



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

# BOARD OF ALDERMEN

Regular Meeting  
September 8, 2015



NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
SEPTEMBER 8, 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 SEPTEMBER 8, 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 8/11/2015, Special Meeting 8/12/2015, Special Meeting 8/19/2015, Special Meeting 8/26/2015, Special Meeting 9/1/2015
6. July 2015 Financial Report - Town Administrator
7. August 2015 Police Report - Police Chief
8. Consideration/Action of a Resolution of the Board of Alderman of the Town of Rancho Viejo, Texas, for the Submission of a Grant Application to the Office of the Governor, Homeland Security Grants Division
9. Consideration/Action to Pass a Resolution that Names a Nominee for Cameron Appraisal District Director and Submit the Nominee's Name to the Cameron Appraisal District before October 15, 2015
10. Consideration/Reappointment of Members to the Beautification Committee
11. Consideration/Reappointment of Members to the Building Committee
12. Consideration/Approval of Fire Protection Contract with the City of Brownsville
13. Consideration/Adoption of Budget Ordinance for Fiscal Year October 1, 2015 to September 30, 2016
14. Consideration/Ratification of the Property Tax (Revenue) Increase Reflected in the Budget for Fiscal Year October 1, 2015 to September 30, 2016
15. Consideration/Adoption of Ordinance to Establish Ad Valorem Tax Rate to Provide for Budget Expenses for Fiscal Year 2015 - 2016
16. Consideration/Action on Extension of Bank Depository Contract with International Bank of Commerce
17. Consideration/Action to Designate an Auditor for October 1, 2014 through September 30, 2015
18. Public Comment
19. Adjourn

  
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 8/11/2015

Special Meeting 8/12/2015

Special Meeting 8/19/2015

Special Meeting 8/25/2015

Special Meeting 9/1/2015

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
AUGUST 11, 2015

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 11, 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 Rathbun at 6:02 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr  
Mr. Erick Lucio (arrived at 6:03 P.M.)  
Mrs. Bitty Truan  
Mr. Javier Vera

Members Absent: Mrs. Maribel Guerrero

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:

Chris Champion, RVVFD	Chief St. Peter, RVVFD
Lucy Cardenas	Geoffrey Ryan
Stevens Kahn	Chief M. Cruz, Jr.
Lisa M. Bennett	Xavier Montemayor
Ramiro Gonzalez	Nathan Pierce
Don Gonzales	Dean Walk
Stephanie McGehee , UTRGV	

**INVOCATION AND PLEDGE:**

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

**PUBLIC COMMENT:**

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Mr. Dean Walk board member for the Lago Viejo North Condo Association inquired about a location for dumpsters in the town. Mrs. Lisa M. Bennett mentioned her support of the Legacy Foundation Grant.

**PUBLIC HEARING TO CONSIDER A "FINAL" REPLAT REQUEST BY MR. DANIEL G. ORIVE, JR., AGENT FOR MR. ALEJANDRO LOPEZ, OWNER, 93 PIZARRO, TO OBTAIN RECOMMENDATION TO THE BOARD OF ALDERMEN TO APPROVE THE "FINAL" REPLAT FOR LOTS 93 AND 95, SECTION 2, RANCHO VIEJO SUBDIVISION, INTO ONE LOT:**

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Mayor Rathbun opened the public hearing. Mrs. Lucy Cardenas, representative for Mr. Alejandro Lopez was present for any questions and mentioned that the Strategic Planning Committee and the Planning and Zoning Commission had approved the replat, this request is for final approval of the replat.



Mayor Rathbun stated that the Strategic Planning Committee and the Planning and Zoning Commission approved recommendation for final approval of the replat to the Board of Aldermen.

After everyone was given an opportunity to speak on the matter, motion was made by Alderman Vera and seconded by Alderwoman Truan, to close the public hearing.

Motion passed with the following vote:

AYES: Alderwoman Carr, Alderwoman Truan and Alderman Vera

NAYES: None

ABSTAIN: Alderman Lucio

CONSIDERATION, DISCUSSION AND ACTION ON "FINAL" REPLAT REQUEST BY MR. DANIEL G. ORIVE, JR., AGENT FOR MR. ALEJANDRO LOPEZ, OWNER, 93 PIZARRO, TO OBTAIN RECOMMENDATION TO THE BOARD OF ALDERMEN TO APPROVE THE "FINAL" REPLAT FOR LOTS 93 AND 95, SECTION 2, RANCHO VIEJO SUBDIVISION, INTO ONE LOT:

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Alderman Vera asked about the liens listed on the Title Report. Mrs. Cardenas stated they would take care of the liens so that the final plat could be approved and signed.

Motion was made by Alderman Vera, seconded by Alderwoman Truan, to approve the final replat, subject to the clearance of all liens before the original plat is turned into the Town for the final signature by the Mayor and Town Administrator for the approval of the "Final" replat request by Mr. Daniel G. Orive, Jr., agent for Mr. Alejandro Lopez, owner, 93 Pizarro, to obtain recommendation to the Board of Aldermen to approve the "Final" Replat for Lots 93 and 95, Section 2, Rancho Viejo Subdivision, into one lot.

Motion passed with the following vote:

AYES: Alderwoman Carr, Alderwoman Truan and Alderman Vera

NAYES: None

ABSTAIN: Alderman Lucio

CONSIDERATION/ ACTION ON A PROCLAMATION DECLARING THAT AUGUST 31, 2015 IS "THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY DAY" AND FURTHER PROCLAIMING THAT THE FLAG OR BANNER OF THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY BE FLOWN PROMINENTLY WITHIN THE TOWN OF RANCHO VIEJO, TEXAS ON AUGUST 31, 2015, IN HONOR OF THE UNIVERSITY'S OPENING AND AS A SYMBOL OF SUPPORT BY THE TOWN OF RANCHO VIEJO, TEXAS:

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Motion was made by Alderman Lucio, seconded by Alderman Vera, and unanimously carried, to approve a Proclamation Declaring that August 31, 2015 is "The University of Texas Rio Grande Valley Day" and Further Proclaiming that the Flag or Banner of the University of Texas Rio Grande Valley be Flown Prominently within the Town of Rancho Viejo, Texas on August 31, 2015, in Honor of the University's Opening and as a Symbol of Support by the Town of Rancho Viejo, Texas.

CONSIDERATION/APPROVAL TO BEGIN DISCUSSION WITH THE CITY OF BROWNSVILLE TO ENTER INTO AN AGREEMENT REGARDING FINANCIAL PARTICIPATION WITH THE CITY OF BROWNSVILLE FOR THE LEGACY FOUNDATION GRANT THAT WAS AWARDED TO THE CITY OF BROWNSVILLE FOR THE CAMERON COUNTY IN MOTION: ACTIVE TRANSPORT MASTER PLAN PROJECT:

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Motion was made by Alderman Lucio, seconded by Alderwoman Carr, and unanimously carried, to Enter Into an Agreement Regarding Financial Participation with the City of Brownsville for the Legacy Foundation Grant that was Awarded to the City of Brownsville for the Cameron County in Motion: Active Transport Master Plan Project, by funding \$500.00 this fiscal year and \$500.00 next fiscal year, with Rancho Viejo Resort and Country Club matching the fund amounts for a grand total of \$2,000.00.

CONSIDERATION/ACTION TO AUTHORIZE ESTRADA HINOJOSA & COMPANY, INC., BOND COUNSEL AND OTHER PROFESSIONALS TO WORK WITH STAFF FOR AN ISSUANCE OF DEBT OBLIGATIONS BASED ON PRELIMINARY FINANCIAL ANALYSIS IN THE PLAN OF FINANCE:

Mr. Don Gonzales mentioned that they had made all of the changes as requested by the Board. There is an additional provision added for the Board to be able to request an extension of the contract for a one year period, requested up to 4 times for a total of 5 years; if no authorization the contract expires.

Motion was made by Alderman Vera, seconded by Alderwoman Truan, and unanimously carried, to Authorize Estrada Hinojosa & Company, Inc., Bond Counsel and Other Professionals to Work with Staff for an Issuance of Debt Obligations Based on Preliminary Financial Analysis in the Plan of Finance.

APPROVAL OF MINUTES - REGULAR MEETING JUNE 9, 2015, SPECIAL MEETING JULY 1, 2015, SPECIAL MEETING AUGUST 6, 2015:

Motion was made by Alderwoman Guerrero, seconded by Alderwoman Truan, and unanimously carried, to approve the Minutes of the Regular Meeting held on June 9, 2015 as written.

Motion was made by Alderman Vera and seconded by Alderwoman Truan, to approve the minutes of the Special Meeting held on July 1, 2015 with the following correction: under the item Discussion and Possible action to Engage Estrada Hinojosa & Company, Inc. as Financial Advisor and Authorizing Either the Mayor or City Administrator to Execute the Contract: to add "This motion carried with the following vote: AYES: Alderwoman Guerrero, Alderman Lucio and Alderman Vera, NAYES: None, ABSTAIN: Alderwoman Truan."

This motion carried with the following vote:  
AYES: Alderman Lucio, Alderwoman Truan, and Alderman Vera  
NAYES: None  
ABSTAIN: Alderwoman Carr

Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to approve the Minutes of the Special Meeting held on August 6, 2015, with the following correction: under Legal Counsel present, to delete David Irwin and add "Nathan Pierce".

JUNE 2015 FINANCIAL REPORT - TOWN ADMINISTRATOR:

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

JULY 2015 POLICE REPORT - POLICE CHIEF:

Police Chief Cruz went over the July 2015 Police Report.

CONSIDERATION/APPROVAL TO DECLARE ONE 1997 FORD EXPEDITION (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 Truan, seconded by Alderman Vera, and unanimously carried, to Declare One 1997 Ford Expedition (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and Authorize the Police Chief/Mayor to Accept the Highest Offer.

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 Alderman Lucio, seconded by Alderman Vera, and unanimously carried, to approve Resolution No. 272 - 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, 2015:

Motion was made by Alderman Lucio, seconded by Alderwoman Carr, and unanimously carried, to seek proposals for Auditor for the Fiscal year ending on September 30, 2015.

CONSIDERATION/ACTION ON A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS ENCOURAGING TXDOT TO SUPPORT THE USE OF THE SHOULDERS OF THE STATE OF ROADS AS SAFE PLACES TO RIDE BICYCLES, AND WHERE FEASIBLE, TO USE ROLLED ASPHALT AS A ROAD SURFACE; WHERE NOT FEASIBLE, TO REFRAIN FROM USING "SEAL COAT" ON THE SHOULDER AREA AND TO "FOG SEAL" THAT AREA TO ALLOW FOR A SMOOTHER RIDING SURFACE, AND FURTHER TO MARK THE WIDE SHOULDER AREAS AS BICYCLE LANES WHERE POSSIBLE IN CONFORMITY WITH THE MEMORANDUM PUBLISHED BY TXDOT IN 2011 ENCOURAGING THE DISTRICT ENGINEERS TO TAKE BICYCLISTS AND PEDESTRIANS INTO ACCOUNT IN THE DESIGN AND IMPLEMENTATION OF NEW TXDOT PROJECTS:

Motion was made by Alderman Lucio, seconded by Alderwoman Truan, and unanimously carried, to approve Resolution No. 273 - A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS ENCOURAGING TXDOT TO SUPPORT THE USE OF THE SHOULDERS OF THE STATE OF ROADS AS SAFE PLACES TO RIDE BICYCLES, AND WHERE FEASIBLE, TO USE ROLLED ASPHALT AS A ROAD SURFACE; WHERE NOT FEASIBLE, TO REFRAIN FROM USING "SEAL COAT" ON THE SHOULDER AREA AND TO "FOG SEAL" THAT AREA TO ALLOW FOR A SMOOTHER RIDING SURFACE, AND FURTHER TO MARK THE WIDE SHOULDER AREAS AS BICYCLE LANES WHERE POSSIBLE IN CONFORMITY WITH THE MEMORANDUM PUBLISHED BY TXDOT IN 2011 ENCOURAGING THE DISTRICT ENGINEERS TO TAKE BICYCLISTS AND PEDESTRIANS INTO ACCOUNT IN THE DESIGN AND IMPLEMENTATION OF NEW TXDOT PROJECTS.

PRESENT/DISCUSS PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016:

Mayor Rathbun presented the proposed budget for the fiscal year October 1, 2015 to September 30, 2016. She highlighted on several items on the proposed budget.

Motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried, to acknowledge the receipt of the proposed budget for the fiscal year October 1, 2015 to September 30, 2016.

PROVIDE FOR PUBLIC NOTICE OF DATE, TIME AND LOCATION OF PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016:

Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to schedule the Public Hearing for the proposed Budget for Fiscal Year October 1, 2015 to September 30, 2016, for August 25, 2015 at 6:00 P.M. the meeting will be held at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas.

DISCUSS PROPOSED AD VALOREM TAX RATE AND CONSIDERATION/ACTION ON PROPOSAL FOR TAX RATE INCREASE:

Motion was made by Alderman Lucio, seconded by Alderwoman Truan, that it is the intent of the Board of Aldermen to increase the total tax revenue with a proposed ad valorem tax rate for 2015 not to exceed \$0.425000 per \$100 of assessed valuation, which may result in tax revenue increase, which may or may not result in a tax rate increase.

Motion passed with the following vote:

AYES: Alderwoman Carr, Alderman Lucio, Alderwoman Truan,

NAYES: Alderman Vera

ABSTAINING: NONE

PROVIDE FOR PUBLIC NOTICE OF DATE, TIME AND LOCATION OF PUBLIC HEARINGS FOR TAX RATE INCREASE:

Motion was made by Alderwoman Truan, seconded by Alderman Lucio, and unanimously carried, to schedule the first Public Hearing on the ad valorem tax rate increase for August 25, 2015 at 6:00 P.M. and the second public hearing to be scheduled for September 1, 2015 at 6:00 P.M., both meetings will be held at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas.

DISCUSSION AND POSSIBLE ACTION TO ENGAGE THE J. RAMIREZ LAW FIRM AS BOND COUNSEL AND AUTHORIZING EITHER THE MAYOR OR CITY ADMINISTRATOR TO EXECUTE THE CONTRACT:

Motion was made by Alderwoman Truan, seconded by Alderman Vera, and unanimously carried, to engage The J. Ramirez Law Firm as Bond Counsel and Authorizing Either the Mayor or City Administrator to Execute the Contract with a decreased base fee and for charges only if there are obligations issued.

EXECUTIVE SESSION PURSUANT TO THE FOLLOWING SECTION OF THE TEXAS GOVERNMENT CODE: SECTION 551.074 TO DISCUSS PERSONNEL MATTERS - PERFORMANCE EVALUATION OF TOWN ADMINISTRATOR:

Motion was made by Alderwoman Carr, seconded by Alderman Lucio, and unanimously carried, to go into Executive Session Pursuant to the following Section of the Texas Government Code: Section 551.074 to Discuss Personnel Matters - Performance Evaluation of Town Administrator at 8:11 P.M. Motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried, to reconvene the meeting at 9:07 P.M.

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION:

Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to accept the Performance Evaluation of the Town Administrator as satisfactory and to add on a future agenda a contract extension for Mr. Blanco with a possible salary increase.

WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016:

Motion was made by Alderman Vera, seconded by Alderwoman Truan, and unanimously carried, to table this item.

ADJOURNMENT:

Motion was made by Alderman Vera, seconded by Alderwoman Carr, and unanimously carried, to adjourn the meeting at 9:10 P.M.

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

APPROVED: \_\_\_\_\_  
Cyndie Rathbun, Mayor

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

MINUTES OF A SPECIAL MEETING  
TOWN OF RANCHO VIEJO  
AUGUST 12, 2015

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 12, 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 Rathbun at 5:47 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr  
Mrs. Maribel Guerrero  
Mr. Erick Lucio  
Mrs. Bitty Truan  
Mr. Javier Vera

A quorum was present at the meeting.

Town Administrator, Fred Blanco was present at the meeting.

Those present in the audience were:  
Chief M. Cruz, Jr.

WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016:

Mayor Rathbun and the Board went over the budget items. The next workshop meeting is scheduled for Wednesday, August 19, 2015 at 5:30 P.M.

ADJOURNMENT:

The meeting was adjourned at 9:03 P.M.

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

APPROVED: \_\_\_\_\_  
Cyndie Rathbun, Mayor

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

MINUTES OF A SPECIAL MEETING  
TOWN OF RANCHO VIEJO  
AUGUST 19, 2015

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 19, 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 Rathbun at 5:37 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 5:45 P.M.)  
Mr. Erick Lucio (arrived at 6:07 P.M.)  
Mrs. Bitty Truan  
Mr. Javier Vera (arrived at 5:49 P.M.)

A quorum was present at the meeting.

Town Administrator, Fred Blanco was present at the meeting.

Those present in the audience were:  
Chief M. Cruz, Jr.

WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016:

Mayor Rathbun and the Board went over the budget items. The next workshop meeting scheduled for Thursday, August 20, 2015 at 6:00 P.M. has been canceled.

ADJOURNMENT:

The meeting was adjourned at 8:50 P.M.

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

APPROVED: \_\_\_\_\_  
Cyndie Rathbun, Mayor

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





Mayor Rathbun noted that the second Public Hearing for the ad valorem tax rate increase is scheduled for September 1, 2015.

ESTABLISH DATE, TIME AND PLACE OF MEETING TO VOTE ON THE AD VALOREM TAX RATE (THE FINAL APPROVAL OF THE AD VALOREM TAX RATE IS SET FOR SEPTEMBER 8, 2015) :

Motion was made by Alderwoman Truan, seconded by Alderman Lucio, and unanimously carried, that the final approval of the Ad Valorem Tax Rate is set for September 8, 2015 at 6:00 P.M. at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas

ADJOURN:

Motion was made by Alderwoman Carr, seconded by Alderwoman Guerrero, and unanimously carried, to adjourn then meeting at 6:20 P.M.

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

APPROVED: \_\_\_\_\_  
Cyndie Rathbun, Mayor

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

MINUTES OF A SPECIAL MEETING  
TOWN OF RANCHO VIEJO  
SEPTEMBER 1, 2015

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on September 1, 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 Cyndie Rathbun at 6:03 P.M. Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Lupita Carr  
Mr. Erick Lucio (arrived at 6:06 P.M.)  
Mrs. Bitty Truan  
Mr. Javier Vera

Members absent:  
Mrs. Maribel Guerrero

A quorum was present at the meeting.

Legal Counsel, Nathan Pierce was present and Town Administrator, Fred Blanco was also present at the meeting.

Those present in the audience were:  
Chief M. Cruz, Jr.  
Xavier Montemayor

Fire Chief St. Peter

INVOCATION AND PLEDGE:

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

PUBLIC HEARING ON PROPOSED AD VALOREM TAX REVENUE INCREASE:

Mayor Rathbun noted that the final approval vote for the tax rate would be at the next scheduled regular meeting, Tuesday, September 8, 2015 at 6:00 P.M.

Motion was made by Alderwoman Carr, seconded by Alderman Vera, and unanimously carried, to open the public hearing. There were no comments from the audience. Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to close the public hearing.

ADJOURN:

Motion was made by Alderwoman Carr, seconded by Alderwoman Truan, and unanimously carried, to adjourn then meeting at 6:07 P.M.

September 1, 2015

Page 2

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

APPROVED: \_\_\_\_\_  
Cyndie Rathbun, Mayor

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

# 6. July 2015 Financial Report - Town Administrator

# 7. August 2015 Police Report - Police Chief

**8. Consideration/Action of a  
Resolution of the Board of  
Alderman of the Town of  
Rancho Viejo, Texas, for the  
Submission of a Grant  
Application to the Office of the  
Governor, Homeland Security  
Grants Division**

RESOLUTION NO.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO,  
TEXAS, FOR THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE  
GOVERNOR, HOMELAND SECURITY GRANTS DIVISION

WHEREAS, The Town Of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo, Texas that the Operation Border Star be operated for the 2016 grant cycle; and

WHEREAS, Town Of Rancho Viejo agrees that in the event of loss or misuse of the Homeland Security Grants Division funds, Rancho Viejo Police Department assures that the funds will be returned to the Homeland Security Grants Division in full.

WHEREAS, Town Of Rancho Viejo designates Mayor Cyndie Rathbun as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED Town Of Rancho Viejo approves submission of the grant application for the Operation Border Star to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 2993601

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a regular Meeting on this 8th day of September, 2015.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco  
Town Secretary

**9. Consideration/Action to Pass  
a Resolution that Names a  
Nominee for Cameron  
Appraisal District Director and  
Submit the Nominee's Name to  
the Cameron Appraisal District  
before October 15, 2015**



# CAMERON APPRAISAL DISTRICT

Frutoso M. Gomez, Jr., Chief Appraiser  
P.O. Box 1010, 2021 Amistad Dr.  
San Benito, TX 78586-1010  
www.cameroncad.org  
(956) 399-9322  
(956) 541-3365  
(956) 428-8020  
Fax (956) 399-6969



**MEMBERS OF THE BOARD**  
Jose Noe Diaz, Sr., **Chairman**  
Vicente Mendez, **Vice-Chairman**  
Jesse Villarreal, **Secretary**  
David Argabright  
Roberto Garcia  
David A. Garza  
Ricardo Morado  
Robert Pinkerton Jr.  
Herman Otis Powers, Jr.  
Tony Yzaguirre, Jr.

August 19, 2015

Ms. Jean Hager  
Mayor, Town of Rancho Viejo  
3301 Carmen Avenue  
Rancho Viejo, TX 78575

COPY

Dear Ms. Hager:

Please place on your September or October agenda an action item that will name your nominee for Cameron Appraisal District Director and submit the nominee's name to our office before **October 15, 2015**. Your current representative is **Mr. Ricardo Morado**. Pursuant to Texas Property Tax Code Sec.6.03(g), each taxing unit entitled to vote may nominate by resolution adopted by its governing body one candidate. The Chief Appraiser will then deliver a ballot to your governing body by **October 30<sup>th</sup>** so that the ballot can be placed on your meeting agenda. Ballots must then be returned to our office by **December 15, 2015**.

Pursuant to Chapter 6 of the Texas Property Tax Code, the requirements for eligibility to serve on an appraisal district board of directors are as follows:

1. The individual must have resided in the district for at least two years immediately preceding taking office.
2. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district.
3. An individual is ineligible to serve if the individual is related within the second degree by consanguinity or affinity to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.
4. An individual is ineligible to serve if related to an employee of the appraisal district within the second degree by affinity or within the third degree by consanguinity unless the employee resigns.
5. An individual is ineligible to serve if the individual or a business entity in which the individual has a substantial interest is a party to a contract with the appraisal district or a taxing unit that participates in the appraisal district.
6. An individual is ineligible to serve if the individual owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless the delinquent taxes and penalties are being paid under an installment payment agreement or the taxes are deferred or abated under Tax Code Section 33.06 or 33.065.

Please feel free to call if any further information is needed.

Sincerely,

Frutoso M. Gomez, Jr.  
Chief Appraiser

FMGJr/lcs

Cc: Cheryl Kretz, Town Administrator

RESOLUTION NO.

WHEREAS, the Town of Rancho Viejo, Texas along with fourteen (14) other cities in Cameron County is represented by one (1) board member sitting as position nine (9) on the Cameron Appraisal District Board of Directors; and

WHEREAS, each of the fifteen (15) cities represented by this director shall have the opportunity to nominate and vote for the representative of its choice for the period commencing January 2016; and

WHEREAS, the candidate receiving the greatest number of votes will hold director position nine (9);

NOW THEREFORE, BE IT RESOLVED this the 8<sup>th</sup> day of September 2015, that the Board of Aldermen of the Town of Rancho Viejo do vote for \_\_\_\_\_ to hold position nine (9) of the Cameron Appraisal District Board of Directors.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo on this the 8<sup>th</sup> of September, 2015.

Town of Rancho Viejo

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

# 10. Consideration/Reappointment of Members to the Beautification Committee

Alderwoman Carr will recommend to reappoint Maggie Perkild and Anita Grasso as members of the Beautification Committee.

# 11. Consideration/Reappointment of Members to the Building Committee

ORDINANCE NO. 62U

AN ORDINANCE OF THE TOWN OF RANCHO VIEJO, TEXAS AMENDING  
ORDINANCE NO. 62S APPOINTING/REAPPOINTING MEMBERS OF THE  
BUILDING COMMITTEE

WHEREAS, the Town of Rancho Viejo has heretofore enacted Ordinances Nos. 62A through 62T which provided the requirements for obtaining building permits and the fees and charges for the issuance of said building permits and established a Building Committee which committee members are appointed by the Board of Aldermen; and

WHEREAS, the Board of Aldermen of said Town wish to reappoint three members of the Building Committee.

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

Section 1. The following persons are reappointed to the Building Committee for the term expiring September 30, 2017:

Rick Campos  
Brent Cannon  
E. J. Chaney

PASSED, ADOPTED AND APPROVED on this the 8<sup>th</sup> day of September, 2015.

TOWN OF RANCHO VIEJO

Cyndie Rathbun  
Mayor

ATTEST:

Fred Blanco  
Town Secretary

# 12. Consideration/Approval of Fire Protection Contract with the City of Brownsville

**13. Consideration/Adoption of  
Budget Ordinance for Fiscal  
Year October 1, 2015 to  
September 30, 2016**



ORDINANCE NO.

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 2015-2016

WHEREAS, the law requires the Mayor to submit a proposed financial budget for the ensuing fiscal year, and;

WHEREAS, the Mayor has timely filed a proposed financial budget for the fiscal year ending September 30, 2016, with the Town Secretary on August 7, 2015, which is 30 days in advance of adopting the tax rate for the tax year 2015.

WHEREAS, notice of a Public Hearing on the proposed financial budget for the fiscal year ending September 30, 2016, was published in the San Benito News on August 16, 2015.

WHEREAS, on August 25, 2015 the Board of Aldermen held the Public Hearing on the proposed financial budget for the fiscal year ending September 30, 2016, at 6:00 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas.

WHEREAS, such proposed and estimated Budget, after due hearing and consideration, should be adopted:

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

That the Budget as prepared and submitted by the Mayor for various departments of the Town of Rancho Viejo for the fiscal year beginning October 1, 2015 and ending September 30, 2016, be and the same is hereby in all respects approved and adopted, and a true and correct copy of said budget being attached to this ordinance.

This ordinance shall become effective upon passage.

PASSED, ADOPTED, AND APPROVED this the 8<sup>th</sup> day of September, 2015.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary



## 2015-2016 BUDGET

This budget will raise more total property taxes than last year's budget by \$35,458 or 3.666516%, and of that amount \$9,761 is tax revenue to be raised from new property added to the roll this year.

	2014	2015
Effective Rate	.387240	.409198
Effective M&O Rate	.369792	.389190
Rollback Rate	.419907	.440510
Debt Rate	.020532	.020185
Adopted Rate	.419906	

Debt Obligations Secured By Property Tax (2015)	\$48,192
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### BOARD OF ALDERMEN VOTE

AYES:

NAYS:

ABSTAINING:

PRESENT AND NOT VOTING:

**PROPOSED 8 25 15**  
**TOWN OF RANCHO VIEJO**  
**BUDGET**  
**2015- 2016**

	APPROVED(2) BUDGET 2014-2015	PROPOSED BUDGET 2015-2016
<b>REVENUES:</b>		
1820.0000 Adm. Cost Recovered	10,000.00	10,000.00
1810.2006 Ad Val. Tax 2006	100.00	0.00
1810.2007 Ad Val. Tax 2007	100.00	100.00
1810.2008 Ad Val. Tax 2008	100.00	100.00
1810.2009 Ad Val. Tax 2009	100.00	100.00
1810.2010 Ad Val. Tax 2010	400.00	100.00
1810.2011 Ad Val. Tax 2011	3,000.00	400.00
1810.2012 Ad Val. Tax 2012	9,500.00	2,000.00
1810.2013 Ad Val. Tax 2013	18,000.00	9,500.00
1810.2014 Ad Val. Tax 2014	940,775.00 (1)	18,000.00
1811.2015 Ad Val. Tax 2015		972,450.00 (3)
2090.0000 Discount on Taxes	(19,000.00)	(19,000.00)
1920.0000 P&I on Taxes	17,000.00	17,000.00
1830.0000 Alcohol & Beverage Tax	4,500.00	4,500.00
1840.0000 Building Permits	18,000.00	25,000.00
1850.0000 Citations & Fines	105,000.00	100,000.00
1851.0000 MC Tech Fund	2,500.00	2,000.00
2090.5000 State Costs & Fees	(38,000.00)	(35,000.00)
1870.0000 Franchise - Electrical	66,000.00	66,000.00
1880.0000 Franchise - Telephone	7,500.00	7,000.00
1890.0000 Franchise - Cable TV	38,000.00	38,000.00
1900.0000 Franchise - Gas	800.00	800.00
1905.0000 Franchise - Solid Waste	1,000.00	1,000.00
1910.0000 Interest from Investments	800.00	800.00
1921.0000 Lien Revenue	6,000.00	5,000.00
1930.0000 Sales Tax	65,000.00	70,000.00
1963.0000 Police Fund Income	100.00	100.00
<b>Total Revenues</b>	<b>\$1,257,275.00</b>	<b>\$1,295,950.00</b>

(1) BASED ON TAX RATE OF \$ .399374 for M&O Tax Rate  
\$.020532 Debt Service Tax Rate  
for a TOTAL TAX RATE of \$.419906 per \$100.00 Taxable Value and 97% Collections  
RANCHO VIEJO'S TAXABLE VALUE FOR 2014/2015 IS \$230,973,465

(2) AS APPROVED AT 9/09/14 MEETING

(3) BASED ON TAX RATE OF \$ .399721 for M&O Tax Rate  
\$.020185 Debt Service Tax Rate  
for a TOTAL TAX RATE of \$.419906 per \$100.00 Taxable Value and 97% Collections  
RANCHO VIEJO'S TAXABLE VALUE FOR 2015/2016 IS \$238,750,099

<b>EXPENSES:</b>	<b>APPROVED(2) BUDGET 2014-2015</b>	<b>PROPOSED BUDGET 2015-2016</b>
<b>Administration:</b>		
2100.0000 Travel-Admin.	1,500.00	1,500.00
2110.0000 Seminar & Edu. - Admin.	630.00	1,000.00
2150.0000 Payroll - Admin.	116,050.00	117,860.00
2160.0000 Retirement - Admin.	10,277.00	9,170.00
2161.0000 S.S./Medicare - Admin.	7,813.00	8,224.00
2170.0000 Insurance Medical - Adm.	10,044.00	10,350.00
2171.0000 Medical Dependent	0.00	1,140.00
2180.0000 Insurance Life - Admin.	140.00	140.00
2190.0000 Ins. Workman's Comp	200.00	200.00
2200.0000 Part Time Labor - Admin.	15,000.00	20,000.00
<b>Total Administration:</b>	<b>\$161,654.00</b>	<b>\$169,584.00</b>
<b>General:</b>		
3140.0000 Telephone	3,300.00	3,300.00
3150.0000 Electricity Office	7,000.00	7,300.00
3160.0000 Insurance Liability	24,714.00	25,718.00
3170.0000 Legal Notices	3,000.00	2,300.00
3200.0000 Office Supplies	5,370.00	4,000.00
3220.0000 Postage	1,200.00	1,200.00
3230.0000 Dues & Publications	1,260.00	1,260.00
3240.0000 Appraisal & Tax Collection	16,875.00	21,281.00
3250.0000 Water	900.00	800.00
3260.0000 Election Costs	4,000.00	4,000.00
3270.0000 Building/Yard Maintenance	9,303.00	9,300.00
3280.0000 Cameron Co. Court Costs	400.00	400.00
3300.0000 Public Relations	2,000.00	2,600.00
3320.0000 Office Equip. Maint.	12,000.00	7,995.00
4220.0000 Municipal Court Supplies	200.00	2,945.00
6300.0000 Signs & Safety Markers	2,000.00	3,000.00
<b>Total General:</b>	<b>\$93,522.00</b>	<b>\$97,399.00</b>
<b>General Service:</b>		
5650.0000 Fire Dept.	20,000.00	38,400.00
5660.0000 Fire Protection Contract	29,500.00	30,000.00
5661.0000 Fire Hydrants	8,000.00	8,000.00
<b>Total General Service:</b>	<b>\$57,500.00</b>	<b>\$76,400.00</b>

	APPROVED(2) BUDGET 2014-2015	PROPOSED BUDGET 2015-2016
<b>Professional:</b>		
5100.0000 Legal Fees	31,500.00	32,000.00
5200.0000 Audit Fees	7,800.00	8,500.00
5400.0000 Building Inspection	15,500.00	15,500.00
5500.0000 Municipal Judge	12,042.00	12,042.00
<b>Total Professional:</b>	<b>\$66,842.00</b>	<b>\$68,042.00</b>
<b>Police General:</b>		
4140.0000 Clothing - Police	3,000.00	3,000.00
4150.0000 Payroll - Police	371,859.00	385,613.00
4160.0000 Police Ret & Empl. Tax	32,881.00	29,966.00
4161.0000 Medicare & S.S.	14,800.00	15,413.00
4170.0000 Ins. Medical	40,176.00	41,210.00
4171.0000 Ins. Medical Dependand	8,717.00	13,363.00
4180.0000 Ins. Life	544.00	544.00
4190.0000 Ins. Workman's Comp	9,748.00	10,707.00
4200.0000 Cleaning of Uniforms	2,500.00	2,500.00
4210.0000 Office Supplies	3,500.00	3,872.00
4210.5000 Printing	600.00	100.00
4230.0000 Travel - Police	1,600.00	1,600.00
4240.0000 Seminar & Education - PD	3,000.00	2,000.00
4250.0000 Auto Repairs	7,000.00	6,000.00
4260.0000 Auto Fuel	30,600.00	24,750.00
4291.0000 Fire Prevention/1st Aid Police	300.00	300.00
4300.0000 Radio Equipment Maint.	1,000.00	1,000.00
4330.0000 Dispatch	7,632.00	3,600.00
4331.0000 Police Investigation	8,322.00	8,322.00
4333.0000 Drug Testing	450.00	250.00
4291.6220 Hurricane Preparedness	3,600.00	2,600.00
6710.0000 Mosquito Spraying	5,000.00	5,000.00
<b>Total Police General:</b>	<b>\$556,829.00</b>	<b>\$561,710.00</b>

	APPROVED(2) BUDGET 2014-2015	PROPOSED BUDGET 2015-2016
<b>Public Works:</b>		
6500.0000 Lighting Expenses	45,050.00	45,050.00
6600.0000 Lot Mowing	2,000.00	2,000.00
6640.0000 Common Area Maint.	45,320.00	44,420.00
6700.0000 Comm Area Water&Elec.	12,950.00	10,700.00
6660.0000 Beautification Project	5,000.00	5,000.00
6660.0002 Community Alert System	1,800.00	1,800.00
6660.0003 Animal Control	2,051.00	1,275.00
6660.0004 Security Device Reserve	750.00	750.00
6705.0001 Security Device Maint.	7,444.00	7,436.00
<b>Total Public Works:</b>	<b>\$122,365.00</b>	<b>\$118,431.00</b>
<b>Street:</b>		
6000.0000 St. Rehab.	40,000.00	70,000.00
6100.0000 St. Rehab. Engineer	20,000.00	16,500.00
6200.0000 Street Reserve		30,000.00
<b>Total Street Expense:</b>	<b>\$60,000.00</b>	<b>\$116,500.00</b>
<b>Capital Outlay:</b>		
3210.0000 Office Equipment	5,000.00	5,000.00
<b>Total Capital:</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>
<b>Security Device/Vehicle Loan:</b>		
Scheduled Principal	3,305.00	0.00
Interest Payable	140.00	0.00
<b>Total Loan:</b>	<b>\$3,445.00</b>	<b>\$0.00</b>
<b>Total Operating Expense:</b>	<b>\$1,127,157.00</b>	<b>\$1,213,066.00</b>
<b>Town Hall Debt Service Account:</b>		
Interest Payable	19,219.00	18,192.00
Scheduled Principal	30,000.00	30,000.00
<b>Total TH Debt Service:</b>	<b>\$49,219.00</b>	<b>\$48,192.00</b>
<b>Total All Expenses:</b>	<b>\$1,176,376.00</b>	<b>\$1,261,258.00</b>
<b>Total Revenues:</b>	<b>\$1,257,275.00</b>	<b>\$1,295,950.00</b>
<b>To General Fund:</b>	<b>\$80,899.00</b>	<b>\$34,692.00</b>

**14. Consideration/Ratification  
of the Property Tax (Revenue)  
Increase Reflected in the  
Budget for Fiscal Year October  
1, 2015 to September 30, 2016**

This budget will raise more total property taxes than last year's budget by \$35,458 or 3.666516%, and of that amount \$9,761 is tax revenue to be raised from new property added to the roll this year.



I move that the property tax rate be increased by the adoption of a tax rate of .419906, which is effectively a 2.616826 percent increase in the tax rate

15. Consideration/Adoption of Ordinance to Establish Ad Valorem Tax Rate to Provide for Budget Expenses for Fiscal Year 2015 - 2016

ORDINANCE NO.

AN ORDINANCE ESTABLISHING THE AD VALOREM AND PERSONAL PROPERTY TAX RATE FOR THE TAX YEAR 2015, 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

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

Section 1. There is hereby established a tax rate for the tax year 2015:

\$ .399721 Maintenance & Operation Tax Rate  
\$ .020185 Debt Tax Rate  
\$ .419906 Total Tax Rate

for each \$100.00 of assessed valuation of all ad valorem and personal property taxable under the laws of this State by the Town of Rancho Viejo.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.705876 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.53.

Section 2. There is hereby established an assessed valuation of one hundred (100%) percent of the fair market value of all real and personal property according to the certified tax rolls of the Town of Rancho Viejo.

Section 3. There is hereby granted a homestead exemption to qualified homeowners at the level of \$5,000 on the ad valorem tax for the tax year 2015.

Section 4. There is hereby granted a discount for early payment of the 2015 taxes which discount shall be equal to and the same as that granted by CAMERON COUNTY, the agency under contract to collect the taxes of this Town, said discount all being pursuant to State law.

Section 5. Any payment not timely made shall bear such penalty and interest as is provided by State law.

Section 6. If any section, paragraph, subdivision, clause, phrase, or provision of the Ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as whole or any part or provision thereof, other than the part so decided to be invalid or unconstitutional.

Section 7. This ordinance shall become effective upon passage.

PASSED, ADOPTED, AND APPROVED this the 8<sup>th</sup> day of September, 2015.

Cyndie Rathbun  
Mayor

ATTEST:

Fred Bianco  
Town Secretary

# 16. Consideration/Action on Extension of Bank Depository Contract with International Bank of Commerce

On August 9, 2011 the Board approved a Depository Contract with International Bank of Commerce (IBC), effective October 1, 2011 for two years with the possibility of three one year extensions at the Town's option.

Mayor Rathbun recommends that the Board approve the third and final one year extension with IBC, effective October 1, 2015.

17. Consideration/Action to  
Designate an Auditor for  
October 1, 2014 through  
September 30, 2015

# 18. Public Comment



# 19. Adjourn