



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
REGULAR MEETING
MAY 11, 2021
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 11, 2021 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. Action on Canvass Results of May 1, 2021 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. Mayor Recognition
8. Action to Declare Alderman Position Vacant
9. Consideration/Appointment of Replacement to Fill the Unexpired Term of Maribel Guerrero as Alderman until the Next Regular Election (May 2022)
10. Public Comment
11. Approval of Minutes- Special Meeting April 5, 2021, Special Meeting April 12, 2021
12. Election of President Pro Tempore (Mayor Pro Tem)
13. Special Recognition and Appreciation during the February 2021 Winter Storm
14. Consideration/Appointment of Metropolitan Planning Organization (MPO) Representative
15. Consideration/Reappointment of Member to the Building Committee
16. Consideration/Reappointment of Members to the Strategic Planning Committee
17. Consideration/Appointment of Regional Small Cities Representative
18. Consideration/Appointment of Member to the Board of Adjustments and Appeals
19. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor.
20. Review/Approval of Investment Policy
21. Beautification Committee Report
22. Strategic Planning Committee Report

23. Street Committee Report
24. Building Committee Report
25. Rabies Vaccination Announcement-May 27, 2021 at Town Hall from 5:30 P.M. to 6:30 P.M.
26. Discussion on Date for Orientation Meeting for the Board of Aldermen
27. Consideration/Action on Purchase of Police Vehicle with TDEM funds
28. Consideration/Action on Budget Amendments for 2020-2021
29. April 2021 Police Report- Chief of Police
30. Adjourn



Fred Blanco, Town Administrator



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 May 7, 2021 at 5:45 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 Kaechele

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. Action on Canvass Results of May 1, 2021 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 1, 2021 FOR
ONE MAYOR AND TWO ALDERMEN FOR A TWO YEAR TERM

WHEREAS, there came on to be considered the returns of a general election held on the 1st day of May, 2021 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 241 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
MAYOR			
Maribel B. Guerrero	133	38	171
ALDERMAN			
Javier Vera	138	28	166
Craig Grove	66	24	90
Marcos Ricoy	91	32	123

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, Maribel B. Guerrero was elected Mayor and Javier Vera and Marcos Ricoy 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 11th day of May, 2021.

Town of Rancho Viejo

Cyndie Rathbun, Mayor

ATTEST:

Fred Blanco, Town Administrator

5. Action on Issuance of Certificates of Election

6. Administer Oath of Office and Installation of Elected Officials

7. Mayor Recognition

8. Action to Declare Alderman Position Vacant

9. Consideration/Appointment of Replacement to Fill the Unexpired Term of Maribel Guerrero as Alderman until the Next Regular Election (May 2022)

10. Public Comment

11. Approval of Minutes- Special Meeting April 5, 2021, Special Meeting April 12, 2021

MINUTES OF A Special MEETING
TOWN OF RANCHO VIEJO
April 5, 2021

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on April 5, 2021 at 5:30 P.M., via Zoom Teleconference Meeting ONLY by logging on at <https://us02web.zoom.us/j/85423802221> Meeting ID: 854 2380 2221

1. CALL TO ORDER

The meeting was called to order by Mayor Rathbun at 5:40 p.m.

2. ROLL CALL

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

Javier Vera
Laura Kaechele
Maribel Guerrero
David Tumlinson
Craig Grove

Legal Counsel Daniel Rentfro, Jr. was also present in the meeting

Those present in the audience were:

Angela Nix	Carmen Nordyke	Danielle Locker
Ash George	Lena Chaisson-Munoz	Christine
Beth Pace	Bonnie Emerson	

3. INVOCATION AND PLEDGE

Alderwoman Guerrero led the group in the invocation and the pledge of allegiance to the American and Texas flag.

4. PUBLIC COMMENT

Motion to open public comment was made by Alderman Tumlinson, seconded by Alderman Vera and carried unanimously.

Angela Nix wanted to Board to know how much she likes the Rancho Viejo Farmer's Market noting that it is well run and would like to see it continue.

Beth Pace echoed the previous public comment and expressed her family's enjoyment of the market.

Ash George shared the sentiments the previous statements made and expressed the enjoyment of partaking in the Farmer's Market.

Lena Chaisson-Munoz also shared the sentiments of the above mentioned statements.

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

5. BOARD OF ALDERMEN WORKSHOP CONCERNING SPECIAL EVENTS; CREATING RESTRICTIONS, CONDITIONS AND PERMITTING REQUIREMENTS

The Board of Aldermen discussed special events, and conferred with Legal Counsel regarding possible restrictions, conditions and permitting requirements.

6. Possible Action on Matters Discussed on Agenda Item #5

No action was taken.

7. Adjourn

Motion to adjourn the meeting at 7:52 p.m. was made by Alderman Tumlinson, seconded by Alderman Vera and carried unanimously.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Cyndie Rathbun, Mayor

DATE: _____

MINUTES OF A Special MEETING
TOWN OF RANCHO VIEJO
April 12, 2021

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on April 12, 2021 at 6:00 P.M., via Zoom Teleconference Meeting ONLY by logging on at <https://us02web.zoom.us/j/87498963518> Meeting ID: 874 9896 3518

1. CALL TO ORDER

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 in the meeting were:

Laura Kaechele

David Tumlinson

Javier Vera

Absent:

Craig Grove

Maribel Guerrero

A quorum was present at the teleconference meeting.

Others present in the meeting were:

Alfred Vera of Cascos and Associates

3. WORKSHOP ON DRAFT AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2020

Alfred Vera of Cascos and Associates went over the audit report for the fiscal year ending September 30, 2020.

4. ADJOURN

Motion to adjourn the meeting at 6:40 p.m. was made by Alderman Tumlinson, seconded by Alderman Vera and carried unanimously.

BY: _____

Fred Blanco, Town Administrator

APPROVED: _____

Cyndie Rathbun, Mayor

DATE: _____

12. Election of President Pro Tempore (Mayor Pro Tem)

13. Special Recognition and Appreciation during the February 2021 Winter Storm

14. Consideration/Appointment of Metropolitan Planning Organization (MPO) Representative

15. Consideration/Reappointment of Member to the Building Committee

Mayor recommends to
reappoint Tim Trapp

16. Consideration/Reappointment of Members to the Strategic Planning Committee

Mayor recommends to
reappoint David Tumlinson

17.Consideration/Appointment of Regional Small Cities Representative

18.Consideration/Appointment of Member to the Board of Adjustments and Appeals

19. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor.



3301 Carmen Avenue
Rancho Viejo, Texas 78575
Phone (956) 350-4093 Fax (956) 350-4156

DECLARATION OF LOCAL DISASTER FOR PUBLIC HEALTH EMERGENCY

WHEREAS, BEGINNING IN DECEMBER 2019, A NOVEL CORONAVIRUS, NOW DESIGNATED COVID-19, WAS DETECTED IN WUHAN CITY, HUBEI PROVINCE, CHINA, AND HAS SINCE SPREAD THROUGHOUT THE WORLD; AND

WHEREAS, SYMPTOMS OF COVID-19 INCLUDE FEVER, COUGHING, AND SHORTNESS OF BREATH, IN SOME CASES THE VIRUS HAS CAUSED DEATH; AND

WHEREAS, EXTRAORDINARY MEASURES MUST BE TAKEN TO CONTAIN COVID-19 AND PREVENT ITS SPREAD THROUGHOUT THE TOWN OF RANCHO VIEJO, INCLUDING THE QUARANTINE OF INDIVIDUALS, GROUPS OF INDIVIDUALS, AND PROPERTY AND, ADDITIONALLY, INCLUDING COMPELLING INDIVIDUALS, GROUPS OF INDIVIDUALS, OR PROPERTY TO UNDERGO ADDITIONAL HEALTH MEASURES THAT PREVENT OR CONTROL THE SPREAD OF DISEASE; AND

WHEREAS, ON MARCH 20, 2020, THE MAYOR OF THE TOWN OF RANCHO VIEJO DECLARED A LOCAL STATE OF DISASTER, WHICH HAS BEEN RENEWED BY THE BOARD OF ALDERMEN BY RESOLUTION ADOPTED ON APRIL 14, 2020, MAY 12, 2020, JUNE 9, 2020, JULY 14, 2020, AUGUST 11, 2020, SEPTEMBER 8, 2020, OCTOBER 12, 2020, NOVEMBER 17, 2020, DECEMBER 8, 2020, JANUARY 12, 2021, FEBRUARY 9, 2021, MARCH 9, 2021 AND APRIL 13, 2021.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO:

1. THAT A LOCAL STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY IS HEREBY DECLARED FOR THE TOWN OF RANCHO VIEJO, TEXAS PURSUANT TO SECTION §418.108(A) OF THE TEXAS GOVERNMENT CODE.
2. PURSUANT TO §418.108(B) OF THE GOVERNMENT CODE, THE STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY SHALL CONTINUE

FOR A PERIOD OF NOT MORE THAN THIRTY DAYS STARTING MAY 20, 2021 TO JUNE 19, 2021 UNLESS CONTINUED OR RENEWED BY THE BOARD OF ALDERMEN OF THE TOWN OF RANCHO VIEJO.

3. PURSUANT TO §418.108(C) OF THE GOVERNMENT CODE, THIS DECLARATION OF A LOCAL STATE OF DISASTER FOR PUBLIC HEALTH EMERGENCY SHALL BE GIVEN PROMPT AND GENERAL PUBLICITY AND SHALL BE FILED PROMPTLY WITH THE TOWN ADMINISTRATOR.
4. PURSUANT TO §418.108(D) OF THE GOVERNMENT CODE, THIS DECLARATION OF A LOCAL STATE OF DISASTER ACTIVATES THE TOWN'S EMERGENCY MANAGEMENT PLAN.
5. THAT THIS PROCLAMATION SHALL TAKE EFFECT STARTING MAY 20, 2021 UNTIL JUNE 19, 2021, UNLESS TERMINATED EARLIER BY OPERATION OF LAW OR FURTHER ACTION OF THE BOARD OF ALDERMEN.

ORDERED THIS 11TH DAY OF MAY 2021, PURSUANT TO THE ACTION OF THE BOARD OF ALDERMAN ON SAID DATE.

MARIBEL B. GUERRERO,

TOWN OF RANCHO VIEJO MAYOR
RANCHO VIEJO, TEXAS

20. 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 Cascos & Associates, PC.
5. The monthly financial statements will include a breakdown of the investments of the Town.

21.Beautification Committee Report

22.Strategic Planning Committee Report

23.Street Committee Report

24. Building Committee Report

Apr-21					
PERMITS	# of Permits	New Homes	Cost of Const.	Inspector Fees:	Fee Total:
Permit Totals:	42	5	\$2,362,721	\$	17,147.17
YTD	248	27	\$ 10,462,722.08		\$ 78,287.37

25. Rabies Vaccination
Announcement-May 27, 2021
at Town Hall from 5:30 P.M. to
6:30 P.M.



RABIES VACCINATION CLINIC

Vacunación de Rabia

Thursday, May 27, 2021

Jueves, 27 de mayo, 2021

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

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

27.Consideration/Action on Purchase of Police Vehicle with TDEM funds

28.Consideration/Action on Budget Amendments for 2020- 2021

29.April 2021 Police Report- Chief of Police

30. Adjourn