



3301 CARMEN AVE, 78575
Phone 956-350-4093
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BOARD OF ALDERMEN

REGULAR MEETING

October 9, 2012



3301 CARMEN AVE, 78575

Phone 956-350-4093

Fax 956-350-4156

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

OCTOBER 9, 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 OCTOBER 9, 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 August 22, 2012 10:00 AM
Special Meeting August 23, 2012 6:00 PM
Special Meeting August 30, 2012 5:30 PM
Special Meeting August 30, 2012 6:00 PM
Regular Meeting September 11, 2012
6. Mayor and Aldermen Monthly Activity Reports
7. Public Comment
8. 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

#5 Approval of Minutes –

Special Meeting August 22, 2012 10AM

Special Meeting August 23, 2012 6 PM

Special Meeting August 30, 2012 5:30 PM

Special Meeting August 30, 2012 6 PM

Regular Meeting September 11, 2012

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 22, 2012

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 22, 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 10:00 A.M. Roll call was made by Cheryl Kretz, Town Administrator. Members present at the meeting were:

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

A quorum was present at the meeting.

Those present in the audience were:

Chief M. Cruz, Jr.	Duane Ormes
Liz Ormes	Rita Conde
Beto Conde	Cricket Barlow

WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2012 TO SEPTEMBER 30, 2013:

Mayor Medrano highlighted various items in the proposed budget for fiscal year October 1, 2012 to September 30, 2012 and explained the various increases in the police section. He noted that the proposed tax rate in this budget was \$.418717.

ADJOURNMENT:

The workshop meeting was adjourned at 12:42 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 23, 2012

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 23, 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 (arrived at 6:05 P.M.)
Mrs. Jean Hager
Mrs. Maribel Guerrero
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 at the meeting were:

Duane Ormes	Liz Ormes
Laura Partridge	Jerry Millsapps
Chief M. Cruz, Jr.	Lourdes G. Medrano
Javier Vera	Kelly Cuff
Xavier Montemayor	Rita V. Conde
Dora Bermudez	

INVOCATION AND PLEDGE:

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

PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2012 TO SEPTEMBER 30, 2013 (THE FINAL APPROVAL OF THE BUDGET IS SET FOR SEPTEMBER 11, 2012):

Mayor Medrano opened the public hearing on the proposed budget for the Fiscal Year October 1, 2012 to September 30, 2013. Comments were received from the public. After everyone was given an opportunity to speak on the matter, motion was made by Alderwoman Hager, seconded by Alderwoman Guerrero, and unanimously carried, that the public hearing be closed.

The members of the board also gave their remarks on several items in the budget.

PUBLIC HEARING ON PROPOSED AD VALOREM TAX REVENUE INCREASE:

Mayor Medrano opened the public hearing on the proposed ad valorem tax rate. Comments were received from the public.

After everyone was given an opportunity to speak on the matter, motion was made by Alderwoman Hager, seconded by Alderwoman Truan, and unanimously carried, that the public hearing be closed.

ESTABLISH DATE, TIME, AND PLACE OF MEETING TO VOTE ON THE AD VALOREM TAX RATE:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Hager, to schedule the vote on the ad valorem tax rate for September 11, 2012 at 6:00 P.M. at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas. This motion passed with the following vote:

Ayes: Alderwoman Guerrero, Alderwoman Hager, Alderwoman Truan

Nays: Alderwoman Carr and Alderwoman Rathbun

Abstaining: None

ADJOURNMENT:

Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to adjourn the meeting 7:18 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 30, 2012

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 30, 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 5:30 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. Maribel Guerrero
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 at the meeting were:

Chief M. Cruz, Jr.

EXECUTIVE SESSION: PURSUANT TO THE FOLLOWING SECTION OF THE TEXAS GOVERNMENT CODE: SECTION 551.074 TO DISCUSS PERSONNEL MATTERS:

Motion was made by Alderwoman Hager, seconded by Alderwoman Carr, and unanimously carried, to go into Executive Session at 5:32 P.M. pursuant to the Texas Government Code: Section 551.074 to discuss personnel matters.

The Board reconvened into open session at 6:15 P.M.

ADJOURNMENT:

The meeting was adjourned at 6:15 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 30, 2012

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 30, 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 6:17 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. Maribel Guerrero
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 at the meeting were:

M. Cruz, Jr. Chief	Cricket Barlow
Al Skorupa	Geraldine Skorupa
Glenn McGehee	Myra Millsapps
Chris Partridge	Mack Sterling
Richard P. Lewis	Frank Cunningham
Arnulfo Montano	Lydia Montano
Rusty Brechot	Marie Phillips
John Phillips	Elvie Champion
John Champion	Larry Berletch
Javier Vera	Duane Ormes
Liz Ormes	Glenn Carr
Luke Fruia	Grady John Deaton
Diane Isbell	E. J. Chaney

INVOCATION AND PLEDGE:

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

PUBLIC HEARING ON PROPOSED AD VALOREM TAX RATE INCREASE:

Mayor Medrano opened the second public hearing on the proposed ad valorem tax increase. He stated that the proposed tax rate

was \$.418717 and reviewed various items in the proposed budget.

Comments were received from the public on the tax rate as well as budget items. Members of the board also commented on the proposed budget and tax rate.

After everyone was given an opportunity to speak on the matter, the public hearing was closed.

ADJOURNMENT:

Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to adjourn the meeting at 7:33 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
SEPTEMBER 11, 2012

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on September 11, 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. Maribel Guerrero
Mrs. Jean Hager
Mrs. Cyndie Rathbun

Members absent were:

Mrs. Lupita Carr
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:

Chief M. Cruz, Jr.	Glenn Carr
Arnulfo Montano	Lydia Montano
Gladys Cummins	Myra Millsapps
Sergio Sierra	Duane Ormes
Liz Ormes	Cricket Barlow
Chuck Barlow	Mack Sterling
Kelly Cuff	Xavier Montemayor
Rosa H. Martinez	Juan M. Martinez
Tony Deponce	Abraham Caram
Marilyn Lindeman	Dick Lindeman
Eric Schwab	John Champion
Elvie Champion	Rita Conde
Nancy Vera	Lourdes G. Medrano
Dora Bermudez	Maria V. Hinojosa
Doug Penticoff	Ben Guerrero

INVOCATION AND PLEDGE:

Mayor Medrano 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 Hager, seconded by Alderwoman Rathbun, and unanimously carried, that the Minutes of the Regular Meeting held on August 14, 2012 be approved as written.

CONSIDERATION/APPOINTMENT OF MEMBERS TO THE HEALTH AND SAFETY COMMITTEE:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to appoint Mr. Ben Aquino and Mr. Ramiro Gonzalez as members of the Health and Safety Committee.

CONSIDER AND APPROVE AN ORDINANCE AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF TOWN OF RANCHO VIEJO, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012; LEVYING A CONTINUING DIRECT ANNUAL AD VALOREM TAX; AUTHORIZING THE FUNDING OF CERTAIN OUTSTANDING OBLIGATIONS; AUTHORIZING THE EXECUTION OF A BOND PURCHASE AGREEMENT; AND MAKING OTHER PROVISIONS REGARDING SUCH BONDS AND MATTERS INCIDENT THERETO:

Motion was made by Alderwoman Hager, seconded by Alderwoman Rathbun, and unanimously carried, to approve Ordinance No. 202 - AN ORDINANCE AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF TOWN OF RANCHO VIEJO, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012; LEVYING A CONTINUING DIRECT ANNUAL AD VALOREM TAX; AUTHORIZING THE FUNDING OF CERTAIN OUTSTANDING OBLIGATIONS; AUTHORIZING THE EXECUTION OF A BOND PURCHASE AGREEMENT; AND MAKING OTHER PROVISIONS REGARDING SUCH BONDS AND MATTERS INCIDENT THERETO. The bond maturity schedule is 15 years.

CONSIDERATION/ADOPTION OF BUDGET ORDINANCE FOR FISCAL YEAR OCTOBER 1, 2012 TO SEPTEMBER 30, 2013:

Motion was made by Alderwoman Rathbun, to approve the current budget with the following amendments: Code 2150.0000 Payroll-Administration to be \$114,125; Code 3300.0000 Public Relations to be \$1,900; Code 4140.0000 Clothing-Police to be \$5,933; Code 4150.0000 Payroll-Police to be \$323,720; Code 4200.0000 Cleaning of Uniforms to be \$3,672; Code 4310.0000 Police Contract Labor to be \$40,000; Code 4331.0000 Police

Investigation \$7,740; Code 25131.0500 Automobile Equipment to be \$500; Code 4291.0000 Fire Prevention/1st Aid to be \$1,607; Code 4291.6220 Hurricane Preparedness to be \$1,800; Code 6100.0000 Street Rehabilitation Reserve to be \$33,366; Code 6400.0000 Lighting Installation to be \$1,600; and with these changes adjust Code 2160.0000 Retirement-Administration to be \$11,363; Code 2161.0000 S.S./Medicare to be \$7,335; Code 3160.0000 Insurance Liability to be \$21,700; Code 4160.0000 Police Retirement & Empl. Tax to be \$31,621; and Code 4161.0000 Medicare & S.S. to be \$14,546. Motion was seconded by Alderwoman Guerrero, and unanimously approved, to make the changes.

After further discussion motion was made by Alderwoman Guerrero, seconded by Alderwoman Hager, to amend code 6100.0000 Street Rehabilitation Reserve to be \$34,366. Motion passed with the following vote:

AYES: Alderwoman Hager, Alderwoman Guerrero

NAYS: Alderwoman Rathbun

ABSTAINING: None

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Guerrero, and unanimously carried, to adjust Code 4150.0000 Payroll-Police to be \$324,720.

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Hager, and unanimously carried, to adjust Code 2150.0000 Payroll-Administration to be \$114,625.

Motion was made by Alderwoman Hager, seconded by Alderwoman Guerrero, and unanimously carried, to recess at 7:02 P.M.

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to resume the meeting at 7:25 P.M. A revised budget was distributed to the board showing the amendments as listed above along with line items adjusted reflecting the final payroll adjustments.

Mayor Medrano asked Mr. Rentfro to restate the motion and he clarified that the motion was made by Alderwoman Rathbun, and seconded by Alderwoman Guerrero, to adopt the Budget for Fiscal Year 2012-2013 showing total expenses of \$1,151,051.02 and assuming the same tax rate as this year of .391934 with 97% collections which would reflect total revenues of \$1,157,362.00; and to include the statement that this budget will raise more

total property taxes than last year's budget by \$18,473 or 2.182576%, and of that amount \$14,362 is tax revenue to be raised from new property added to the roll this year; and to adopt ORDINANCE NO. 203 - AN ORDINANCE OF THE BOARD OF ALDERMEN APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF RANCHO VIEJO, TEXAS, AS PREPARED BY THE MAYOR FOR THE FISCAL YEAR 2012-2013 with the amendments reflected above. This motion was carried unanimously.

CONSIDERATION/RATIFICATION OF THE PROPERTY TAX (REVENUE) INCREASE REFLECTED IN THE BUDGET FOR FISCAL YEAR OCTOBER 1, 2012 TO SEPTEMBER 30, 2013:

Motion was made by Alderwoman Hager, seconded by Alderwoman Guerrero, and unanimously carried, to ratify that this budget will raise more total property taxes than last year's budget by \$18,473 or 2.182576%, and of that amount \$14,362 is tax revenue to be raised from new property added to the roll this year.

CONSIDERATION/ADOPTION OF ORDINANCE TO ESTABLISH AD VALOREM TAX RATE TO PROVIDE FOR BUDGET EXPENSES FOR FISCAL YEAR 2012-2013:

Motion was made by Alderwoman Hager, seconded by Alderwoman Guerrero, and unanimously carried, to pass, adopt and approve ORDINANCE NO. 204 - AN ORDINANCE ESTABLISHING THE AD VALOREM AND PERSONAL PROPERTY TAX RATE FOR THE TAX YEAR 2012, SETTING THE ASSESSED VALUATION AT ONE HUNDRED (100%) PERCENT OF THE FAIR MARKET VALUE, PROVIDING FOR A HOMESTEAD EXEMPTION OF \$5,000, PROVIDING FOR DISCOUNTS IN THE EVENT OF EARLY PAYMENT, AND PROVIDING FOR PENALTY AND INTEREST IN ACCORDANCE WITH STATE LAW AND PROVIDING FOR SEVERABILITY. The total tax rate adopted was \$.391934.

CONSIDERATION/ACTION OF BUDGET AMENDMENT FOR 2011/2012:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Guerrero, and unanimously carried, to approve the Budget Amendment for 2011/2012.

PUBLIC COMMENT:

Mrs. Gladys Cummins commented about security.

September 11, 2012

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ADJOURNMENT:

Motion was made by Alderwoman Hager, seconded by Alderwoman Rathbun, and unanimously carried, to adjourn the meeting at 7:33 P.M.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Roberto Medrano, Mayor

DATE: _____

#6 Mayor and Aldermen Monthly Activity Reports

Under this agenda item the Mayor and each additional Board member will be given an opportunity to give an update concerning their committees or other business.

#7 Public Comment

#8 Adjourn