



BOARD OF ALDERMEN

REGULAR MEETING

August 14, 2012
6:00 P.M.



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

AUGUST 14, 2012
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, AUGUST 14, 2012 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
 - Special Meeting - July 10, 2012
 - Regular Meeting - July 10, 2012
6. Consideration of Bids and Award of Contract for Common Area Maintenance
7. Consideration/Approval of Fire Protection Contract with the City of Brownsville
8. Ratify Salary of Regular Police Officer Retroactive to July 11, 2012

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

AUGUST 14, 2012
6:00 P.M.

PAGE 2

9. Present/Discuss Proposed Budget for Fiscal Year October 1, 2012 to September 30, 2013
10. Provide for Public Notice of Date, Time and Location of Public Hearing on Proposed Budget for Fiscal Year October 1, 2012 to September 30, 2013
11. Discuss Proposed Ad Valorem Tax Rate and Consideration/Action on Proposal for Tax Rate Increase
12. Provide for Public Notice of Date, Time and Location of Public Hearings for Tax Rate Increase
13. Public Comment
14. Adjourn


Cheryl J. Kretz
Town Administrator

#1 Call to Order

by Mayor Medrano

#2 Roll Call

by Isabel Perales

Aldерwoman Carr

Aldерwoman Hager

Aldерwoman Guerrero

Aldерwoman Rathbun

Aldерwoman Truan

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Cheryl J. Kretz.

#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 is,

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

#4 Public Comment

Approval of Minutes –
Special Meeting July 10, 2012 5 PM
Regular Meeting July 10, 2012 6 PM

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
JULY 10, 2012

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on July 10, 2012, 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 5:05 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr
Mrs. Maribel Guerrero
Mrs. Jean Hager
Mrs. Cyndie Rathbun
Mrs. Bitty Truan

A quorum was present at the meeting.

Town Administrator Cheryl J. Kretz was also present at the meeting.

Those present in the audience were:

Gladys Cummins	Joan Cortinas
William Rusteberg, Fire Chief	Arnulfo Montano
Lydia Montano	Lourdes G. Medrano
Xavier Montemayor	Kelly Cuff
Humberto Barrera	Jessica Macias
Chief M. Cruz, Jr.	Jose Castro

HURRICANE PREPAREDNESS PRESENTATION:

Mr. Humberto Barreda, Cameron County Emergency Management Coordinator, made a presentation on hurricane preparedness for the residents of Rancho Viejo. He also highlighted preparedness activities Town Officials would be participating in when a storm threatens the area.

ADJOURNMENT:

Motion was made by Alderwoman Hager, seconded by Alderwoman Carr, and unanimously carried, to adjourn the meeting at 6:25 P.M.

July 10, 2012

Page 2

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
JULY 10, 2012

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on July 10, 2012, 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. Lupita Carr
Mrs. Maribel Guerrero
Mrs. Jean Hager
Mrs. Cyndie Rathbun
Mrs. Bitty Truan

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:

Gladys Cummins	Lourdes G. Medrano
Geoffrey Ryan	Ninfa V. Garcia
Marilyn Lindeman	Dick Lindeman
Myra Millsapps	Jose Castro
Robert Lopez	Pete Sepulveda
Robert Lambert	

INVOCATION AND PLEDGE:

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

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF MINUTES:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Hager, and unanimously carried, that the Minutes of the Regular Meeting held on June 12, 2012 be approved as written.

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

Motion was made by Alderwoman Hager, seconded by Alderwoman Truan, and unanimously carried, to approve the employment of Jose Castro as a regular police officer at a salary of \$29,500.00 per year.

CONSIDERATION/ACTION ON A RESOLUTION IN SUPPORT OF THE CAMERON
COUNTY REGIONAL MOBILITY AUTHORITY'S SOUTH PADRE ISLAND 2ND
ACCESS PROJECT AND RECOMMENDED ALTERNATIVE AS IDENTIFIED IN
THE DRAFT ENVIRONMENTAL IMPACT STUDY:

After Mr. Pete Sepulveda reviewed the project and answered questions from the members, motion was made by Alderwoman Guerrero, seconded by Alderwoman Carr, and unanimously carried, to pass, adopt and approve RESOLUTION NO. 248 - A RESOLUTION IN SUPPORT OF THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY'S SOUTH PADRE ISLAND 2ND ACCESS PROJECT AND RECOMMENDED ALTERNATIVE AS IDENTIFIED IN THE DRAFT ENVIRONMENTAL IMPACT STUDY.

UPDATE ON SECO PROJECT:

Mayor Medrano reported on the attic foam insulation project at the Town Hall funded by the SECO grant. Mr. Robert Lopez gave an update on the new energy efficient lighting system installed in the Town Hall with the same grant.

CONSIDERATION/ACTION OF RESOLUTION EXTENDING THE PROVISIONS OF
SECTION 33.07 OF THE PROPERTY TAX CODE WHICH ENABLES THE
GOVERNING BODY TO ASSESS AN ADDITIONAL COLLECTION PENALTY:

Motion was made by Alderwoman Truan, seconded by Alderwoman Hager, and unanimously carried, to pass, adopt and approve RESOLUTION No. 249 - A RESOLUTION EXTENDING THE PROVISIONS OF SECTION 33.07 OF THE PROPERTY TAX CODE WHICH ENABLES THE GOVERNING BODY TO ASSESS AN ADDITIONAL COLLECTION PENALTY.

CONSIDERATION/ACTION TO DESIGNATE AN AUDITOR FOR SEPTEMBER 30,
2012:

Motion was made by Alderwoman Hager, seconded by Alderwoman Rathbun, and unanimously carried, to designate Long Chilton, LLC. as the Town auditor for the fiscal year ending September 30, 2012.

CONSIDERATION/ACTION ON ESTABLISHING A CAPITALIZATION POLICY:

Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to approve a Capitalization Policy establishing a minimum threshold for recording capital expenditures.

CONSIDERATION/RATIFICATION OF MEMBERS OF BEAUTIFICATION COMMITTEE:

Motion was made by Alderwoman Hager, seconded by Alderwoman Carr, and unanimously carried, to ratify the appointment of the following members of the Beautification Committee: Jean Hager, Maribel Guerrero, Gerardo Barragan, Gladys Cummins, Rosie Fruia, Bob Richardson and Tim Trapp.

CONSIDERATION/APPROVAL OF MEMBERS OF HEALTH AND SAFETY COMMITTEE:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Truan, and unanimously carried, to approve the appointment of the following members of the Health and Safety Committee: Lupita Cervantes Carr, Maribel Guerrero, Myra Millsapps, Jennie Johnson, Ninfa Garcia, and Lourdes Medrano.

PUBLIC COMMENT:

Alderwoman Guerrero congratulated all the Rancho Viejo moms involved in the 4th of July Kid's Parade. Alderwoman Carr thanked Mrs. Rita Conde, Mrs. Liz Ormes and all the people that participated in the 4th of July Pontoon Boat Parade. Mr. Robert Lambert inquired about the regular meeting date and time.

ADJOURNMENT:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Carr, and unanimously carried, to adjourn the meeting at 6:54 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

Consideration of Bids and Award of Contract for Common Area Maintenance

One bid was received at the Common Area Grass Cutting and Maintenance bid opening on July 25, 2012. The bid was from our current contractor, Complete Landscape Management.

COMPLETE LANDSCAPE MANAGEMENT
920 BALBOA RD
RANCHO VIEJO, TX 78575
956-350-5709

July 24, 2012

PROPOSAL to the TOWN OF RANCHO VIEJO as per the specifications "COMMON AREA GRASS CUTTING AND MAINTENANCE IN RANCHO VIEJO, TEXAS"; "COMMON AREA GRASS CUTTING AND MAINTENANCE" items #1 through #15, attached.

Work to be done Monday through Friday and to report in at Town Municipal Office twice a week for updates on maintenance work.

Workers' Compensation Policy #TSF0001098514 and General Liability \$2,000,000 policy limit, through Texas Mutual Insurance Company; Business Auto policy through The Republic Group. Certificate of insurance attached.

Equipment available for this project is:

2 trucks, 3 trailers, 8 mowers, 2 tractors, 3 blowers and 3 weed eaters.

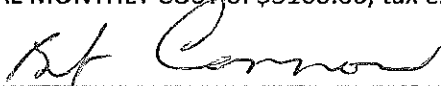
References:

First United Methodist Church, Annette
Lillibridge Healthcare Services, Stephanie Troke
Lincoln Harris – Marissa Infante

Payment to be monthly upon completion and acceptance of the work.

This contract may be cancelled by either party upon a thirty (30) day written notice after the end of the calendar month.

TOTAL MONTHLY COST of \$3160.00, tax exempt. YEARLY TOTAL \$37,920.00.



BRENT CANNON

COMPLETE LANDSCAPE MANAGEMENT

AGREED TO and ACCEPTED this _____ day of _____, 2012, for a period of two (2) years with work to begin _____, 2012.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/24/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brisky & Perez Insurance Agency, Inc. 5 Cove Circle Brownsville TX 78521-2661		CONTACT NAME: Cora Ruiz PHONE (A/C, No. Ext): (956) 541-9115 FAX (A/C, No.): (956) 550-0154 E-MAIL ADDRESS: cora@bpia.us																						
INSURED Brent Cannon, DBA: Complete Landscape 920 Balboa Avenue Rancho Viejo TX 78575		<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A</td><td>Republic Lloyds Insurance Co</td><td>19208</td></tr><tr><td>INSURER B</td><td>Republic Underwriters Ins. Co</td><td>24538</td></tr><tr><td>INSURER C</td><td>Texas Mutual Insurance Company</td><td>22945</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Republic Lloyds Insurance Co	19208	INSURER B	Republic Underwriters Ins. Co	24538	INSURER C	Texas Mutual Insurance Company	22945	INSURER D:			INSURER E:			INSURER F:		
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INSURER D:																								
INSURER E:																								
INSURER F:																								

COVERAGES

CERTIFICATE NUMBER: CL1272400955

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			CMP5531294	7/2/2012	7/2/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY			BAP5531377	7/2/2012	7/2/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB						Underinsured motorist \$ 1,000,000
	EXCESS LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			0001098514	7/6/2012	7/6/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate for RFQ, Bid or Grant Application purposes only. If bid award received, contact Agent for active certificate to be issued in favor of Certificate Holder.

CERTIFICATE HOLDER

City of Rancho Viejo
3461 Carmen Avenue
Rancho Viejo, TX 78575

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Consideration/Approval of Fire Protection Contract with the City of Brownsville

The State of Texas §
City of Brownsville §
County of Cameron §

KNOW ALL PERSONS BY THESE PRESENTS

INTERLOCAL AGREEMENT FOR FIRE PROTECTION SERVICES

This agreement is made and entered into by and between the Town of Rancho Viejo, Texas (Rancho Viejo) and the City of Brownsville, Texas (Brownsville), both municipal corporations located in Cameron County, Texas, acting by and through their respective undersigned Mayors, both Mayors having been authorized to execute this agreement upon an affirmative majority vote of their respective governmental bodies acting pursuant to the Interlocal Cooperation Act, codified in Chapter 791 of the Texas Government Code.

In consideration of the mutual covenants, agreements, and benefits to both parties, it is AGREED as follows:

I. PROVISION OF SERVICES

During the term of this Agreement, BROWNSVILLE agrees to furnish fire fighting services to areas located within RANCHO VIEJO. Such services shall only include those required for grass fires, structure fires and/or vehicle fires.

II. COMPENSATION

Rancho Viejo AGREES TO PAY Brownsville the sum of \$29,500 per annum for the fire fighting services referenced in Section I.

Payments for said services shall be made in equal quarterly installments in advance of the service period. Payments shall be due as follows:

<u>Payment Due Date</u>	<u>Amount</u>
October 1, 2012, 2013, 2014	\$7,375.00
January 1, 2012, 2013, 2014	\$7,375.00
April 1, 2012, 2013, 2014	\$7,375.00
July 1, 2012, 2013, 2014	\$7,375.00

It is agreed further that, as a condition precedent to payment, BROWNSVILLE shall provide a written report summarizing the services rendered during the previous quarterly period, with said report listing all calls by date, location, and nature made on behalf of RANCHO VIEJO.

III. TERM OF AGREEMENT

The term of this agreement shall be for three (3) years beginning on October 1, 2012 and terminating on September 30, 2014.

IV. TERMINATION / RENEWAL

If BROWNSVILLE does not intend to renew this agreement under the same terms and conditions, at the end of the term, BROWNSVILLE shall provide RANCHO VIEJO with written notice of its intent to not renew said agreement. A notice of its intent to not renew shall be sent by United States Mail, Certified Mail Return Receipt Requested, no later than the 1st of August 2014. This sixty (60) day notice is intended to allow RANCHO VIEJO sufficient time to secure an alternate fire protection service.

If RANCHO VIEJO does not intend to renew this agreement under the same terms and conditions, RANCHO VIEJO shall provide BROWNSVILLE with written notice of its intent to not renew said agreement. A notice of this intent shall be sent by United States Mail, Certified Mail Return Receipt Requested, no later than the 1st of August 2014.

In the event that neither City notifies the other City of its intent to not renew this agreement, under the same terms and conditions, this agreement will be renewed for an additional term of one (1) year under the same terms and conditions as presently agreed upon in this instrument.

In the event that re-negotiation of the agreement is necessary and, if such negotiations have not been completed on or before the end of the current term, both BROWNSVILLE and RANCHO VIEJO expressly agree to act in accordance with the terms and conditions of this agreement for period of thirty (30) days after the expiration of the current term. If, during such time, both parties fail to negotiate a new contract, the negotiation period shall terminate at the end of the thirtieth (30th) day of said period, however, the contract obligations of both parties shall be extended for an additional thirty (30) day period beyond the end of the negotiation period to allow RANCHO VIEJO time to secure an alternate fire protection service. At the end of this second period, all obligations of BROWNSVILLE shall cease.

However, notwithstanding the provisions above, this agreement may be terminated at will by either party and termination shall be effective sixty (60) days from the date that notice is received by the other party. Such notice shall be sent by United States Mail, Certified Mail Return Receipt Requested.

V. INDEMNIFICATION

RANCHO VIEJO hereby agrees to, and shall, defend, protect, indemnify, and hold BROWNSVILLE harmless from any liability or damages for property damages or bodily injury, including death, which may arise during the course of, or as a result of Brownsville firefighting services performed on the part of Rancho Viejo.

VI. MISCELLANEOUS

This agreement shall comprise the entire agreement between the parties hereto and any amendment shall be enforceable only after being reduced to writing, mutually executed by the parties hereto and attached hereto.

Any written notices required under this agreement shall be sent via United States Mail, Certified Mail Return Receipt Requested, or personally delivered against a receipt, to:

Brownsville:	City Manager 1001 E. Elizabeth Street P.O. Box 911 Brownsville, Texas 78522-0911
Rancho Viejo	Mayor 3301 Carmen Avenue Rancho Viejo, Texas 78575

WITNESS the signature of the Mayor of the CITY OF BROWNSVILLE, duly authorized to represent and bind said City of the terms and conditions of this agreement, affixed hereto on this _____ day of _____, 2012.

CITY OF BROWNSVILLE

Antonio Martinez
Mayor

ATTEST:

Estela Von Hatten
City Secretary/Local Registrar

WITNESS the signature of the Mayor of the TOWN OF RANCHO VIEJO, duly authorized to represent and bind said City of the terms and conditions of this agreement, affixed hereto on this _____ day of _____, 2012.

TOWN OF RANCHO VIEJO

Roberto Medrano
Mayor

ATTEST:

Town Secretary

Approved as to form and legality on this the _____ day of _____, 2012.

Mark Sossi, City Attorney
Brownsville, Texas

Approved as to legality of form this 27 day of July, 2012.

Name: [Signature]
Title: [Signature]

Office of the City Attorney
1001 E. Elizabeth St.
Brownsville, TX 78520
(956) 548-6011 Phone
(956) 546-4291 Fax



Ratify Salary of Regular Police
Officer Retroactive to July 11,
2012

At the July 10, 2012 meeting the salary of the new police officer was noted at \$29,500.00. The correct salary is \$29,600.00

Present / Discuss Proposed
Budget for Fiscal Year
October 1, 2012 to September
30, 2013



August 7, 2012

Mrs. Cheryl J. Kretz
Town Administrator
Town of Rancho Viejo
3301 Carmen Avenue
Rancho Viejo, Texas 78575

Dear Mrs. Kretz:

Pursuant to Texas Law, I hereby file with you as Town Administrator the Proposed Budget for Fiscal Year October 1, 2012 to September 30, 2013.

Sincerely,

Roberto Medrano
Mayor

RM/ck
Enclosure

This budget will raise more total property taxes than last year's budget by \$77,574 or 9.165332%, and of that amount \$15,343 is tax revenue to be raised from new property added to the roll this year.

PROPOSED
TOWN OF RANCHO VIEJO
BUDGET
2012- 2013

	ACTUAL 12-MONTHS 9/30/2011	APPROVED(2) BUDGET 2011/2012	ACTUAL 9-MONTHS END 6/30/12	PROPOSED BUDGET 2012/2013	
REVENUES:					
1 1810.2003 Ad Val. Tax 2003	104.27	100.00	181.56	100.00	
2 1810.2004 Ad Val. Tax 2004	344.11	100.00	169.51	100.00	
3 1810.2005 Ad Val. Tax 2005	962.94	300.00	167.59	100.00	
4 1810.2006 Ad Val. Tax 2006	1,970.74	800.00	204.08	100.00	
5 1810.2007 Ad Val. Tax 2007	3,187.30	1,500.00	609.75	200.00	
6 1810.2008 Ad Val. Tax 2008	8,039.49	3,000.00	6,823.25	600.00	
7 1810.2009 Ad Val. Tax 2009	18,860.40	8,000.00	10,054.22	6,500.00	
8 1810.2010 Ad Val. Tax 2010	748,262.43	16,000.00	15,205.13	10,000.00	
9 1810.2011 Ad Val. Tax 2011	0.00	813,492.00 (1)	815,025.83	16,000.00	
10 1810.2012 Ad Val. Tax 2012				896,240.00	(3)
11 1820.0000 Adm. Cost Recovered	16,770.08	7,000.00	20,882.58	7,000.00	
12 1830.0000 Alcohol Beverage Tax	2,040.55	2,000.00	1,158.18	3,200.00	
13 1840.0000 Building Permits	28,873.24	25,000.00	23,995.60	26,000.00	
14 1850.0000 Citations & Fines	96,499.03	110,000.00	59,288.72	110,000.00	
15 1851.0000 MC Tech Fund	2,355.06	3,500.00	1,354.04	3,500.00	
16 1870.0000 Franchise - Electrical	65,599.30	64,000.00	45,127.93	64,000.00	
17 1880.0000 Franchise - Telephone	7,627.47	8,000.00	5,539.46	8,000.00	
18 1890.0000 Franchise - Cable TV	37,252.33	35,000.00	28,138.03	35,000.00	
19 1900.0000 Franchise - Gas	756.01	800.00	318.69	700.00	
20 1905.0000 Franchise - Solid Waste	1,000.00	1,000.00	1,000.00	1,000.00	
21 1910.0000 Interest from Investments	2,253.47	1,200.00	531.47	700.00	
22 1920.0000 P&I on Taxes	21,267.52	18,000.00	19,149.85	19,000.00	
23 1930.0000 Sales Tax	51,636.88	46,500.00	40,887.73	50,000.00	
24 1963.0000 Police Fund Income	150.00	150.00	150.00	150.00	
25 1964.0000 Paving Assessments	0.00	1,000.00	2,517.25	1,000.00	
26 2090.0000 Discount on Taxes	(16,137.29)	(16,000.00)	(17,746.10)	(17,500.00)	
27 2090.5000 State Costs & Fees	(38,629.38)	(39,000.00)	(22,986.50)	(33,000.00)	
28 1921.0000 Lien Revenue	4,110.03	3,500.00	8,808.31	6,000.00	
29 1922.0000 Section 11	0.00	7,000.00	0.00	0.00	
30 1923.0000 SECO Grant	0.00	23,030.00	0.00	0.00	
31 9000.0011 Loan	60,000.00	0.00	0.00	0.00	
32					
33 Total Revenues	\$1,125,155.98	\$1,144,972.00	1,066,556.16	\$1,214,690.00	
34					
35 (1) BASED ON TAX RATE OF	\$.364917 for M&O Tax Rate				
36	\$.027017 Debt Service Tax Rate				
37 for a TOTAL TAX RATE of	\$.391934 per \$100.00 Taxable Value and 96% Collections				
38 RANCHO VIEJO'S TAXABLE VALUE FOR 2011/12 WAS	\$216,206,749				
39					
40 (2) AS APPROVED AT 9/13/11 MEETING					
41					
42 (3) BASED ON TAX RATE OF	\$.392246 for M&O Tax Rate				
43	\$.026471 Debt Service Tax Rate				
44 for a TOTAL TAX RATE of	\$.418717 per \$100.00 Taxable Value and 97% Collections				
45 RANCHO VIEJO'S TAXABLE VALUE FOR 2012/2013 IS	\$220,664,197				

46	EXPENSES:	ACTUAL	APPROVED(2)	ACTUAL	PROPOSED
47		12-MONTHS	BUDGET	9-MONTHS	BUDGET
48		9/30/2011	2011/2012	END 6/30/12	2012/2013
49	Administration:				
50	2100.0000 Travel	0.00	1,500.00	795.88	1,500.00
51	2110.0000 Seminar & Education	395.00	625.00	0.00	625.00
52	2150.0000 Payroll - Admin.	112,754.85	113,005.00	85,710.92	114,125.00
53	2160.0000 Retirement - Admin.	13,277.20	11,200.00	8,662.19	11,363.00
54	2161.0000 S.S./Medicare	11,953.80	7,420.00	5,206.07	7,365.00
55	2170.0000 Insurance Medical	8,424.48	8,703.00	6,527.16	9,650.00
56	2180.0000 Insurance Life	135.12	240.00	101.34	140.00
57	2190.0000 Ins. Workman's Comp	200.00	200.00	200.00	200.00
58	2200.0000 Contract Labor	8,272.00	10,000.00	2,616.00	9,000.00
59					
60	Total Administration:	\$155,412.45	\$152,893.00	\$109,819.56	\$153,968.00
61					
62	General:				
63	3140.0000 Telephone	3,605.73	4,000.00	2,467.13	3,700.00
64	3150.0000 Electricity Office	9,937.87	9,000.00	5,201.12	8,000.00
65	3160.0000 Insurance Liability	19,081.05	20,385.00	20,570.94	22,700.00
66	3170.0000 Legal Notices	7,579.17	5,000.00	1,073.39	4,000.00
67	3190.0000 Printing	0.00	300.00	178.60	300.00
68	3200.0000 Office Supplies	3,240.10	5,000.00	2,755.82	5,000.00
69	3210.0000 Office Equipment	0.00	2,000.00	4,992.42	5,000.00
70	3220.0000 Postage	3,195.81	2,500.00	1,076.18	2,500.00
71	3230.0000 Dues & Publications	782.00	1,000.00	775.50	1,000.00
72	3240.0000 Appraisal & Tax Coll.	15,596.61	16,000.00	15,028.50	16,000.00
73	3250.0000 Water	820.91	900.00	575.19	900.00
74	3260.0000 Election Costs	3,953.49	4,100.00	3,962.87	4,000.00
75	3270.0000 Building Maintenance	6,977.96	9,000.00	4,776.39	9,000.00
76	3280.0000 Cameron Co. Court Costs	1,341.00	1,200.00	805.00	1,300.00
77	3300.0000 Public Relations	1,979.33	2,500.00	2,034.71	2,500.00
78	3320.0000 Office Equip. Maint.	9,478.00	11,000.00	9,675.69	11,500.00
79	3321.0000 Ordinance Codification	0.00	0.00	0.00	2,000.00
80	4220.0000 Municipal Court Supplies	159.40	200.00	0.00	200.00
81					
82	Total General:	\$87,728.43	\$94,085.00	\$75,949.45	\$99,600.00

83		ACTUAL	APPROVED(2)	ACTUAL	PROPOSED
84		12-MONTHS	BUDGET	9-MONTHS	BUDGET
85		9/30/2011	2011/2012	END 6/30/12	2012/2013
86	Police General:				
87	4140.0000 Clothing - Police	2,269.65	3,500.00	3,773.91	7,500.00
88	4150.0000 Payroll - Police	301,167.24	320,720.00	246,941.11	325,720.00
89	4160.0000 Police Ret & Empl. Tax	35,639.85	31,850.00	25,334.44	32,063.00
90	4161.0000 Medicare & S.S.	9,334.41	10,700.00	7,851.21	17,253.00
91	4170.0000 Ins. Medical	27,379.56	30,461.00	22,845.06	33,577.00
92	4171.0000 Ins. Medical Dependant	3,966.30	7,543.00	5,656.68	7,693.00
93	4180.0000 Ins. Life	414.11	550.00	354.69	475.00
94	4190.0000 Ins. Workman's Comp	7,146.73	7,915.00	7,935.21	9,100.00
95	4200.0000 Cleaning of Uniforms	2,478.20	3,780.00	1,452.25	3,780.00
96	4210.0000 Office Supplies	13,101.77	3,500.00	2,973.74	4,000.00
97	4210.5000 Printing	0.00	0.00	0.00	600.00
98	4230.0000 Travel - Police	543.53	600.00	350.00	600.00
99	4240.0000 Seminar & Education - PD	656.61	3,000.00	2,292.99	4,000.00
100	4250.0000 Auto Repairs	6,404.36	6,500.00	4,606.17	6,500.00
101	4260.0000 Auto Fuel	29,955.91	30,600.00	20,546.61	30,600.00
102	4300.0000 Radio Equip. Maint.	465.00	1,600.00	556.01	1,600.00
103	4310.0000 Police Contract Labor	25,806.00	20,000.00	12,639.00	70,000.00
104	4330.0000 Dispatch	3,906.76	3,980.00	2,668.23	5,200.00
105	4331.0000 Police Investigation	3,260.48	3,720.00	3,248.58	17,740.00
106	4333.0000 Drug Testing	162.00	450.00	0.00	450.00
107					
108	Total Police General:	\$474,058.47	\$490,969.00	\$372,025.89	\$578,451.00
109					
110	Police Capital:				
111	25131.0000 Automobile	19,848.40	22,000.00	42,047.00	0.00
112	25131.0001 Automobile Reserve	0.00	0.00	0.00	0.00
113	25131.0500 Automobile Equipment	5,885.52	4,000.00	5,812.17	1,000.00
114	25131.3000 Auto Equip. Reserve	0.00	0.00	0.00	0.00
115	4290.0000 Communication Equip.	0.00	0.00	0.00	0.00
116	4291.0000 Fire Prevention/1st Aid	226.27	300.00	70.00	2,915.00
117	4291.6220 Hurricane Preparedness	865.00	2,300.00	795.00	2,300.00
118					
119	Total Police Capital:	\$26,825.19	\$28,600.00	\$48,724.17	\$6,215.00
120					
121	General Service:				
122	5600.0000 Ambulance	10,277.00	0.00	0.00	0.00
123	5650.0000 Fire Dept.	8,536.73	13,000.00	6,009.96	13,700.00
124	5660.0000 Fire Protection Contract	27,500.00	27,500.00	20,625.00	29,500.00
125	5900.0000 Refuse Disposal	0.00	0.00	0.00	0.00
126					
127	Total General Service:	\$46,313.73	\$40,500.00	\$26,634.96	\$43,200.00

128		ACTUAL	APPROVED(2)	ACTUAL	PROPOSED
129		12-MONTHS	BUDGET	9-MONTHS	BUDGET
130		9/30/2011	2011/2012	END 6/30/12	2012/2013
131	Professional:				
132	5100.0000 Legal Fees	26,904.10	24,750.00	20,338.50	24,750.00
133	5200.0000 Audit Fees	6,600.00	6,800.00	6,800.00	7,100.00
134	5400.0000 Bldg. Inspection	11,421.08	10,000.00	7,576.89	10,500.00
135	5500.0000 Municipal Judge	10,709.55	10,604.00	8,158.97	10,700.00
136					
137	Total Professional:	\$55,634.73	\$52,154.00	\$42,874.36	\$53,050.00
138					
139	Public Works:				
140	6000.0000 St. Rehab.	812.00	25,830.00	28,932.71	25,830.00
141	6100.0000 St. Rehab. Reserve	0.00	30,000.00	24,301.00	30,000.00
142	6200.0000 St. Rehab. Engineer	0.00	0.00	100.00	500.00
143	6300.0000 Signs & Safety Markers	2,831.97	2,750.00	2,912.93	2,750.00
144	6400.0000 Lighting Installation	0.00	600.00	0.00	600.00
145	6500.0000 Lighting Expenses	48,061.08	50,000.00	28,416.34	48,000.00
146	6600.0000 Lot Mowing	3,840.00	4,000.00	3,235.00	4,000.00
147	6640.0000 Common Area Maint.	38,334.52	38,300.00	26,640.00	40,820.00
148	6700.0000 Comm Area Water&Elec.	10,893.89	9,000.00	6,899.10	10,500.00
149	6710.0000 Mosquito Spraying	1,523.00	7,400.00	2,652.50	7,400.00
150	6705.0000 Security Devices	40,424.92	0.00	0.00	0.00
151	6705.0001 Security Device Maint.	2,228.14	4,000.00	2,952.89	4,000.00
152	6700.0001 Park Purchase	3,237.64	0.00	0.00	0.00
153	6700.0002 Park Concept	0.00	0.00	0.00	0.00
154	6660.0000 Beautification Project	0.00	5,000.00	4,700.00	5,000.00
155	6660.0001 SECO Project	0.00	24,046.00	11,520.00	0.00
156	6660.0002 Community Alert System	0.00	1,800.00	1800.00	1,800.00
157	6660.0003 Animal Control	0.00	1,758.00	0.00	1,758.00
158	6660.0004 Security Device Reserve	0.00	750.00	0.00	750.00
159					
160	Total Public Works:	\$152,187.16	\$205,234.00	\$145,062.47	\$183,708.00
161					
162	Security Device/Vehicle Loan:				
163	Interest Payable	\$977.40	\$2,354.25	1,814.02	\$1,471.98
164	Scheduled Principal		\$14,727.79	11,655.00	\$19,980.00
165	Total Loan:	\$977.40	\$17,082.04	13,469.02	\$21,451.98
166					
167	Total Operating Expense:	\$999,137.56	\$1,081,517.04	\$834,559.88	\$1,139,643.98
168					
169	Town Hall Debt Service Account:				
171	Interest Payable	\$28,759.34	\$23,413.04	23,413.04	\$23,413.04
172	Scheduled Principal	\$30,795.80	\$35,000.00	35,000.00	\$35,000.00
173					
174	Total TH Debt Service:	\$59,555.14	\$58,413.04	58,413.04	\$58,413.04
175					
176					
177	Total All Expenses:	\$1,058,692.70	\$1,139,930.08	\$892,972.92	\$1,198,057.02
178	Total Revenues:	\$1,125,155.98	\$1,144,972.00	\$1,066,556.16	\$1,214,690.00
179					
180	To General Fund:	\$66,463.28	\$5,041.92	\$173,583.24	\$16,632.98

Provide for Public Notice of
Date, Time and Location of
Public Hearing on Proposed
Budget for Fiscal Year October
1, 2012 to September 30, 2013

PUBLIC HEARING ON PROPOSED BUDGET FOR

FISCAL YEAR OCTOBER 1, 2012 TO SEPTEMBER 30, 2013

THURSDAY, AUGUST 23, 2012 AT 6:00 P.M.

Discuss Proposed Ad Valorem
Tax Rate and Consideration /
Action on Proposal for Tax
Rate Increase

2012 Property Tax Rates in TOWN OF RANCHO VIEJO

This notice concerns 2012 property tax rates for TOWN OF RANCHO VIEJO. It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$788,042
Last year's debt taxes	\$58,343
Last year's total taxes	\$846,385
Last year's tax base	\$215,950,904
Last year's total tax rate	0.391934/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$846,477
÷ This year's adjusted tax base (after subtracting value of new property)	\$216,999,927
= This year's effective tax rate	0.390081/\$100

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate and/or enhanced indigent health care expenditures)	\$788,126
÷ This year's adjusted tax base	\$216,999,927
= This year's effective operating rate	0.363191/\$100
× 1.08 = this year's maximum operating rate	0.392246/\$100
+ This year's debt rate	0.026471/\$100
= This year's rollback rate	0.418717/\$100

Statement of Increase/Decrease

If TOWN OF RANCHO VIEJO adopts a 2012 tax rate equal to the effective tax rate of 0.390081 per \$100 of value, taxes would increase compared to 2011 taxes by \$13,753.

Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund
General

Balance
37,309

Schedule B: 2012 Debt Service:

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
Town Hall	35,000	23,413	0	58,413
Total required for 2012 debt service				\$58,413
- Amount (if any) paid from funds listed in Schedule A				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2012				\$58,413
+ Amount added in anticipation that the unit will collect only 100.000000% of its taxes in 2012				\$0
= Total Debt Levy				\$58,413

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 3301 Carmen Avenue, Rancho Viejo, TX 78575.

Name of person preparing this notice: Cheryl J. Kretz

Title: Town Administrator

Date prepared: July 24, 2012

Provide for Public Notice of
Date, Time and Location of
Public Hearings for Tax Rate
Increase

FIRST PUBLIC HEARING ON
TAX RATE INCREASE
THURSDAY, AUGUST 23, 2012 AT 6:00 P.M.

SECOND PUBLIC HEARING ON
TAX RATE INCREASE
THURSDAY, AUGUST 30, 2012 AT 6:00 P.M.

Public Comment

Adjourn