Alderwoman Hager, seconded by Alderwoman Hinojosa, and unanimously carried, to appoint Mr. John Ramirez as a member of the Strategic Planning Committee.

CONSIDERATION/ACTION ON RIO GRANDE REGIONAL WATER AUTHORITY  
PLEDGE:

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Motion was made by Alderman Lackner, seconded by Alderman Rafac, and unanimously carried, to approve the pledge for the Rio Grande Regional Water Authority in the amount of \$181.85.

REVIEW/APPROVAL OF INVESTMENT POLICY:

Motion was made by Alderman Lackner, seconded by Alderman Rafac, and unanimously carried, to approve the Investment Policy.

CONSIDERATION/APPROVAL OF RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS AUTHORIZING THE CONTINUATION OF BANK ACCOUNTS AND DEPOSITORY HERETOFORE ESTABLISHING AND AUTHORIZING CERTAIN PERSONS TO SIGN CHECKS AND OTHER NECESSARY TRANSACTIONS FOR SAME:

Motion was made by Alderman Rafac, seconded by Alderwoman Hager, and unanimously carried, to pass, adopt and approve Resolution No. 235 - RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS AUTHORIZING THE CONTINUATION OF BANK ACCOUNTS AND DEPOSITORY HERETOFORE ESTABLISHING AND AUTHORIZING CERTAIN PERSONS TO SIGN CHECKS AND OTHER NECESSARY TRANSACTIONS FOR SAME.

AUTHORIZATION TO ADVERTISE FOR BIDS FOR DEPOSITORY CONTRACT FOR TWO YEARS WITH THE POSSIBILITY OF THREE ONE YEAR EXTENSIONS AT THE TOWN'S OPTION:

Motion was made by Alderman Rafac, seconded by Alderwoman Truan, and unanimously carried, to authorize advertisement for applications for a depository contract for two years with the possibility of three one year extensions at the Town's option.

HURRICANE PREPAREDNESS:

Mayor Medrano announced that the hurricane packets were available for the public, and he encouraged everyone to be prepared with supplies and an evacuation plan in case of a hurricane. Chief Cruz suggested that anyone who would need assistance evacuating before a storm to dial 2-1-1 to register in advance for transportation.

PUBLIC COMMENT:

Mrs. Louise Rigney and Mr. Gerardo Barragan asked about the location of the dead bats and the risks that were involved with rabies. Mr. Fred Kennedy inquired about the Cameron Appraisal District presentation and the hurricane shelter.

June 14, 2011

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ADJOURNMENT:

Motion was made by Alderwoman Hinojosa, seconded by Alderman Lackner, and unanimously carried, to adjourn the meeting at 8:11 P.M.

BY: \_\_\_\_\_  
Cheryl J. Kretz, Town Secretary

APPROVED: \_\_\_\_\_  
Roberto Medrano, Mayor

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

Consideration/Approval of a Resolution of Board of Aldermen of the Town of Rancho Viejo, Texas Extending the Provisions of Section 33.07 of the Property Tax Code which enables the Governing Body to Assess an Additional Collection Penalty

RESOLUTION NO.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, EXTENDING THE PROVISIONS OF SECTION 33.07 OF THE PROPERTY TAX CODE WHICH ENABLES THE GOVERNING BODY TO ASSESS AN ADDITIONAL COLLECTION PENALTY

WHEREAS, the Town of Rancho Viejo, Texas, had adopted the provisions of Section 33.07 of the Property Tax Code; and

WHEREAS, this section of the code permits the governing body to assess an additional fifteen (15) percent collection penalty to defray the costs of collection;

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

SECTION 1. That the provisions of Section 33.07 be adopted and that Ad Valorem taxes remaining unpaid on July 1, 2011, be subject to fifteen (15) percent collection penalty.

SECTION 2. That the governing body of the TOWN OF RANCHO VIEJO complied with Section 6.30 of the Code in that a delinquent tax collection contract is presently in force with the Law Office of Daniel Rentfro Jr. of Brownsville, Texas.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a Regular Meeting on this the 12<sup>th</sup> day of July, 2011.

Roberto Medrano, Mayor

ATTEST:

Cheryl J. Kretz, Town Secretary

# Consideration/Action to Designate an Auditor for September 30, 2011



Members - Division of Firms,  
American Institute of CPAs

402 East Tyler  
Harlingen, Texas 78550  
(956) 423-3765  
Fax (956) 428-7520  
www.longchilton.com

July 8, 2011

Honorable Mayor and Aldermen  
Town of Rancho Viejo  
3461 Carmen Avenue  
Rancho Viejo, Texas 78575

We are pleased to confirm our understanding of the services we are to provide the Town of Rancho Viejo, Texas for the year ended September 30, 2011. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the Town of Rancho Viejo, Texas as of and for the year ended September 30, 2011. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Rancho Viejo, Texas' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town of Rancho Viejo, Texas' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule – General Fund
- 3) Notes to Required Supplementary Information
- 4) Pension Plan Schedule of Funding Progress

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of Rancho Viejo Texas' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Comparative General Fund Financial Statements.
- 2) Combining Non-Major Fund Financial Statements
- 3) Analysis of Taxes Receivable
- 4) Insurance Coverage



## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the Town of Rancho Viejo, Texas and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties. If during our audit we become aware that the Town of Rancho Viejo, Texas is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

## **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with preparation of your financial statements and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual, Ms. Cheryl Kretz, City Secretary-Administrator, with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

We will provide the following Non-Audit services:

- 1) Assistance with the preparation of draft financial statements that are based on management's chart of accounts and trial balance and any adjusting, correcting and closing entries that have been approved by management; assistance in preparing draft notes to the financial statements based on information determined and approved by management.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Rancho Viejo, Texas and the respective changes in financial position and cash flows, where applicable, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of Rancho Viejo, Texas' compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing. Ms. Cheryl Kretz, City Secretary-Administrator, will be accountable and responsible for overseeing the services noted.

We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Long Chilton, LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Long Chilton, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately November and to issue our reports no later than January 31, 2012. Quentin Anderson, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$6,800. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2010 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the Town of Rancho Viejo, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

LONG CHILTON, LLP



Quentin Anderson, CPA  
Partner

**RESPONSE:**

This letter correctly sets forth the understanding of the Town of Ranch Viejo, Texas.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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# GLASS & COMPANY

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CERTIFIED PUBLIC ACCOUNTANTS, P.C.

## System Review Report

October 20, 2010

To the Partners of Long Chilton, LLP  
and the Peer Review Committee of the TSCPA

We have reviewed the system of quality control for the accounting and auditing practice of Long Chilton, LLP (the firm) in effect for the year ended May 31, 2010. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under the Government Auditing Standards and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Long Chilton, LLP in effect for the year ended May 31, 2010, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Long Chilton, LLP has received a peer review rating of pass.

*Glass & Company*

GLASS & COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

# Consideration/Ratification of Members of Beautification Committee

BEAUTIFICATION COMMITTEE

JEAN HAGER, CHAIRPERSON

GERARDO BARRAGAN

GLADYS CUMMINS

ROISE FRUIA

BOB RICHARDSON

TIM TRAPP

ERIC VALLE

Advisor - SCOTT PAJESKI



AN ORDINANCE OF THE TOWN OF RANCHO  
VIEJO TEXAS, AMENDING ARTICLE 1 OF  
CHAPTER 18 OF THE CODE OF ORDINANCES;  
PROVIDING AN EFFECTIVE DATE

**ORDINANCE NO.**

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO TEXAS, AMENDING ARTICLE I OF CHAPTER 18 OF THE CODE OF ORDINANCES; PROVIDING AN EFFECTIVE DATE

**WHEREAS**, Article I of Chapter 18 of the Code of Ordinances of the Town of Rancho Viejo, Texas, provides for the organization of the Municipal Court; and

**WHEREAS**, the Board of Aldermen of the Town of Rancho Viejo, Texas, wish to supplement Article I with additional procedures for the Municipal Court to follow.

**NOW, THEREFORE**, pursuant to the authority granted by the Constitution, laws of the State of Texas, and Chapter 243 of the Texas Local Government Code, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, THAT:

**SECTION 18-7. FINDINGS APPROVED AND INCORPORATED**

All of the above premises are hereby found to be true and correct legislative and factual findings of the Town of Rancho Viejo and they are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 18-8. AMENDMENT OF CHAPTER**

Article I of Chapter 18 of the Code of Ordinances of the Town of Rancho Viejo, Texas, is hereby supplemented with additional procedures for the Municipal Court to follow.

**SECTION 18-9. GENERALLY**

State law shall govern the procedure, practice, and administration of the municipal court of the Town.

**SECTION 18-10. FAILURE OF DEFENDANT TO APPEAR**

It shall be unlawful for any person knowingly to fail to appear for the trial or other proceeding of any charge against the person pending in the municipal court.

**SECTION 18-11. CONFLICTING LAW IS REPEALED AND RESCINDED**

Any and all ordinances, orders, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of any conflict herewith.

**SECTION 18-12. ENFORCEMENT**

Any person violating any provision of this ordinance for the first time shall be deemed guilty of a Class C misdemeanor and upon conviction shall be fined an amount not to exceed

\$500.00. A second violation of any provision of this ordinance shall be enforced through an injunction on the prohibited operation.

**SECTION 18-13. EFFECT OF COURT ACTION ON THIS ORDINANCE**

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases or provisions of this Ordinance, or the application thereof to any person or circumstances, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**EFFECTIVE DATE OF ORDINANCE**

This Ordinance shall become effective from and after the date of its passage and publication, and it is accordingly so ordained.

PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_\_ DAY OF JULY 2011.

\_\_\_\_\_  
Roberto Medrano, Mayor

ATTEST:

\_\_\_\_\_  
Cheryl Kretz, Town Secretary

AN ORDINANCE OF THE TOWN OF RANCHO  
VIEJO, TEXAS, AMENDING CHAPTER 10 OF  
THE CODE OF ORDINANCES; PROVIDING FOR  
A PENALTY, PROVIDING FOR AN EFFECTIVE  
DATE AND PUBLICATION IN CAPTION FORM

**ORDINANCE NO.**

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, AMENDING CHAPTER 10 OF THE CODE OF ORDINANCES; PROVIDING FOR A PENALTY, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION IN CAPTION FORM

**WHEREAS**, for the health, safety, and welfare of the residents of the Town of Rancho Viejo, Texas, dog regulations are deemed to be in the best interest of the Town of Rancho Viejo, Texas;

**NOW, THEREFORE**, pursuant to the authority granted by the Constitution, laws of the State of Texas, and Chapter 243 of the Texas Local Government Code, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, THAT:

**SECTION 1.** All of the above premises are hereby found to be true and correct legislative and factual findings of the Town of Rancho Viejo and they are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** It shall be unlawful for the owner or any person having custody, control, or possession of any dog to not have at all times the means to dispose of any defecation left by his or her dog when that owner or person and his or her dog are not located on his or her private property.

**SECTION 3.** Any person violating any provision of this Ordinance shall be deemed guilty of a Class C misdemeanor and upon conviction shall be fined up to \$500.00 or other limit imposed by the Texas Penal Code from time to time.

**SECTION 4.** Any and all ordinances, orders, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of any conflict herewith.

**SECTION 5.** If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases or provisions of this Ordinance, or the application thereof to any person or circumstances, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION 6.** This Ordinance shall become effective from and after the date of its passage and publication, and it is accordingly so ordained.

**SIGNATURE PAGE TO FOLLOW:**

PASSED, ADOPTED, AND APPROVED on this \_\_\_\_\_ day of July 2011.

\_\_\_\_\_  
Roberto Medrano, Mayor

ATTEST:

\_\_\_\_\_  
Cheryl Kretz, Town Secretary

AN ORDINANCE OF THE TOWN OF RANCHO  
VIEJO, TEXAS, REPEALING PARAGRAPH (E)  
(2) OF SECTION 14-203, PROVIDING FOR AN  
EFFECTIVE DATE AND PUBLICATION IN  
CAPTION FORM

**ORDINANCE NO.**

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, REPEALING PARAGRAPH (E)(2) OF SECTION 14-203, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION IN CAPTION FORM

**WHEREAS**, for the public welfare of the residents of the Town of Rancho Viejo, Texas, providing minimum standards and regulations to help safeguard and preserve life or limb, property, and property values are deemed to be in the best interest of the Town of Rancho Viejo, Texas;

**NOW, THEREFORE**, pursuant to the authority granted by the Constitution, laws of the State of Texas, and Chapter 243 of the Texas Local Government Code, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, THAT:

**SECTION 1.** All of the above premises are hereby found to be true and correct legislative and factual findings of the Town of Rancho Viejo and they are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** Paragraph (e)(2) of Section 14-203 which states, “Palm trees within 25 feet of the edge of the street must be pruned once every 2 years or when the dead fronds extend 8 feet down the trunk of the palm tree.” shall be repealed by this Ordinance.

**SECTION 3.** Any and all ordinances, orders, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of any conflict herewith.

**SECTION 4.** If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases or provisions of this Ordinance, or the application thereof to any person or circumstances, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION 5.** This Ordinance shall become effective from and after the date of its passage and publication, and it is accordingly so ordained.

PASSED, ADOPTED, AND APPROVED on this \_\_\_\_\_ day of July 2011.

**SIGNATURE PAGE TO FOLLOW:**



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Roberto Medrano, Mayor

ATTEST:

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Cheryl Kretz, Town Secretary

AN ORDINANCE OF THE TOWN OF RANCHO  
VIEJO, TEXAS, ESTABLISHING  
REGULATIONS FOR ALL RESACAS WITHIN  
THE TERRITORIAL LIMITS OF THE TOWN OF  
RANCHO VIEJO, TEXAS, PROVIDING FOR A  
PENALTY, PROVIDING FOR AN EFFECTIVE  
DATE AND PUBLICATION IN CAPTION FORM

**ORDINANCE NO.**

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, ESTABLISHING REGULATIONS FOR ALL RESACAS WITHIN THE TERRITORIAL LIMITS OF THE TOWN OF RANCHO VIEJO, TEXAS, PROVIDING FOR A PENALTY, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION IN CAPTION FORM

**WHEREAS**, for the health, safety, and welfare of the residents of the Town of Rancho Viejo, Texas, regulations of all resacas within the territorial limits are deemed to be in the best interest of the Town of Rancho Viejo, Texas;

**NOW, THEREFORE**, pursuant to the authority granted by the Constitution, laws of the State of Texas, and Chapter 243 of the Texas Local Government Code, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, THAT:

**SECTION 1.** All of the above premises are hereby found to be true and correct legislative and factual findings of the Town of Rancho Viejo and they are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** All resacas within the territorial limits of the Town of Rancho Viejo, Texas, shall be a no wake zone and it shall therefore be unlawful for any person to operate any boat, vessel, or other watercraft over 5 miles per hour.

**SECTION 3.** It shall be unlawful for any person to operate a jet ski or similar device on the resacas within the territorial limits of the Town of Rancho Viejo, Texas.

**SECTION 4.** Any person violating any provision of this Ordinance for the first time shall be deemed guilty of a Class C misdemeanor and upon conviction shall be fined up to \$500.00 or other limit imposed by the Texas Penal Code from time to time. Any subsequent violation of any provision of this Ordinance shall be enforced through an injunction on the prohibited operation.

**SECTION 5.** Any and all ordinances, orders, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of any conflict herewith.

**SECTION 6.** If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases or provisions of this Ordinance, or the application thereof to any person or circumstances, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION 7.** This Ordinance shall become effective from and after the date of its passage and publication, and it is accordingly so ordained.

PASSED, ADOPTED, AND APPROVED on this \_\_\_\_\_ day of July 2011.

\_\_\_\_\_  
Roberto Medrano, Mayor

ATTEST:

\_\_\_\_\_  
Cheryl Kretz, Town Secretary

AN ORDINANCE OF THE TOWN OF RANCHO  
VIEJO, TEXAS, ESTABLISHING  
REGULATIONS FOR ALL PERSONS  
EXERCISING THE RIGHT OF WAY OF ANY  
STREET WITHIN THE TERRITORIAL LIMITS  
OF THE TOWN OF RANCHO VIEJO, TEXAS,  
PROVIDING FOR A PENALTY, PROVIDING  
FOR AN EFFECTIVE DATE AND  
PUBLICATION IN CAPTION FORM

**ORDINANCE NO.**

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, ESTABLISHING REGULATIONS FOR ALL PERSONS EXERCISING IN THE RIGHT OF WAY OF ANY STREET WITHIN THE TERRITORIAL LIMITS OF THE TOWN OF RANCHO VIEJO, TEXAS, PROVIDING FOR A PENALTY, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION IN CAPTION FORM

**WHEREAS**, for the health, safety, and welfare of the residents of the Town of Rancho Viejo, Texas, regulations for all persons exercising in the right of way of any street within the territorial limits are deemed to be in the best interest of the Town of Rancho Viejo, Texas;

**NOW, THEREFORE**, pursuant to the authority granted by the Constitution, laws of the State of Texas, and Chapter 243 of the Texas Local Government Code, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, THAT:

**SECTION 1.** All of the above premises are hereby found to be true and correct legislative and factual findings of the Town of Rancho Viejo and they are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** It shall be unlawful for any person who is riding a bicycle, walking, jogging, or otherwise exercising in the right of way of streets within the territorial limits of the Town of Rancho Viejo, Texas, at dusk or nighttime to not wear reflective gear.

**SECTION 3.** Any person violating any provision of this Ordinance shall be deemed guilty of a Class C misdemeanor and upon conviction shall be fined up to \$500.00 or other limit imposed by the Texas Penal Code from time to time.

**SECTION 4.** Any and all ordinances, orders, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of any conflict herewith.

**SECTION 5.** If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases or provisions of this Ordinance, or the application thereof to any person or circumstances, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION 6.** This Ordinance shall become effective from and after the date of its passage and publication, and it is accordingly so ordained.

PASSED, ADOPTED, AND APPROVED on this \_\_\_\_\_ day of July 2011.

**SIGNATURE PAGE TO FOLLOW:**

\_\_\_\_\_  
Roberto Medrano, Mayor

ATTEST:

\_\_\_\_\_  
Cheryl Kretz, Town Secretary

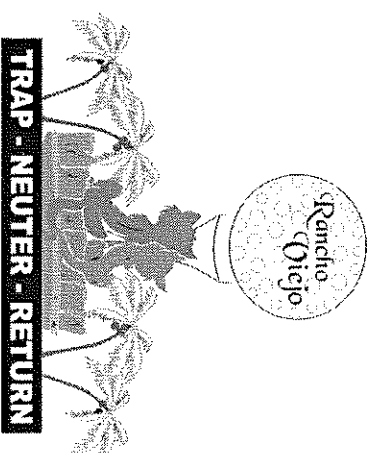
# TNR Report



# advOCAT

## TNR Community Impact: Cat Population

	May 2010	November 2010	May 31, 2011
Cats handled/processed	145	192	215
Adopted, euthanized, PAWS, killed on road, etc.	-60	-104	-113
Returned after spay/neuter/vaccination	85	88	102
Attrition (cats unaccounted for)	-13	-15	-15
Total TNR cats remaining	72	73	87



## TNR Community Impact: Financial

It costs Cameron County, TX \$125.00 per cat to trap and kill a cat

215 cats x \$125.00 = \$26,875

It costs McAllen, TX \$60.00 to \$80.00 per cat to trap and kill a cat

215 cats x \$60.00 - \$80.00 = \$12,900 to \$17,200

**TNR has saved Rancho Viejo \$\$ and there are fewer cats in Rancho Viejo  
Cat overpopulation is being addressed in a humane and effective way**

# HURRICANE PREPAREDNESS

# PUBLIC COMMENT

ADJOURN