



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
SEPTEMBER 12, 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 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
2. Roll Call
3. Invocation and Pledge
4. Public Comment
5. Approval of Minutes –
Regular Meeting August 8, 2017
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
7. Consideration/Adoption of Budget Ordinance for Fiscal Year October 1, 2017 to September 30, 2018
8. Consideration/Ratification of the Property Tax (Revenue) Increase Reflected in the Budget for Fiscal Year October 1, 2017 to September 30, 2018
9. Consideration/Adoption of Ordinance to Establish Ad Valorem Tax Rate to Provide for Budget Expenses for Fiscal Year 2017 – 2018
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
11. Announcement - National Night Out – Thursday, October 12, 2017 at 5:30 PM
12. July 2017 Financial Report - Town Administrator
13. Consideration/Action on Budget Amendment for 2016/2017
14. August 2017 Police Report - Police Chief
15. Public Comment
16. Adjourn

Fred Blanco, Town Administrator



1. Call to Order

by Mayor Rathbun

2. Roll Call

by Isabel Perales

Aldерwoman Guerrero

Alderman Lucio

Aldерwoman Salinas

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 August 8, 2017

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
AUGUST 8, 2017

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, August 8, 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 6:00 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.

Legal counsel David Irwin. was present at the meeting.

Those present in the audience were:

Chief M. Cruz, Jr.

Joey Trevino, Raba Kistner

Rick Cardenas

Ed KinCannon

Adriana Quinones

Linda Hinojosa

Sara C. Frost

3. INVOCATION AND PLEDGE:

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

4. Public Comment:

There were no comments from the public.

5. APPROVAL OF MINUTES - REGULAR MEETING JULY 11, 2017, SPECIAL MEETING JULY 24, 2017:

Motion was made by Alderman Lucio, seconded by Alderman Salinas, to approve the Minutes of the Regular Meeting held on July 11, 2017 as written. Motion passed with the following vote:

Ayes: Alderman Guerrero, Alderman Lucio, Alderman Salinas and Alderman Truan

Nayes: None

Abstaining: Alderman Vera

Motion was made by Alderman Vera, seconded by Alderman Lucio, and unanimously carried, to approve the Minutes of the Special Meeting held on July 24, 2017 as written.

6. CONSIDERATION/ACTION OF A NEW AGREEMENT WITH RIO RANCHO NUEVO PHASE I, LLC,
CONCERNING SECOND ENTRANCE TO RIO RANCHO NUEVO SUBDIVISION:

Mayor Rathbun noted that the agreement provided a second exit for Rancho Nuevo is for emergency use only and not for transportation. Attorney David Irwin stated the revisions from last month's lengthy review. Construction of the second exit will be completed within 45 days after approval of this agreement.

Motion was made by Alderman Guerrero, seconded by Alderman Vera, and unanimously carried, to approve the New Agreement with Rio Rancho Nuevo Phase I, LLC, Concerning Second Entrance to Rio Rancho Nuevo Subdivision.

7. STREET COMMITTEE REPORT:

Alderman Guerrero stated that street repair has started and gave an update on working on a schedule of events and send out notifications to the residents. Will also institutionalize purchase orders to keep track of invoice and cost/percentage of money spent. Also lab contract is up for review. As time passes there will be more updates.

8. DISCUSSION/ACTION ON PROPOSAL FROM RABA KISTNER FOR GEOTECHNICAL ENGINEERING SERVICES AND MATERIALS TESTING:

Mr. Joey Trevino from Raba Kistner mentioned that they came back with a proposal after meeting with Vicente Mendez from Ambiotec Engineering and they were able to provide better pricing. Alderman Vera mentioned that the Street Committee had reviewed and discussed the terms and amounts. Attorney Irwin mentioned that under #19 to be changed from Behr County to Cameron County.

Motion was made by Alderman Truan, seconded by Alderman Guerrero, to accept the proposal from Raba Kistner for Geotechnical Engineering Services and Materials Testing with the above mentioned changes. Motion passed with the following vote:

Ayes: Alderman Guerrero, Alderman Salinas, Alderman Truan and Alderman Vera

Nayes: Alderman Lucio

Astaining: None

9. CONSIDERATION/APPROVAL OF 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 TEXAS GOVERNOR, BG-RIFLE RESISTANT BODY ARMOR GRANT PROGRAM:

Chief Cruz explained the resolution would be to apply for a grant for rifle resistant body armor. Motion was made by Alderman Guerrero, seconded by Alderman Vera, to approve Resolution No. 306 - 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 TEXAS GOVERNOR, BG-RIFLE RESISTANT BODY ARMOR GRANT PROGRAM. Motion passed with the following vote:

Ayes: Alderman Guerrero, Alderman Lucio, Alderman Truan and Alderman Vera

Nayes: None

Astaining: Alderman Salinas

10. CONSIDERATION/ACTION TO DECLARE ONE 2007 CHEVROLET IMPALA (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 Alderman Salinas, seconded by Alderman Lucio, and unanimously carried, to Declare one 2007 Chevrolet Impala (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and Authorize the Police Chief/Mayor to Accept the Highest Offer.

11. CONSIDERATION/APPROVAL OF A RESOLUTION FOR THE TOWN OF RANCHO VIEJO APPROVAL OF HAZARD MITIGATION PLAN:

Motion was made by Alderman Lucio, seconded by Alderman Guerrero, and unanimously carried, to approve Resolution No. 307 - A RESOLUTION FOR THE TOWN OF RANCHO VIEJO APPROVAL OF HAZARD MITIGATION PLAN.

12. PRESENT/DISCUSS PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Mayor Rathbun presented the proposed budget for fiscal year October 1, 2017 to September 30, 2018, the Board reviewed some highlighted items on the proposed budget. Mayor Rathbun mentioned that they will be scheduling a budget workshop for Tuesday, August 15, 2017 at 6:00 P.M.

13. PROVIDE FOR PUBLIC NOTICE OF DATE, TIME AND LOCATION OF PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018:

Mayor Rathbun stated that the Public Hearing on the proposed budget for fiscal year October 1, 2017 to September 30, 2018 will be held on Tuesday, August 29, 2017 at 6:00 P.M., at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas.

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

Motion was made by Alderman Guerrero, seconded by Alderman Truan, that it is the intention of the Board of Aldermen to increase the total tax rate with a proposed Ad Valorem tax rate for 2017 not to exceed 0.473253 per \$100 of assessed valuation.

Motion was passed with the following vote:

Ayes: Alderman Guerrero, Alderman Lucio, Alderman Salinas and Alderman Truan

Nays: Alderman Vera

Astaining: None

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

Mayor Rathbun stated that the first Public Hearing on the ad valorem tax rate increase is scheduled for Tuesday, August 29, 2017 at 6:00 P.M., and the second Public Hearing is scheduled for Tuesday, September 5, 2017 at 6:00 P.M., both meetings will be held at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas.

16. JUNE 2017 FINANCIAL REPORT - TOWN ADMINISTRATOR:

Town Administrator Fred Blanco went over the June 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.

17. JULY 2017 POLICE REPORT - CHIEF OF POLICE:

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

18. PUBLIC COMMENT:

Ms. Linda Hinojosa, Ms. Adriana Quinones and Ms. Sara Frost asked about the Rio Rancho Nuevo agreement. Alderman Guerrero thanked Fred Blanco for sending out the notification for survey for UTRGV students' service analysis for the Town.

19. ADJOURN:

Motion was made by Alderman Lucio, seconded by Alderman Guerrero, and unanimously carried, to adjourn the meeting at 7:50 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

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

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



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.

August 14, 2017

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



Dear Ms. Rathbun:

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, 2017**. 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 30th** so that the ballot can be placed on your meeting agenda. Ballots must then be returned to our office by **December 15, 2017**.

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:

46. The individual must have resided in the district for at least two years immediately preceding taking office.
47. 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.
48. 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.
49. 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.
50. 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,

Richard Molina
Richard Molina
Chief Appraiser
Cameron Appraisal District

RM/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 2018; and

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

NOW THEREFORE, BE IT RESOLVED this the 12th day of September 2017, 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 12th day of September, 2017.

Town of Rancho Viejo

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

7. Consideration/Adoption of Budget Ordinance for Fiscal Year October 1, 2017 to September 30, 2018

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 2017 - 2018

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, 2018, with the Town Secretary on August 8, 2017, which is 30 days in advance of adopting the tax rate for the tax year 2017.

WHEREAS, notice of a Public Hearing on the proposed financial budget for the fiscal year ending September 30, 2018, was published in the San Benito News on August 13, 2017.

WHEREAS, on August 29, 2017 at 6:00 P.M. the Board of Aldermen held the Public Hearing on the proposed financial budget for the fiscal year ending September 30, 2018, 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, 2017 and ending September 30, 2018, 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 12th day of September, 2017.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary



2017-2018 BUDGET

This budget will raise more revenue from 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.

	2016	2017
Effective Rate	.405500	.446571
Effective M&O Rate	.386008	.351973
Rollback Rate	.512215	.473254
Debt Rate	.095327	.093124
Adopted Rate	.450000	

Debt Obligations Secured By Property Tax (2017)	\$238,102
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BOARD OF ALDERMEN VOTE

AYES:

NAYS:

ABSTAINING:

PRESENT AND NOT VOTING:

PROPOSED 9/12/17
TOWN OF RANCHO VIEJO
BUDGET
2017- 2018

	PROPOSED BUDGET 2017-2018	APPROVED(2) BUDGET 2016-2017
GENERAL FUND		
REVENUES:		
7000.0000 Operation Stone Garden grant	21,875.00	
7001.0000 Local Border Star grant	12,000.00	
1820.0000 Adm. Cost Recovered	14,000.00	14,000.00
1811.2008 Ad Val. Tax 2008	0.00	100.00
1811.2009 Ad Val. Tax 2009	200.00	100.00
1811.2010 Ad Val. Tax 2010	200.00	100.00
1811.2011 Ad Val. Tax 2011	400.00	100.00
1811.2012 Ad Val. Tax 2012	450.00	400.00
1811.2013 Ad Val. Tax 2013	1,200.00	2,000.00
1811.2014 Ad Val. Tax 2014	2,500.00	9,500.00
1811.2015 Ad Val. Tax 2015	8,000.00	18,000.00
1811.2016 Ad Val. Tax 2016	18,000.00	888,945.00 (1)
1811.2016 Ad Val. Tax 2016 - 3% allowance		(26,668.00) (1)
1811.2017 Ad Val. Tax 2017	913,239.00 (3)	
1811.2017 Ad Val. Tax 2017 - 3% allowance	(27,397.00) (3)	
2090.0000 Discount on Taxes	(19,500.00)	(19,000.00)
1920.0000 P&I on Taxes	23,000.00	20,000.00
1830.0000 Alcohol & Beverage Tax	7,300.00	5,500.00
1840.0000 Building Permits	38,000.00	33,000.00
1850.0000 Citations & Fines	81,000.00	76,000.00
1851.0000 MC Tech Fund	1,600.00	1,500.00
2090.5000 State Costs & Fees	(27,000.00)	(26,000.00)
1870.0000 Franchise - Electrical	65,000.00	67,000.00
1880.0000 Franchise - Telephone	6,600.00	6,250.00
1890.0000 Franchise - Cable TV	40,000.00	37,000.00
1900.0000 Franchise - Gas	3,500.00	1,100.00
1905.0000 Franchise - Solid Waste	1,000.00	1,000.00
1910.0000 Interest from Investments	2,000.00	6,000.00
1921.0000 Lien Revenue	6,500.00	7,000.00
1930.0000 Sales Tax	87,500.00	76,000.00
1963.0000 Police Fund Income	100.00	100.00
1963.5000 Seasonal Improvements Donation	1,000.00	1,000.00
1964.0000 Volunteer Fire Dept. Donations	8,400.00	8,400.00
0012.0000 PD Grant	9,987.00	4,900.00
Total Revenues	\$1,300,654.00	\$1,213,327.00

(1) BASED ON TAX RATE OF \$.354673 for M&O Tax Rate
\$.095327 Debt Service Tax Rate
for a TOTAL TAX RATE of \$.450000 per \$100.00 Taxable Value and 97% Collections
RANCHO VIEJO'S TAXABLE VALUE FOR 2016/2017 IS \$250,638,020

(2) AS APPROVED AT 9/13/16 MEETING

(3) BASED ON TAX RATE OF \$.356876 for M&O Tax Rate
\$.093124 Debt Service Tax Rate
for a TOTAL TAX RATE of \$.450000 per \$100.00 Taxable Value and 97% Collections
RANCHO VIEJO'S TAXABLE VALUE FOR 2017/2018 IS \$255,898,005

EXPENSES:	PROPOSED BUDGET 2017-2018	APPROVED(2) BUDGET 2016-2017
Administration:		
2100.0000 Travel-Admin.	2,000.00	1,500.00
2110.0000 Seminar & Edu. - Admin.	1,200.00	1,000.00
2150.0000 Payroll - Admin.	119,000.00	116,270.00
2160.0000 Retirement - Admin.	9,600.00	8,834.00
2161.0000 S.S./Medicare - Admin.	8,300.00	7,822.00
2170.0000 Insurance Medical - Adm.	12,334.00	9,594.00
2171.0000 Medical Dependent	1,384.00	996.00
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.	22,000.00	20,000.00

Total Administration: **\$176,158.00** **\$166,356.00**

General:		
3140.0000 Telephone	4,200.00	3,400.00
3150.0000 Electricity Office	6,800.00	7,300.00
3160.0000 Insurance Liability	29,100.00	29,092.00
3170.0000 Legal Notices	2,300.00	2,300.00
3200.0000 Office Supplies	4,300.00	4,000.00
3220.0000 Postage	800.00	1,000.00
3230.0000 Dues & Publications	2,543.00	2,443.00
3240.0000 Appraisal & Tax Collection	25,248.00	23,500.00
3250.0000 Water	1,900.00	800.00
3260.0000 Election Costs	4,000.00	4,000.00
3270.0000 Building/Yard Maintenance	9,500.00	9,500.00
3280.0000 Cameron Co. Court Costs	555.00	460.00
3300.0000 Public Relations	8,000.00	3,430.00
3320.0000 Office Equip. Maint.	7,500.00	7,480.00
4220.0000 Municipal Court Supplies	3,350.00	3,350.00
6300.0000 Signs & Safety Markers	3,000.00	4,000.00
1720.6730 Transfer Out to Debt Service	7,149.00	7,000.00

Total General: **\$120,245.00** **\$113,055.00**

General Service:		
5650.0000 Fire Dept.	8,400.00	20,400.00
5660.0000 Fire Protection Contract	30,000.00	30,000.00
5661.0000 Fire Hydrants	0.00	4,000.00

Total General Service: **\$38,400.00** **\$54,400.00**

Professional:		
5100.0000 Legal Fees	32,000.00	32,000.00
5200.0000 Audit Fees	7,800.00	7,800.00
5400.0000 Building Inspection	22,000.00	16,500.00
5500.0000 Municipal Judge	12,042.00	12,042.00

Total Professional: **\$73,842.00** **\$68,342.00**

	PROPOSED BUDGET 2017-2018	APPROVED(2) BUDGET 2016-2017
Police General:		
4140.0000 Clothing - Police	3,000.00	3,000.00
4150.0000 Payroll - Police	421,587.00	387,986.00
4160.0000 Police Ret & Empl. Tax	31,072.00	29,284.00
4161.0000 Medicare & S.S.	15,300.00	15,466.00
4170.0000 Ins. Medical	49,333.00	38,375.00
4171.0000 Ins. Medical Dependant	10,080.00	13,096.00
4180.0000 Ins. Life	544.00	544.00
4190.0000 Ins. Workman's Comp	11,474.00	10,466.00
4200.0000 Cleaning of Uniforms	2,500.00	2,500.00
4210.0000 Office Supplies	3,872.00	3,872.00
4210.5000 Printing	100.00	100.00
4230.0000 Travel - Police	1,600.00	1,600.00
4240.0000 Seminar & Education - PD	3,100.00	2,000.00
4250.0000 Auto Repairs	8,000.00	8,000.00
4260.0000 Auto Fuel	20,250.00	20,250.00
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	3,600.00	3,600.00
4331.0000 Police Investigation	16,798.00	13,222.00
4333.0000 Drug Testing	250.00	250.00
4291.6220 Hurricane Preparedness	1,300.00	1,300.00
6710.0000 Mosquito Spraying	5,000.00	5,000.00
Total Police General:	\$610,060.00	\$561,211.00
Public Works:		
6500.0000 Lighting Expenses	40,000.00	48,750.00
6600.0000 Lot Mowing	1,000.00	1,000.00
6640.0000 Common Area Maint.	49,580.00	49,580.00
6700.0000 Comm Area Water&Elec.	7,850.00	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	1,275.00	1,175.00
6660.0004 Security Device Reserve	750.00	750.00
6705.0001 Security Device Maint.	7,500.00	7,500.00
Total Public Works:	\$114,755.00	\$126,255.00
Streets:		
6000.0000 St. Rehab.	25,000.00	25,000.00
6100.0000 St. Rehab. Engineer	0.00	0.00
6200.0000 Street Reserve	80,000.00	80,000.00
Total Street Expense:	\$105,000.00	\$105,000.00
Capital Outlay:		
3210.0000 Office Equipment	5,000.00	5,000.00
25131.0001 Automobile	28,691.00	
Total Capital:	\$33,691.00	\$5,000.00
Total Operating Expense:	\$1,272,151.00	\$1,199,619.00
General Fund Net Excess/(Deficit):	\$28,503.00	\$13,708.00

	PROPOSED BUDGET 2017-2018	APPROVED(2) BUDGET 2016-2017
DEBT FUND		
REVENUES:		
5811.2016 Ad Val. Debt Tax 2016		\$238,928.00 (1)
5811.2016 Ad Val. Debt Tax 2016 - 3% allowance		(\$7,168.00) (1)
5811.2017 Ad Val. Debt Tax 2017	238,302.00 (3)	
5811.2016 Ad Val. Debt Tax 2017 - 3% allowance	(7,149.00) (3)	
5811.8704 Discount on Debt Taxes	(1,000.00)	(1,000.00)
5811.8703 P&I on Debt Taxes	1,400.00	1,400.00
5720.8615 Transfer In - General Fund	7,149.00	7,000.00
Total Debt Revenues	\$238,702.00	\$239,160.00
EXPENSES:		
Town Hall Debt Service Account:		
5820.8715 Interest Payable	15,941.00	17,120.00
5820.8710 Scheduled Principal	35,000.00	30,000.00
Total Town Hall Debt Service:	\$50,941.00	\$47,120.00
Streets Debt Service Account:		
5820.8725 Interest Payable	102,161.00	106,808.00
5820.8720 Scheduled Principal	85,000.00	85,000.00
Total Streets Debt Service:	\$187,161.00	\$191,808.00
Total Debt Service:	\$238,102.00	\$238,928.00
Debt Fund Net Excess/(Deficit):	\$600.00	\$232.00
CERTIFICATES OF OBLIGATIONS FUND		
REVENUES:		
8655.0000 Interest from Investments	2,500.00	
Total Certificates of Obligations Revenues:	\$2,500.00	
EXPENSES:		
9280.6000 Street Rehab Reserves M&O Phase 1	189,000.00	217,350.00
9280.6001 Street Cert. Obligations 2016 Phase 1	2,788,765.00	2,939,745.00
	\$2,977,765.00	\$3,157,095.00
Total Certificates of Obligations Expenses:	\$2,977,765.00	\$3,157,095.00
Certificates of Obligations Net Excess/(Deficit):	(\$2,975,265.00)	(\$3,157,095.00)
Total All Expenses:	\$4,488,018.00	\$4,595,642.00
Total All Revenues:	\$1,541,856.00	\$1,452,487.00
Total All Net Excess/(Deficit):	(\$2,946,162.00)	(\$3,143,155.00)
Other Financing Sources		
1810.7600 Transfer In - Street Reserves Phase 1	189,000.00	217,350.00
1810.7600 Transfer In - Obligations 2016 Phase 1	2,788,765.00	2,939,745.00
Total Other Financing Sources:	\$2,977,765.00	\$3,157,095.00
To General Fund:	\$31,603.00	\$13,940.00

8. Consideration/Ratification of the
Property Tax (Revenue) Increase
Reflected in the Budget for Fiscal
Year October 1, 2017 to September
30, 2018

This budget will raise more revenue from 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.

I move that the property tax rate be increased by the adoption of a tax rate of .450000, which is effectively a 0.767851 percent increase in the tax rate.

9. Consideration/Adoption of Ordinance to Establish Ad Valorem Tax Rate to Provide for Budget Expenses for Fiscal Year 2017 – 2018

ORDINANCE NO.

AN ORDINANCE ESTABLISHING THE AD VALOREM AND PERSONAL PROPERTY TAX RATE FOR THE TAX YEAR 2017, 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 2017:

\$.356876 Maintenance & Operation Tax Rate
\$.093124 Debt Tax Rate
\$.450000 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 REVENUE FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE MORE BY 1.393005 PERCENT AND WILL RAISE MORE REVENUE FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$4.90.

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 2017.

Section 4. There is hereby granted a discount for early payment of the 2017 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 12th day of September, 2017.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

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

RESOLUTION OF THE BOARD OF ALDERMEN
OF THE TOWN OF RANCHO VIEJO TEXAS
APPOINTING HUMAN RESOURCES COMMITTEE

WHEREAS, the Town of Rancho Viejo Texas is a Type A General Law Municipality; and

WHEREAS, as such the Town operates under applicable provisions of federal and state law, and ordinances and resolutions adopted by the Town's Board of Aldermen; and

WHEREAS, in 2008, the Town of Rancho Viejo collected its duly enacted ordinances and organized them into the Town of Rancho Viejo Code of Ordinances, for the convenience of access and interpretation; and

WHEREAS, over the years the Board of Aldermen have also adopted a number of specific policies pertaining to employee benefits and rules; and

WHEREAS, unlike the Code of Ordinances, those policies have never been collected into a comprehensive Employee Handbook, which creates the potential for gaps, ambiguities, and inconsistencies; and

WHEREAS, these problems with the miscellaneous employee policies creates planning difficulties for the Board of Aldermen, including problems with the budget process.

WHEREAS, the Board of Aldermen believe it in the best interests of the Town and its employees to enact a comprehensive Employee Handbook, which would collect existing policies, repeal and replace specific policies as necessary, and bring the policies of the Town into conformity with federal and state law and best business practice.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Rancho Viejo authorizes the creation of the "Human Resources Committee", which shall be composed of the Mayor and two Aldermen nominated by the Mayor and approved by the Board.

IT IS FURTHER RESOLVED that the Committee shall work with the Town Administrator and General Counsel to collect existing town policies, review those policies, revise those policies and suggest new policies as appropriate, for presentation to the Board of Aldermen for final adoption, along with adjustments to the budget as necessary to implement the new policies.

IT IS FURTHER RESOLVED that the Committee shall develop Bylaws for approval by the Board of Alderman, that shall address such things as future appointments to the Committee and periodic review of policies.

IT IS FURTHER RESOLVED that the Committee shall post its meetings in accordance with the Texas Open Meetings Act, subject to the right of the Committee to discuss particular matters in closed session, as authorize by that Act.

ADOPTED this 12th day of September, 2017, to certify witness my hand and seal of office.

MAYOR

ATTEST:

SECRETARY

11. Announcement - National
Night Out – Thursday, October 12,
2017 at 5:30 PM



POLICE • COMMUNITY PARTNERSHIPS

Rancho Viejo National Night Out

Everyone is Invited!

Please join us at Town Hall

Thursday, October 12, 2017

5:30 p.m. ~ 7:30 p.m.

Meet your Police Department, Fire Department, EMS
Personnel, City Council and Mayor.

Fun activities for kids!



food, drinks, ID kits and Music!

12. July 2017 Financial Report - Town Administrator

13. Consideration/Action on Budget Amendment for 2016/2017

14. August 2017 Police Report - Police Chief

15. Public Comment

16. Adjourn