




NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
NOVEMBER 14, 2017
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 NOVEMBER 14, 2017 at 6:00 P.M., in the TOWN MUNICIPAL OFFICE, 3301 CARMEN AVENUE, RANCHO VIEJO, TEXAS to consider the following items:

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Public Comment
5. Approval of Minutes –
 - Special Meeting August 3, 2017
 - Special Meeting August 15, 2017
 - Special Meeting August 29, 2017
 - Special Meeting September 5, 2017
 - Special Meeting September 11, 2017
 - Regular Meeting September 12, 2017
 - Regular Meeting October 10, 2017
6. Consideration/Action on a Resolution by the Town of Rancho Viejo, Texas Approving the Proposal by the Cameron Appraisal District for Renovation of District Headquarters
7. Street Project Report – Street Committee
8. Consideration/Action to Declare one 2011 Dodge Charger (Police Unit) Surplus Property to be Sold and Authorize the Chief of Police/Mayor to Accept the Highest Offer
9. Consideration/Action to Approve Rancho Viejo Bicycle and Pedestrian Master Plan
10. Announce 3rd Annual Christmas Lighting Ceremony and Golf Cart & Bike Parade – Sunday, December 3rd at 5:30 P.M.
11. September 2017 Financial Report - Town Administrator
12. October 2017 Police Report - Police Chief
13. Public Comment
14. Executive Session – Pursuant to the Following Section of the Texas Government Code 551.074 to Consider the Re-appointment, Employment, Evaluation, or Duties of the Town Administrator and to Consider a Contract Extension for the Town Administrator
15. Possible Action on Matters Discussed in Executive Session
16. Adjourn


Fred Blanco, Town Administrator



1. Call to Order by Mayor Rathbun

2. Roll Call

by Isabel Perales

Alderwoman Guerrero

Alderman Lucio

Alderwoman Salinas

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 –

Special Meeting August 3, 2017

Special Meeting August 15, 2017

Special Meeting August 29, 2017

Special Meeting September 5, 2017

Special Meeting September 11, 2017

Regular Meeting September 12, 2017

Regular Meeting October 10, 2017

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 3, 2017

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 3, 2017 at 5:30 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public.

1. CALL TO ORDER:

The meeting was called to order by Mayor Rathbun at 5:45 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present at the meeting were:

Mrs. Maribel Guerrero

Mr. Erick Lucio

Mrs. Grace Salinas

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.

3. WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Mayor Rathbun and the Board went over the budget items. The final approval of the budget is scheduled for the regular meeting, Tuesday, September 12, 2017 at 6:00 P.M.

4. ADJOURNMENT:

The meeting was adjourned at 9:00 P.M.

BY: _____

Fred Blanco, Town Administrator

APPROVED: _____

Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 15, 2017

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 15, 2017 at 6:00 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public.

1. CALL TO ORDER:

The meeting was called to order by Mayor Rathbun at 6:05 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present at the meeting were:

Mrs. Maribel Guerrero

Mr. Erick Lucio

Mrs. Bitty Truan

Mrs. Grace Salinas

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.

3. WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Mayor Rathbun and the Board went over the budget items. The final approval of the budget is scheduled for the regular meeting, Tuesday, September 12, 2017 at 6:00 P.M.

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

The Board went into Executive Session: Pursuant to the Following Section of the Texas Government Code: Section 551.074 to Discuss Personnel Matters.

The meeting was reconvened.

5. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION:

There was no action on this item.

6. ADJOURNMENT:

The meeting was then adjourned.

AUGUST 15, 2017

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BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
AUGUST 29, 2017

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on August 29, 2017 at 6:00 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public.

1. CALL TO ORDER:

The meeting was called to order by Mayor Cyndie Rathbun at 6:00 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present were:

Mrs. Maribel Guerrero arrived at 6:06 P.M.

Mrs. Grace Salinas

Mrs. Bitty Truan

Mr. Javier Vera

Members absent:

Mr. Erick Lucio

A quorum was present at the meeting.

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

Those present in the audience were:

Chief M. Cruz, Jr.

3. INVOCATION AND PLEDGE:

Mayor Rathbun led the group in the invocation and the pledge of allegiance to the American and Texas flags.

4. PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018 (THE FINAL APPROVAL OF THE BUDGET IS SET FOR SEPTEMBER 12, 2017):

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to open the public hearing. There were no comments from the audience. Mayor Rathbun mentioned that the final approval of the budget for Fiscal Year October 1, 2017 to September 30, 2018 is set for September 12, 2017 at 6:00 P.M.

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to close the public hearing.

5. PUBLIC HEARING ON PROPOSED AD VALOREM TAX REVENUE INCREASE:

Motion was made by Alderman Vera, seconded by Alderman Guerrero, and unanimously carried, to open the public hearing. There were no comments from the audience. Mayor Rathbun mentioned that the final approval of the ad valorem tax revenue is set for September 12, 2017.

Motion was made by Alderman Guerrero, seconded by Alderman Vera, and unanimously carried, to close the public hearing.

6. 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 12, 2017):

Mayor Rathbun stated that the final approval of the Ad Valorem Tax Rate is set for September 12, 2017 at 6:00 P.M. at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575. The second public hearing for the ad valorem tax revenue is set for Tuesday, September 5, 2017 at 6:00 P.M.

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

Motion was made by Alderman Guerrero, seconded by Alderman Salinas, and unanimously approved, to go into Executive Session: Pursuant to the Following Section of the Texas Government Code: Section 551.074 to Discuss Personnel Matters at 6:11 P.M.

8. ADJOURNMENT:

The meeting was adjourned at 8:28 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
SEPTEMBER 5, 2017

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on September 5, 2017 at 6:00 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public.

1. CALL TO ORDER:

The meeting was called to order by Mayor Cyndie Rathbun at 6:02 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present were:

Mrs. Maribel Guerrero arrived at 6:05 P.M.

Mr. Erick Lucio

Mrs. Grace Salinas

Mrs. Bitty Truan

Mr. Javier Vera

A quorum was present at the meeting.

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

Those present in the audience were:

Chief M. Cruz, Jr.

3. INVOCATION AND PLEDGE:

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

4. PUBLIC HEARING ON PROPOSED AD VALOREM TAX REVENUE INCREASE:

Mayor Rathbun mentioned the proposed ad valorem tax rate set for final approval on September 12, 2017 at 6:00 P.M. Motion was made by Alderman Lucio, seconded by Alderman Salinas, and unanimously carried, to open the public hearing. There were no comments from the audience.

Motion was made by Alderman Lucio, seconded by Alderman Vera, and unanimously carried, to close the public hearing.

5. 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 12, 2017):

Mayor Rathbun mentioned that the final approval of the Ad Valorem Tax Rate is set for September 12, 2017 at 6:00 P.M. at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575.

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

Motion was made by Alderman Vera, seconded by Alderman Salinas, 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 at 6:09 P.M.

7. ADJOURN:

The meeting was adjourned at 8:17 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
SEPTEMBER 11, 2017

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on September 11, 2017 at 5:30 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, the same being open to the public.

1. CALL TO ORDER:

The meeting was called to order by Mayor Rathbun at 5:30 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present at the meeting were:

Mr. Erick Lucio arrived at 6:15 P.M.

Mrs. Grace Salinas

Mrs. Bitty Truan

Mr. Javier Vera

Members absent:

Mrs. Maribel Guerrero

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.

Roel I. Cantu

3. WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Mayor Rathbun and the Board went over the budget items. The final approval of the budget is scheduled for the regular meeting, Tuesday, September 12, 2017 at 6:00 P.M.

4. ADJOURNMENT:

The meeting was then adjourned at approximately 6:45 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
September 12, 2017

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, September 12, 2017 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:

The meeting was called to order by Mayor Rathbun at 6:05 P.M.

2. ROLL CALL:

Roll call was made by Fred Blanco, Town Administrator. Members present at the meeting were:

Mrs. Maribel Guerrero arrived at 6:45 P.M.

Mr. Erick Lucio arrived at 6:07 P.M.

Mrs. Grace Salinas

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:

Esiquio "Zeke" Luna, Jr.

Ryan Waters

Chief M. Cruz, Jr.

James Palermo

Dena Poppe

3. INVOCATION AND PLEDGE:

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

4. PUBLIC COMMENT:

Mr. Ryan Waters asked about the cul-de-sac maintenance on Balboa. Mr. James Palermo asked about animal ordinances.

5. APPROVAL OF MINUTES - REGULAR MEETING AUGUST 8, 2017:

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to approve the Minutes of the Special Meeting held on August 8, 2017 as written.

6. 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, 2017:

Mayor Rathbun recommended keeping the current nominee, Mr. Ricardo Morado for the Cameron Appraisal District Board of Directors - Position Nine (9).

Motion was made by Alderman Truan, seconded by Alderman Salinas, and unanimously carried, to pass, adopt and approve Resolution No. 308 - A Resolution nominating Mr. Ricardo Morado for Representative for the Cameron Appraisal District Board of Directors - Position Nine (9).

10. CONSIDERATION OF AND POSSIBLE ACTION ON APPOINTMENT OF A HUMAN RESOURCES COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS REGARDING EXISTING PERSONNEL POLICIES, FOR INCLUSION IN A COMPREHENSIVE EMPLOYEE POLICY MANUAL:

Mayor Rathbun stated that she would like to add in the second to the last paragraph for the periodic review to be: policy annual reviews in May of each year. Mr. Rentfro mentioned to correct a typo last paragraph to read "as authorized".

Motion was made by Alderman Vera, seconded by Alderman Lucio, and unanimously carried, to pass, adopt and approve Resolution No. 310 - A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS APPOINTING HUMAN RESOURCES COMMITTEE with the change in policy reviews to be annual, in May of each year.

11. ANNOUNCEMENT - NATIONAL NIGHT OUT - THURSDAY, OCTOBER 12, 2017 AT 5:30 PM:

Mayor Rathbun and Chief Cruz announced National Night Out will be held on Thursday, October 12, 2017 from 5:30 P.M. to 7:30 P.M. at the Town Hall.

12. JULY 2017 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Town Administrator Fred Blanco went over the July 2017 financial report and the bank balances for the General Account, Debt Account, Police Asset Forfeiture Account and the Certificates of Obligation Account and all interests.

Alderwoman Guerrero arrived at 6:41 P.M.

14. AUGUST 2017 POLICE REPORT - POLICE CHIEF:

Police Chief Cruz went over the items on the August 2017 Police Report.

7. CONSIDERATION/ADOPTION OF BUDGET ORDINANCE FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Motion was made by Alderman Truan, seconded by Alderman Vera, and unanimously carried, to pass, adopt and approve Ordinance No. 224 – AN ORDINANCE OF THE BOARD OF ALDERMEN APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF RANCHO VIEJO, TEXAS FOR THE FISCAL YEAR 2017-2018.

8. CONSIDERATION/RATIFICATION OF THE PROPERTY TAX (REVENUE) INCREASE REFLECTED IN THE BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Motion was made by Alderman Guerrero, seconded by Alderman Truan, and unanimously carried, to ratify that this budget will raise more total property taxes than last year's budget by \$25,231, or 2.242053%, and of that amount \$16,549 is tax revenue to be raised from new property added to the roll this year.

9. CONSIDERATION/ADOPTION OF ORDINANCE TO ESTABLISH AD VALOREM TAX RATE TO PROVIDE FOR BUDGET EXPENSES FOR FISCAL YEAR 2017 - 2018:

Motion was made by Alderman Guerrero, seconded by Alderman Salinas, and unanimously carried, that the property tax rate be increased by the adoption of a tax rate of \$ 0.45000, which is effectively a 0.767851 per cent increase in the tax rate; and to pass, adopt and approve Ordinance No. 225 – AN

ORDINANCE ESTABLISHING THE AD VALOREM AND PERSONAL PROPERTY TAX RATE FOR THE TAX YEAR 2017, SETTING THE ASSESSED VALUATION AT ONE HUNDRED PERCENT (100%) OF THE FAIR MARKET VALUE, PROVIDING FOR A HOMESTEAD EXEMPTION OF \$5,000, PROVIDING FOR DISCOUNTS IN THE EVENT OF EARLY PAYMENT, AND PROVIDING FOR PENALTY AND INTEREST IN ACCORDANCE WITH STATE LAW AND PROVIDING FOR SEVERABILITY. The total tax rate adopted was \$0.450000.

13. CONSIDERATION/ACTION ON BUDGET AMENDMENT FOR 2016/2017:

Motion was made by Alderman Salinas, seconded by Alderman Guerrero, to approve the Budget Amendment for 2016/2017. Motion passed with the following vote:

AYES: Alderman Guerrero, Alderman Salinas, Alderman Truan, Alderman Vera

NAYES: Alderman Lucio

ABSTAINING: None

15. PUBLIC COMMENT:

Mr. Luna asked about the Budget Amendment and about the agenda items.

16. ADJOURN:

Motion was made by Alderman Guerrero, seconded by Alderman Salinas, and unanimously carried, to adjourn the meeting at 7:26 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
October 10, 2017

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, October 10, 2017 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:

The meeting was called to order by Mayor Rathbun at 6:04 P.M.

2. ROLL CALL:

Roll call was made by Isabel Perales, Assistant Town Secretary. Members present at the meeting were:

Mrs. Grace Salinas
Mrs. Bitty Truan
Mr. Javier Vera

Members absent at the meeting were:

Mrs. Maribel Guerrero
Mr. Erick Lucio

A quorum was present at the meeting.

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

Those present in the audience were:

Esiquio Luna, Jr.	Chief M. Cruz, Jr.	R. I. Cantu
Frank Macias	Arturo Huerta	Elvira Banda

3. INVOCATION AND PLEDGE:

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

4. PUBLIC COMMENT:

Mayor Rathbun invited everyone to attend this year's annual National Night Out to be hosted by the Town and Police Department to be held on Thursday, October 12, 2017 from 5:30 P.M. to 7:30 P.M. We will have several emergency service departments, ambulance services, and fire departments, the police department and Town council and Mayor, there will be fun activities for kids including face painting and bouncer also free hot dogs, cookies and drinks.

6. CONSIDERATION/ACTION ON EMPLOYMENT OF A REGULAR POLICE OFFICER AND SETTING OF SALARY:

Police Chief Cruz recommended Cristian Adrian Ramirez as a full time Police Officer to fill a vacant position with a starting salary set to \$31,000.00 to start on October 30, 2017.

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to approve Cristian Adrian Ramirez as a full time Police Officer with the starting pay of \$31,000.00 annual salary and a start date of October 30, 2017.

7. CONSIDERATION OF AND POSSIBLE ACTION ON APPOINTMENT OF A HUMAN RESOURCES COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS REGARDING EXISTING AND NEW PERSONNEL POLICIES, FOR INCLUSION IN A COMPREHENSIVE EMPLOYEE POLICY MANUAL:

Mayor Rathbun recommended appointing Grace Salinas as chair and Erick Lucio as a regular member to the Human Resources Committee.

Motion was made by Alderman Truan, seconded by Alderman Vera, and unanimously carried to appoint Grace Salinas as chair and Erick Lucio as a regular member to the Human Resources Committee.

8. CONSIDERATION/ACTION ON AN ORDINANCE OF THE TOWN OF RANCHO VIEJO AMENDING ORDINANCE NO. 62U REAPPOINTING MEMBERS OF THE BUILDING COMMITTEE:

Mayor Rathbun recommended the reappointment of Brent Cannon and Rick Campos as members to the Building Committee. She also suggested appointing Scott Fry as a member.

Motion was made by Alderman Salinas, seconded by Alderman Truan, and unanimously carried, to reappoint Brent Cannon and Rick Campos as members to the Building Committee for a two year term and to appoint Scott Fry as a member to the Building Committee for a two year term, subject to legal counsels' review of residency requirements.

9. CONSIDERATION/ACTION ON AN ORDINANCE ADOPTING UNANIMOUS SETTLEMENT AGREEMENT, SETTING RATES AND ESTABLISHING TARIFFS FOR THE PROVISION OF NATURAL GAS SERVICE BY TEXAS GAS SERVICE COMPANY, A DIVISION OF ONE GAS, INC., WITHIN THE TOWN OF RANCHO VIEJO; DECLARING THIS ORDINANCE TO BE A FINAL DETERMINATION OF RATES; REQUIRING ACCEPTANCE BY TEXAS GAS SERVICE COMPANY OF THE RATES PRESCRIBED HEREIN; AND ESTABLISHING AN EFFECTIVE DATE:

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to pass, adopt and approve Ordinance No. 226 - AN ORDINANCE ADOPTING UNANIMOUS SETTLEMENT AGREEMENT, SETTING RATES AND ESTABLISHING TARIFFS FOR THE PROVISION OF NATURAL GAS SERVICE BY TEXAS GAS SERVICE COMPANY, A DIVISION OF ONE GAS, INC., WITHIN THE TOWN OF RANCHO VIEJO; DECLARING THIS ORDINANCE TO BE A FINAL DETERMINATION OF RATES; REQUIRING ACCEPTANCE BY TEXAS GAS SERVICE COMPANY OF THE RATES PRESCRIBED HEREIN; AND ESTABLISHING AN EFFECTIVE DATE.

5. DISCUSSION/ACTION ON PURCHASE OF POLICE VEHICLES AND AUTHORIZE MAYOR TO EXECUTE FINANCING CONTRACT:

Police Chief Cruz answered several questions from the board. The board discussed the different vehicle options and different financing options that Chief Cruz provided. Alderman Vera mentioned that he would like more information.

Motion was made by Alderman Salinas, and seconded by Alderman Truan, to pass, adopt and approve Resolution No. 309 - A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE

PURPOSE OF PROCURING "POLICE CARS AND RELATED EQUIPMENT", and to authorize the mayor to execute the financing contract for the purchase of 2 Ford Explorers on the 3 year financing term.

Motion passed with the following vote:

AYES: Alderman Salinas, Alderman Truan

NAYES: Alderman Vera

ABSTAINING: None

10. AUGUST 2017 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Town Administrator Fred Blanco went over the August 2017 financial report and the bank balances for the General Account, Debt Account, Police Asset Forfeiture Account and the Certificates of Obligation Account and all interests.

11. SEPTEMBER 2017 POLICE REPORT - POLICE CHIEF:

Chief Manuel Cruz, Jr. went over the items on the September 2017 Police Report.

12. PUBLIC COMMENT:

There were no comments from the public. Alderman Salinas asked about street lights out and weedy lots. Alderman Vera asked for us to get a listing on the number of ambulance and fire calls, emergency vs. non-emergency for the Town of Rancho Viejo.

13. ADJOURN:

Motion was made by Alderman Truan, seconded by Alderman Vera, and unanimously carried, to adjourn the meeting at 7:30 P.M.

BY: _____

Fred Blanco, Town Administrator

APPROVED: _____

Cyndie Rathbun, Mayor

DATE: _____

6. Consideration/Action on a
Resolution by the Town of Rancho
Viejo, Texas Approving the
Proposal by the Cameron Appraisal
District for Renovation of District
Headquarters

CAMERON APPRAISAL DISTRICT

Richard Molina - 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



November 7, 2017

MEMBERS OF THE BOARD

Vicente Mendez, **Chairman**
David Garza, **Vice-Chairman**
David Argabright, **Secretary**
Gloria Casas
Cesar Lopez
J. Ruben Montemayor
Ricardo Morado
Bharat Patel
Jesse Villarreal
Tony Yzaguirre, Jr.

Ms. Cyndie Rathbun, Mayor
Town of Rancho Viejo
3301 Carmen Avenue
Rancho Viejo, TX 78575



RE: Remodeling project for the Cameron Appraisal District headquarters building

Dear Mayor Rathbun:

At its October 16, 2017 meeting, the Cameron Appraisal District Board of Directors took action to approve the remodeling of the District's headquarters building. Enclosed is a copy of the resolution adopted at the meeting by the Board. Also enclosed are alternatives to the remodeling proposal, as required by section 6.051(b).

Please note that Texas Tax Code section 6.051(b) requires that the acquisition or conveyance of real property or the construction or renovation of a building or other improvement by an appraisal district must be approved by the governing bodies of three-fourths of the taxing units entitled to vote on the appointment of board members. According to that section, approval must be in the form of a resolution. At this time, I respectfully request that an agenda item be placed on your next meeting agenda so that your governing body may consider approving our request for a building. Please also note that according to this subsection, a governing body has a deadline of 30 days from receipt of our resolution and alternatives to approve our proposal. If your governing body fails to act by that deadline, then our proposal would be treated as if it were disapproved by your entity.

I have enclosed a draft resolution that you may find helpful should your entity vote to approve the remodeling proposal. Please share this with your entity's counsel for approval prior to any vote on the District's remodeling proposal.

If you have any questions, please do not hesitate to contact me.

Sincerely,


Richard Molina
Chief Appraiser

RM/lis
Enclosures

Cc: Fred Blanco, Town Administrator

STATE OF TEXAS §

COUNTY OF CAMERON §

SCANNED

**RESOLUTION BY THE CAMERON APPRAISAL DISTRICT FOR
RENOVATION OF APPRAISAL DISTRICT HEADQUARTERS**

WHEREAS, the Cameron Appraisal District ("District") is charged by the Texas Tax Code to appraise property and perform other functions authorized or required by law; and

WHEREAS, Texas Tax Code section 6.05(a) requires that each appraisal district shall establish an appraisal office; and

WHEREAS, the Board of Directors has determined that the current appraisal office is insufficient for the needs of the District; and

WHEREAS, Texas Tax Code section 6.051 authorizes the board of directors of an appraisal district to purchase or lease real property and construct and renovate improvements as necessary to establish and operate the appraisal office; and

WHEREAS, that the District's Board of Directors has determined that renovation of the current headquarters building and site improvements on property owned by the District is the most appropriate and cost effective plan for addressing the office-space needs for the District; and

WHEREAS, the Board of Directors proposes to renovate the current headquarters building and site improvements and to construct any improvements at that location in connection with renovation, the renovation and construction of all improvements described in this paragraph being estimated to cost \$650,000, and to retain the services of a contractor or construction supervisor and other qualified personnel to effect such renovation and improvements, subject to approval of three quarters of the taxing units entitled to adopt resolutions pursuant to Texas Tax Code section 6.051; and

WHEREAS, Texas Tax Code section 6.051(b) provides that the purchase or lease of real property or construction or renovation of improvements by an appraisal district must be approved by the governing bodies of three quarters of the taxing units entitled to adopt resolutions pursuant to that section; and

NOW THEREFORE BE IT RESOLVED, that on the date shown below, the Board of Directors of the Cameron Appraisal District proposes, in accordance with Texas Tax Code section 6.051, to renovate the current headquarters building and site improvements and to construct any improvements at that location in connection with renovation, the renovation and construction of all improvements described in this paragraph being estimated to cost \$650,000, and to retain the services of a contractor or construction supervisor and other qualified personnel to effect such renovation and improvements, all subject to approval of three quarters of the taxing units entitled to adopt resolutions pursuant to Texas Tax Code section 6.051.

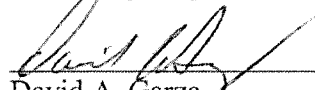
BE IT FURTHER RESOLVED, that the Chief Appraiser is directed to notify the presiding officer of each governing body entitled to vote on the approval of this proposal by delivering a copy of this resolution, together with information showing the costs of other available alternatives to this proposal.

BE IT FURTHER RESOLVED, that the Chief Appraiser is directed to carry out all other activities in furtherance of this resolution.

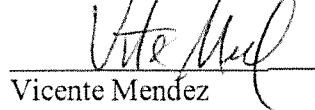
Adopted this 16th day of October, 2017.



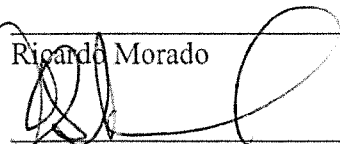
David Argabright



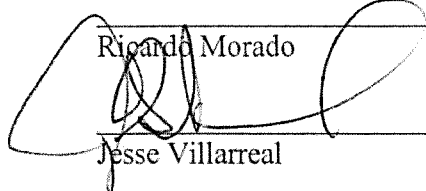
David A. Garza



Vicente Mendez

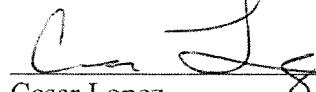


Ricardo Morado

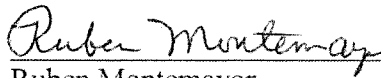


Jesse Villarreal

Gloria Casas



Cesar Lopez



Ruben Montemayor

Bharat R. Patel

October 19, 2017

RE: Current Proposal of CAD Office Additions and Renovations, and Pursuant to the Texas Property Tax Code Section 6.051(b) Alternative Options for Consideration

To all Taxing Entities,

The following information is provided to you with the assistance of Stanford Knowles of K+ Architect Inc. and information provided by the MLS services of the RGV. These proposals will help you to determine which option may be the most feasible for the district to acquire additional working space. Currently K+ has worked on plans to build approximately a 2,340 SF addition to the existing building. As per the Property Tax Code, the district must have three fourths approval of the entities that are allowed to vote. I have included any supporting documentation for your review.

Current Proposal (Board Approved/Pending Taxing Unit Approval):

Remain in District's current building with minimum renovations to existing building and providing a 2,340 square foot addition at \$275.00 per square foot plus renovation cost for the approximate cost of \$650,000.00. The district currently has approximately \$800,000 in committed funds to perform this addition; therefore, taxing units will not be required to provide any additional funds other than what has been committed for the project.

Alternative #1

Remain at the District's current location and demolish and replace existing building. The District estimates that construction of a new building at the current location would cost \$250.00 per square foot for expanded facility of 20,000 sf which equals \$5,000,00.00, plus demolition of existing building at \$350,000.0, and \$250,000 for temporary housing for 1 year. The total for this estimate would equal \$5,800,000 and needs to be completed within 1 year.

Alternative #2

Purchase land South of San Benito to Harlingen area. Current properties are listed between \$250,000 - \$600,000 with land preparation cost of \$40,000 and new 25,000 SF building for \$250 per square foot (\$6,250,000). The total estimated New Building would cost approximately \$6,800,000 less sale proceeds for the current location.

Special Note:

The need for additional space to handle the growth of the appraisal district is something we have been considering for many years. In the next few years we will continue to increase the staffing needs in order to provide the entities of the county a more efficient appraisal role. This addition would be the first increase in needed spaces since the building was built in 1985. Please review the attached documents and assist us by assuring that this will be placed on the agenda for approval.

Submitted by,

Richard Molina
Cameron Appraisal District
Chief Appraiser

as necessary to compensate the appointed chief appraiser and fund the appraisal office as determined under this subsection.

(d) An appraisal district that does not appoint a chief appraiser or contract with an appraisal district or a taxing unit to perform the duties of the appraisal office by the first anniversary of the date the comptroller appoints a chief appraiser shall contract with an appraisal district or a taxing unit to perform the duties of the appraisal office or with a qualified public or private entity to perform the duties of the chief appraiser, subject to the approval of the comptroller. (Enacted by Acts 2013, 83rd Leg., ch. 1259 (H.B. 585), § 6, effective January 1, 2014.)

Sec. 6.051. Ownership or Lease of Real Property.

(a) The board of directors of an appraisal district may purchase or lease real property and may construct improvements as necessary to establish and operate the appraisal office or a branch appraisal office.

(b) The acquisition or conveyance of real property or the construction or renovation of a building or other improvement by an appraisal district must be approved by the governing bodies of three-fourths of the taxing units entitled to vote on the appointment of board members. The board of directors by resolution may propose a property transaction or other action for which this subsection requires approval of the taxing units. The chief appraiser shall notify the presiding officer of each governing body entitled to vote on the approval of the proposal by delivering a copy of the board's resolution, together with information showing the costs of other available alternatives to the proposal. On or before the 30th day after the date the presiding officer receives notice of the proposal, the governing body of a taxing unit by resolution may approve or disapprove the proposal. If a governing body fails to act on or before that 30th day or fails to file its resolution with the chief appraiser on or before the 10th day after that 30th day, the proposal is treated as if it were disapproved by the governing body.

(c) The board of directors may convey real property owned by the district, and the proceeds shall be credited to each taxing unit that participates in the district in proportion to the unit's allocation of the appraisal district budget in the year in which the transaction occurs. A conveyance must be approved as provided by Subsection (b) of this section, and any proceeds shall be apportioned by an amendment to the annual budget made as provided by Subsection (c) of Section 6.06 of this code.

(d) An acquisition of real property by an appraisal district before January 1, 1988, may be validated before March 1, 1988, in the manner provided by Subsection (b) of this section for the acquisition of real property. (Enacted by Acts 1987, 70th Leg., ch. 55 (S.B. 312), § 2, effective January 1, 1988.)

Sec. 6.052. Taxpayer Liaison Officer.

(a) The board of directors for an appraisal district created for a county with a population of more than 120,000 shall appoint a taxpayer liaison officer who shall serve at the pleasure of the board. The taxpayer liaison officer shall administer the public access functions required by Sections 6.04(d), (e), and (f), and is responsible for resolving disputes not involving matters that may be protested under Section 41.41. In addition, the taxpayer liaison officer is responsible for receiving, and compiling a list of, comments and suggestions filed by the chief appraiser, a property owner, or a property owner's agent concerning the matters listed in Section 5.103(b) or any other matter related to the fairness and efficiency of the appraisal review board established for the appraisal district. The taxpayer liaison officer shall forward to the comptroller comments and suggestions filed under this subsection in the form and manner prescribed by the comptroller.

(b) The taxpayer liaison officer shall provide to the public information and materials designed to assist property owners in understanding the appraisal process, protest procedures, the procedure for filing comments and suggestions under Subsection (a) of this section or a complaint under Section 6.04(g), and other matters. Information concerning the process for submitting comments and suggestions to the comptroller concerning an appraisal review board shall be provided at each protest hearing.

(c) The taxpayer liaison officer shall report to the board at each meeting on the status of all comments and suggestions filed with the officer under Subsection (a) of this section and all complaints filed with the board under Section 6.04(g).

(d) The taxpayer liaison officer is entitled to compensation as provided by the budget adopted by the board of directors.

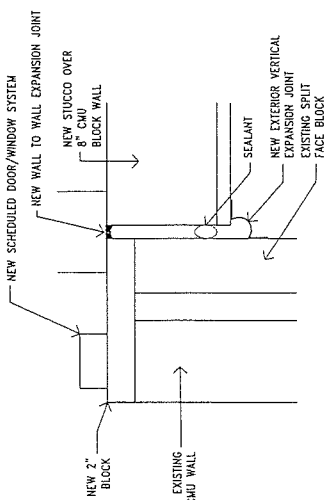
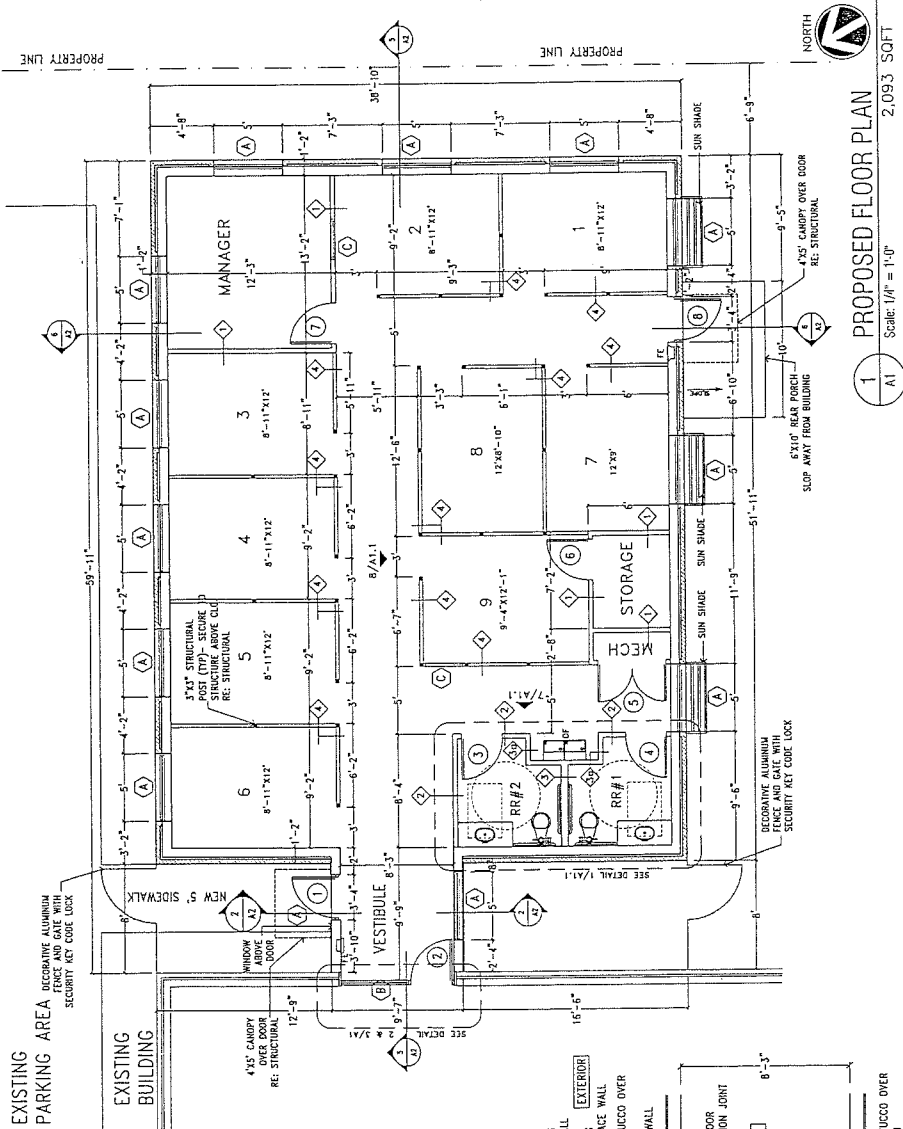
(e) The chief appraiser or any other person who performs appraisal or legal services for the appraisal district for compensation is not eligible to be the taxpayer liaison officer.

(f) The taxpayer liaison officer for an appraisal district described by Section 6.41(d-1) is responsible for providing clerical assistance to the local administrative district judge in the selection of appraisal review board members. The officer shall deliver to the local administrative district judge any applications to serve on the board that are submitted to the officer and shall perform other duties as requested by the local administrative district judge. The officer may not influence the process for selecting appraisal review board members.

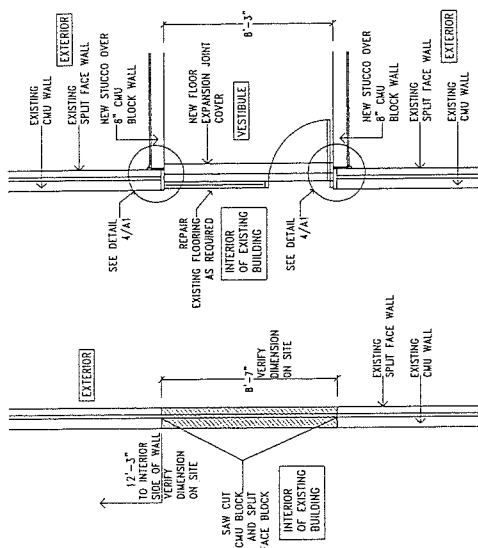
(Enacted by Acts 1989, 71st Leg., ch. 796 (H.B. 432), § 8, effective January 1, 1990; am. Acts 1991, 72nd Leg., ch. 371 (H.B. 864), § 2, effective September 1, 1991; am. Acts 2007, 80th Leg., ch. 1086 (H.B. 3038), § 1, effective September 1, 2007; am. Acts 2013, 83rd Leg., ch. 1259 (H.B. 585), § 7, effective January 1, 2014.)

Sec. 6.053. Assistance to Emergency Management Authorities.

The chief appraiser shall, if requested by the emergency management authorities of a federal, state, or local



4 EXPANSION JOINT DETAIL
Scale: 3" = 1'-0"



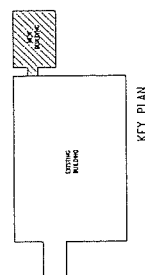
EXISTING / DEMO
@ EXTERIOR WALL

3
A1

PROPOSED EXTERIOR WALL
WITH NEW DOOR TO VESTIBULE

Scale: 3/8" = 1'-0"

Scale: 3/8" = 1'-0"



KEY PLAN

RESOLUTION NO. 311

A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS
APPROVING THE PROPOSAL BY THE CAMERON APPRAISAL
DISTRICT FOR RENOVATION OF APPRAISAL DISTRICT
HEADQUARTERS

WHEREAS, the Cameron Appraisal District ("Appraisal District") is charged by Texas Tax Code to appraise property and perform other functions authorized or required by law; and

WHEREAS, Texas Tax Code section 6.05(a) requires that each appraisal district shall establish an appraisal office; and

WHEREAS, Texas Tax Code §6.051 authorizes the board of directors of an appraisal district to purchase or lease real property and construct improvements as necessary to establish and operate the appraisal office; and

WHEREAS, Texas Tax Code section 6.051(b) requires that the acquisition or conveyance of real property or the construction or renovation of a building or other improvement by an appraisal district must be approved by the governing bodies of three-fourths of the taxing units entitled to vote on the appointment of board members; and

WHEREAS, the Board of Directors of the Appraisal District proposed by resolution ("Board Resolution") dated October 16, 2017 to renovate the current headquarters building and site improvements and to construct any improvements at that location in connection with renovation, the renovation and construction of all improvements described in this paragraph being estimated to cost \$650,000, and to retain the services of a contractor or construction supervisor and other qualified personnel to effect such renovation and improvements, subject to approval of three quarters of the taxing units entitled to adopt resolutions pursuant to Texas Tax Code section 6.051; and

WHEREAS, the Chief Appraiser of the Appraisal District has notified this taxing unit of the proposal by the Board of Directors of the Appraisal District by delivering to the presiding officer of the governing body a copy of the Board Resolution together with information showing the costs of other available alternatives to the proposal.

NOW THEREFORE BE IT RESOLVED, that on the date shown below, the governing body of the Town of Rancho Viejo ("Town") approves, in accordance with Texas Tax Code section 6.051(b), the proposal by the Board of Directors of the Appraisal District to renovate the current headquarters building site improvements and to construct any improvements at that location in connection with renovation, the renovation and construction of all improvements described in this paragraph being estimated to cost \$650,000, and to retain the services of a contractor or construction supervisor and other qualified personnel to effect such renovation and improvements, subject to approval of three quarters of the taxing units entitled to adopt resolutions pursuant to Texas Tax Code section 6.051.

BE IT FURTHER RESOLVED, that the governing body of the Town finds that the Chief Appraiser of the Appraisal District has notified the Town of the proposal by the Board of Directors of the Appraisal District by delivering to the Mayor a copy of the Board Resolution together with information showing the costs of other available alternatives to the proposal.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen, of the Town of Rancho Viejo, Texas at a Regular Meeting on this the 14th day of November, 2017.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

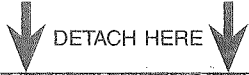
7. Street Project Report – Street Committee

8. Consideration/Action to Declare one 2011 Dodge Charger (Police Unit) Surplus Property to be Sold and Authorize the Chief of Police/Mayor to Accept the Highest Offer

Upon sale of this vehicle, the purchaser must apply for a new title within 20 working days unless the vehicle is purchased by a dealer. Until a new title is issued, the vehicle record will continue to reflect the owner's name listed on the current title. SEE BACK OF TAB FOR ADDITIONAL INFORMATION.

013997

RANCHO VIEJO POLICE DEPT
3461 CARMEN AVE
RANCHO VIEJO, TX 78575-5221



TEXAS CERTIFICATE OF TITLE

TEXAS DEPARTMENT OF MOTOR VEHICLES

103488092

VEHICLE IDENTIFICATION NUMBER: 2B3CL1CT4BH551760

YEAR MODEL: 2011

MAKE OF VEHICLE: DODG

BODY STYLE: 4D

TITLE/DOCUMENT NUMBER: 03130140877114103

DATE TITLE ISSUED: 12/19/2011

MODEL: CPO

MFG. CAPACITY IN TONS: 3800

WEIGHT: 1127257

LICENSE NUMBER: 10

PREVIOUS OWNER: DALLAS DODGE CHRYSLER JE DALLAS TX

OWNER: RANCHO VIEJO POLICE DEPT
3461 CARMEN AVE
RANCHO VIEJO, TX 78575-5221

ODOMETER READING: 10

REMARK(S): ACTUAL MILEAGE EXEMPT

X _____
SIGNATURE OF OWNER OR AGENT MUST BE IN INK

UNLESS OTHERWISE AUTHORIZED BY LAW, IT IS A VIOLATION OF STATE LAW TO SIGN THE NAME OF ANOTHER PERSON ON A CERTIFICATE OF TITLE OR OTHERWISE GIVE FALSE INFORMATION ON A CERTIFICATE OF TITLE.

DATE OF LIEN: NONE

1ST LIENHOLDER: _____

1ST LIEN RELEASED: _____ DATE: _____

BY: _____
AUTHORIZED AGENT

DATE OF LIEN: _____

2ND LIENHOLDER: _____

2ND LIEN RELEASED: _____ DATE: _____

BY: _____
AUTHORIZED AGENT

DATE OF LIEN: _____

3RD LIENHOLDER: _____

3RD LIEN RELEASED: _____ DATE: _____

BY: _____
AUTHORIZED AGENT

IT IS HEREBY CERTIFIED THAT THE PERSON HEREIN NAMED IS THE OWNER OF THE VEHICLE DESCRIBED ABOVE WHICH IS SUBJECT TO THE ABOVE LIENS.

RIGHTS OF SURVIVORSHIP AGREEMENT
WE, THE PERSONS WHOSE SIGNATURES APPEAR HEREIN, HEREBY AGREE THAT THE OWNERSHIP OF THE VEHICLE DESCRIBED ON THIS CERTIFICATE OF TITLE SHALL FROM THIS DAY FORWARD BE HELD JOINTLY, AND IN THE EVENT OF DEATH OF ANY OF THE PERSONS NAMED IN THE AGREEMENT THE OWNERSHIP OF THE VEHICLE SHALL VEST IN THE SURVIVOR(S).

SIGNATURE: _____ DATE: _____

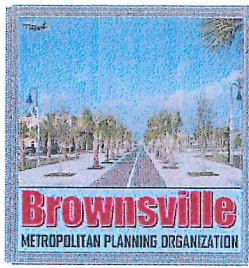
SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

FORM 30-C REV. 2/2010

DON NOT ACCEPT TITLE SHOWING ERASURE, ALTERATION, OR MUTILATION.

9. Consideration/Action to Approve Rancho Viejo Bicycle and Pedestrian Master Plan



October 10, 2017

Fred Blanco
Town Manager
Town of Rancho Viejo
3301 Carmen Ave
Rancho Viejo, TX 78575

Dear Mr. Blanco:

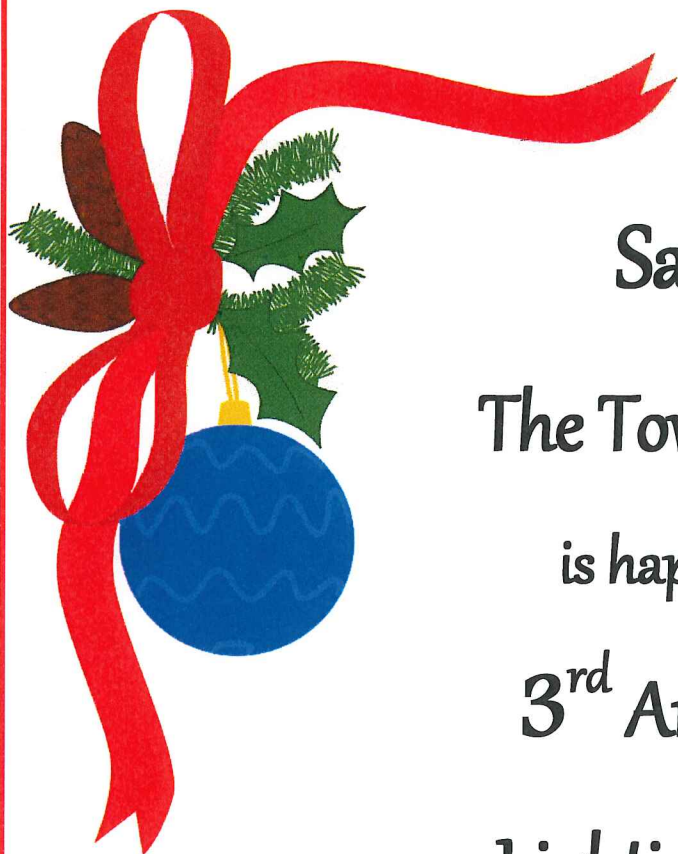
Enclosed, please find a printed copy of the Town of Rancho Viejo Master Bicycle & Pedestrian Plan. In addition, please find six (6) DVDs. You can print more copies of this report via these discs. One DVD is yours and each elected official can retain a disc.

We have greatly enjoyed working with everyone, citizens included, at the Town of Rancho Viejo. Please keep in touch with us at the MPO, as technical issues arise. We will be pleased to help you with the on-going plans for safe travel in Rancho Viejo via all modes.

Sincerely,

Mark Lund
MPO Director

10. Announce 3rd Annual
Christmas Lighting Ceremony and
Golf Cart & Bike Parade – Sunday,
December 3rd at 5:30 P.M.



Save the Date!

The Town of Rancho Viejo

is happy to announce the

3rd Annual Christmas

Lighting Ceremony and

Golf Cart & Bike Parade

Sunday, December 3, 2017 at 5:30 P.M.



11. September 2017 Financial Report - Town Administrator

12. October 2017 Police Report - Police Chief

13. Public Comment

14. Executive Session – Pursuant to the Following Section of the Texas Government Code 551.074 to Consider the Re-appointment, Employment, Evaluation, or Duties of the Town Administrator and to Consider a Contract Extension for the Town Administrator

15. Possible Action on Matters Discussed in Executive Session

16. Adjourn