



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
JUNE 14, 2016
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, June 14, 2016 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 May 17, 2016
6. April 2016 Financial Report - Town Administrator
7. May 2016 Police Report - Chief of Police
8. 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
9. Consideration/Action on Extension of Contract with Building Inspector
10. Consideration/Authorization to Advertise for Bids for Common Area Maintenance for Two Years
11. Consideration/Reappointment of Members to the Strategic Planning Committee
12. Authorization to Advertise for Bids for Depository Contract for Two Years with the Possibility of Three One Year Extensions at the Town's Option
13. Street Committee Report
14. Consideration/Approval of Resolution Authorizing Publication of the Town's Notice of Intent to Issue Certificates of Obligation in an Amount not to Exceed \$3,500,000 as Authorized Under State Law for Purposes of Paying Contractual Obligations of the Town to be Incurred for Certain Projects and to Pay for the Cost of Issuance of the Certificates of Obligations and Making Other Provisions Regarding Matters Incident Thereto
15. Hurricane Preparedness Presentation – Chief of Police
16. Movies Under the Stars Announcement
17. Public Comment
18. Adjourn

A handwritten signature in black ink, appearing to read "Fred Blanco", is written over a horizontal line.

Fred Blanco, Town Administrator

1. Call to Order

by Mayor Rathbun

2. Roll Call

by Isabel Perales

Aldерwoman Carr

Aldерwoman Guerrero

Alderman Lucio

Aldерwoman 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 May 17, 2016

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
MAY 17, 2016

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on May 17, 2016 at 6:00 P.M., in 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 Cyndie Rathbun 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 arrived at 6:11 P.M.
Mr. Erick Lucio
Mrs. Bitty Truan
Mr. Javier Vera

A quorum was present at the meeting.

Legal counsel Daniel Rentfro, Jr. and Nathan Pierce, were present at the meeting. Town Administrator, Fred Blanco was also present at the meeting.

Those present in the audience were:

Chief M. Cruz, Jr. Xavier Montemayor Tomas Castella

3. INVOCATION AND PLEDGE:

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

4. ACTION ON ISSUANCE OF CERTIFICATES OF ELECTION:

Town Administrator Fred Blanco presented the Certificates of Election to Alderwoman Lupita Cervantes-Carr, Alderwoman Maribel B. Guerrero and Alderman Erick L. Lucio.

Motion was made by Alderwoman Truan, seconded by Alderwoman Carr, and unanimously carried, to accept the Certificates of Election as presented by Mr. Blanco.

5. ADMINISTER OATH OF OFFICE AND INSTALLATION OF ELECTED OFFICIALS:

Legal Counsel Daniel Rentfro, Jr. administered the Oath of Office for Alderwoman Lupita Cervantes-Carr and for Alderman Erick L. Lucio.

6. PUBLIC COMMENT:

There were no comments from the public.

7. APPROVAL OF MINUTES - REGULAR MEETING APRIL 12, 2016:

Motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried to approve the minutes of the Regular Meeting held on April 12, 2016 as written.

8. MARCH 2016 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Town Administrator, Fred Blanco went over several items on the financial report, including bank balances for the General Account, General Ledger, interests and the Debt Account and Police Asset Forfeiture Account.

9. APRIL 2016 POLICE REPORT - CHIEF OF POLICE:

Police Chief Cruz went over the April 2016 Police Report.

10. REVIEW/APPROVAL OF INVESTMENT POLICY:

Motion was made by Alderwoman Guerrero, seconded by Alderman Vera, and unanimously carried, to approve the Investment Policy for the Town of Rancho Viejo.

11. ELECTION OF PRESIDENT PRO TEMPORE (MAYOR PRO TEM):

Mayor Rathbun recommended that Alderwoman Bitty Truan be appointed as Mayor Pro Tem. Motion was made by Alderman Lucio, seconded by Alderwoman Guerrero, and unanimously carried, to appoint Alderwoman Truan as Mayor Pro Tem.

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

Mayor Rathbun recommended Alderwoman Bitty Truan as Representative for the Metropolitan Planning Organization for the Town of Rancho Viejo. Motion was made by Alderwoman Carr, seconded by Alderman Lucio, and unanimously carried, to appoint Alderwoman Truan as MPO Representative for the Town of Rancho Viejo.

13. CONSIDERATION/ACTION ON APPOINTMENT OF CHAIRPERSON TO THE BEAUTIFICATION COMMITTEE:

Current chairperson Carr and Mayor Rathbun recommended Katia Garcia as Chairperson to the Beautification Committee. Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to appoint Katia Garcia as Chairperson to the Beautification Committee.

14. CONSIDERATION/ACTION ON APPOINTMENT OF CHAIRPERSON AND VICE CHAIRPERSON TO THE STREET COMMITTEE:

Mayor Rathbun recommended Alderman Javier Vera as Chairperson to the Street Committee and Alderwoman Maribel Guerrero as Vice Chairperson to the Street Committee. Motion was made by Alderwoman Truan, seconded by Alderwoman Carr, and unanimously carried, to appoint Alderman Javier Vera as Chairperson to the Street Committee and Alderwoman Maribel Guerrero as Vice Chairperson to the Street Committee.

15. CONSIDERATION/ACTION ON REAPPOINTMENT OF MEMBER TO THE BOARD OF ADJUSTMENTS & APPEALS:

Mayor Rathbun recommended Larry Berletch be reappointed as a member to the Board of Adjustments and Appeals. Motion was made by Alderman Vera, seconded by Alderwoman Truan, and unanimously carried, to appoint Larry Berletch as a member the Board of Adjustments and Appeals.

16. CONSIDERATION/ACTION ON RESOLUTION ON REAPPOINTMENT FOR MUNICIPAL JUDGE:

Motion was made by Alderwoman Carr, seconded by Alderwoman Guerrero , and unanimously carried, to pass, adopt and approve Resolution No. 280 - A Resolution Reappointing Judge Ricardo M. Adobbati as the Municipal Judge for the Town of Rancho Viejo for two years.

17. CONSIDERATION/APPROVAL TO DECLARE ONE 1993 GMC PICKUP (SEIZED VEHICLE THAT IS ASSET FORFEITURE) SURPLUS PROPERTY TO BE SOLD AND AUTHORIZE THE POLICE CHIEF/MAYOR TO ACCEPT THE HIGHEST OFFER:

Chief Cruz mentioned that a 1993 GMC Pickup was seized about 9 months ago and was now awarded to the Police Department. Motion was made by Alderman Vera, seconded by Alderwoman Guerrero, and unanimously carried, to Declare One 1993 GMC Pickup (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and authorize the Police Chief/Mayor to Accept the Highest Offer.

18. CONSIDERATION/APPROVAL OF AGREEMENT WITH MANUEL MARTINEZ FOR ANIMAL CONTROL:

Motion was made by Alderwoman Carr, seconded by Guerrero, and unanimously carried, to approve the Agreement with Manuel Martinez for Animal Control.

19. PUBLIC HEARING TO CONSIDER FINAL RECOMMENDATION TO THE BOARD OF ALDERMEN ON REQUEST BY G. XAVIER MONTEMAYOR, REPRESENTATIVE FOR S & M PROJECTED ASSETS, LLC, OWNERS OF LOT 3, LOT 4, LOT 5 AND BEING 751.30 SQUARE FEET, MORE OR LESS OUT OF LOT 1, BLOCK 2, TOWN HALL SUBDIVISION III, TO REPLAT INTO ONE LOT:

Mayor Rathbun opened the public hearing. Mr. G. Xavier Montemayor presented the request and mentioned that they wished to combine 3 different lots into one, the lots were purchased and were never plated into one lot. Mr. Montemayor stated that the future plan would be for a light commercial business area. After everyone was given an opportunity to speak on the matter, motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried, to close the public hearing.

20. REVIEW/DISCUSSION/ACTION ON FINAL RECOMMENDATION TO THE BOARD OF ALDERMEN ON A REQUEST BY G. XAVIER MONTEMAYOR, REPRESENTATIVE FOR S & M PROJECTED ASSETS, LLC, OWNERS OF LOT 3, LOT 4, LOT 5 AND BEING 751.30 SQUARE FEET, MORE OR LESS OUT OF LOT 1, BLOCK 2, TOWN HALL SUBDIVISION III, TO REPLAT INTO ONE LOT:

After several questions from the Board, motion was made by Alderman Lucio, seconded by Alderwoman Carr, and unanimously carried, to approve the request by G. Xavier Montemayor, representative for S & M Projected Assets, LLC, owners of lot 3, lot 4, lot 5 and Being 751.30 square feet, more or less out of Lot 1, Block 2, Town Hall Subdivision III, to replat into one lot.

21. PUBLIC HEARING TO CONSIDER FINAL RECOMMENDATION TO THE BOARD OF ALDERMEN ON REQUEST BY TOMAS CASTELLA, OWNER OF OAK CREST PROPERTIES LLC, OWNER OF LOT 1 BLOCK 1, TESORO CORNER SUBDIVISION, TO REPLAT INTO TWO LOTS:

The public hearing was opened by Mayor Rathbun. Mr. Tomas Castella gave a brief explanation on his request and mentioned that he would like to build a 2300-2500 square foot home on one of the lots and sell the other. After everyone was given an opportunity to speak on the matter, motion was made by Alderman Vera, seconded by Alderman Lucio, and unanimously carried, to close the public hearing.

22. REVIEW/DISCUSSION/ACTION ON FINAL RECOMMENDATION TO THE BOARD OF ALDERMEN ON A REQUEST BY TOMAS CASTELLA, OWNER OF OAK CREST PROPERTIES LLC, OWNER OF LOT 1 BLOCK 1, TESORO CORNER SUBDIVISION, TO REPLAT INTO TWO LOTS:

After several questions from the Board, motion was made by Alderman Lucio, seconded by Alderman Vera, and unanimously carried, to approve the request by Tomas Castella, owner of Oak Crest Properties LLC, owner of Lot 1 Block 1, Tesoro Corner Subdivision, to replat into two lots.

23. CONSIDERATION/ACTION ON RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS FINDING THAT AEP TEXAS CENTRAL COMPANY'S APPLICATION FOR APPROVAL OF A DISTRIBUTION COST RECOVERY FACTOR TO INCREASE DISTRIBUTION RATES WITHIN THE TOWN SHOULD BE DENIED; FINDING THAT THE TOWN'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; 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 THE COMPANY AND LEGAL COUNSEL:

Motion was made by Alderman Guerrero, seconded by Alderman Vera, to pass, adopt and approve Resolution No. 281 - A Resolution of the Town of Rancho Viejo, Texas Finding that AEP Texas Central Company's application for approval of a distribution cost recovery factor to increase distribution rates Within the Town Should be Denied; Finding that the Town's Reasonable Rate Case Expenses shall be Reimbursed by the Company; 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 the Company and Legal Counsel.

Motion passed with the following vote:

Ayes: Alderwoman Carr, Alderwoman Guerrero, Alderman Lucio, Alderman Vera

Naye: Alderwoman Truan

Abstain: None

Alderwoman Truan was excused from the meeting at 6:45 P.M.

24. CONSIDERATION/ACTION ON A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS, AUTHORIZING REVIEW OF TEXAS GAS SERVICE COMPANY'S ("TGS") COST OF SERVICE ADJUSTMENT ("COSA"); APPROVING OF A JOINT REVIEW OF TGS' APPLICATION ALONG WITH OTHER CITIES SERVED BY TGS; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; REQUIRING TGS TO REIMBURSE ALL REASONABLE COSTS ASSOCIATED WITH CITIES' EFFORTS IN THIS RATEMAKING EFFORT; 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 THE COMPANY AND LEGAL COUNSEL:

Motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried, to pass And unanimously carried, to pass, adopt and approve Resolution No. 282 – A Resolution of the Town of Rancho Viejo, Texas, Authorizing Review of Texas Gas Service Company's ("TGS") Cost of Service Adjustment ("COSA"); Approving of a joint Review of TGS' Application along with other cities served by TGS; Hiring Legal and Consulting Services to Negotiate with the Company and Direct Any Necessary Litigation and Appeals; Requiring TGS to reimburse all reasonable costs associated with Cities' efforts in this ratemaking effort; 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 the Company and Legal Counsel.

25. RABIES VACCINATION ANNOUNCEMENT - JUNE 2, 2016 AT TOWN HALL FROM 5:30 PM TO 6:30 PM:

Mayor Rathbun announced the date for the Rabies Vaccination Clinic is to be held on, Thursday, June 2, 2016 at Town Hall from 5:30 P.M. – 6:30 P.M. there will be additional vaccinations available at extra costs.

26. PUBLIC COMMENT:

There were no comments from the public.

Alderman Guerrero was sworn in by Legal Counsel, Daniel Rentfro, Jr.

Alderman Lucio was excused from the meeting at 6:49 P.M.

27. ADJOURN

Motion was made by Alderman Vera, seconded by Alderman Carr, and unanimously carried, to adjourn the meeting at 6:51 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

6. April 2016 Financial Report - Town Administrator

7. May 2016 Police Report - Chief of Police

**8. 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**

RESOLUTION NO.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, AUTHORIZING THE CONTINUATION OF BANK ACCOUNTS AND DEPOSITORY HERETOFORE ESTABLISHED AND AUTHORIZING CERTAIN PERSONS TO SIGN CHECKS AND OTHER NECESSARY TRANSACTIONS FOR SAME

WHEREAS, it is necessary that accounts be maintained at International Bank of Commerce for the payment of expenses of the Town and the deposit of monies received; and

WHEREAS, it is necessary that certain persons be authorized to sign checks for the withdrawal of funds from said accounts;

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

Section 1. Required on all transactions shall be two signatures, one of these to be a primary signer which is the Town Administrator or Mayor. Secondary signers are any one of the other aldermen of the Town of Rancho Viejo.

Section 2. Required for entry to any safety deposit boxes shall be two signatures, one of these to be a primary signer which is the Town Administrator or Mayor. Secondary signers are any one of the other aldermen of the Town of Rancho Viejo.

Section 3. This resolution shall become effective on this the 14th day of June, 2016.

Cynthia Rathbun, Mayor

Fred Blanco, Town Administrator

Lupita Cervantes-Carr, Alderman

Maribel B. Guerrero, Alderman

Bitty Truan, Alderman

Javier Vera, Alderman

Erick Lucio, Alderman

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo on this the 14th day of June, 2016.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

9. Consideration/Action on Extension of Contract with Building Inspector

AGREEMENT FOR BUILDING INSPECTOR SERVICES

AGREEMENT made on June 14, 2016 at Rancho Viejo, Texas, between THE TOWN OF RANCHO VIEJO, TEXAS, a municipal corporation, located at 3301 Carmen Avenue, Rancho Viejo, Texas 78575 (the "Client") and Brent Cannon, of 920 Balboa, Rancho Viejo, Texas 78575, the "Consultant".

Recitals

The Client is a Type A General Law Municipality, operating under the provisions of the Texas Local Government Code, and has its principal place of business at 3301 Carmen Avenue, Rancho Viejo, Texas 78575. The Client desires to engage the services of the Consultant, as an independent contractor and not as an employee, to fulfill the position of building inspector for the Client on the terms and conditions provided in this agreement.

The Consultant is the building construction profession properly qualified to practice in the State of Texas. Consultant desires to render professional building inspection services for the Client on the terms and conditions provided in this agreement.

THEREFORE, the Client engages the services of the Consultant. In consideration of the mutual promises contained in this contract, the parties agree as follows:

Term

1. This agreement is for a period of one year, commencing on June 14, 2016. It is renewable annually at the discretion of the Board of Aldermen. It may be terminated by mutual agreement upon a 30 day written notice, or under the provisions of Article 8 below.

Services

2. The services to be rendered by the Consultant to the Client consist of fulfilling the position of building inspector for the Client. Those services are more fully described in the job description attached here to as Exhibit "A", which is incorporated herein by reference and made a part of this contract as fully as if set forth herein.

Use of Agents or Assistants

3. This job is personal to the Consultant, and he/she is not authorized to engage the services of any agents, assistants, persons, or corporations in its performance.

Equipment

4. The Consultant will furnish all equipment that may be necessary to perform services required under this agreement.

Facilities

5. The Client will furnish all facilities during normal business hours, for use by the consultant as may be required for preparing reports, copying and research.

Fee

6. For services to be rendered under this agreement, the Consultant will be entitled to fees according to the fee schedule of Rancho Viejo.

Devotion of Time

7. The Consultant will devote the time that is reasonably necessary for a satisfactory performance to the performance of Consultant's duties under this agreement. If the Client requires additional services not included under this agreement, the Consultant will make a reasonable effort to fit those additional services into Consultant's time schedule without decreasing the effectiveness of performance of duties required under this agreement. However, the availability of additional services is subject to the provisions for additional fees for additional services as discussed in Paragraph 5, above.

Termination

8. This Agreement may be terminated by Client upon (1) a finding by a majority of the Board of Aldermen, after notice and an opportunity to be heard, that Consultant has been guilty of incompetence, corruption, misconduct, or malfeasance in office, (2) a vote of no confidence approved by two-thirds of the Board of Aldermen, or (3) as stated in Section 1 above.

Entire Agreement

9. This agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting this subject matter.

Assignment

10. Neither this agreement nor any duties or obligations may be assigned by the Consultant without the prior written consent of the Client. In the event of an assignment by the Consultant to which the Client has consented, the assignee or the assignees' legal representative must agree in writing with the Client to personally assume, perform, and be bound by all the provisions of this agreement.

Successors and Assigns

11. Subject to the provisions regarding assignment, this agreement is binding on and inures to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

Attorney's Fees

12. If any action at law or in equity is brought to enforce or interpret the provisions of this agreement, the prevailing party is entitled to reasonable attorney's fees in addition to any other relief to which it [he or she or it] may be entitled.

Governing Law

13. This agreement, and the rights and duties of the parties under it, are governed by the laws of the State of Texas.

Amendment

14. This agreement may be amended by the mutual agreement of the parties to it, in a writing to be attached to and incorporated in this agreement.

Legal Construction

15. In the event that any one or more of the provisions contained in this agreement is for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions, and the agreement will be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

Executed at Rancho Viejo, Texas, on _____, 2016.

By: _____
Brent Cannon

Town of Rancho Viejo

By: _____
Cyndie Rathbun, Mayor

INSPECTION FEES

GENERAL

Foundation Concrete/rebar	\$15 – 80
needs forms survey at Town Hall	
Framing and Roof	\$15 – 80
Insulation	\$30
Concrete flat work-	
driveway & pipe, sidewalk	\$20
Building final and C.O.	\$15 – 80

PLUMBING

In-ground rough-in	\$15 – 80
Sewer tie-in and Water	\$30
Final	\$15 – 80

ELECTRICAL

Temporary power	\$15
Rough-in	\$15 – 80
Working clearance	\$25
Final	\$15 – 80

HVAC

Rough-in and duct work	\$15 – 80
Final	\$15 – 80

ROOFING

Check material	\$15
Final	\$20

WALLS AND FENCES

Beginning	\$20
Final	\$20

RETAINING WALLS AND DOCKS

Beginning	\$20
Final	\$20

SWIMMING POOL

Initial	\$20
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

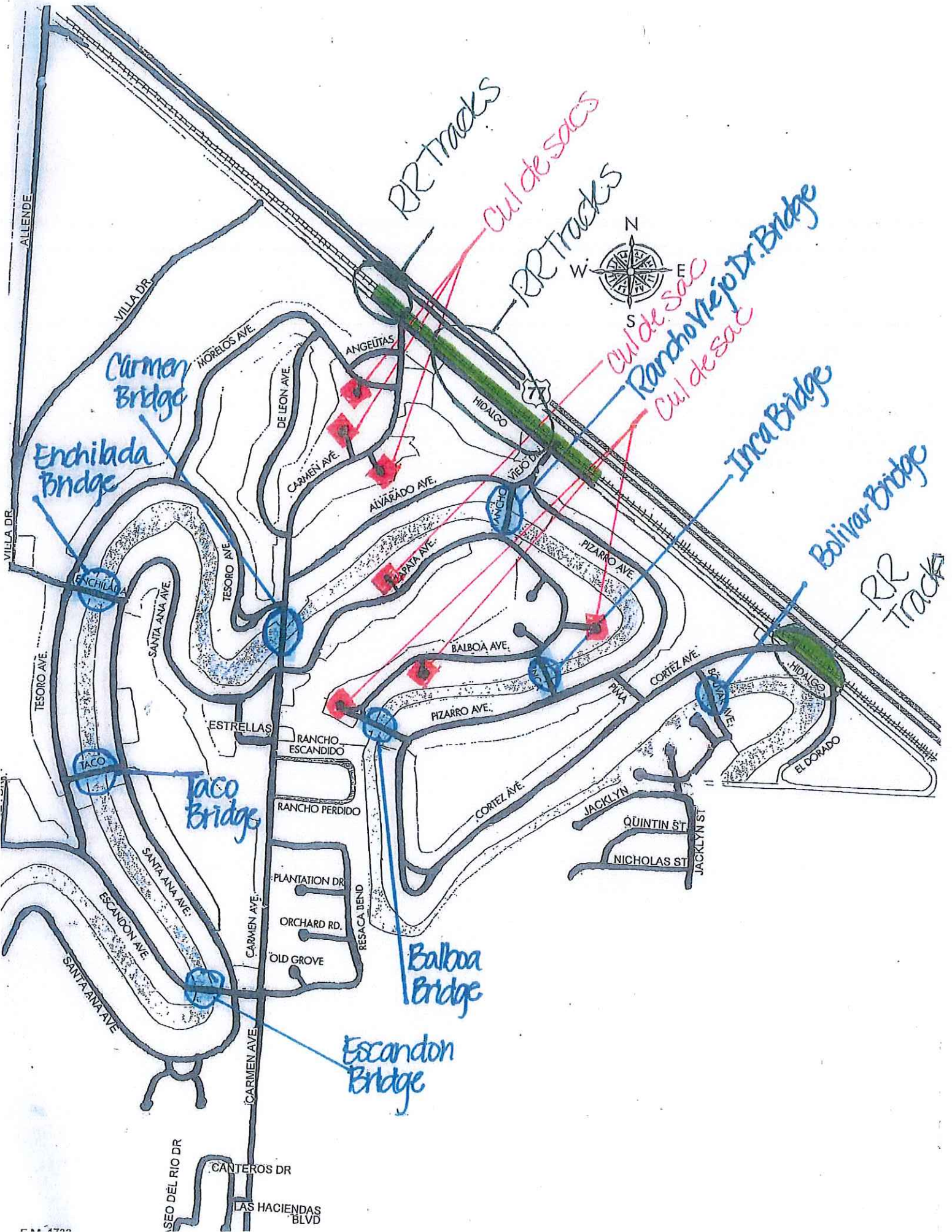
X-Small new	up to 1,500 sq. feet of living area	\$15
Small new	up to 2,000 sq. feet of living area	\$25 - 30
Medium new	up to 3,000 sq. feet of living area	\$40 - 50
Large new	up to 4,000 sq. feet of living area	\$60 - 70
X- large new	4,000 sq. feet & over of living area	\$70 - 80

10. Consideration/Authorization to Advertise for Bids for Common Area Maintenance for Two Years

COMMON AREA GRASS CUTTING AND MAINTENANCE

- 1.) Maintain Town Hall property weekly, (mow the grass and maintain landscaping which includes weeding the plants). Mow grass on one adjacent lot weekly.
- 2.) In Town Park - Mow grass and maintain landscaping weekly. This includes weeding the plants. Spread engineered wood fiber (safety surfacing) when needed.
- 3.) Cut grass on Hidalgo along railroad tracks:
 - a) From Cortez to curve to El Dorado - cut grass from road to railroad tracks minimum of two (2) times per month
 - b) Carmen Avenue to Rancho Viejo Drive - cut grass from road to railroad tracks minimum of two (2) times per month
 - c) In front of Town Office - cut grass from road to railroad tracks minimum of two (2) times per month.
- 4.) Cut grass in seven (7) cul-de-sac areas weekly and maintain bushes and trees (pick up branches and debris lying on ground). Cul-de-sacs are located at: 3704 Carmen, 3713 Carmen, 316 Balboa, 712 Balboa, 1001 Balboa, 402 Zapata, 108 Morelos
- 5.) Cut slopes on eight (8) bridges weekly and trim bushes once per month. Haul away refuse at your expense. Bridges are located on Carmen, Taco, Enchilada, Escandon, Rancho Viejo Drive, Inca, Balboa and Bolivar.
- 6.) Cut grass around signs, drains, posts, transformers, telephone boxes, TV cable boxes, etc. when mowing in all the common areas.
- 7.) Remove dead trees and trimmings and any involuntary growth in all common areas and haul away refuse at your expense.
- 8.) Keep all trees in all common areas trimmed up six feet high.
- 19) In all areas mowed and maintained, pick up trash (bottles, paper, etc.)
- 10.) Trim low hanging branches in front of street signs and traffic signs as needed or when requested and haul away refuse at your expense.
- 11.) Palm trees in middle of Hidalgo - haul away palm fronds at your expense
- 12.) Pick up palm fronds on Carmen from Santa Ana to the end of Las Casitas as needed and haul away refuse at your expense.
- 13.) In the Bend Subdivision, maintain entrance and mini cul-de-sacs weekly.
- 14.) In Rio Rancho Nuevo Subdivision, maintain entrance weekly.
- 15.) Mow and maintain the landscaping at the two monument entrance signs at Rancho Viejo Drive and the two monument entrance signs at Carmen and FM 1732.

- Work to be done Monday through Friday.
- Contract Term - Two (2) years. (Submit bid on 12 month basis, but contract will be awarded for a two (2) year period.)
- The contract will provide for cancellation by either party upon thirty (30) days notice after the end of a calendar month.
- Provide Certificate of Insurance showing Workers' Compensation and General Liability in the minimum amount of \$ 250,000.00. Also provide proof of Automobile Insurance on all vehicles.
- Provide list of equipment available for this project.
- Provide list of three references.
- Report in at the Town Municipal Office twice a week for updates on maintenance work.
- Payment will be made monthly to contractor upon completion and acceptance of work by the Town of Rancho Viejo.
- Pre-Bid conference - will be held on DATE at TIME P.M. at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575.



11. Consideration/Reappointment of Members to the Strategic Planning Committee

Mayor Rathbun to recommend the reappointment of Rita Conde as member to the Strategic Planning Committee.

12. Authorization to Advertise for Bids for Depository Contract for Two Years with the Possibility of Three One Year Extensions at the Town's Option

TOWN OF RANCHO VIEJO, TEXAS
REQUEST FOR BID PROPOSALS FOR TOWN DEPOSITORY
AND NOTICE OF MEETING TO CONSIDER BID PROPOSALS
FOR TOWN DEPOSITORY

Sealed Bid Proposals for a Depository of Town Funds will be received by Fred Blanco, Town Administrator of the Town of Rancho Viejo, Texas at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575 until DATE and TIME P.M. for Banking Services pursuant to Chapter 105 of the Local Government Code. Proposals received after the time announced will not be considered.

Proposals will be opened and read aloud on DATE, 2016 at TIME P.M. at the Town Municipal Office. Proposals will be considered during the Regular Meeting of the Board of Aldermen scheduled for 6:00 P.M. on August 9, 2016 at the Town Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575.

Forms and specifications for Bid Proposal and Provisions may be obtained at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575 between 8:00 A.M. and 5:00 P.M., Monday through Friday or on our website at www.ranchoviejotexas.com.

Each bid shall be enclosed in a sealed envelope and shall be plainly marked on the outside of the envelope - "Banking Services, Town of Rancho Viejo, Texas".

Cyndie Rathbun, Mayor
Town of Rancho Viejo

INSTRUCTIONS TO BIDDERS

The Town of Rancho Viejo will accept sealed Bid Proposals for a depository of Town funds until TIME P.M., DATE, 2016 at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575. Proposals received after the time announced will not be considered. The Bid Proposals will be opened and read aloud at DATE and TIME at the Town Municipal Office. The Bid Proposals will be considered during the Regular Meeting of the Board of Aldermen scheduled for 6:00 P.M. on August 9, 2016 at the Town Municipal Office.

The term for the depository agreement is for two (2) years beginning October 1, 2016 and ending September 30, 2018 with the possibility of Three One Year Extensions at the Town's option.

All demand and time deposits will be deposited with the approved successful bidder on October 1, 2016 or as soon thereafter as the checks and deposit forms necessary to operate from such bank are provided to the Town of Rancho Viejo.

The depository will be selected under the applicable provisions of the Revised Civil Statutes of the State of Texas.

The Board of Aldermen of the Town of Rancho Viejo reserves the right to accept or reject any or all bids and to waive all formalities.

Please attach a copy of your bank's most recent statement of financial conditions.

Cyndie Rathbun, Mayor
Town of Rancho Viejo

13. Street Committee Report

14. Consideration/Approval of Resolution Authorizing Publication of the Town's Notice of Intent to Issue Certificates of Obligation in an Amount not to Exceed \$3,500,000 as Authorized Under State Law for Purposes of Paying Contractual Obligations of the Town to be Incurred for Certain Projects and to Pay for the Cost of Issuance of the Certificates of Obligations and Making Other Provisions Regarding Matters Incident Thereto

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
COUNTY OF CAMERON §
TOWN OF RANCHO VIEJO §

We, the undersigned officers of the Board of Aldermen (the "Board of Aldermen") of the Town of Rancho Viejo (the "Town"), hereby certify as follows:

1. The Board of Aldermen convened in regular meeting ON THE 14th DAY OF JUNE, 2016, at its designated meeting place, and the roll was called of the duly constituted officers of the Board of Aldermen, to wit:

Mayor	Cyndie Rathbun
Mayor Pro Tem	Bitty Truan
Alderswoman	Lupita Cervantes-Carr
Alderswoman	Maribel B. Guerrero
Alderswoman	Javier Vera
Alderman	Erick Lucio

and all of said persons were present, except _____ thus constituting a quorum. Whereupon, among other business, the following was transacted at said Meeting:

A RESOLUTION AUTHORIZING PUBLICATION OF THE TOWN'S NOTICE OF INTENT TO ISSUE CERTIFICATES OF OBLIGATION IN AN AMOUNT NOT TO EXCEED \$3,500,000 AS AUTHORIZED UNDER STATE LAW FOR PURPOSES OF PAYING CONTRACTUAL OBLIGATIONS OF THE TOWN TO BE INCURRED FOR CERTAIN PROJECTS AND TO PAY FOR THE COST OF ISSUANCE OF THE CERTIFICATES OF OBLIGATIONS AND MAKING OTHER PROVISIONS REGARDING MATTERS INCIDENT THERETO

was duly introduced for the consideration of said Board of Aldermen and read in full. It was then duly moved and seconded that said Resolution be passed; and, after due discussion, said motion carrying with it the passage of said Resolution, prevailed and carried by the following vote:

AYES: All members of said Board of Aldermen shown present above voted "Aye", except the following:

NOES: -__-

ABSTAIN: -__-

2. That a true, full and correct copy of the aforesaid Resolution passed at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that said Resolution has been duly recorded in said Board of Aldermen's minutes of said Meeting; that the above and foregoing paragraph is a true, full and correct excerpt from said Board of Aldermen's minutes of said Meeting pertaining to the passage of said Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and Trustees of said Board of Aldermen as indicated therein; that each of the officers and Trustees of said Board of Aldermen was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid Meeting, and that said Resolution would be introduced and considered for passage at said Meeting, and each of said officers and Trustees consented in advance to the holding of said Meeting for such purpose, and that said Meeting was open to the public and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

3. That the Mayor of said Town has approved and hereby approves the aforesaid Resolution; that the Mayor and the Secretary of said Town have duly signed said Resolution; and that the Mayor and the Secretary of said Town hereby declare that their signing of this certificate shall constitute the signing of the attached and following copy of said Resolution for all purposes.

SIGNED AND SEALED on _____.

TOWN OF RANCHO VIEJO

Mayor

Town Secretary

(SEAL)

THE STATE OF TEXAS
COUNTY OF CAMERON
TOWN OF RANCHO VIEJO

§
§
§

RESOLUTION

A RESOLUTION AUTHORIZING PUBLICATION OF THE TOWN'S NOTICE OF INTENT TO ISSUE CERTIFICATES OF OBLIGATION IN AN AMOUNT NOT TO EXCEED \$3,500,000 AS AUTHORIZED UNDER STATE LAW FOR PURPOSES OF PAYING CONTRACTUAL OBLIGATIONS OF THE TOWN TO BE INCURRED FOR CERTAIN PROJECTS AND TO PAY FOR THE COST OF ISSUANCE OF THE CERTIFICATES OF OBLIGATIONS AND MAKING OTHER PROVISIONS REGARDING MATTERS INCIDENT THERETO

WHEREAS, the Town of Rancho Viejo, Texas (the "Issuer") is authorized to issue Certificates of Obligation for the purpose of paying contractual obligations for certain capital improvements and to pay the cost of issuance of such Certificates of Obligation; and

WHEREAS, as security for those debt obligations, the Issuer can offer a pledge of its ad valorem taxes within limits as authorized by state law and a pledge of revenue generated from a solid waste collection contract entered by the Issuer (not to exceed \$1,000);

NOW THEREFORE BE IT RESOLVED:

1.00. The Notice of Intent to Issue Certificates of Obligation which is attached hereto as Exhibit "A" is approved by the Issuer's Board of Aldermen for purposes of complying with the notice and publication requirements of state law.

2.00. The Town Secretary is ordered to publish the approved notice in any publication which satisfies the requirements of the Texas Government Code §2051.044, as long as the first notice is published no less than 30 days prior to the date of the meeting at which the ordinance authorizing the sale of the obligations is proposed to be approved.

PASSED AND APPROVED ON _____.

TOWN OF RANCHO VIEJO, TEXAS

MAYOR

ATTEST:

TOWN SECRETARY

(SEAL)

EXHIBIT A

NOTICE OF INTENT TO ISSUE

TOWN OF RANCHO VIEJO, TEXAS
CERTIFICATES OF OBLIGATION, SERIES 2016

TAKE NOTICE that the Board of Aldermen (the "Board") of the Town of Rancho Viejo, Texas (the "Town"), shall tentatively convene at 6:00 o'clock p.m. on the 19th day of July, 2016, at its regular meeting place in the Town Municipal Office at 3301 Carmen Avenue, Rancho Viejo, Texas 78575 and during such meeting, the Board will consider the passage of an ordinance authorizing the issuance of certificates of obligation in an amount not to exceed \$3,500,000 for the purpose of paying contractual obligations of the Town to be incurred for the following: (1) construction of street improvements, (2) payment of professional services fees related thereto, and (3) payment of cost of issuance of said certificates of obligation. The certificates of obligation will be payable from the Town's ad valorem tax within the limits authorized by law on all taxable property of the Town and a pledge of \$1000 from revenue generated from a solid waste collection contract entered by the Town. The certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of the Certificates of Obligation Act of 1971, as amended, Local Government Code Section 271.041 through Section 271.063.

Cyndie Rathbun
Mayor
Town of Rancho Viejo, Texas

15. Hurricane Preparedness Presentation – Chief of Police

16. Movies Under the Stars Announcement

Town of Rancho Viejo Texas

Movies Under the Stars

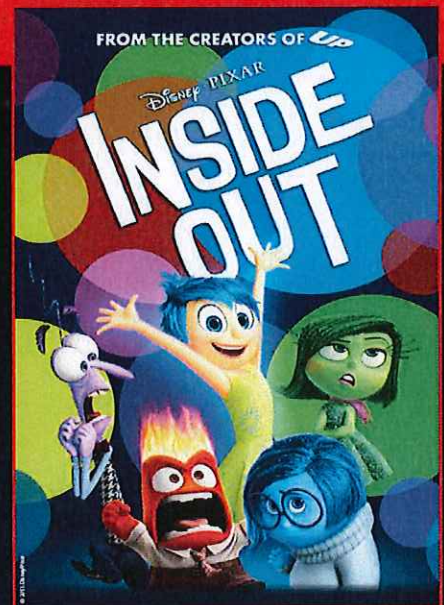
Join us on the lawn next to Town Hall for Movies Under Stars! Bring your family, lawn chairs and blankets to watch your favorite movies on our giant inflatable screen!



Fri., June 24, 2016



Fri., July 15, 2016



Fri., August 5, 2016

Free Event!



Movie starts at 8:30 p.m.

Our sponsors:



Complete Landscape



Management

920 Balboa Rd., Rancho Viejo, Texas 78575
(956) 360-5709
(956) 561-3031



17. Public Comment

18. Adjourn