



3301 Carmen Avenue  
Rancho Viejo, Texas 78575  
Phone (956)350-4093

# **BOARD OF ALDERMEN**

Regular Meeting  
April 14, 2015



NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
APRIL 14, 2015  
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 APRIL 14, 2015 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 February 10, 2015, Regular Meeting March 17, 2015, Special Meeting March 24, 2015
6. February 2015 Financial Report - Town Administrator
7. March 2015 Police Report - Police Chief
8. Consideration/Action on Appointment and Reappointment of Members to the Planning and Zoning Commission
9. Presentation by Ramiro Gonzalez on Behalf of the City of Brownsville on the Legacy Foundation Grant that was Awarded to the City of Brownsville for the Cameron County in Motion: Active Transport Master Plan Project. Furthermore, the Presentation will Include a Request for The Town of Rancho Viejo to Participate in Possibly Matching Funds with the City of Brownsville
10. Consideration/Discussion/Possible Action on Presentation describing Item #9
11. Consideration/Action to Reschedule May Regular Meeting
12. Public Comment
13. Adjourn

Fred Blanco, 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, Fred Blanco.

### 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 February 10, 2015,  
Regular Meeting March 17, 2015,  
Special Meeting March 24, 2015

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
FEBRUARY 10, 2015

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on February 10, 2015, 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 Fred Blanco, Town Administrator. Members present at the meeting were:

Mrs. Lupita Carr  
Mrs. Maribel Guerrero  
Mrs. Cyndie Rathbun  
Mrs. Bitty Truan  
Mr. Javier Vera

A quorum was present at the meeting.

Legal Counsel, Daniel Rentfro, Jr. was present at the meeting.

Those present in the audience were:

Russ St. Peter	Vicente Mendez, Ambiotec
Chief M. Cruz, Jr.	Quentin Anderson, Long Chilton, LLC

INVOCATION AND PLEDGE:

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

PUBLIC COMMENT:

Fire Chief Russ St. Peter talked about Fire Department training, donations and the gear ordered for the volunteers. Alderwoman Rathbun mentioned that after 18 years The Reporter, the Rancho Viejo monthly newsletter ran by volunteers would stop running. The last issue went out January 2015.

APPROVAL OF MINUTES - REGULAR MEETING JANUARY 13, 2015:

Motion was made by Alderwoman Guerrero, seconded by Alderman Vera, and unanimously carried, to approve the minutes for the Regular Meeting held on January 13, 2015 as written.

DECEMBER 2014 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Fred Blanco, Town Administrator went over the December 2014 Financial Report and the bank balances for the General Account as well as the Debt Account and the Police Asset Forfeiture Account.

JANUARY 2015 POLICE REPORT:

Police Chief Cruz went over the January 2015 Police Report.

CONSIDERATION/APPROVAL TO DECLARE ONE 2000 TOYOTA CAMRY (SEIZED VEHICLE THAT IS ASSET FORFEITURE) SURPLUS PROPERTY TO BE SOLD AND AUTHORIZE THE POLICE CHIEF/MAYOR TO ACCEPT THE HIGHEST OFFER:



Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to Declare One 2000 Toyota Camry (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and Authorize the Police Chief/Mayor to Accept the Highest Offer.

PRESENTATION AND CONSIDERATION OF ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2014:

Mr. Quentin Anderson of Long Chilton, LLC presented the audit report for the fiscal year ending September 30, 2014. Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to approve the Annual Financial Report for Fiscal Year Ending September 30, 2014.

AMBIOTEC STREET REVIEW REPORT:

Mr. Vicente Mendez with Ambiotec Civil Engineering Group gave an update on the street review. All inspections and lab work were completed. Ambiotec received a report with all the findings, once the reports are reviewed by Ambiotec they will present the Street Committee with a final report.

CONSIDERATION/APPOINTMENT/REAPPOINTMENT OF BOARD OF ADJUSTMENTS AND APPEALS MEMBERS:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Carr, and unanimously carried, to appoint Richard Lowry as a regular member. Motion was made by Alderwoman Truan, seconded by Alderman Vera, and unanimously carried, to appoint Fred Kennedy as a member to the Board of Adjustments and Appeals. Both terms are two year terms.

UPDATE/DISCUSSION/ACTION ON GOLF CARTS:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Guerrero, and unanimously carried, to approve that the Strategic Planning Committee and the Town Attorney work together on a golf cart ordinance and to take into consideration some suggestions from the Board.

PUBLIC COMMENT:

Rancho Viejo Volunteer Fire Chief St. Peter asked about the seized vehicle and made comments on golf carts. Alderwoman Carr asked about a bench for the free library that was donated by Liz and Duane Ormes. Mayor Hager announced it was an honor serving as Mayor but she will not be re-filing for election.

ADJOURN:

Motion was made by Alderwoman Carr, seconded by Alderwoman Rathbun, and unanimously carried, to adjourn the meeting at 7:14 P.M.

BY: \_\_\_\_\_  
Fred Blanco, Town Administrator

APPROVED: \_\_\_\_\_  
Jean Hager, Mayor

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

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
MARCH 17, 2015

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on March 17, 2015, 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 Pro-Tem Bitty Truan at 6:01 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

A quorum was present at the meeting.

Legal Counsel, Daniel Rentfro, Jr. was present at the meeting and Town Administrator, Fred Blanco was also present at the meeting.

Those present in the audience were:

Geoffrey Ryan	Vicente Mendez, Ambiotec
Rolando Vela, Laguna Vista	Fire Chief Russ St. Peter
Jim Hunter, Laguna Vista City Attorney	Pablo Ruiz
Chief M. Cruz, Jr.	Andrea Hunter
Alexandra Hunter	Henry Corona, Jr.

INVOCATION AND PLEDGE:

Alderman Carr led the group in the invocation and pledge of allegiance to the American and Texas flags.

PUBLIC COMMENT:

There were no comments from the public.

APPROVAL OF MINUTES - SPECIAL MEETING FEBRUARY 9, 2015, REGULAR MEETING FEBRUARY 10, 2015:

Motion was made by Alderman Vera, seconded by Alderman Carr, to approve the minutes for the Special Meeting held on February 9, 2015 as written. Motion passed with the following vote:

AYES: Alderman Carr, Alderman Guerrero, Alderman Vera

NAYES: None

ABSTAINING: Alderman Rathbun

Motion was made by Alderman Guerrero, seconded by Alderman Carr, and unanimously carried, to approve the minutes of the Regular Meeting held on February 10, 2015 with the following correction: to delete the statement under the 1st Public Comment.

PRESENTATION FROM THE REPRESENTATIVES OF THE TOWN OF LAGUNA VISTA REGARDING ANNEXATION DISPUTE WITH THE CITY OF BROWNSVILLE:

Mr. Jim Hunter, Town Attorney and Mr. Rolando Vela, Town Manager for the Town of Laguna Vista made a presentation about the Annexation Dispute between several small cities and the City of Brownsville. The Town of Laguna Vista is requesting that the Town of Rancho Viejo join them and other small communities and to approve a resolution to object to the City of Brownsville's Strip Annexations.

Mr. Hunter and Mr. Vela both answered several questions from the Board. The Board agreed to have a special meeting next week to be able to vote on a resolution for the Town of Rancho Viejo to join and support the Town of Laguna Vista in their efforts and to take the necessary steps to address the Brownsville Strip Annexation problem.

JANUARY 2015 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Fred Blanco, Town Administrator went over the January 2015 Financial Report and the bank balances for the General Account as well as the Debt Account and the Police Asset Forfeiture Account.

FEBRUARY 2015 POLICE REPORT:

Police Chief Cruz went over the February 2015 Police Report.

AMBIOTEC STREET REVIEW REPORT:

Mr. Vicente Mendez of Ambiotec Civil Engineering Group gave an update on the street review. Mr. Mendez went over the report and the details of the findings from the study. He also mentioned several options on how to choose and determine the top priority projects. He advised that the Town should work together with VMUD#2 to address any drainage issues before starting paving projects.

Alderman Guerrero, Chairman for the Street Committee stated that they will be meeting to begin a plan of action immediately. The Board of Aldermen also requested an additional report to demonstrate the breakdown of costs per street and in order by priority.

CONSIDERATION/APPROVAL ON RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE FLEET REPLACEMENT TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION BY THE TOWN OF RANCHO VIEJO, TEXAS, DESIGNATING THE MAYOR AS THE GRANTEE'S AUTHORIZED OFFICIAL:

Chief Cruz explained the purpose of the Fleet Replacement Grant Application. The Board had several questions and comments. Motion was made by Alderman Rathbun, seconded by Alderman Carr, and unanimously carried, to approve Resolution No. 267 - A RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE FLEET REPLACEMENT TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION BY THE TOWN OF RANCHO VIEJO, TEXAS, DESIGNATING THE MAYOR AS THE GRANTEE'S AUTHORIZED OFFICIAL.

CONSIDERATION/APPROVAL ON RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE SPECIALIZED TECHNOLOGY AND TOOLS FOR DOMESTIC DRUG INTERDICTION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION BY THE TOWN OF RANCHO VIEJO, TEXAS, DESIGNATING THE MAYOR AS THE GRANTEE'S AUTHORIZED OFFICIAL:

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Chief Cruz explained the purpose of the Specialized Technology and Tools for Domestic Drug Interdiction Grant Application. The Board had several questions and comments. Motion was made by Alderwoman Carr, seconded by Alderwoman Guerrero, and unanimously carried, to approve Resolution No. 268 - A RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE SPECIALIZED TECHNOLOGY AND TOOLS FOR DOMESTIC DRUG INTERDICTION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION BY THE TOWN OF RANCHO VIEJO, TEXAS, DESIGNATING THE MAYOR AS THE GRANTEE'S AUTHORIZED OFFICIAL.

CONSIDERATION/ACTION OF TEXAS MUNICIPAL RETIREMENT SYSTEM CITY PORTAL USE AGREEMENT BETWEEN THE TEXAS MUNICIPAL RETIREMENT SYSTEM, THE CITY OF RANCHO VIEJO, AND THE CITY PORTAL ADMINISTRATOR:

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Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to approve a Texas Municipal Retirement System City Portal Use Agreement between the Texas Municipal Retirement System, the City of Rancho Viejo, and the City Portal Administrator.

CONSIDERATION/DISCUSSION/ACTION ON GOLF CART ORDINANCE:

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Alderwoman Rathbun went over the Ordinance for golf carts. There were several questions and comments from the Board. Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to approve Ordinance No. 216 - AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS, AMENDING CHAPTER 62 "TRAFFIC AND MOTOR VEHICLE" BY ADDING ARTICLE V "GOLF CARTS"; AMENDING ARTICLE V " GOLF CARTS" OF CHAPTER 62 BY ADDING SECTIONS 62-100, 62-101, AND 62-102; ARTICLE IV AND ARTICLE V ARE AMENDED BY RESERVING FUTURE SECTIONS FOR POTENTIAL FUTURE EXPANSION; PROVIDING FOR A PENALTY; PROVIDING FOR PENALTY; PROVIDING FOR AN EFFECTIVE DATE, AND PUBLICATION IN CAPTION FORM, with the following revisions: to delete Section 6 and Section 7 with the exception of B from Section 7.

PUBLIC HEARING TO CONSIDER FINAL RECOMMENDATION OF THE PLANNING AND ZONING COMMISSION ON A "PLAN FOR A REPLAT" REQUEST BY HENRY CORONA JR., AGENT FOR MICHAEL AND LAURA HOGAN, OWNERS OF LOT 34, TO OBTAIN RECOMMENDATION TO THE BOARD OF ALDERMEN TO APPROVE THE "PLAN FOR A REPLAT" FOR LOT 34, THE BEND AT RANCHO VIEJO SUBDIVISION, INTO TWO LOTS:

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Mayor Pro-Tem Truan opened the public hearing. Mr. Henry Corona, Jr., agent for Michael and Laura Hogan, presented the request. The Strategic Planning Committee and the Planning and Zoning Committee both approved recommendation to the Board of Aldermen. After everyone was given an opportunity to speak on the matter the public hearing was closed.

CONSIDERATION, DISCUSSION AND ACTION ON FINAL RECOMMENDATION TO THE BOARD OF ALDERMEN ON A "PLAN FOR A REPLAT" REQUEST BY HENRY CORONA JR., AGENT FOR MICHAEL AND LAURA HOGAN, OWNERS OF LOT 34, TO APPROVE THE "PLAN FOR A REPLAT" FOR LOT 34, THE BEND AT RANCHO VIEJO SUBDIVISION, INTO TWO LOTS:

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Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to approve a "Plan for a Replat" Request by Henry Corona Jr., agent for Michael and Laura Hogan, owners of Lot 34, to approve the "Plan for a Replat" for Lot 34, The Bend at Rancho Viejo Subdivision, into two lots.

CONSIDERATION/ACCEPTANCE OF CERTIFICATION OF UNOPPOSED CANDIDATES; CONSIDERATION/APPROVAL OF ORDER OF CANCELLATION; AND CONSIDERATION/APPROVAL OF ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 9, 2015 GENERAL MUNICIPAL ELECTION ELECTED TO OFFICE, CANCELING THE ELECTION, PROVIDING FOR A SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Carr, and unanimously carried, to accept the certification of Unopposed Candidates; to approve the Order of Cancellation; and pass, approve and adopt Ordinance No. 215 - AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 9, 2015 GENERAL MUNICIPAL ELECTION ELECTED TO OFFICE, CANCELING THE ELECTION, PROVIDING FOR A SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

PUBLIC COMMENT:

There were no comments from the public.

ADJOURN:

Motion was made by Alderwoman Carr, seconded by Alderwoman Rathbun, and unanimously carried, to adjourn the meeting at 8:31 P.M.

BY: \_\_\_\_\_  
Fred Blanco, Town Administrator

APPROVED: \_\_\_\_\_  
Jean Hager, Mayor

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

MINUTES OF A SPECIAL MEETING  
TOWN OF RANCHO VIEJO  
MARCH 24, 2015

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on March 24, 2015, 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 Pro-Tem Bitty Truan at 6:00 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr  
Mr. Javier Vera  
Mrs. Maribel Guerrero  
Mrs. Cyndie Rathbun

A quorum was present at the meeting.

Legal Counsel, Daniel Rentfro, Jr. was present at the meeting and Town Administrator, Fred Blanco was also present at the meeting.

Those present in the audience were:

Dr. E. J. Chaney

Chief M. Cruz, Jr.

INVOCATION AND PLEDGE:

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

CONSIDERATION, DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION EXPRESSING CONCERN AND OBJECTIONS TO THE CITY OF BROWNSVILLE'S STRIP ANNEXATIONS, URGING THE OTHER SMALL CITIES IN CAMERON COUNTY TO DO LIKEWISE, AND CALLING ON STATE SENATOR EDDIE LUCIO, JR., AND STATE REPRESENTATIVE EDDIE LUCIO, III., TO TAKE THE NECESSARY STEPS TO ADDRESS THIS PROBLEM:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to approve Resolution No. 269 - A RESOLUTION EXPRESSING CONCERN AND OBJECTIONS TO THE CITY OF BROWNSVILLE'S STRIP ANNEXATIONS, URGING THE OTHER SMALL CITIES IN CAMERON COUNTY TO DO LIKEWISE, AND CALLING ON STATE SENATOR EDDIE LUCIO, JR., AND STATE REPRESENTATIVE EDDIE LUCIO, III., TO TAKE THE NECESSARY STEPS TO ADDRESS THIS PROBLEM.

CONSIDERATION/DISCUSSION/ACTION ON GOLF CART ORDINANCE AMENDMENT:

Motion was made by Alderwoman Rathbun, seconded by Alderwoman Guerrero, and unanimously carried, to amend Ordinance No. 216, by adding the following statement on page 1 paragraph 2 to read: "WHEREAS, AN ORDINANCE FOR THE USE OF GOLF CARTS ON TOWN STREETS ALIGNS WITH THE RANCHO VIEJO VISION STATEMENT 2020, ADOPTED JANUARY 2007, WHICH STATES THAT ITS PREDOMINANT OBJECTIVES ARE, IN PART, TO RETAIN RANCHO VIEJO'S SMALL/RESORT TOWN ATMOSPHERE, TO PROTECT THE QUALITY OF LIFE AS THE POPULATION INCREASES, AND TO MAINTAIN THE SAFETY OF THE RANCHO VIEJO RESIDENTS;" and on page 2 Section 5. (D) to be deleted as approved at the previous meeting.

DISCUSSION OF RESOLUTION NO. 264 CONCERNING THE MUNICIPAL JUDGE POSITION AND  
POSSIBLE ACTION:

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Mayor Pro-Tem Truan opened the discussion on the Municipal Judge position. Alderwoman Guerrero stated that there was interest in the position and that it would be good practice to advertise for the position every few years.

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Rathbun, and unanimously carried, to advertise for the position of Municipal Judge for the Town of Rancho Viejo on the Town web page and to communicate the information to the County Bar Association.

ADJOURN:

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Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to adjourn the meeting at 6:21 P.M.

BY: \_\_\_\_\_  
Fred Blanco, Town Administrator

APPROVED: \_\_\_\_\_  
Jean Hager, Mayor

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

# 6. February 2015 Financial Report - Town Administrator



# 7. March 2015 Police Report - Chief of Police

8. Consideration/Action on  
Appointment and  
Reappointment of Members to  
the Planning and Zoning  
Commission

Mayor Hager will recommend to reappoint Mr. Oscar Gonzalez as a regular member, to appoint Mr. Donald Colglazier as a regular member, and to appoint Mrs. Laura Partridge to be an alternate member to the Planning and Zoning Commission. The terms are two year terms.

9. Presentation by Ramiro Gonzalez on Behalf of the City of Brownsville on the Legacy Foundation Grant that was Awarded to the City of Brownsville for the Cameron County in Motion: Active Transport Master Plan Project. Furthermore, the Presentation will Include a Request for The Town of Rancho Viejo to Participate in Possibly Matching Funds with the City of Brownsville

10. Consideration/Discussion  
/Possible Action on  
Presentation describing Item  
#9

11. Consideration/Action to  
Reschedule May Regular  
Meeting

# 12. Public Comment

# 13. Adjourn