



BOARD OF ALDERMEN

REGULAR MEETING

July 9, 2013



3301 CARMEN AVE, 78575

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

JULY 9, 2013

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 9, 2013 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 11, 2013
6. Consideration/Action on Extension of Contract with Building Inspector
7. 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
8. Consideration/Action to Designate an Auditor for September 30, 2013
9. Consideration/Appointment of Members to Beautification Committee
10. Public Comment
11. Adjourn


Cheryl J. Kretz
Town Administrator

#1 Call to Order

by Mayor Hager

#2 Roll Call

by Isabel Perales

Alderwoman Carr

Alderwoman Guerrero

Alderwoman Rathbun

Alderwoman Truan

Alderman Vera

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 - Regular Meeting- June 11, 2013

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
JUNE 11, 2013

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on June 11, 2013, 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 Jean Hager 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. Cyndie Rathbun
Mr. Javier Vera

Members absent:

Mrs. Bitty Truan

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:

Richard P. Lewis	Xavier Montemayor
Kelly Cuff	Doug Penticoff
Glenn Carr	Dionel Ortiz
Ryan Waters	Chief M. Cruz, Jr.
Juanita "Janie" Alvarado	Nancy Vera
E. J. Chaney, M.D.	Maria V. Hinojosa
Michael Rodriguez	

INVOCATION AND PLEDGE:

Aldерwoman Carr 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 Rathbun, seconded by Alderwoman Carr, to approve the Minutes of the Regular Meeting held on May 14, 2013 as written. Motion passed with the following vote:

AYES: Alderwoman Carr, Alderwoman Guerrero, Alderwoman Rathbun

NAYES: None

ABSTAINING: Alderman Vera

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Carr, and unanimously carried, to approve the Minutes of the Special Meeting held on May 17, 2013, with the correction that Javier Vera's name be listed under those present in the audience.

Motion was made by Alderman Vera, seconded by Alderwoman Guerrero, to approve the Minutes of the Special Meeting held on May 28, 2013 as written. Motion passed with the following vote:

AYES: Alderwoman Carr, Alderwoman Guerrero, Alderman Vera

NAYES: None

ABSTAINING: Alderman Rathbun

There was no vote on the Orientation Session held on June 4, 2013 as it was a note for the record.

ELECTION OF PRESIDENT PRO TEMPORE (MAYOR PRO TEM):

On the recommendation of Mayor Hager, motion was made by Alderwoman Rathbun, seconded by Alderwoman Carr, and unanimously carried, to appoint Alderwoman Bitty Truan as President Pro Tempore (Mayor Pro Tem).

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

Motion was made by Alderwoman Carr, seconded by Alderwoman Guerrero, and unanimously carried, to reappoint Alderwoman Bitty Truan as the MPO representative on the recommendation of Mayor Hager.

CONSIDERATION/REAPPOINTMENT OF MEMBER TO THE STRATEGIC PLANNING COMMITTEE:

After her recommendation, motion was made by Alderwoman Rathbun, seconded by Alderman Vera, and unanimously carried, to reappoint John Ramirez to the Strategic Planning Committee.

CONSIDERATION/REAPPOINTMENT OF MEMBERS OF BEAUTIFICATION COMMITTEE:

Following the recommendation of Mayor Hager, motion was made by Alderwoman Guerrero, seconded by Alderman Vera, and unanimously carried, to reappoint Gladys Cummins, Rosie Fruia, Maribel Guerrero and Tim Trapp to the Beautification Committee.

CONSIDERATION/APPOINTMENT OF MEMBER TO BOARD OF ADJUSTMENTS AND APPEALS:

After a recommendation by Alderman Vera, motion was made by Alderwoman Carr, seconded by Alderwoman Rathbun, and unanimously carried, to appoint Larry Berletch as a member to the Board of Adjustments and Appeals.

CONSIDERATION/ACTION ON EXTENSION OF CONTRACT WITH BUILDING INSPECTOR:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Carr, and unanimously carried, to table this item until next month, with additional information being provided for next month's meeting, and the building inspector to continue for the month.

REVIEW/APPROVAL OF INVESTMENT POLICY:

Motion was made by Alderman Vera, seconded by Alderwoman Guerrero, 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 Vera, seconded by Alderwoman Rathbun, and unanimously carried, to pass, adopt and approve RESOLUTION NO. 256 - A 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.

CONSIDERATION/AUTHORIZATION TO ADVERTISE FOR BIDS FOR SOLID WASTE COLLECTION AND BRUSH REMOVAL:

Motion was made by Alderwoman Carr, seconded by Alderwoman Guerrero, and unanimously carried, to advertise for proposals for solid waste collection and brush removal. The contract period will be for 3 years, with possible 2 extensions of one year each; with trash pickup once a week and brush pick up once a month, the same as the current schedule. The advertisement will be placed in the San Benito News, on the Town's website, and all waste collection companies listed in the telephone book will be notified.

CONSIDERATION/ACTION ON STONEGARDEN GRANT - INTERLOCAL COOPERATION AGREEMENT BETWEEN COUNTY OF CAMERON, TEXAS AND THE CITY OF LOS FRESNOS, THE CITY OF SOUTH PADRE ISLAND, THE CITY OF PORT ISABEL, THE CITY OF LA FERIA, THE TOWN OF RANCHO VIEJO AND THE CITY OF SAN BENITO:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Carr, and unanimously carried, to approve the Stonegarden Grant - Interlocal Cooperation Agreement Between County of Cameron, Texas and the City of Los Fresnos, the City of South Padre Island, the City of Port Isabel, the City of La Feria, the Town of Rancho Viejo and the City of San Benito.

CONSIDERATION/ACTION ON PURCHASE OF POLICE VEHICLE WITH GRANT FUNDS:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Carr, and unanimously carried, to purchase a police vehicle up to \$36,000.00 from the Town's general fund to be reimbursed from the Stonegarden grant.

CONSIDERATION/ACTION ON RESOLUTION OF THE TOWN OF RANCHO VIEJO APPROVING COOPERATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY AEP TCC TO REVIEW AEP TEXAS CENTRAL COMPANY'S REQUESTED APPROVAL OF AN ADJUSTMENT TO ITS ENERGY EFFICIENCY COST RECOVERY FACTOR; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO

THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO LEGAL COUNSEL:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Carr, and unanimously carried, to pass, adopt and approve RESOLUTION NO. 257 - A RESOLUTION OF THE TOWN OF RANCHO VIEJO APPROVING COOPERATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY AEP TCC TO REVIEW AEP TEXAS CENTRAL COMPANY'S REQUESTED APPROVAL OF AN ADJUSTMENT TO ITS ENERGY EFFICIENCY COST RECOVERY FACTOR; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO LEGAL COUNSEL.

HURRICANE PREPAREDNESS:

Mayor Hager announced that there will be a Hurricane Preparedness meeting on Tuesday, July 18, 2013 at 7:00 P.M. at Town Hall.

PUBLIC COMMENT:

Mrs. Nancy Vera inquired about the recovery after a hurricane. Ms. Janie Alvarado addressed street maintenance.

ADJOURNMENT:

Motion was made by Alderwoman Guerrero, seconded by Alderman Vera, and unanimously carried, to adjourn the meeting at 7:07 P.M.

Mr. Rentfro announced that the hearing on the lawsuit was postponed with no future date set.

BY: _____
Cheryl J. Kretz, Town Secretary

APPROVED: _____
Jean Hager, Mayor

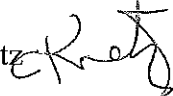
DATE: _____

#6 Consideration/Action on Extension of Contract with Building Inspector

MEMO

TO: Board of Aldermen

FROM: Cheryl Kretz



DATE: July 3, 2013

Brent Cannon has been a member of the Building Committee since 2005 and has been the building inspector since April, 2011.

Brent has proficient knowledge of all the building regulations, codes and ordinances. He is readily available to attend the building committee meetings, review building plans, and perform daily inspections. He is easy to work with resolving many matters that arise in a reasonable and common sense way.

While making sure that all the rules, regulations and building codes are enforced, he deals with the contractors, developers, and general public in a professional, tactful and courteous manner.

INSPECTION FEES

<u>GENERAL</u>	
Foundation concrete/rebar	\$10-40
Needs Form Survey at Town Hall	
Framing and Roof	10-40
Insulation	30
Concrete flat work -	
Driveway & pipe - sidewalk	20
Building Final and C.O.	10-40
 <u>PLUMBING</u>	
In-ground rough in	10-50
Sewer Tie-in and Water	30
Final	10-50
 <u>ELECTRICAL</u>	
Temporary power	15
Rough-in	10-40
Working Clearance	25
Final	10-50
 <u>HVAC</u>	
Rough-In & Duct work	10-25
Final	10-40
 <u>Roofing</u>	
Check material	10
Final	10-30
 <u>Walls and Fences</u>	
Beginning	15
Final	15
 <u>Retaining Walls and Docks</u>	
Beginning	20
Final	20
 <u>Swimming Pool</u>	
Initial	15
Bonding and Rebar	20 (2)
Final	20
Gas Line	20
Propane Tank	20
Sprinkler	20

Gazebo	10
Mailbox	10
Red Tags	20
Stop Work	50

\$5.00 per permit issued

Plus Mileage

Small	new	up to 1,500 sq. feet of living area	\$10
Medium	new	up to 2,000 sq. feet of living area	\$25 - \$30
Large	new	over 2,000 sq. feet of living area	\$40 - \$50

BRENT ALLEN CANNON
920 BALBOA RD
RANCHO VIEJO, TX 78575
956-561-3031 CELL
SS# 459-98-6524
TDL# 06992008
DOB 11-23-53

RESUME

OBJECTIVE IS TO ENFORCE AND MAINTAIN THE BUILDING CODES' INTEGRITY, INCLUDING, BUT NOT LIMITED TO, THE "INTERNATIONAL RESIDENTIAL CODE" AND THE "RANCHO VIEJO CODE OF ORDINANCES, BUILDING ORDINANCE, CHAPTER 14", IN A PROFESSIONAL AND CIVIL MANNER, WITH RESPECT FOR THE CONFIDENTIALITY OF THE CLIENT.

QUALIFICATIONS: AS PROJECT SUPERVISOR AND MANAGER FOR 14 YEARS AND A SUCCESSFUL INDEPENDENT HOME BUILDER FOR THE LAST 20 YEARS, I ENCOMPASS ALL QUALIFICATIONS AND ABILITIES AS SET FORTH BY RANCHO VIEJO FOR ITS BUILDING OFFICIAL, SUCH AS:

- KNOWLEDGE OF 5 STATE AND LOCAL ORDINANCES AND FEDERAL ORDINANCES RELATED TO BUILDING, INCLUDING TEXAS AND RANCHO VIEJO, AND THE ENFORCEMENT THEREOF;
- A WORKING TECHNICAL KNOWLEDGE OF CONSTRUCTION MATERIALS, METHODS AND WORKMANSHIP;
- THE ABILITY TO READ COMPLEX PLANS, SPECIFICATIONS AND CODES AND INTERPRET THEM;
- THE ABILITY TO SUCCESSFULLY DEAL WITH PUBLIC OFFICIALS, CONTRACTORS, DEVELOPERS, THE PUBLIC, CO-WORKERS AND CLIENTS;
- THE PREPARATION OF REPORTS, LETTERS, DOCUMENTS AND BUDGETS.

I REMAIN PHYSICALLY ACTIVE AND POSSESS THE ABILITY TO PERFORM MY JOBS WHERE EVER NECESSARY, WITH NO AVERSION TO THE ELEMENTS. COMPUTER KNOWLEDGE AND USE IS CURRENT.

PROFESSIONAL EXPERIENCE

1976 – 1983 WESTCHESTER CORP & SUBSIDIARIES, BUILDING SUPERINTENDENT FOR SINGLE FAMILY AND MULTI-FAMILY PROJECTS IN TEXAS

1983 – 1989 PROJECT SUPERVISOR & PROJECT MANAGER FOR VARIOUS MULTI-FAMILT PROJECTS IN THE U.S.:

- HANOVER CONSTRUCTION, “THE HUNTINGTON”, 150 UNIT APARTMENTS IN SAVANNAH, GA
- BLAZER BUILDING, “THE OAKS AT EAGLE CREEK”, 660 UNIT APARTMENT IN INDIANAPOLIS, IN
- DSI CONSTRUCTION, “PARAHAM SQUARE APARTMENTS”, 140 UNITS IN RICHMOND, VA
- LINCOLN PROPERTY CORP, “LINCOLN HEIGHTS” 320 UNIT APARTMENT IN BOSTON, MA

1990 – PRESENT SELF-EMPLOYED HOMEBUILDER IN THE RIO GRANDE VALLEY AREA

2009 – 2010 TOWN OF RANCHO VIEJO BACK-UP BUILDING INSPECTOR

DECEMBER 2010 TOWN OF RANCHO INTERIM BUILDING INSPECTOR

EDUCATION

1971 WESTCHESTER HIGH SCHOOL, HOUSTON, TEXAS

1972 – 1976 SAM HOUSTON STATE UNIVERSITY

A handwritten signature in black ink, appearing to read "Bob Crown". The signature is written in a cursive style with a long horizontal stroke at the end.

#7 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

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, 2013, 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 9th day of July, 2013.

Jean Hager, Mayor

ATTEST:

Cheryl J. Kretz, Town Secretary

#8 Consideration/Action to
Designate an Auditor for
September 30, 2013

Mayor Hager to recommend Long
Chilton, LLC as auditor.

#9 Consideration/Appointment of Members to Beautification Committee

Alderwoman Guerrero
recommends Maria Hinojosa and
Yvania Adobbati to be appointed to
the Beautification Committee.

#10 Public Comment

#11 Adjourn