


*Town of*  
**Rancho**  
  
**Viejo**  
*Texas*

NOTICE OF A PUBLIC MEETING  
TOWN OF RANCHO VIEJO  
BOARD OF ALDERMEN  
REGULAR MEETING  
JULY 9, 2019  
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 JULY 9, 2019 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 June 11, 2019
6. Street Committee Report
7. Video Presentation of Verdunity work through Brownsville's Commissioner's meeting
8. Consideration/Discussion by Attorney Jim Hunter for Hiring Verdunity for Land Swap with the City of Brownsville
9. Presentation on Construction of Street on Hidalgo Ave. South towards Juarez Ave – VDC Lakeside Capella, LP
10. Consideration/Action of resolution Extending the Provisions of section 33.07 of the Property Tax Code which enables the Governing body to assess an Additional collection Penalty
11. Human Resources Committee report
12. Assignment of Budget Categories to each Alderman
13. Assignment of HR Policy Book Sections to each Alderman
14. Set Time and Date in July for HR Proposed Classification & Compensation Plan Workshop
15. Set Time and Date in July for HR Policies and Procedures Workshop
16. Consideration and Action for reappointment of Maribel Guerrero to chairperson of ad-hoc Safety Committee and Appointment of David Tumlinson as vice-chairperson of ad-hoc Safety Committee. Announcement of committee members and tasks.
17. Update by Mayor regarding increasing size of Children's Park to add a Basketball area for older children and adults. Possible purchase of land.
18. Adiourn into Executive Session. as authorized by Section 551.071(2) of Chapter 551 of the Government Code to discuss with attorneys matters in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with Chapter 551.
19. Possible action discussed in executive session
20. Adjourn

Fred Blanco, Town Administrator

 for Fred Blanco

State of Texas  
County of Cameron  
Town of Rancho Viejo

I, the undersigned authority, do hereby certify that the above NOTICE OF MEETING of the Board of Aldermen of the Town of Rancho Viejo, Texas is a true and correct copy of said NOTICE, which has been posted on the Window of the Town of Rancho Viejo Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas, a place convenient and readily accessible to the General Public, on July 5, 2019 at 5:00 P.M. and which will be continuously posted for a period of seventy-two (72) hours prior to the date and time said meeting was convened.

ATTEST: Fred Blanco, Town Administrator

# 1. Call to Order

## By Mayor Rathbun

## 2. Roll Call

By Eunice Salinas

Alderman Grove

Alderwoman Guerrero

Alderwoman Salinas

Alderman Tumlinson

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 June 11, 2019

MINUTES OF A REGULAR MEETING  
TOWN OF RANCHO VIEJO  
June 11, 2019

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on, June 11, 2019 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

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

2. ROLL CALL

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Roll Call was made by Eunice Salinas, Assistant Town Secretary. Members present at the meeting were:

Mr. Craig Grove  
Mrs. Maribel Guerrero arrived at 6:06 pm  
Ms. Grace Salinas  
Mr. Javier Vera  
Mr. David Tumlinson

Legal Counsel Daniel Rentfro Jr. and Town Administrator Fred Blanco were also present

Members Absent:  
A quorum was present at the meeting

Those present in the audience were:

Maria V Garza      Chief Cruz      Laura Hare      Richard Hare      Duane and Liz Ormes      Delma Tercero  
Bryan and Letty Rolunson      Don Johnson

3. INVOCATION AND PLEDGE

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

4. ADMINISTER OATH OF OFFICE AND INSTALLATION OF ELECTED OFFICIAL

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Ricardo Adobatti, Rancho Viejo Judge administered the oath of office to Mayor Rathbun.

*Alderswoman Guerrero entered the meeting at 6:06 pm.*

5. PUBLIC COMMENT

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Mayor Rathbun announced the activities available for the upcoming Farmer's Market noting that it may be one of the last market events for the summer as the heat is becoming overwhelming.

Don Johnson expressed his concerns regarding the Farmers Market stating that he has observed that children run across the street without any precaution.

Maria Garza of the beautification committee announced that the Rancho Viejo Beautification committee has gone from probation to a silver status with the Keep Texas Beautiful Organization. Ms. Garza also added that she will be traveling to the Keep Texas Beautiful state convention and will be speaking with other cities involved.

6. APPROVAL OF MINUTES - SPECIAL MEETING MARCH 5, 2019, REGULAR MEETING MARCH 12, 2019, SPECIAL MEETING APRIL 5, 2019, REGULAR MEETING APRIL 9, 2019, REGULAR MEETING MAY 14, 2019, SPECIAL MEETING MAY 29, 2019

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Voting on approval of minutes was as follows:

Motion to approve minutes of special meeting March 5, 2019 was made by Alderman Tumlinson, seconded by Alderman Vera and carried as follows: 3 ayes, 2 abstentions by Alderman Grove and Alderwoman Guerrero.

Motion to approve minutes of Regular meeting March 12, 2019 was made by Alderwoman Guerrero, seconded by Alderwoman Salinas and carried as follows 4 ayes and 1 abstention by Alderman Grove.

Motion to approve minutes of special meeting April 5, 2019 was made by Alderwoman Guerrero, seconded by Alderwoman Salinas and carried as follows: 4 ayes, 1 abstention by Alderman Grove

Motion to approve minutes of Regular meeting April 9, 2019 was made by Alderman Tumlinson, seconded by Alderwoman Salinas and carried as follows: 4 ayes, 1 abstention by Alderman Grove

Motion to approve minutes of Regular meeting May 14, 2019 was made by Alderwoman Guerrero, seconded by Alderwoman Salinas and carried unanimously. A concern was brought up by Alderman Grove regarding the mention of the absence of former Alderwoman Bitty Truan. However, it was agreed that Ms. Truan was an active member and was still considered an alderman until the newly elected alderman was sworn in.

Motion to approve minutes of Special meeting May 29, 2019 was made by Alderman Tumlinson, seconded by Alderwoman Salinas and carried unanimously.

7. CONSIDERATION/ACTION ON EXTENSION OF CONTRACT WITH BUILDING INSPECTOR

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Motion to approve was made by Alderman Grove, seconded by Alderwoman Salinas and carried unanimously noting that the approval is to enter into a new contract rather than an extension as directed by Legal counsel.

8. CONSIDERATION/APPOINTMENT OF MEMBERS TO THE BUILDING COMMITTEE

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After discussion it was agreed among the board to post the available positions on the Town's website for any member of the community that is interested.

Motion to table appointment to the building committee was made by Alderman Grove, seconded by Alderwoman Salinas and carried unanimously.



9. CONSIDERATION/APPOINTMENT OF MEMBERS TO THE STRATEGIC PLANNING COMMITTEE

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Motion to table appointment to the Strategic Planning Committee committee was made by Alderman Grove, seconded by Alderwoman Salinas and carried unanimously.

10. CONSIDERATION/APPOINTMENT OF 2020 US CENSUS COMMITTEE

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Mayor Rathbun noted that the item for consideration would be more of a discussion rather than an appointment of a committee. Discussion ensued.

Motion to Table appointment of the census committee was made by Alderman Grove, seconded by Alderwoman Salinas and carried unanimously.

11. DISCUSSION/CONSIDERATION/ACTION ON PURCHASING LAND ADJACENT TO THE TOWN CHILDREN'S PARK TO ADD A BASKETBALL COURT

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After discussion, a motion was made by Alderwoman Guerrero, seconded by Alderman Grove and carried unanimously to allow Town Administrator Fred Blanco to initiate conversation with Rancho Viejo Realty regarding the land in question for possible purchase.

12. HUMAN RESOURCES COMMITTEE REPORT

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Alderwoman Salinas advised that a rough draft of the proposed employment policy has been forwarded to Legal counsel Daniel Rentfro and will subsequently be forwarded to the board after review. Mayor Rathbun suggested a workshop to discuss the policy.

13. PRELIMINARY DISCUSSION ON PROPOSED CLASSIFICATION AND COMPENSATION PLAN

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Mayor Rathbun advised that discussion on proposed classification and compensation plan would be better discussed in a workshop and noted that the item was designed to have any staff voice their concerns.

Chief Cruz of the Rancho Viejo Police department voiced his concerns over proposed changes.

14. STREET COMMITTEE REPORT

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Alderwoman Guerrero advised of the changes in the construction company working on Rancho Viejo Streets, stating that Peterson Construction will now be working on the streets under the umbrella of RM Walsdorf Construction Company. It was agreed among the board to add a schedule of street construction on the Town of Rancho Viejo Website and adding the disclaimer that the schedule is subject to change.

15. RUN, WHITE AND BLUE 5K – 1 MILE RUN ANNOUNCEMENT

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Mayor Rathbun announced the Run, White, and Blue 5k for June 29, 2019.

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**16. 2019 MOVIES UNDER THE STARS ANNOUNCEMENT**

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Town Administrator Fred Blanco announced the 2019 Movie Under The Stars events for the following dates: June 21, 2019, July 19, 2019, and August 2. Mr. Blanco also noted the sponsors that have donated include Republic Services, Complete Landscape Management, and Linebarger Attorneys at law.

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**17. APRIL 2019 FINANCIAL REPORT - TOWN ADMINISTRATOR**

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Town Administrator Fred Blanco gave an update on the April 2019 financial report and the bank balances for the General Account, Debt Account, Police Asset Forfeiture Account and the Certificates of Obligation Account.

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**18. HURRICANE PREPAREDNESS PRESENTATION - CHIEF OF POLICE**

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Rancho Viejo Police Chief Cruz advised that the Rancho Viejo Staff put together hurricane preparedness informational packets for the public. The board directed Town Administrator Fred Blanco to announce the packets on the Town website so that the public is aware.

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**19. MAY 2019 POLICE REPORT - CHIEF OF POLICE**

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Rancho Viejo Police Chief Cruz went over the items of the May 2019 Police Report.

Alderman Tumlinson questioned the lack of revenue for the amount of citations given. Chief Cruz advised the Board of the process of a citation after it is given. After discussion a request for reports on citations, delinquency in payments, warrants, etc. from the Board was made; Town Administrator Fred Blanco advised that the reports would be acquired.

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**20. DISCUSSION ON DATE FOR ORIENTATION MEETING FOR THE BOARD OF ALDERMEN**

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After discussion it was agreed that the orientation would be conducted at 5 p.m. prior to the Regular meeting of July 9, 2019.

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**21. PUBLIC COMMENT**

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After some discussions amongst the Board during public comment, legal counsel Daniel Rentfro advised that the public comment portion of the agenda was not a time for a Board member to speak as per State law as they are not considered members of the public. Alderman Craig Grove advised that public comment should be closed with a motion.

Motion to close public comment was made by Alderman Grove, seconded by Alderwoman Salinas and carried unanimously.

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**22. ADJOURN**

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Motion was made by Alderman Tumlinson, seconded by Alderman Grove and carried unanimously to adjourn the meeting at 8:12 PM.

June 11, 2019

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BY: \_\_\_\_\_

Fred Blanco, Town Administrator

APPROVED: \_\_\_\_\_

Cyndie Rathbun, Mayor

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

# 6. Street Committee Report

# 7. Video presentation of Verdunity work through Brownsville's Commissioner's meeting

8. Consideration/Appointment  
by Attorney Jim Hunter for  
Hiring Verdunity for Land  
Swap with the city of  
Brownsville

9. Presentation on construction  
of Street on Hidalgo Ave. South  
towards Juarez Ave-VDC  
Lakeside Capella, LP

10. Consideration/Action of resolution extending the provisions of section 33.07 of the Property Tax Code which enables the Governing body to assess an additional collection penalty



RESOLUTION NO.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO, TEXAS, EXTENDING THE PROVISIONS OF SECTION 33.07 OF THE PROPERTY TAX CODE WHICH ENABLES THE GOVERNING BODY TO ASSESS AN ADDITIONAL COLLECTION PENALTY

WHEREAS, the Town of Rancho Viejo, Texas, had adopted the provisions of Section 33.07 of the Property Tax Code; and

WHEREAS, this section of the code permits the governing body to assess an additional fifteen (15) percent collection penalty to defray the costs of collection;

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

SECTION 1. That the provisions of Section 33.07 be adopted and that Ad Valorem taxes remaining unpaid on July 1, 2019, be subject to fifteen (15) percent collection penalty.

SECTION 2. That the governing body of the TOWN OF RANCHO VIEJO complied with Section 6.30 of the Code in that a delinquent tax collection contract is presently in force with Linebarger, Goggan, Blair & Sampson , LLP of Brownsville, Texas.

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, Texas at a Regular Meeting on this the 9<sup>th</sup> day of July, 2019.

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Administrator

# 11. Human Resources Committee Report

# 12. Assignment of Budget Categories to each Alderman

# 13. Assignment of HR Policy Book Section to each Alderman

14. Set time and Date in July for  
HR Proposed Classification &  
compensation Plan Workshop

# 15. Set Time and Date in July for HR Policies and procedures workshop

16. Consideration and Action  
for reappointment of Maribel  
Guerrero to chairperson of ad-  
hoc Safety committee and  
appointment of David  
Tumlinson as vice-chairperson  
of ad-hoc safety committee  
Announcement of committee  
members and tasks

17. Update by Mayor regarding increasing size of children's Park to add a Basketball area for older children and adults. Possible purchased of land.



18. Adjourn into Executive Session as authorized by section 551.072 (2) of chapter 551 of the Government Code to discuss with attorneys matters in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with Chapter 551.

# 19. Reconvene and possible actions discussed in executive session

# 20. Adjourn