



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
MAY 15, 2018
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, May 15, 2018 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. Canvass Results of May 5, 2018 Election of Town Officials and Adopt Resolution Declaring Results of Election
5. Action on Issuance of Certificates of Election
6. Administer Oath of Office and Installation of Elected Officials
7. Public Comment
8. Presentation by Jim Hunter Regarding Town of Rancho Viejo City Limits and Extraterritorial Jurisdiction
9. Approval of Minutes - Regular Meeting March 6, 2018, Special Meeting April 4, 2018, Regular Meeting April 10, 2018
10. Review/Approval of Investment Policy
11. Consideration/Appointment of Members to the Strategic Planning Committee
12. Consideration/Appointment of Member to the Human Resource Committee
13. Consideration/Action on a Resolution of the Board of Aldermen of the Town of Rancho Viejo, Texas Authorizing the Continuation of Bank Accounts and Depository Heretofore Establishing and Authorizing Certain Persons to Sign Checks and other Necessary Transactions for same
14. Consideration/Action on 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, Operation Stone Garden Grant
15. Consideration/Action on a Resolution of the Town of Rancho Viejo, Texas Finding that AEP Texas Inc.'s Application to Amend its Distribution Cost Recovery Factors to Increase Distribution Rates Within the Town Should be Denied; Finding that the Town's Reasonable Rate Case Expenses Shall be Reimbursed by the Company; Finding that the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; Requiring Notice of this Resolution to the Company and Legal Counsel
16. Metropolitan Planning Organization (MPO) Report
17. Street Committee Report
18. Human Resource Committee Report
19. Rabies Vaccination Announcement - May 31, 2018 at Town Hall from 5:30 P.M. to 6:30 P.M.
20. Discussion on Date for Orientation Meeting for the Board of Aldermen
21. April 2018 Police Report - Chief of Police
22. Executive Session: Pursuant to Section 551.071(2) of the Texas Government Code to hold a private consultation with the Town Attorney on a matter in which the duty of the attorney to the Town under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551
23. Consideration/Action on Appointment of Special Counsel to Represent the Town of Rancho Viejo in Boundary Discussions with the City of Brownsville, Texas
24. Public Comment
25. 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. Canvass Results of May 5, 2018 Election of Town Officials and Adopt Resolution Declaring Results of Election

Resolution No.

RESOLUTION AND ORDER CANVASSING RETURNS AND
DECLARING RESULTS OF THE GENERAL ELECTION HELD IN
THE TOWN OF RANCHO VIEJO, TEXAS ON MAY 5, 2018 FOR
THREE ALDERMEN FOR A TWO YEAR TERM

WHEREAS, there came on to be considered the returns of a general election held on the 5th day of May, 2018 for the purpose of electing the hereinafter named officials; and it appearing from the said returns, duly and legally made, that there were cast at said election 261 valid and legal votes; that each of the candidates in said election received the following number of votes:

NAME OF CANDIDATE	TOTAL NUMBER OF VOTES RECEIVED		
	Early Voting	Election Day	Total
ALDERMAN			
Mark Stimac	43	19	62
David L. Tumlinson IV	142	62	204
Maribel B. Guerrero	137	40	177
Grace Salinas	58	16	74
Laura Teran	23	6	29

As shown in the official election returns heretofore lawfully submitted to the Board of Aldermen of the Town of Rancho Viejo, Texas, and filed with the Town Secretary of said Town by Mrs. Sylvia Leyendecker, Presiding Election Judge and Mr. Esiquio Luna, Early Voting Ballot Board Presiding Judge.

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

Section 1. That said election was duly called and that notice of the said election was given in accordance with law.

Section 2. That at said election David L. Tumlinson IV, Maribel B. Guerrero, and Grace Salinas were elected Aldermen, terms of office to be two years and said above named parties are hereby declared duly elected to said office, subject to the taking of their oaths and complying with all requirements as provided by the laws of the State of Texas.

Section 3. It is further found and determined that in accordance with the order of this government body, the Town Secretary posted written notice of the date, place and subject of this meeting on the window of the Town Municipal Office, 3301 Carmen Avenue, a place convenient to the public, and said notice having been posted for at least 72 hours preceding the date of this meeting.

PASSED, ADOPTED AND APPROVED this the 15th day of May, 2018.

Town of Rancho Viejo

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

5. Action on Issuance of Certificates of Election

6. Administer Oath of Office and Installation of Elected Officials

7. Public Comment

8. Presentation by Jim Hunter Regarding Town of Rancho Viejo City Limits and Extraterritorial Jurisdiction

9. Approval of Minutes - Regular
Meeting March 6, 2018, Special
Meeting April 4, 2018, Regular
Meeting April 10, 2018

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
MARCH 6, 2018

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, March 6, 2018 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 6:02 P.M.

2. ROLL CALL:

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

Mrs. Maribel Guerrero

Ms. Grace Salinas

Ms. Bitty Truan

Mr. Erick Lucio arrived at 6:06 P.M.

Members absent:

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:

Esiquio "Zeke" Luna, Jr.

Chief M. Cruz, Jr.

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 mentioned that there will be a Farmers Market on Thursday, March 8, 2018 from 3:00 P.M. – 6:00 P.M. She also gave everyone a reminder about the Town election coming up May 5, 2018.

5. FEBRUARY 2018 POLICE REPORT - POLICE CHIEF:

Chief Cruz went over all of the items for the February 2018 Police Report.

Erick Lucio arrived at 6:06 P.M.

6. CONSIDERATION/ACTION ON RESOLUTION AMENDING RESOLUTION NO. 312 - DESIGNATING THE METHOD OF VOTING:

Motion was made by Alderman Truan, seconded by Alderman Guerrero, and unanimously carried, to approve Resolution No. 312A – A RESOLUTION AMENDING RESOLUTION NO. 312–DESIGNATION OF METHOD OF VOTING IN THE MAY 5, 2018 TOWN OF RANCHO VIEJO ELECTION.

7. CONSIDERATION/ACTION ON AN ELECTION EQUIPMENT LEASE AGREEMENT WITH CAMERON COUNTY:

Town Administrator, Fred Blanco stated that the lease agreement is for the election equipment only. Motion was made by Alderman Lucio, seconded by Alderman Guerrero, and unanimously carried, to approve the agreement with Cameron County for the Lease of Election Equipment.

8. PUBLIC COMMENT:

Alderman Guerrero mentioned that she will be meeting with the Street Engineer to do a walk through and to review the records of the lab results. The Town has been in contact with the engineer about the evaluations and data support and about remediating some issues that came out in the lab testing.

9. EXECUTIVE SESSION – PURSUANT TO SECTION 551.071(2) OF THE TEXAS GOVERNMENT CODE TO HOLD A PRIVATE CONSULTATION WITH THE TOWN ATTORNEY ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE TOWN UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH CHAPTER 551:

Motion was made by Alderman Guerrero, seconded by Alderman Salinas, and unanimously carried, to go into Executive Session – Pursuant to Section 551.071(2) of the Texas Government Code to hold a private consultation with the Town Attorney on a matter in which the duty of the attorney to the Town under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 at 6:20 P.M.

The meeting was reconvened at 7:20 P.M.

10. ADJOURN:

Motion was made by Alderman Lucio, seconded by Alderman Guerrero, and unanimously carried, to adjourn the meeting at 7:20 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A SPECIAL MEETING
TOWN OF RANCHO VIEJO
APRIL 4, 2018

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on April 4, 2018 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.

Ms. Grace Salinas

Mrs. Bitty Truan

Mr. Javier Vera

Members not present:

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:

Victor Barron, Patillo, Brown & Hill

3. WORKSHOP ON DRAFT AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017:

Mr. Victor Barron of Patillo, Brown & Hill went over the audit report for the fiscal year ending September 30, 2017. Mayor Rathbun and the Board members asked several questions on the report.

After full review of the audit, Mayor Rathbun announced that the audit report will be presented at the Regular Board Meeting on Tuesday, April 10, 2018 at 6:00 P.M. for consideration of approval.

4. ADJOURN:

The meeting was adjourned at 7:15 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A REGULAR MEETING
TOWN OF RANCHO VIEJO
APRIL 10, 2018

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, April 10, 2018 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 6:03 P.M.

2. ROLL CALL:

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

Ms. Grace Salinas

Mrs. Maribel Guerrero

Mr. Javier Vera

Mr. Erick Lucio arrived 6:08 P.M.

Members absent at the meeting were:

Mrs. Bitty Truan

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.

David Tumlinson

Chief M. Cruz, Jr.

Mariana Tumlinson

3. INVOCATION AND PLEDGE:

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

Mr. Erick Lucio arrived 6:08 P.M.

4. PUBLIC COMMENT:

Mayor Rathbun reminded everyone that brush pick-up is the second Wednesday of the month, also the second Saturday of the month there is recycling from 9:00 A.M. - 12:00 P.M. at the Town Hall.

Mayor Rathbun recommended tabling several items to be addressed next month on the agenda for lack of quorum because one of the board members had to leave early at 6:30 P.M.

Motion was made by Alderman Vera, seconded by Alderman Guerrero, and unanimously carried to table item #12, the resolution opposing tax credit housing, for review in front of the whole board with new information.

Motion was made by Alderman Guerrero, seconded by Alderman Vera, and unanimously carried, to table item #16 human resource report.

Motion was made by Alderman Vera, seconded by Alderman Guerrero, and unanimously carried, to table item #17 police report.

After everyone was given the opportunity for public comment, Mayor Rathbun closed the public comment session.

5. APPROVAL OF MINUTES - REGULAR MEETING FEBRUARY 13, 2018, SPECIAL MEETING FEBRUARY 20, 2018 AND REGULAR MEETING MARCH 6, 2018:

Motion was made by Alderman Vera, seconded by Alderman Guerrero, and unanimously carried, to approve the Minutes of the Regular Meeting held on February 13, 2018 as written, to approve the Minutes of the Special Meeting held on February 20, 2018 as written, and to table the Minutes of the Regular Meeting held March 6, 2018 for review at the next Board meeting.

6. PRESENTATION AND CONSIDERATION OF ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017:

Mr. Carlos Cascos briefly went over the Audit Report, he highlighted some of the items and mentioned that it was a good report overall. He answered several questions from the board.

Motion was made by Alderman Vera, seconded by Alderman Salinas, and unanimously carried, to approve and accept the Audit Report for Fiscal Year Ending September 30, 2017, as presented.

7. CONSIDERATION/ACTION ON REAPPOINTMENT OF MEMBER TO THE PLANNING AND ZONING COMMISSION :

Mayor Rathbun recommended the reappointment of John Champion as a member to the Planning and Zoning Commission. Motion was made by Alderman Salinas, seconded by Alderman Guerrero, and unanimously carried, to reappoint John Champion as a member to the Planning and Zoning Commission for a two year term.

8. CONSIDERATION/ACTION ON APPOINTMENT OF MEMBER TO THE BOARD OF ADJUSTMENTS AND APPEALS:

Mayor Rathbun recommended the appointment of Esiquio Luna, Jr. as a member to the Board of Adjustments and Appeals. Motion was made by Alderman Guerrero, seconded by Alderman Vera, and unanimously carried, to appoint Esiquio Luna, Jr. as a member to the Board of Adjustments and Appeals for a two year term.

9. CONSIDERATION/ACTION ON APPOINTMENT OF MEMBERS TO THE HUMAN RESOURCES COMMITTEE:

Alderman Salinas recommended the appointment of Anthony Lopes - Cameron County Human Resources Assistant Director, Oscar Salinas - City of Brownsville Human Resources Director, Efren Fernandez City of Harlingen Human Resources Director and Rolando Vela - Town of Laguna Vista City Manager. There were several questions from the Board. Alderman Lucio mentioned that he thought the Town should retain a lawyer to come up with policies. Alderman Salinas stated that she prepared a model policy following the

lines the Texas Municipal League Website and that once a policy is written up, it will be reviewed by legal counsel and then come to the Board for review and approval.

Motion was made by Alderman Guerrero and seconded by Alderman Salinas, to appoint Anthony Lopes, Oscar Salinas, and Rolando Vela as members to the Human Resources Committee. Motion passed with the following vote:

AYES: Alderman Guerrero, Alderman Salinas and Alderman Vera

NAYES: None

ABSTAINING: Alderman Lucio

10. CONSIDERATION/ACTION ON RESOLUTION ON APPOINTMENT OF ELECTION JUDGES, APPOINTMENT OF EARLY VOTING BALLOT BOARD, AND RATE OF PAY FOR ELECTION JUDGES:

Town Administrator, Fred Blanco mentioned that the presiding judge's rate is \$10.00 per hour and the clerk's rate is \$8.00 per hour. The election will be held on May 5, 2018 and early voting will be from April 23 - May 1, 2018. After some discussion about the appointment election judges and clerks, motion was made by Alderman Lucio, seconded by Alderman Vera, and unanimously carried to appoint Esiquio "Zeke" Luna as Presiding Judge, Andrea Luna as Alternate Presiding Judge, and Juanita Alvarado as Clerk for the Early Voting Ballot Board.

Motion was made by Alderman Lucio, seconded by Alderman Guerrero, and unanimously carried, to approve Resolution No. 316 – A RESOLUTION ON APPOINTMENT OF ELECTION JUDGES, APPOINTMENT OF EARLY VOTING BALLOT BOARD, AND RATE OF PAY FOR ELECTION JUDGES, to appoint Esiquio "Zeke" Luna as Presiding Judge, Andrea Luna as Alternate Presiding Judge, and Juanita Alvarado as Clerk for the Early Voting Ballot Board.

11. CONSIDERATION/ACTION ON AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS ("TOWN") APPROVING A NEGOTIATED RESOLUTION BETWEEN CITIES AND TEXAS GAS SERVICE ("TGS" OR "THE COMPANY") REGARDING THE COMPANY'S COST OF SERVICE ADJUSTMENT ("COSA") TARIFF FILING; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; REPEALING ANY PRIOR ORDINANCES INCONSISTENT WITH THIS ORDINANCE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND THE CITIES' LEGAL COUNSEL:

Motion was made by Alderman Guerrero, seconded by Vera, and unanimously carried, to approve Ordinance No. 228 – An ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS ("TOWN") APPROVING A NEGOTIATED RESOLUTION BETWEEN CITIES AND TEXAS GAS SERVICE ("TGS" OR "THE COMPANY") REGARDING THE COMPANY'S COST OF SERVICE ADJUSTMENT ("COSA") TARIFF FILING; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; REPEALING ANY PRIOR ORDINANCES INCONSISTENT WITH THIS ORDINANCE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND THE CITIES' LEGAL COUNSEL.

12. CONSIDERATION/ACTION ON RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS OPPOSING APPLICATION NUMBER 18357 AND APPLICATION NUMBER 18358 FOR 9% LOW INCOME HOUSING TAX CREDITS WITH THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS:

Item #12 was tabled for review at the next Board meeting.

13. CONSIDERATION/ACTION TO DESIGNATE THE TOWN OF RANCHO VIEJO TOWN HALL AS AN EARLY VOTING SITE FOR THE DEMOCRATIC RUNOFF ELECTIONS TO BE HELD ON TUESDAY, MAY 22, 2018: THE DATES AND TIMES ARE AS FOLLOWS: MONDAY, MAY 14, 2018 THROUGH WEDNESDAY, MAY 16, 2018 FROM 9:00 A.M. TO 6:00 P.M.:

Motion was made by Alderman Lucio, seconded by Alderman Vera, and unanimously carried to designate the Town of Rancho Viejo Town Hall as an Early Voting Site for the Democratic Runoff Elections to be held on Tuesday, May 22, 2018: The dates and times are as follows: Monday, May 14, 2018 through Wednesday, May 16, 2018 from 9:00 A.M. to 6:00 P.M.

14. CONSIDERATION/ACTION TO RESCHEDULE MAY REGULAR MEETING:

Mayor Rathbun recommended rescheduling the Regular May meeting due to the election. Motion was made by Alderman Lucio, seconded by Alderman Salinas, and unanimously carried, to reschedule the Regular May meeting for May 15, 2018 at 6:00 P.M.

15. STREET COMMITTEE REPORT:

Alderman Guerrero went over some of the updates for the pavement work. There was a walk-through about 2 weeks ago and they were discussing repair options with the contractor. They will have to remediate the issues before it is finalized. VMUD#2 is also acquired funds to commence their part of the work for phase 1B.

16. HUMAN RESOURCES COMMITTEE REPORT:

Item #16 was tabled for review at the next Board meeting.

17. MARCH 2018 POLICE REPORT - POLICE CHIEF:

Chief Cruz had copies of the police report available. Item #17 was tabled later review.

18. PUBLIC COMMENT:

Mr. David Tumlinson mentioned that he is looking forward to working and improving the town. Alderman Vera mentioned that Jim and Amy Tipton organized a block party for Santa Ana, and it was very nice and well attended. Alderman Salinas asked about more signs to announce Farmer's Market.

19. ADJOURN:

Motion was made by Alderman Lucio, seconded by Vera, and unanimously carried, to adjourn the meeting at 6:50 P.M.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

10. Review/Approval of Investment Policy

INVESTMENT POLICY

It will be the policy of the Town of Rancho Viejo to invest only in the items listed below. Safety of principal is the main concern in the investment of funds. Liquidity to meet reasonably anticipated operating requirements of the Town will be maintained.

1. Bank checking, savings and certificates of deposit secured by the pledge of U.S Government and/or municipal securities of the kind and value as prescribed in Chapter 105 of the local Government Code, Revised Civil Statutes of Texas. Such pledge of security shall be made and maintained in accordance with and subject to the provisions of said Chapter 105.

2. United States Treasury bills, notes and bonds backed by the full faith and credit of the United States Government. Such securities will be purchased on a delivery - versus - payment basis and will be held in safekeeping by a bank with whom the Town has a depository contract.

The maturity of all investments will be less than one year.

Depository contracts for bank deposits will be approved by the Board of Aldermen.

Individual investments other than bank deposits will be authorized jointly by the Town Mayor and Town Administrator in written form.

PROCEDURES TO COMPLY WITH THE PUBLIC FUNDS INVESTMENT ACT

1. A copy of the investment policy adopted December 12, 1995 will be provided to the institutions authorized to provide investment services. The institutions must provide certification of having read the investment policy. The only institution at this time is Texas Regional Bank.
2. The investment officer is the Town Administrator/Secretary and he/she must attend at least one training session relating to his responsibilities under the Public Funds Investment Act.
3. A current audited financial statement of Texas Regional Bank will be kept on file and will be reviewed by the Mayor.
4. The annual internal control review will be conducted by Pattillo, Brown & Hill, L. L. P.
5. The monthly financial statements will include a breakdown of the investments of the Town.

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

12. Consideration/Appointment of Member to the Human Resource Committee

13. Consideration/Action on a Resolution of the Board of Aldermen of the Town of Rancho Viejo, Texas Authorizing the Continuation of Bank Accounts and Depository Heretofore Establishing and Authorizing Certain Persons to Sign Checks and other Necessary Transactions for same

RESOLUTION NO.

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

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

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

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

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

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

Section 3. This resolution shall become effective on this the 15th day of May, 2018.

Cynthia Rathbun, Mayor

Fred Blanco, Town Administrator

Maribel B. Guerrero, Alderman

Grace Salinas, Alderman

Bitty Truan, Alderman

David L. Tumlinson, IV, Alderman

Javier Vera, Alderman

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, on this the 15th day of May, 2018.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

14. Consideration/Action on 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, Operation Stone Garden Grant

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, OPERATION STONE GARDEN

WHEREAS, the Town of Rancho Viejo finds it in the best interest of the citizens of Rancho Viejo Texas that the Operation Stone Garden be operated for the 2017 grant cycle (Fiscal Year); and

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

WHEREAS, the 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, by the Board of Aldermen of the Town of Rancho Viejo to approve submission of the grant application for Operation Stone Garden to the Office of the Governor, Homeland Security Grants Division.

Grant Number: 3187003

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo at a regular meeting on this 15th day of May, 2018.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

15. Consideration/Action on a Resolution of the Town of Rancho Viejo, Texas Finding that AEP Texas Inc.'s Application to Amend its Distribution Cost Recovery Factors to Increase Distribution Rates Within the Town Should be Denied; Finding that the Town's Reasonable Rate Case Expenses Shall be Reimbursed by the Company; Finding that the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; Requiring Notice of this Resolution to the Company and Legal Counsel

MODEL STAFF REPORT REGARDING AEP'S DISTRIBUTION COST RECOVERY FACTOR FILING

On April 3, 2018, AEP Texas Inc. ("AEP" or "Company") filed an Application to Amend its Distribution Cost Recover Factors ("DCRF") to Increase Distribution Rates with each of the cities in their service area. In the filing, the Company asserts that it is seeking an increase in distribution revenues of approximately \$3.1 million (an approximately \$800,000 decrease for the Central Division and \$3.9 million increase for the North Division).

The resolution authorizes the City to join with the Cities Served by AEP ("Cities") to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Purpose of the Resolution:

The purpose of the Resolution is to deny the DCRF application proposed by AEP.

Explanation of "Be It Resolved" Paragraphs:

1. This section authorizes the City to participate with Cities as a party in the Company's DCRF filing, PUC Docket No. 48222.
2. This section authorizes the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the City regarding reasonable rates. Additionally, it authorizes Cities to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.
3. This paragraph finds that the Company's application is unreasonable and should be denied.
4. This section states that the Company's current rates shall not be changed.
5. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants approved by Cities will submit monthly invoices that will be forwarded to AEP for reimbursement.
6. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
7. This section provides that AEP and counsel for Cities will be notified of the City's action by sending a copy of the approved and signed Resolution to counsel.

RESOLUTION NO.

A RESOLUTION OF THE TOWN OF RANCHO VIEJO, TEXAS FINDING THAT AEP TEXAS INC.'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTORS TO INCREASE DISTRIBUTION RATES WITHIN THE TOWN SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL

WHEREAS, the Town of Rancho Viejo, Texas ("Town") is an electric utility customer of AEP Texas Inc. ("AEP" or "Company"), and a regulatory authority with an interest in the rates and charges of AEP; and

WHEREAS, the Town is a member of the Cities Served by AEP ("Cities"), a membership of similarly situated cities served by AEP that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP's service area; and

WHEREAS, on or about April 3, 2018 AEP filed with the City an Application to Amend its Distribution Cost Recovery Factor ("DCRF"), PUC Docket No. 48222, seeking to increase electric distribution rates by approximately \$3.1 million (an approximately \$800,000 decrease for the Central Division and \$3.9 million increase for the North Division); and

WHEREAS, all electric utility customers residing in the Town will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, Cities are coordinating its review of AEP's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, Cities members and attorneys recommend that members deny the DCRF.

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

Section 1. That the Town is authorized to participate with Cities in PUC Docket No. 48222.

Section 2. That subject to the right to terminate employment at any time, the Town of hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the Town regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. That the rates proposed by AEP to be recovered through its DCRF charged to customers located within the Town limits, are hereby found to be unreasonable and shall be denied.

Section 4. That the Company shall continue to charge its existing rates to customers within the Town.
Section 5. That the Town's reasonable rate case expenses shall be reimbursed in full by AEP within 30 days of presentation of an invoice to AEP.

Section 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 7. That a copy of this Resolution shall be sent to Melissa Gage, American Electric Power Service Corporation, 400 West 15th Street, Suite 1520, Austin, Texas 78701 and to Thomas Brocato, General Counsel to the Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, on this the 15th day of May, 2018.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Secretary

16. Metropolitan Planning Organization (MPO) Report

17. Street Committee Report

18. Human Resource Committee Report

19. Rabies Vaccination
Announcement - May 31, 2018 at
Town Hall from 5:30 P.M. to 6:30
P.M.

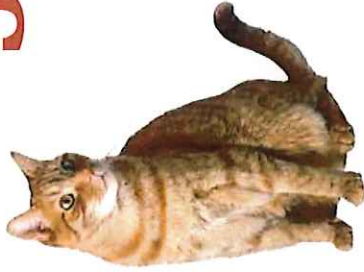


RABIES VACCINATION CLINIC

Vacunación de Rabia

Thursday, May 31, 2018
Jueves, 31 de mayo, 2018

5:30 PM - 6:30 PM



3301 Carmen Ave. (Town Hall)
Rancho Viejo, Texas 78575
(956)350-4093

Rabies Vaccine \$12.00 per dog or cat

El precio es \$12.00 por cada perro o gato

Additional vaccines will be offered at a discount price

Vacunas adicionales serán ofrecidas a un costo reducido

20. Discussion on Date for Orientation Meeting for the Board of Aldermen

21. April 2018 Police Report - Chief of Police

22. Executive Session: Pursuant to Section 551.071(2) of the Texas Government Code to hold a private consultation with the Town Attorney on a matter in which the duty of the attorney to the Town under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551

23. Consideration/Action on
Appointment of Special Counsel to
Represent the Town of Rancho
Viejo in Boundary Discussions with
the City of Brownsville, Texas

24. Public Comment

25. Adjourn