

NOTICE is hereby given of a REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, to be held on JUNE 8, 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. Consideration/Appointment of Replacement to Fill the Unexpired Term of Maribel Guerrero as Alderman until the Next Regular Election (May 2022)
- 5. Administer Oath of Office and Installation of Elected Official
- 6. Public Comment
- 7. Approval of Minutes- Regular Meeting April 13, 2021, Special Meeting April 17, 2021, Regular Meeting May 11, 2021, Special Meeting May 26, 2021
- 8. Consideration/Approval 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
- 9. Consideration/Action to Approve Proposal submitted by H2O Partners for the Town of Rancho Viejo Hazard Mitigation Plan Amendment Services to join the Cameron County Mitigation Plan Update
- 10. Discussion/Action on the Extension of the Disaster Declaration filed with the Office of the Governor
- 11. Consideration/Action on Extension of Contract with Building Inspector
- 12. Consideration/Appointment of Chair of the Strategic Planning Committee
- 13. Strategic Planning Report
- 14. Street Committee Report
- 15. Building Committee Report
- 16. Consideration/Approval to Declare One 2016 Volkswagen Jetta (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and Authorize the Police Chief/Mayor to Accept the Highest Offer
- 17. Consideration/Action on Purchase of Police Vehicle with Grant Funds
- 18. Consideration/Action to Approve Maintenance Agreement for Surveillance Cameras
- 19. Consideration/Action on Budget Amendments for 2020-2021
- 20. April 2021 Financial Report-Town Administrator
- 21. May 2021 Police Report Police Chief
- 22. Discussion on Date for Orientation Meeting for the Board of Aldermen

23. Adjourn

Fred Blanco, Town Administrator

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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 June 4, 2021 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 B. Guerrero

2. Roll Call

3. Invocation and Pledge

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

5. Administer Oath of Office and Installation of Elected Official

6. Public Comment

7. Approval of Minutes- Regular Meeting April 13, 2021, Special Meeting April 17, 2021, Regular Meeting May 11, 2021, Special Meeting May 26, 2021

MINUTES OF A Regular MEETING TOWN OF RANCHO VIEJO April 13, 2021

A Regular Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on APRIL 13, 2021 at 6:00 P.M via Zoom Teleconference Meeting ONLY by logging on at https://us02web.zoom.us/j/89786889660 Meeting ID: 897 8688 9660

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 Eunice Salinas, Assistant Town Secretary. Members present at the meeting were:

Mr. Javier Vera

Mr. Craig Grove

Ms. Laura Kaechele

Mr. David Tumlinson

Absent:

Ms. Maribel Guerrero

A quorum was present at the meeting.

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

Those present in the audience were:

Richard Ocañas

Maria Garza

Alfred Vera Scott Fry Carla Saldivar

3. INVOCATION AND PLEDGE

Alderman Grove led the group in the invocation and Alderman Vera led the group in the pledge of allegiance to the American and Texas flag.

4. PUBLIC COMMENT

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

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

APRIL 13, 2021

5. APPROVAL OF MINUTES - SPECIAL MEETING FEBRUARY 25, 2021, REGULAR MEETING MARCH 9, 2021

Alderman Vera noted that a correction needs to be made in the minutes of March 9, 2021 on Item #7.

Motion to approve the minutes of special meeting February 25, 2021 and regular meeting minutes of March 9, 2021 contingent upon the correction of item #7 was made by Alderman Tumlinson, seconded by Alderman Grove and carried unanimously.

6. SPECIAL RECOGNITION AND APPRECIATION DURING THE FEBRUARY 2021 WINTER STORM

Motion to table the item was made by Alderman Vera, seconded by Alderman Tumlison and carried unanimously.

7. STREET REHABILITATION PROJECT PHASE 1B UPDATE

Alderman Vera led the discussion with street committee report and discussion of paving schedule and concerns regarding streets named in said schedule.

Walsdorf Supervisor Richard Ocañas spoke of having a more accurate schedule for paving and adding more crew.

VMUD general manager Scott Fry also updated the Board and audience of sewer line improvements. Carla Saldivar of Ambiotec also gave an update on the delays in paving.

8. PRESENTATION AND CONSIDERATION OF ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2020

Alfred Vera of Cascos and Associates advised the Board of his findings regarding the audit and commended the Town of Rancho Viejo administration for submitting requested items in a timely manner.

Motion to accept the audit report was made by Tumlinson, seconded by Alderman Vera and carried unanimously.

9. KEEP RANCHO VIEJO BEAUTIFUL ANNOUNCEMENT - GREAT AMERICAN CLEANUP, SATURDAY, APRIL 17, 2021, 9:00 AM TO 12:00 PM

Mayor Rathbun announced the Great American Cleanup for April 17, 2021 from 9:00 a.m. to 12:00 p.m.

10. DISCUSSION/ACTION ON THE EXTENSION OF THE DISASTER DECLARATION FILED WITH THE OFFICE OF THE GOVERNOR

Motion to extend the disaster declaration filed with the office of the Governor from April 20, 2021 to May 19, 2021 was made by Alderman Tumlinson, seconded by Alderman Grove and carried unanimously.

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11. 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 CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH THE CITIES SERVED BY AEP TEXAS; AUTHORIZING HIRING OF LEGAL COUNSEL; 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

Motion to approve the resolution was made by Alderman Vera, seconded by Alderman Tumlinson and carried unanimously.

12. STRATEGIC PLANNING COMMITTEE REPORT

Alderman Tumlison reported that the Strategic Committee is still working on the tree ordinance.

Alderman Tumlison also reported that the Strategic Committee reviewed a rezone request from the Rancho Viejo Club that was recommended for review to the Planning and Zoning Committee.

13. STREET COMMITTEE REPORT

The street committee report was given with item number 7.

14. BUILDING COMMITTEE REPORT

Town Administrator Fred Blanco gave the report on building Committee approved permits.

15. CONSIDERATION/ACTION ON BUDGET AMENDMENTS FOR 2020-2021

Chief Tyler advised the Board of several proposed capital improvements to the Town Hall including security cameras (\$30,898), storm shutters (\$ 7,000), a bullet proof glass (\$ 13, 650) for the front office, and a security door (\$ 2,850) for the Board Room.

Town Administrator Fred Blanco also advised the Board of other proposed improvements, such as, air purifiers for Town Hall for \$ 3,300.

Motion to approve budget amendments waiving the purchasing policy regarding seeking quotes over \$25,000 for the security cameras as they are a matter of public safety was made by Alderman Vera, seconded by Alderman Tumlinson and carried unanimously.

Alderman Tumlinson and Legal Counsel Daniel Rentfro left the meeting after item 15.

16. MARCH 2021 POLICE REPORT - POLICE CHIEF

Chief Tyler gave the March 2021 Police Report. Chief Tyler also asked for the Board to approve the hiring of a new officer.

Motion to approve the hiring of Officer Dominique Barrera subject to review by Legal Counsel Daniel Rentfro was made by Alderman Grove, seconded by Alderwoman Kaechele and carried unanimously. Chief

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Tyler also advised the Board that an account was set up with Oil Patch for a fuel tank and diesel tank and sought approval for the same. No approval was given as a contract is involved that will need Board approval. The matter will be forwarded to Legal Counsel for advice.

17. PUBLIC COMMENT

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

Maria Garza of Keep Rancho Viejo Beautiful announced that Cameron County Commissioner will be attending the Great American Clean up event at Town Hall and invited the Board of Aldermen to attend as well.

18. ADJOURN

Motion to adjourn the meeting at 7:47 p.m. was made by Alderman Vera, seconded by Alderman Grove and carried unanimously.

BY:
Fred Blanco, Town Administrator
APPROVED:
Maribel B. Guerrero, Mayor
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MINUTES OF A Special MEETING TOWN OF RANCHO VIEJO April 17, 2021

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas was held on April 17, 2021 at 9:45 A.M., via Zoom Teleconference Meeting ONLY by logging on at https://us02web.zoom.us/j/893920521109 Meeting ID: 893 2052 1109

1. CALL TO ORDER
Meeting was called to order by Mayor Rathbun at 9:51 A.M.
2. ROLL CALL
Roll call was made by Fred Blanco, Town Administrator. Members present in the meeting were:
Mr. Craig Grove
Ms. Grace Salinas
Mr. David Tumlinson
Mr. Javier Vera Mrs. Maribel Guerrero
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A quorum was present at the meeting.
Others present in the meeting were:
Chief Robert Tyler
Dominique Barrera
Lieutenant Sam Lucio
3. Consideration/Action on employment of a regular police officer and setting of salary Motion to approve employment of Dominique Barrera as police office for Rancho Viejo and setting salary at \$42,000 was made by Alderman Grove, seconded by Alderman Tumlinson and carried unanimously.
4. ADJOURN
Motion to adjourn the meeting at 9:55 a.m. was made by Alderwoman Guerrero, seconded by Alderman Vera and carried unanimously.
BY:
Fred Blanco, Town Administrator
APPROVED:
Maribel B. Guerrero, Mayor
DATE:

MINUTES OF A REGULAR MEETING TOWN OF RANCHO VIEJO May 11, 2021

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was 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

The meeting was called to order by Mayor Rathbun at 5:57 p.m.

2. Roll Call

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

Ms. Maribel Guerrero

Mr. Javier Vera

Ms. Laura Kaechele

Mr. David Tumlinson (entered after roll call at 5:58 p.m.)

Absent:

Mr. Craig Grove

A quorum was present at the meeting.

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

Those present in the audience were:

Zeke Luna	Abel Hinojosa	Ethel Cantu	Lucia Cano
Gloria Cardenas	Maria Hinojosa	Reynaldo Cantu	Adolfo Buchleter
Alfredo Bermudez	Raquel Hernandez	Larry Jokl	Darla Anderson
Jose L. Cardenas	Dora Bernard	Marco Del Bosque	Neil Anderson
Charles C. Ward	Rolando Olvera	Benilde Olvera	David Ladden, MD.
Ulrich Weisse	Alba Zarnara	Ricardo Serna	Alma Martinez
Maria Garza	Martin Garza	Dionel Ortiz	Alejandro Farias

3. Invocation and Pledge

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

4. Action on Canvass Results of May 1, 2021 Election of Town Officials and Adopt Resolution Declaring Results of Election

Mayor Rathbun read the results of the May 1, 2021 canvass and read the resolution adopting said results.

Motion was made by Alderman Tumlinson and Seconded by Alderwoman Guerrero to accept the results of the May 1, 2021 canvass election.

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5. Action on Issuance of Certificates of Election

Town Administrator Fred Blanco issued the certificates of Election to Mayor Maribel B. Guerrero, Alderman Javier Vera, and Alderman Marcos Ricoy.

6. Administer Oath of Office and Installation of Elected Officials

Rancho Viejo Municipal Judge Javier Gonzalez administered the oath of office to Mayor Maribel B. Guerrero, Alderman Javier Vera, and Alderman Marcos Ricoy.

7. Mayor Recognition

Mayor Guerrero presented former Mayor Cyndie Rathbun with plaque from the Town and a flag on behalf of the office of Senator Eddie Lucio.

Chief Tyler presented former Mayor Cyndie Rathbun with a plaque from the Rancho Viejo Police Department

8. Action to Declare Alderman Position Vacant

Motion to declare an Alderman position vacant was made by Alderman Vera, seconded by Alderman Tumlinson and carried unanimously.

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

Mayor Guerrero nominated Beatrice Lopez-Juarez to fill the vacant Alderman position.

Motion was made by Alderman Tumlinson, seconded by Alderman Tumlinson, and carried unanimously, to approve the appointment of Beatrice Lopez-Juarez (Bea Lopez) to fill the vacant position until the May 2022 election.

10. Public Comment

Charles Ward, Resaca Terra HOA president, expressed concerning speeding on Santa Ana and the safety concern for pedestrians. Mr. Ward also is concerned about young kids that drive golf carts and the need for intervention to ensure the safety of the drivers and pedestrian. Mr. Ward commended Chief Tyler on listening and taking action regarding safety vests.

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

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

Motion to approve the minutes of the special meeting April 5, 2021 and special meeting April 12, 2021 was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

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

Mayor Guerrero nominated Alderman Javier Vera to be Mayor Pro Tem.

Motion to appoint Alderman Javier Vera as Mayor Pro Tem was made by Alderman Tumlison, seconded by Alderwoman Kaechele and carried unanimously.

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

Mayor Guerrero presented a proclamation to the representatives of Chula Vista for their generosity to the Town of Rancho Viejo during the winter storm. Mayor Guerrero also mentioned the names of the other recipients of a proclamation that were not present in the meeting.

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

Motion to cancel the consideration for appointment to the Metropolitan Planning Organization was made by Alderman Vera, seconded by Alderman Tumlison and carried unanimously.

15. Consideration/Reappointment of Member to the Building Committee

Motion to reappoint Tim Trapp to the Building Committee was made by Alderman Vera, seconded by Alderman Ricoy and carried unanimously.

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

Motion to reappoint Alderman Tumlison to the Strategic Planning Committee was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

Mayor Guerrero nominated Alderwoman Kaechele as Chair of the Strategic Committee. There was a motion by Alderman Tumlinson. Motion died as there was not a second.

17. Consideration/Appointment of Regional Small Cities Representative

Motion to appoint Alderman Tumlinson as Regional Small Cities Representative was made by Alderwoman Kaechele, seconded by Alderman Vera and carried unanimously.

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

Motion to Table the item was made by Alderman Vera, seconded by Alderman Tumlison and carried unanimously.

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

Motion to extend the disaster declaration filed with the office of the Governor from May 20, 2021 to June 19, 2021 was made by Alderman Tumlison, seconded by Alderman Vera and carried unanimously.

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20. Review/Approval of Investment Policy

Town Administrator Fred Blanco stated there was no changes the investment policy in place.

Motion to approve the investment policy was made by Alderman Vera, seconded by Alderwoman Kaechele and carried unanimously.

21. Beautification Committee Report

Maria Garza, chair of the Beautification Committee, gave a brief report on what has been done in the beautification committee and their status with Keep Texas Beautiful.

22. Strategic Planning Committee Report

Alderman Tumlinson advised there was nothing to report.

23. Street Committee Report

Mayor Guerrero updated the Board and audience on improvements on several streets of the Town including valley gutter demo road paving on Bolivar, Avenida Cortez, and Balboa, paving on the entrance of Rancho Viejo Dr., sewer line on Carmen Ave by Alvarado, utility work on lift station between Carmen and Morelos and between Carmen and Zapata.

24. Building Committee Report

Town Administrator Fred Blanco gave the Building Committee Report.

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

Mayor Guerrero announced the Rabies Vaccination event for May 27, 2021 at 5:30 p.m. to 6:30 p.m. at Town Hall.

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

The Board agreed to have a special meeting for orientation on May 26, 2021 at 6:00 p.m.

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

Chief Robert Tyler spoke to the Board about the funds acquired from the Texas Division of Emergency Management (TDEM) and the Police Vehicle that will be purchased with said funds.

Motion to approve purchase of police vehicle with funds acquired from TDEM was made by Alderman Tumlinson, seconded by Alderman Ricoy and carried unanimously.

DATE:____

28. Consideration/Action on Budget Amendments for 2020-2021
Chief Tyler advised that the budget amendment is to reflect the purchase of the vehicle with the funds from TDEM.
29. April 2021 Police Report- Chief of Police
Rancho Viejo Police Chief Tyler presented the April 2021 Police report.
30. Adjourn
Motion to adjourn the meeting at 7:26 was made by Alderman Tumlinson, seconded by Alderwoman Kaechele and carried unanimously.
BY:
Fred Blanco, Town Administrator
APPROVED:
Marinei K. Ialierrero Maloror

MINUTES OF A SPECIAL MEETING TOWN OF RANCHO VIEJO MAY 26, 2021

A Special Meeting of the Board of Aldermen of the Town of Rancho Viejo, Texas, was held on, May 26 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
Mayor Maribel B. Guerrero called the meeting to order at 6:05 p.m.
2. Roll Call
Roll Call was made by Town Administrator Fred Blanco. Members present at the meeting were:
Mrs. Maribel Guerrero Mr. Javier Vera Laura Kaechele Marcos Ricoy Mr. David Tumlinson
A quorum was present at the meeting.
Legal Counsel Daniel Rentfro, Jr. and Town Administrator Fred Blanco were also present.
3. Orientation
Mr. Daniel Rentfro, Jr. gave an overview on the functions of being an alderman.
4. Adjourn
Motion was adjourned at 8:00 p.m.
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BY:
Fred Blanco, Town Administrator
APPROVED:
Maribel B. Guerrero, Mayor
DATE:

8. Consideration/Approval 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

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 8th day of June 2021.

Maribel B. Guerrero, Mayor	Fred Blanco, Town Administrator
Javier Vera, Mayor Pro Tem	Laura G. Kaechele, Alderwoman
Marcos Ricoy, Alderman	David L. Tumlinson, IV., Alderman
Appointed Alderperson	

PASSED, ADOPTED AND APPROVED by the Board of Aldermen of the Town of Rancho Viejo, on this the 8th day of June 2021.

Maribel B. Guerrero, Mayor

ATTEST:

9. Consideration/Action to Approve Proposal submitted by H2O Partners for the Town of Rancho Viejo Hazard Mitigation Plan Amendment Services to join the Cameron County Mitigation Plan Update 10. 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, APRIL 13, 2021 AND MAY 11, 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 JUNE 20, 2021 TO JULY 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 JUNE 20, 2021 UNTIL JULY 19, 2021, UNLESS TERMINATED EARLIER BY OPERATION OF LAW OR FURTHER ACTION OF THE BOARD OF ALDERMEN.

ORDERED THIS 8^{TH} DAY OF JUNE 2021, PURSUANT TO THE ACTION OF THE BOARD OF ALDERMAN ON SAID DATE.

MARIBEL B. GUERRERO,

TOWN OF RANCHO VIEJO MAYOR RANCHO VIEJO, TEXAS

11. Consideration/Action on Extension of Contract with Building Inspector

AGREEMENT FOR BUILDING INSPECTOR SERVICES

AGREEMENT made on June 8, 2021 at Rancho Viejo, Texas, between THE TOWN OF RANCHO VIEJO, TEXAS, a municipal corporation, located at 3301 Carmen Avenue, Rancho Viejo, Texas 78575 (the "Client") and Brent Cannon, of 920 Balboa, Rancho Viejo, Texas 78575, the "Consultant".

Recitals

The Client is a Type A General Law Municipality, operating under the provisions of the Texas Local Government Code, and has its principal place of business at 3301 Carmen Avenue, Rancho Viejo, Texas 78575. The Client desires to engage the services of the Consultant, as an independent contractor and not as an employee, to fulfill the position of building inspector for the Client on the terms and conditions provided in this agreement.

The Consultant is the building construction profession properly qualified to practice in the State of Texas. Consultant desires to render professional building inspection services for the Client on the terms and conditions provided in this agreement.

THEREFORE, the Client engages the services of the Consultant. In consideration of the mutual promises contained in this contract, the parties agree as follows:

Term

1. This agreement is for a period of one year, commencing on June 8, 2021. It is renewable annually at the discretion of the Board of Aldermen. It may be terminated by mutual agreement upon a 30-day written notice, or under the provisions of Article 8 below.

Services

2. The services to be rendered by the Consultant to the Client consist of fulfilling the position of building inspector for the Client. Those services are more fully described in the job description attached here to as Exhibit "A", which is incorporated herein by reference and made a part of this contract as fully as if set forth herein.

Use of Agents or Assistants

3. This job is personal to the Consultant, and he/she is not authorized to engage the services of any agents, assistants, persons, or corporations in its performance.

Equipment

4. The Consultant will furnish all equipment that may be necessary to perform services required under this agreement.

Facilities

5. The Client will furnish all facilities during normal business hours, for use by the consultant as may be required for preparing reports, copying and research.

Fee

6. For services to be rendered under this agreement, the Consultant will be entitled to inspection fees according to the fee schedule of Rancho Viejo.

Devotion of Time

7. The Consultant will devote the time that is reasonably necessary for a satisfactory performance to the performance of Consultant's duties under this agreement. If the Client requires additional services not included under this agreement, the Consultant will make a reasonable effort to fit those additional services into Consultant's time schedule without decreasing the effectiveness of performance of duties required under this agreement. However, the availability of additional services is subject to the provisions for additional fees for additional services as discussed in Paragraph 5, above.

Termination

8. This Agreement may be terminated by Client upon (1) a finding by a majority of the Board of Aldermen, after notice and an opportunity to be heard, that Consultant has been guilty of incompetence, corruption, misconduct, or malfeasance in office, (2) a vote of no confidence approved by two/thirds of the Board of Aldermen, or (3) as stated in Section 1 above.

Entire Agreement

9. This agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting this subject matter.

Assignment

10. Neither this agreement nor any duties or obligations may be assigned by the Consultant without the prior written consent of the Client. In the event of an assignment by the Consultant to which the Client has consented, the assignee or the assignees' legal representative must agree in writing with the Client to personally assume, perform, and be bound by all the provisions of this agreement.

Successors and Assigns

11. Subject to the provisions regarding assignment, this agreement is binding on and inures to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

Attorney's Fees

12. If any action at law or in equity is brought to enforce or interpret the provisions of this agreement, the prevailing party is entitled to reasonable attorney's fees in addition to any other relief to which it [he or she or it] may be entitled.

Governing Law

13. This agreement, and the rights and duties of the parties under it, are governed by the laws of the State of Texas.

Amendment

14. This agreement may be amended by the mutual agreement of the parties to it, in a writing to be attached to and incorporated in this agreement.

Legal Construction

15. In the event that any one or more of the provisions contained in this agreement is for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions, and the agreement will be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

Executed at Rancho Viejo, Texas, on the 8	day of June, 2021.
Building Inspector	Town of Rancho Viejo
Brent Cannon	Maribel B. Guerrero, Mayor

INSPECTION FEES

GENERAL			
	Foundation Concrete/rebar	\$15 – 110	
	needs forms survey at Town Hall		
	Framing and Roof	\$15 – 110	
	Insulation	\$30	
	Concrete flat work-	\$20	
	driveway & pipe, sidewalk		
	Building final and C.O.	\$15 – 110	
PLUME	BING		
	In-ground	\$15 – 110	
	Rough-in	\$15 – 110	
	Sewer tie-in and Water	\$30	
	Final	\$15 – 110	
ELECT	RICAL		
	Temporary power	\$15	
	Rough-in	\$15 – 110	
	Working clearance	\$25	
	Final	\$15 – 110	
HVAC			
HVAC	Rough-in and duct work	\$15 – 110	
	Final	\$15 – 110	
	Tillas	723	
ROOFI	NG		
	Check material	\$15	
	Final	\$20	
		•	
WALLS	S AND FENCES	¢20	
	Beginning	\$20 \$20	
	Final	\$20	
RETAINING WALLS AND DOCKS			
	Beginning	\$20	
	Final	\$20	
SWIMMING POOL			
•	Initial	\$20	
	Bonding and Rebar	\$20 (2)	
	Final	\$20	

GAS LINE	\$20
PROPANE TANK	\$20
SPRINKLER	\$20
GAZEBO	\$10
MAILBOX	\$10
RED TAGS	\$20
STOP WORK	\$50

Plus \$5.00 per permit issued

Plus mileage

X-Small new	up to 1,500 square feet of living area	\$15	
Small new	up to 2,000 square feet of living area	\$25 - 30	
Medium new	up to 3,000 square feet of living area	\$40 - 50	
Large new	up to 4,000 square feet of living area	\$60 - 70	
X- Large new	up to 5,000 square feet of living area	\$80 – 90	
XX-Large	5,000 square feet & over of living area	\$100-110	
Square footage includes interior and exterior living areas			

12.

Consideration/Appointment of Chair of the Strategic Planning Committee

13. Strategic Planning Report

14. Street Committee Report

15. Building Committee Report

16. Consideration/Approval to Declare One 2016 Volkswagen Jetta (Seized Vehicle that is Asset Forfeiture) Surplus Property to be Sold and Authorize the Police Chief/Mayor to Accept the Highest Offer

17. Consideration/Action on Purchase of Police Vehicle with Grant Funds



PRODUCT PRICING SUMMARY

GOODBUY 21-8F000 VEHICLES

VENDOR--Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656

End User: RANCHO VIEJO Contact: A HUERTA Email: ahuerta@ranchoviejotexas.com Product Description: FORD PLUTILITY	_		Phone: 254-541-9061 Email: mwiley.silsbeefleet@		
Email: ahuerta@ranchoviejotexas.com			·		
		Email: abuerta@ranchovieiotexas.com			
Product Description: TORDITOTIETT			Date: April 12, 2021		
			A. Base Price:	•	36,175.00
A. Bid Item: 7.52 ALT			A. Base Frice.		50,175.00
B. Factory Options				-	
Code Options	Bid Price	Code	Options		id Price
K8A 2021 UTILITY AWD S	-	55F	KEYLESS ENTRY	\$	340.00
AM/FM W.BLUETOOTH	INCL	60A	GRILL WIRING	\$	50.00
CLOTH BUCKETS; VINYL BACK SEAT	INCL	61B	OBD2 SPLIT CONNECTOR	\$	55.00
RUBBER FLOOR; FRONT A/C	INCL				
POWER WINDOWS AND LOCKS	INCL				
99C 3.0L ECOBOOST V6; 10-SPD AUTOMATIC S	790.00				
86T TAIL LAMP HOUSING PREP S	60.00			_	
17A REAR A/C	610.00				
51R DRIVER SIDE LED SPOTLIGHT S	\$ 395.00				
			Total of B. Published Options:	\$	2,300.00
			Published Option Discount (5%)	S	(115.00)
					(Treated)
C. Additional Options [not to exceed 25%]			\$= -2.6	%	
Options	Bid Price		Options	E	Bid Price
	COLOR	1			
WIII II	DELIVERY				
	BELLVER				
IN LA FERIA					
	\$ (1,000.00)				
21K8A17A99B CREDIT	\$ (1,000.00)				
			-		2
	-		Total of C. Unpublished Options	: 5	(1,000.00
			Total of C. Cupusiance - p		
D. Floor Plan Interest (for in-stock and/or ed	quipped vehic	les):		\$	-
				\$	-
E. Lot Insurance (for in-stock and/or equipp	ed vehicles):			3	
C. I	DANA SAFE	TV FOU	IPMENT PKG 386586-A	\$	14,667.43
F. Subcontractor Equipment Price:	DANA SALL	TTEQU	II MENT TREBUSE		
G. Additional Delivery Charge:	439	miles		\$	768.25
		_		s	52,795.68
H. Subtotal:				φ	52,775,00
I. Quantity Ordered 1	x K =			\$	52,795.68
				\$	-
J. Trade in:					300.00
K. GOODBUY Administrative Fee (\$300 pe	er purchase o	rder)		\$	300.00
L. TOTAL PURCHASE PRICE INCLUDI	NG GOODB	UY FEE		\$	53,095.68

18. Consideration/Action to Approve Maintenance Agreement for Surveillance Cameras



6835 N. Expressway 77, Brownsville, Texas 78526 | (956) 504-0811

Maintenance Agreement for Town of Rancho Viejo, Texas 78526

Introduction:

The following Service Level Agreement is an agreement assuring 24-hr response time, preferential scheduling, discounted labor rates, and customized service arrangements. This agreement is between the Town of Rancho Viejo and Xtreme Security & Fire. We shall include customer support for systems and network normally covered under this contract including, but not limited to: Customer's custom software applications and other commercially available products. Special "Customer's" provisions shall also include any and all consultation related services at a discounted rate. Further, Xtreme Security & Fire agrees to be proactive in helping the Town of Rancho Viejo profit and operate in the most efficient manner possible with respect to their CCTV System. This contract will be effective starting once project is awarded to Xtreme Security & Fire and will be valid for a period of 1 year with an option to renew yearly.

Special provisions of this contract shall include offsite remote login and telephone support for the Town of Rancho Viejo.

This contract specifically covers on-site, remote login or maintenance for any and all equipment and/or software associated with the supported CCTV System and the properties listed in the agreement, <u>but it</u> <u>will only cover equipment installed by Xtreme Security & Fire</u>. **Only covers equipment we installed**.

The Cameras and NVR's all come with a 3-year warranty directly with us.

- ❖ 8am-6pm normal hour responds from Monday-Friday.
- 24-hour response time.
- Replacement devices if problem not fixable (does not include out of warranty equipment more than 3years old).
- Pre-planned preventative maintenance visits.
- Check history of system since last maintenance visit.
- Visually inspect all major components (include cabling & connections where accessible) for signs of deterioration or damage and rectify as necessary.
- Check all control equipment (e.g. cameras and NVR's) for correct operational and programming (include time/date settings).
- Clean cameras lenses & housings as necessary.
- Check lenses for correct focusing & operation of auto-ins and adjust as necessary.
- Check lenses for correct field of view and adjust as necessary.
- Check the satisfactory transmission of images to remote site (where applicable).
- Inspect brackets, housings & associated fittings for corrosion or damage.
- Ensure clamping bolts/brackets are tightened correctly.
- An Xtreme Security & Fire qualified technician will physically check the CCTV System to make sure it is fully operational and report any defects or damage.
- Return system to operational status (where applicable).

- Unlimited Telephone Support.
- Unlimited Remote Desktop Support.
- Full reporting of maintenance visits by email (Log test results).

TERMS AND CONDITIONS - MAIN PROVISIONS-MAINTENANCE & MONITORING

The Xtreme Security & Fire Service and Maintenance plan includes CCTV Surveillance System.

- The following are chargeable for both labor and parts: all visits to faults caused by Acts of God; failure of power supply; fire; damage caused by the customer or by the customers negligence; willful damage by any other person, animal or weather.
- The following are chargeable for both labor and parts: any equipment damaged by vandalism or lightning.
- The following are chargeable for both labor and parts: any equipment that is down at the time this agreement is executed. (If applicable)
 - Does not include Out of warranty equipment. (If applicable)
 - Special provisions of this contract shall include: labor required to replace "out of warranty equipment".
 - Special provisions of this contract shall include: all incidental materials (patch cables, adapters etc.) necessary to make the replacement equipment fully functional.
- The following are chargeable for both labor and parts: any new equipment additions or special projects for each property not in the original proposal.
- Does not include any Bucket trucks, Lifts, hoists, or scaffolding.
- Shall include any and all consultation related services at a discounted rate.
- Shall also include a proposal and recommendation to alleviate the lightning protection issues the Town of City of Rancho Viejo may encounter.
- Payment Terms: Town of Rancho Viejo shall be pay the total of \$2,500.00 yearly contract upfront.

Maintenance Definition: Any repair, service, software support, or general systems operation support for existing equipment of the CCTV Surveillance System, Door Access, Fire and Intrusion Alarm Systems. Xtreme Security & Fire will repair, re-work, configure, and/or replace as needed under the standard hourly pricing for labor in this contract.

Upgrade Definition: A billable upgrade or project will include, but not be limited to adding a new component, piece of hardware to a property to add, enhance, or increase significantly the functionality of the property.

A software upgrade shall be billable at the special negotiated rate only in conjunction with a simultaneous and related hardware upgrade where there was no related or similar hardware or equipment performing that function previously. This upgrade definition shall not include all possible scenarios for upgrades and upgrade billings, but rather shall serve as a guideline only for each party's mutual understanding of its intent

Examples of qualifying upgrades: (this list is only a guide, not a definition for all qualifying upgrades or projects) Adding a new server where there was not a server before

Installing wireless access points property wide Adding new cameras where there was none.

Name of Herson Authorizing

6/3/21

Date

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

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

Revenues

Total	\$ 55,196.00	\$ 55,196.00
Stand Alone Camera	\$ 2,100.00	
Security Devices - Capital		
Police Automobile Equipment	\$ 14,668.00	
Police Automobile	\$ 38,428.00	
<u>Expenses</u>		
Police Forfeiture funds		\$ 3,096.00
OPSG grant		\$ 50,000.00
TDEM reimbursement		\$ 2,100.00



XTREME SECURITY & FIRE

6835 N. Expressway 77 Brownsville, Texas 78526 Phone: 956-504-0811

Fax: 956-504-0699 Lic.B-10256 ACR-1837520

Certifications: HABE, MBE, SBE, VBE, HUB

TO:

Arturo Huerta

DATE: 2/10/2021

RE:

City of Rancho Viejo, Texas

SUBJ:

Pricing for Stand Alone Solar Solution 4G LTE Camera

QUOTE

MODEL

TDSD35

SOLAR SOLUTION WITH 60w SOLAR PANEL &
40amp LITHIUM BATTERY PACK

TDOBIS240-4G

IP 4MP, MICRO SD SLOT, 4G LTE BULLET

LBR

PROFESSIONAL INSTALLATION &
PAC

PROFESSIONAL PROGRAMMING AND CONFIGURATION
WARR

3 YEAR WARRANTY

NOTES:

*This quote is valid for 30 days, which values may be subject to additional charges may apply.

The price of the Solar Camera System is \$2,100.00

Best regards,

Armando Lujano
Project Manager
armando@xtremesecurity.us
956.243.2590



20. April 2021 Financial Report-Town Administrator

21. May 2021 Police Report – Police Chief

RANCHO VIEJO POLICE DEPARTMENT MONTHLY STATISTICAL REPORT

MONTH OF: May 2021

Chief Ro	bert R.	Tyler
<u>No.</u>	<u>Prior</u>	YTE

The same	PENAL CODE:	Area	No.	Prior	The second	\RRES	COMMENTS
	ASSAULT FV	N/S	1	6	7	7	
	THEFT	N/S	2	6	8	0	Fraud T.O. FBI
	HARASSMENT	S	1	1	2	0	
C	RIM TRESPASS	Time and the second	0	5	5	2	
	DWI		0	0	0	0	
	BURGLARY		0	0	0	0	
JU	VENILE OFFENSE		0	0	0	0	
	OSG/HIDTA		0	0	0	0	
FELC	DNY ARREST / VEH		0	1	1	1	
F	ELONY ARREST	S	1	1	2	2	Inv Visual Recording
CR	IMINAL MISCHIEF		0	5	5	0	
	ID THEFT		0	1	1	0	
	POSSESSION		0	2	2	2	
S	SEX OFFENDER		0	0	0	0	
	PUBLIC INTOX	N/S	2	1	3	3	
ILL	EGAL DUMPING		0	5	5	0	
	X 200	TOTAL	7	34	41	17	
<u>II</u> INC	IDENT REPORTS:		<u>NO.</u>	Prior	YTD	Citation	<u>COMMENTS</u>
	Dom Dispute NV	S	2	19	21	0	
	Nghbr Dispute	N/S	6	13	19	1	lose K9
	Suspicious P - V		2	4	6	0	37 Piz Illegal Gam
	Fireworks		0	0	0	0	***
Pr	op Damage -Veh		0	1	1	0	
	Juvenile Disturb		0	0	0	0	
	Minor Crash	N	1	8	9	6	
	Gen. Information		6	5	11	3	
V	Velfare Concern	N	1	3	4	1	
	Lost Proprty		0	0	0	0	
	Phone Scam		0	0	0	0	
	Livestock Dist		0	0	0	0	
	ehicle Impounds		1	2	3	1	
A	larm Residence		0	0	0	0	
	EMS	N/S	4	17	21	0	10-44 N/C
	FIRE	S	1	5	6	0	"
<i>H</i>	Agency ASSIST		0	0	0	0	
		TOTAL	24	77	101	12	
III I	RAFFIC STOPS:		NO.	<u>Prior</u>	The second second second	Collect€	YTD\$
	Citations		45	94	139	6558	15610
	nissed/Compliance		0	0	0		
	TOWN ORD:		NO.	Prior	YTD	41 114	
	Citations		1	2	3		
<u>IV</u> PO	DLICE MILEAGE:						

POLICE MILEAGE:	Starting	Ending	Total	gls	MPG	miles per day
F-11	141191	141,386	195	19	10	6
F17	77328	78,583	1,255	67	19	40
F-18	78451	79,713	1,305	100	15	42
C-20	27776	28226	677	50	14	22
C-13	150140	151132	992	113	9	32
Chev Sedan	21806	22,571	765	40	19	25
Totals			5,189	389	14	28

V CIVIC ENGAGEMENT:

Coffee with the Chief / Rabies Clinic

M CHIEF COMMENTS:

Attended the Chief's Developement Program at Sam Houston State University where topics covered included Racial Profiling, Rules & Regs, & Police Reform. I am glad to report that the RVPD is on the right track, and has trended in both policy and best practices to ensure the absolute best service for our residents. I will also be bringing in Dr Alex Del Carmen after October to review our departments racial fairness practices to ensure maximum protection for the Town.

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

23. Adjourn