



NOTICE OF A PUBLIC MEETING
BOARD OF ALDERMEN
REGULAR MEETING
JANUARY 14, 2025
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 JANUARY 14, 2025, 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 November 26, 2024
6. Consideration/Action on Resolution in Regard to the Petition for Annexation from Miguel Ortiz, Manager for AMPF Development, LLC, concerning ABST 2 - 4.413 Acre Tract out of a certain 70-acre tract, out of a 368.16 Acre Tract in unsubdivided share 1 Espiritu Santo Grant of 1781, (Noriega Plantation) in accordance with Section 2-164 of the Town's Ordinances
7. Comprehensive Plan Update - Danielle Rojas, GrantWorks
8. Consideration/Action on Approval of Proposal for Professional Engineering Services for the Street Repairs Outlined in Road Assessment dated November 2024 in Table 3 through 5 and Drainage Improvements on The Bend and Santa Ana Ave.
9. Consideration/Action of Contract with Building Inspector
10. Review/Approval of Investment Policy
11. Consideration/Approval of a Resolution Ordering the Election for Rancho Viejo, Designation of Election Precincts and Polling Places, Designation of Method of Voting, Submission of Application by Candidates, Appointment of Early Voting Clerk, and Providing for Publication Notice
12. December 2024 Police Report - Police Chief
13. Executive Session: Pursuant to the following Sections of the Texas Government Code: Sections 551.071 and 551.074 to consider the reappointment, employment, evaluation, or duties of the Town Administrator, to consider an extension of the contract with the Town Administrator, and to otherwise discuss with attorneys any matter in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code.
14. Possible action on matters discussed in Executive Session.
15. Adjourn

Fred Blanco

Fred Blanco, Town Administrator



NOTE: Pursuant to Section 551.127, Texas Government Code, one or more Alderman may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.

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 January 10, 2025 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*
Fred Blanco, Town Administrator

1. Call to Order

by Mayor Guerrero

2. Roll Call

by Isabel Perales

Aldерwoman Christi Burnias

Alderman Todd Day

Alderman Mark Johnson

Alderman Marcos Ricoy

Alderman Javier Vera

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Fred Blanco

Police Chief, Robert Tyler.

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:

"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 November 26, 2024

TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
MINUTES OF A REGULAR MEETING
November 26, 2024

A REGULAR MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, was held on November 26, 2024, 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 Guerrero at 6:01 PM.

2. ROLL CALL:

Roll call was made by Isabel Perales, Executive Administrative Assistant.

Members present at the meeting were: Christi Burnias, Todd Day, Mark Johnson, and Marcos Ricoy.

Members absent: Alderman Javier Vera.

A quorum was present at the meeting.

Town Administrator Fred Blanco, and Police Lieutenant Arturo Huerta were also present at the meeting. Legal counsel David Irwin was present via *Teams Meetings*.

Those present in the audience were:

Charles Hoskins	Eduardo Mejia	Jason Martinez	Antonio Guevara
Michael A. Rios	Jorge Cruz	Roberto Valencia	

3. INVOCATION AND PLEDGE:

Mayor Guerrero led the group in the invocation and the pledge of allegiance to the American and Texas Flags.

4. PUBLIC COMMENT:

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to open public comment.

Antonio Guevara presented a letter to the Board about a large pothole on Plantation Drive and Resaca Bend. He mentioned that it has been there for an extended period and the storm water does not drain properly causing long-term effects. He asked the Board to prioritize the repairs. He presented a letter, images and signatures from the neighbors.

Motion was made by Alderman Johnson, seconded by Alderman Day, and unanimously carried, to close public comment.

5. APPROVAL OF MINUTES – REGULAR MEETING OCTOBER 8, 2024:

Motion was made by Alderwoman Burnias, seconded by Alderman Johnson, to approve the minutes of the Regular Meeting held on October 8, 2024, as written. Motion passed with the following vote:
AYES: Alderwoman Burnias, Alderman Day, and Alderman Ricoy.

NAYES: None

ABSTAINING: Alderman Johnson

6. ANNOUNCEMENT - 9TH ANNUAL CHRISTMAS GOLF CART & BIKE PARADE – SATURDAY, DECEMBER 14TH AT 5:00 P.M.:

Town Administrator Fred Blanco announced that we will be having our 9th Annual Christmas Golf Cart & Bike Parade and Posada on Saturday, December 14th at 5:00 P.M. There will be tamales, drinks, music, and more, everyone is welcome. There will be a contest for the best decorated golf carts, bikes and homes.

7. PUBLIC HEARING ON REPLAT REQUEST BY KEILA POSADA, MEJIA & ROSE, REPRESENTATIVE FOR JORGE E. TALAMAS, OWNER OF LOTS 13 & 14, BLOCK 2, RANCHO NUEVO SUBDIVISION PHASE 1, RE-PLAT NO. 2, TOWN OF RANCHO VIEJO, CAMERON COUNTY, TEXAS; TO REPLAT TWO LOTS INTO ONE LOT:

Mayor Guerrero opened the public hearing. Keila Posada from Mejia and Rose, representative for Jorge E. Talamas gave a brief presentation on their request. The request was being made to build a larger home in the future. Town Administrator Fred Blanco stated that the Strategic Planning Committee and the Planning and Zoning Committee both recommended approval of the replat request. Motion was made by Alderman Ricoy, seconded by Alderman Johnson, and unanimously carried, to close the public hearing.

8. DISCUSSION/ACTION ON REPLAT REQUEST BY KEILA POSADA, MEJIA & ROSE, REPRESENTATIVE FOR JORGE E. TALAMAS, OWNER OF LOTS 13 & 14, BLOCK 2, RANCHO NUEVO SUBDIVISION PHASE 1, RE-PLAT NO. 2, TOWN OF RANCHO VIEJO, CAMERON COUNTY, TEXAS; TO REPLAT TWO LOTS INTO ONE LOT:

Motion was made by Alderman Johnson, seconded by Alderman Ricoy, and unanimously carried, to approve the replat request by Keila Posada from Mejia & Rose, representative for Jorge E. Talamas, owner of Lots 13 & 14 Block 2, Rancho Nuevo Subdivision Phase 1, re-plat No. 2, Town of Rancho Viejo, Cameron County, Texas; to replat two lots into 1.

9. PUBLIC HEARING ON REPLAT REQUEST BY FRANCISCO RIOS, RIOS SURVEYING, LLC, REPRESENTATIVE FOR FADI ALFAYOUMI, OWNER OF LOTS 34A & 34B, THE BEND AT RANCHO VIEJO SUBDIVISION, TOWN OF RANCHO VIEJO, CAMERON COUNTY, TEXAS; TO REPLAT TWO LOTS INTO ONE LOT:

Mayor Guerrero opened the public hearing. Town Administrator Fred Blanco stated that the Strategic Planning Committee and the Planning and Zoning Committee both recommended approval of the replat request.

Motion was made by Alderman Johnson, seconded by Alderman Ricoy, and unanimously carried, to close the public hearing.

10. DISCUSSION/ACTION ON REPLAT REQUEST BY FRANCISCO RIOS, RIOS SURVEYING, LLC, REPRESENTATIVE FOR FADI ALFAYOUMI, OWNER OF LOTS 34A & 34B, THE BEND AT RANCHO VIEJO SUBDIVISION, TOWN OF RANCHO VIEJO, CAMERON COUNTY, TEXAS; TO REPLAT TWO LOTS INTO ONE LOT:

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the replat request by Francisco Rios, Rios Surveying, LLC, Representative for Fadi Alfayoumi, owner of Lots 34A & 34B, The Bend at Rancho Viejo Subdivision, Town of Rancho Viejo, Cameron County, Texas; to replat two lots into one lot.

11. ACKNOWLEDGE PETITION FOR ANNEXATION FROM MIGUEL ORTIZ, CONCERNING ABST 2 - 4.413 ACRE TRACT OUT OF A CERTAIN 70-ACRE TRACT, OUT OF A 368.16 ACRE TRACT IN UNSUBDIVIDED SHARE 1 ESPIRITU SANTO GRANT OF 1781, (NORIEGA PLANTATION):

Mayor Guerrero mentioned that this item is to acknowledge the petition for annexation from Miguel Ortiz, Concerning Abst. 2 - 4.413 Acre Tract out of a Certain 70-Acre Tract, out of a 368.16 Acre Tract in Unsubdivided Share 1 Espiritu Santo Grant of 1781, (Noriega Plantation).

Motion was made by Alderman Johnson, seconded by Alderman Ricoy, and unanimously carried, to acknowledge the petition for annexation from Miguel Ortiz, Concerning Abst 2 - 4.413 Acre Tract out of a Certain 70-Acre Tract, out of a 368.16 Acre Tract in Unsubdivided Share 1 Espiritu Santo Grant of 1781, (Noriega Plantation).

12. AUTHORIZE OFFER OF DEVELOPMENT AGREEMENT TO MIGUEL ORTIZ, CONCERNING ABST 2 - 4.413 ACRE TRACT OUT OF A CERTAIN 70-ACRE TRACT, OUT OF A 368.16 ACRE TRACT IN UNSUBDIVIDED SHARE 1 ESPIRITU SANTO GRANT OF 1781, (NORIEGA PLANTATION):

Motion was made by Alderman Ricoy, seconded by Alderwoman Burnias, and unanimously carried to table item# 12.

13. CONSIDERATION/ACTION ON APPROVING CONTRACT WITH ARCHER CONSTRUCTION & DESIGN FOR THE AMERICAN RESCUE PLAN ACT (ARPA) MULTI-USE FACILITY PROJECT:

Jason Martinez from Grantworks gave a brief update and stated that the Town is saving on mobilization costs by aligning the projects with the County.

Motion was made by Alderman Johnson, seconded by Alderman Day, and unanimously carried, to approve the contract with Archer Construction and Design for the American Rescue Plan Act (ARPA) Multi-Use Facility Project, subject to legal review and approval.

14. CONSIDER/ACTION TO AMEND THE ARPA MEMORANDUM OF UNDERSTANDING (MOU) OBLIGATING \$586,681.11 IN AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR THE MULTI-USE FACILITY PROJECT:

Motion was made by Alderman Johnson, seconded by Alderman Ricoy, and unanimously carried, to amend the ARPA Memorandum of Understanding (MOU) Obligating \$586,681.11 in American Rescue Plan Act (ARPA) funds for the multi-use facility project, subject to legal review and approval.

15. CONSIDERATION/ACTION TO AMEND CONTRACT WITH GMS ARCHITECTS, LLC FOR ARCHITECTURAL SERVICES FOR AN AMERICAN RESCUE PLAN ACT (ARPA) MULTI-USE FACILITY PROJECT:

Motion was made by Alderman Day, seconded by Alderwoman Burnias, and unanimously carried, to amend the contract with GMS Architects, LLC for Architectural Services for an American Rescue Plan Act (ARPA) funds for the multi-use facility project, to include amendment to 11.1 for compensation amount of \$58,549.45 and amendment to the Title Page: Change Project of name to "Town of Rancho Viejo Multi-use Facility."

16. CONSIDERATION/ACTION ON APPROVAL OF PROPOSAL FOR THE STREET REPAIR ON SANTA ANA AVENUE:

Town Administrator Fred Blanco stated that the Town received proposals for the Santa Ana Avenue potholes that are part of the storm drain system. They must excavate and replace the street to preserve the drainage.

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the proposal for the street repairs on the 100 block of Santa Ana Avenue. Mayor Guerrero stated that the Town will be executing this project and that the Town will be asking VMUD#2 to pay for half of the project because it has to do with drainage.

17. CONSIDERATION/ACTION ON STREET STUDY BY GUZMAN & MUÑOZ ENGINEERING:

The Board asked Mr. Munoz to look at Resaca Bend and Plantation to find the issues with the standing water and potholes. Mr. Munoz stated that he did make some changes to the report. We are pending a report to derive a maintenance program with the Street Committee.

Motion was made by Alderman Johnson, seconded by Alderman Day, and unanimously carried, to approve the final Street Study Report.

18. CONSIDERATION/ACTION TO DESIGNATE AN AUDITOR FOR FISCAL YEAR ENDING SEPTEMBER 30, 2024:

Town Administrator Fred Blanco stated that the Town received 3 proposals and that he recommended Cascos and Associates, they are willing to keep the same rate for 2 years.

Motion was made by Alderman Ricoy, seconded by Alderman Johnson, and unanimously carried, to approve Cascos & Associates as the Town Auditors at the rate of \$11,000 per year with the possibility of a 2-year extension at the same amount.

19. CONSIDERATION/APPROVAL OF RESOLUTION TO CAST VOTES FOR THE BOARD OF DIRECTORS OF THE CAMERON APPRAISAL DISTRICT:

Motion was made by Alderman Day, seconded by Alderman Ricoy, and unanimously carried, to approve Resolution No. 402 – A Resolution casting the votes for the Board of Directors of the Cameron Appraisal District, to cast a total of 15 votes for Maribel Guerrero.

20. CONSIDERATION/ACTION ON APPROVAL OF PROHIBITED TECHNOLOGIES SECURITY POLICY:

Motion was made by Alderman Johnson, seconded by Alderwoman Burnias, and unanimously carried, to approve the policy Prohibiting Certain Social Media Applications and Technologies Security.

21. CONSIDERATION/ACTION ON CLEANING SERVICES CONTRACT:

Motion was made by Alderman Johnson, seconded by Alderman Day, and unanimously carried, to approve the cleaning services contract with Juan Jesus Garza beginning December 1, 2024, and shall continue a month-to-month basis.

22. CONSIDERATION/ACTION TO APPROVE AIR CONDITIONING/HEATING SYSTEMS SERVICE AGREEMENT:

Town Administrator Fred Blanco stated that the Town received 2 quotes, this agreement is for a one-year term for monthly services. After review, he recommended Sunwave Air Conditioning, LLC.

Motion was made by Alderman Ricoy, seconded by Alderman Day, and unanimously carried, to approve the agreement with Sunwave Air Conditioning, LLC, for air conditioning/heating services for a one-year term, monthly service at \$160.50 per month.

23. SEPTEMBER 2024 FINANCIAL REPORT - TOWN ADMINISTRATOR A. BUILDING COMMITTEE REPORT:

Town Administrator, Fred Blanco went over the details of the September 2024 Financial Report, he answered some questions from the Board. He also went over the September 2024 Building Report.

24. CONSIDERATION/ACTION FOR APPROVAL OF TRIAL PILOT PERIOD FOR TRUSTED DRIVER E-CITATION PLATFORM "TICKET WRITERS":

Police Lieutenant Arturo Huerta and Chuck Hoskins with Trusted Driver gave a brief explanation of the ticket writer platform. The agreement is for \$3,000 per year for 4 years and the 1st year and setup are free. The Police Department can achieve better analytics, file compliance reports and save money on paper citations by switching to an electronic citation system. The use of QR codes can significantly improve the experience for defendants for payment options and court procedures.

Motion was made by Alderman Day, seconded by Alderman Ricoy, and unanimously carried, to approve the trial pilot period for Trusted Driver E-Citation Platform "Ticket Writers".

25. OCTOBER 2024 POLICE REPORT - POLICE CHIEF:

Police Lieutenant Huerta presented the October 2024 Police Report. He added that unit F18 has been sent out to auction.

26. 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 CONFLICTS WITH CHAPTER 551:

Motion was made by Alderman Day, seconded by Alderman Johnson, and unanimously carried, to go into Executive Session at 6:51 PM.

The meeting was reconvened at 6:58 PM.

27. ADJOURN:

Motion was made by Alderman Day, seconded by Alderman Johnson, and unanimously carried, to adjourn the meeting at 6:59 PM.

BY: _____
Fred Blanco, Town Administrator

APPROVED: _____
Maribel B. Guerrero, Mayor

DATE: _____

6. Consideration/Action on Resolution in Regard to the Petition for Annexation from Miguel Ortiz, Manager for AMPF Development, LLC, concerning ABST 2 - 4.413 Acre Tract out of a certain 70-acre tract, out of a 368.16 Acre Tract in unsubdivided share 1 Espiritu Santo Grant of 1781, (Noriega Plantation) in accordance with Section 2-164 of the Town's Ordinances

RESOLUTION NO.

A RESOLUTION SETTING A DATE, TIME, AND PLACE FOR PUBLIC HEARINGS ON THE PROPOSED ANNEXATION OF CERTAIN PROPERTY BY THE TOWN OF RANCHO VIEJO, TEXAS, AND AUTHORIZING AND DIRECTING THE MAYOR TO PUBLISH NOTICE OF SUCH PUBLIC HEARINGS, PROVIDE WRITTEN NOTICE, AND OTHERWISE COMMENCE THE ANNEXATION PROCESS.

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

SECTION 1. On the 11th day of February 2025, at 6:00 o'clock P.M. in the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575, of the Town of Rancho Viejo, Texas, the Board of Aldermen will hold a public hearing giving all interested persons the right to appear and be heard on the proposed annexation by the Town of Rancho Viejo, Texas, of the following described property, to-wit:

ABST 2 - 4.413 ACRE TRACT OUT OF A CERTAIN 70-ACRE TRACT, OUT OF A 368.16 ACRE TRACT IN UNSUBDIVIDED SHARE 1 ESPIRITU SANTO GRANT OF 1781, (NORIEGA PLANTATION)

SECTION 2. On the 18th day of February 2025, at 6:00 o'clock P.M. in the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas 78575, of the Town of Rancho Viejo, Texas, the Board of Aldermen will hold a public hearing giving all interested persons the right to appear and be heard on the proposed annexation by the Town of Rancho Viejo, Texas, of the foregoing property.

SECTION 3. The Mayor of the Town of Rancho Viejo, Texas, is hereby authorized and directed to cause notice of such public hearing to be published once in a newspaper having general circulation in the city and in the above-described territory not more than twenty days nor less than ten days prior to the date of such public hearing, in accordance with the Municipal Annexation Act. The public hearings must be held not more than forty (40) days nor less than twenty (20) days prior to adoption of the ordinance annexing the foregoing property.

SECTION 4. Within the time prescribed for providing the notice of the first public hearing, written notice shall be provided to the applicable public-school district and to any other public entities, private entities, or political subdivisions that contains a description of the area proposed for annexation, any financial impact, and any proposal the Town of Rancho Viejo, Texas, has to abate, reduce, or limit any financial impact.

SECTION 5. The Mayor is authorized and directed to draft a service plan in order for such plan to be available at the public hearings, and to take any other action necessary to commence the annexation process of the foregoing property.

SECTION 6. The following timeline for the foregoing annexation process is hereby adopted and may be amended by the Board at any time subject to Texas law:

AMPF Development, LLC ANNEXATION
PROPOSED TIMELINE

November 26	Acknowledge receipt of petition for annexation. If petition accepted, authorize offer of Development Agreement.
January 14 (Regular meeting)	Proceed if Development Agreement Rejected. Adopt timeline, approve resolution calling for public hearings, and authorize publication of public notices.
One time between January 23 through February 1	Publish notice of first hearing. §43.063. Obtain required affidavit of publication from newspaper. Post notice of first public hearing on Internet Web site. §43.063(c). Send written notice to each public-school district in the area to be annexed. §43.905. Send written notice to railroads with right-of-way in area to be annexed. §43.063(c). Send written notice to “public entities” as added by S.B. 6 (2017). §43.9051(c).
One time between January 28 through February 7	Publish notice of second hearing. §43.053. Obtain required affidavit of publication from newspaper. Post notice of second public hearing on Internet Web site. §43.063(c).
February 7	Post notice of first public hearing under Open Meetings Act.
February 11	Hold first public hearing.
February 14	Post notice of second public hearing under Open Meetings Act.
February 18 (Special meeting)	Hold second public hearing.
March 7	Post notice of annexation ordinance adoption under Open Meetings Act.
March 11 (Regular meeting)	Adopt Annexation Ordinance.

PASSED AND APPROVED this the 14th day of January, 2025.

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF RANCHO VIEJO, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, petition your honorable Body to extend the present city limits so as to include as part of the City of Rancho Viejo, Texas, the following described territory, to wit:

Being a 4.413 acre (192,245 square feet) tract of land situated in Share 1 of the Espiritu Santo Grant, Cameron County, Texas, and being a part of the called 70 acres described in Warranty Deed to 85 Jacaranda Limited Partnership as recorded in Volume 11550, Page 255 (1/4 undivided interest), in Volume 11550, Page 261 (1/2 undivided interest), and Volume 11639, Page 175 (1/4 undivided interest) all of the Official Records of Cameron County, Texas (O.R.C.C.T.), said 70 acre tract described by metes and bounds in Warranty Deed to Miguel A. Ortiz and Miguel Ortiz as recorded in Volume 1075, Page 29, O.R.C.C.T., said 70 acre tract being further described as part of that called 368.16 acre tract (being part of a larger tract commonly referred to as "Noriega Plantation"), described as "Tract No. 2" in Partition Deed to Anita F. de Ortiz as recorded in Volume 714, Page 583, in the Deed Records of Cameron County, Texas (D.R.C.C.T.), said 4.413 acre tract being more particularly described in **Exhibit A**, attached hereto and incorporated herein by reference.

We certify that the above described tract of land is contiguous and adjacent to the City of Rancho Viejo, Texas, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

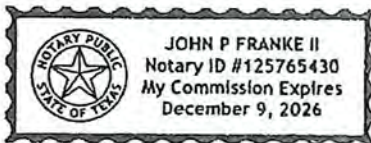
AMPF Development, LLC,
a Texas limited liability company

By: *Miguel A. Ortiz*
Miguel A. Ortiz,
Manager

THE STATE OF TEXAS §
 §
COUNTY OF CAMERON §

BEFORE ME, the undersigned authority, on this day personally appeared Miguel A. Ortiz, Manager of AMPF Development, LLC, a Texas limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 19th day of November,
2024.



[Signature]
Notary Public
State of Texas



EXHIBIT A

LEGAL DESCRIPTION OF 4.413 ACRES

Being a 4.413 acre (192,245 square feet) tract of land situated in the Jose Salvador De La Garza Survey, Abstract No. 2, being part of the Potrero del Espiritu Santo grant of 1781, Cameron County, Texas, and being a part of the called 70 acres described in Warranty Deed to 85 Jacaranda Limited Partnership as recorded in Volume 11550, Page 255 (1/4 undivided interest), in Volume 11550, Page 261 (1/2 undivided interest), and Volume 11639, Page 175 (1/4 undivided interest) all of the Official Records of Cameron County, Texas (O.R.C.C.T.), said 70 acre tract described by metes and bounds in Warranty Deed to Miguel A. Ortiz and Miguel Ortiz as recorded in Volume 1075, Page 29, O.R.C.C.T., said 70 acre tract being further described as part of that called 368.16 acre tract (being part of a larger tract commonly referred to as "Noriega Plantation"), described as "Tract No. 2" in Partition Deed to Anita F. de Ortiz as recorded in Volume 714, Page 583, in the Deed Records of Cameron County, Texas (D.R.C.C.T.), said 4.413 acre tract being more particularly described as follows:

COMMENCING at a 1/2 inch iron rod with plastic cap stamped "M&R" found on the east right-of-way line of Carmen Avenue (a called 55 foot wide right-of-way), being the northwesterly end of a corner clip located at the intersection of the said east line of Carmen Avenue and the northerly line of Resaca Bend (a variable width right-of-way), said Resaca Bend and easterly 25 feet of Carmen Avenue dedicated by The Bend at Rancho Viejo subdivision as recorded in Cabinet 1, Slot 1973B, Map Records of Cameron County, Texas, said point also being the westerly southwest corner of Lot 1 of said The Bend at Rancho Viejo Subdivision;

THENCE South 18 degrees 57 minutes 38 seconds West, crossing over Resaca Drive, a distance of 127.01 feet to a mag nail with "HALFF" washer set for the most southwesterly corner of said The Bend at Rancho Viejo subdivision, said mag nail being on the called centerline of Carmen Avenue, 25 feet west of the east right-of-way line of said Carmen Avenue, having GRID State Plane coordinates referenced to the Texas Coordinate System of 1983, Texas South Zone 4205, displayed in U.S. survey feet of N=16,536,441.79 E=1,293,506.12, and being the **POINT OF BEGINNING** and the northwest corner of the herein described tract;

THENCE departing said centerline of Carmen Avenue, along said south line of The Bend at Rancho Viejo subdivision and the south right-of-way line of Resaca Bend, the following calls:

South 82 degrees 26 minutes 34 seconds East, a distance of 25.00 feet to a 1/2 inch iron rod in concrete found for corner;

North 52 degrees 38 minutes 34 seconds East, a distance of 17.49 feet to a 1/2 inch iron rod found for corner;

South 82 degrees 44 minutes 40 seconds East, a distance of 74.32 feet to a 1/2 inch iron rod found with plastic cap stamped "M&R" for the beginning of a curve to the left having a radius of 50.00 feet and whose chord bears North 75 degrees 10 minutes 06 seconds East, a distance of 37.60 feet;

Northeasterly along said curve to the left, through a central angle of 44 degrees 10 minutes 30 seconds, an arc length of 38.55 feet to a 1/2 inch iron rod found with plastic cap stamped "M&R" for the beginning of a curve to the right having a radius of 139.00 feet and whose chord bears North 64 degrees 08 minutes 41 seconds East, a distance of 53.35 feet;



Northeasterly along said curve to the right, through a central angle of 22 degrees 07 minutes 37 seconds, an arc length of 53.68 feet to a (bent) 1/2 inch iron rod found for the beginning of a curve to the left having a radius of 250.00 feet and whose chord bears North 59 degrees 48 minutes 16 seconds East, a distance of 132.81 feet;

Northeasterly along said curve to the left, through a central angle of 30 degrees 48 minutes 27 seconds, an arc length of 134.42 feet to a 1/2 inch iron rod with cap stamped "M&R" found for the beginning of a curve to the right having a radius of 200.00 feet and whose chord bears North 75 degrees 28 minutes 56 seconds East, a distance of 206.50 feet;

Northeasterly along said curve to the right, through a central angle of 62 degrees 09 minutes 47 seconds, an arc length of 216.99 feet to a 1/2 inch iron rod with cap stamped "M&R" found for the beginning of a curve to the left having a radius of 250.00 feet and whose chord bears South 89 degrees 10 minutes 12 seconds East, a distance of 135.58 feet;

Easterly along said curve to the left, through a central angle of 31 degrees 28 minutes 01 second, an arc length of 137.30 feet to a 1/2 inch iron rod with "HALFF" cap set in concrete on the east line of said 70 acre tract for the northeast corner of the herein described tract;

THENCE South 37 degrees 25 minutes 52 seconds East, departing the south line of said subdivision and said south right of way of Resaca Bend and along the east line of said 70 acre tract, a distance of 230.03 feet to a 1/2 inch iron rod with "HALFF" cap set in concrete being the southeast corner of the herein described tract, from which a 1/2 iron rod found at an angle point in the east line of said 70 acre tract bears South 37 degrees 25 minutes 52 seconds East, a distance of 222.42 feet;

THENCE South 72 degrees 04 minutes 11 seconds West, departing said east line and over and across said 70 acre tract, a distance of 707.19 feet to a 1/2 inch iron rod with "HALFF" cap set in concrete;

THENCE North 82 degrees 44 minutes 40 seconds West, continuing over and across said 70 acre tract, a distance of 146.11 feet to a mag nail with "HALFF" washer set in the west line of said 70 acre tract in the approximate centerline of Carmen Avenue for the southwest corner of the herein described tract;

THENCE North 07 degrees 30 minutes 57 seconds East, along said centerline of Carmen Avenue, same being the west line of said 70 acre tract, a distance of 236.53 feet to the **POINT OF BEGINNING** and containing 4.413 acres (192,245 square feet) of land, more or less.

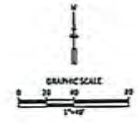
Andrew J. Shafer 10/31/2024
ANDREW J. SHAFER
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS NO. 5017
HALFF, INC.
TBPELS FIRM NO. 10029600



EXHIBIT "A"

THE BEND AT RANCHO VIEJO
CAB. I. P.C. 1973B
M.R.C.C.T.

JOSE SALVADOR DE LA GARZA
SURVEY
ABSTRACT NO. 2



LEGAL DESCRIPTION OF 4.413 ACRES

Being a 4.413 acre (192.345 square feet) tract of land situated in the Jose Salvador De La Garza Survey, Abstract No. 2, being part of the Part as of the Espritu Santo Grant of 1783, Cameron County, Texas, and being a portion of the said 70 acres described in Warranty Deed to Ed Zaparrido Limited Partnership as recorded in Volume 1502B, Page 251 (2nd amended version) in Volume 1502B, Page 251 (2nd amended version), and Volume 1502B, Page 159 (1st amended version) all of the Official Records of Cameron County, Texas, and being 70 acres that described by metes and bounds by Warranty Deed to Ed Zaparrido, A Corp, and Ed Zaparrido, as recorded in Volume 1075, Page 26, O.R.C.C.T., said 70 acres that being further described as part of the said 262.18 acre tract being part of a larger tract commonly referred to as "Hanging Rock", described in "Tract 27" in the Partition Deed to Anna F. de Ocho as recorded in Volume 714, Page 343, in the Official Records of Cameron County, Texas, O.R.C.C.T., said 4.413 acre tract being more particularly described as follows:

COMMENCING at a 1/2 inch iron rod with plastic cap stamped "M&F" found on the east right-of-way line of Carmen Avenue (a total of 82 feet wide right-of-way, being the northwestern end and a corner 036 located at the intersection of the said east line of Carmen Avenue and the north line of the Bend at Rancho Viejo subdivision, and also not being an old established line of Carmen Avenue, 23 feet west of the east right-of-way subdivision as recorded in Volume 1, 2nd 1972B, Map Books of Cameron County, Texas, and part of the same being the westerly surveyed corner of Lot 1 of said The Bend at Rancho Viejo Subdivision.

THENCE South 88 degrees 07 minutes 28 seconds West, crossing over Riosca Drive, a distance of 123.81 feet to a 1/2 inch iron rod with plastic cap stamped "M&F" found on the east line of the Bend at Rancho Viejo subdivision, and also not being an old established line of Carmen Avenue, 23 feet west of the east right-of-way subdivision as recorded in Volume 1, 2nd 1972B, Map Books of Cameron County, Texas, and part of the same being the westerly surveyed corner of Lot 1 of said The Bend at Rancho Viejo Subdivision.

THENCE bearing said continuation of Carmen Avenue, along said south line of The Bend at Rancho Viejo subdivision and the south right-of-way line of Riosca Drive, the following call:

South 82 degrees 28 minutes 24 seconds East, a distance of 35.26 feet to a 1/2 inch iron rod in concrete found in corner;

North 52 degrees 24 minutes 24 seconds East, a distance of 17.19 feet to a 1/2 inch iron rod found in corner;

South 72 degrees 41 minutes 45 seconds East, a distance of 24.32 feet to a 1/2 inch iron rod found with plastic cap stamped "M&F" for the beginning of a curve to the left having a radius of 52.55 feet and whose chord bears North 73 degrees 10 minutes 52 seconds East, a distance of 20.25 feet.

Northwardly along said curve to the left, through a central angle of 61 degrees 10 minutes 32 seconds, an arc length of 38.83 feet to a 1/2 inch iron rod found with plastic cap stamped "M&F" for the beginning of a curve to the left having a radius of 138.25 feet and whose chord bears North 64 degrees 04 minutes 41 seconds East, a distance of 13.82 feet.

Northwardly along said curve to the right, through a central angle of 22 degrees 07 minutes 37 seconds, an arc length of 63.66 feet to a 1/2 inch iron rod found for the beginning of a curve to the left having a radius of 230.50 feet and whose chord bears North 89 degrees 42 minutes 42 seconds East, a distance of 122.81 feet.

Northwardly along said curve to the left, through a central angle of 30 degrees 43 minutes 27 seconds, an arc length of 124.42 feet to a 1/2 inch iron rod with cap stamped "M&F" found for the beginning of a curve to the right having a radius of 205.25 feet and whose chord bears North 73 degrees 29 minutes 02 seconds East, a distance of 208.30 feet.

Northwardly along said curve to the right, through a central angle of 82 degrees 05 minutes 47 seconds, an arc length of 218.18 feet to a 1/2 inch iron rod with cap stamped "M&F" found for the beginning of a curve to the left having a radius of 250.50 feet and whose chord bears South 82 degrees 10 minutes 12 seconds East, a distance of 152.54 feet.

Closely along said curve to the left, through a central angle of 21 degrees 26 minutes 01 second, an arc length of 127.50 feet to a 1/2 inch iron rod with "M&F" cap set in concrete on the west line of said 70 acre tract for the northern corner of the herein described tract.

THENCE South 37 degrees 23 minutes 27 seconds East, departing the north line of said subdivision and said north line of said 70 acre tract and being the west line of said 70 acre tract, a distance of 225.25 feet to a 1/2 inch iron rod with "M&F" cap set in concrete using the southern corner of the herein described tract, from which a 1/2 inch iron rod found at an angle point in the east line of said 70 acre tract bears South 27 degrees 25 minutes 32 seconds East, a distance of 225.43 feet.

THENCE South 73 degrees 04 minutes 31 seconds West, departing said east line and over and across said 70 acre tract, a distance of 267.13 feet to a 1/2 inch iron rod with "M&F" cap set in concrete;

THENCE North 82 degrees 41 minutes 49 seconds West, crossing over and across said 70 acre tract, a distance of 142.11 feet to a 1/2 inch iron rod with "M&F" cap set in concrete on the west line of said 70 acre tract in the approximate continuation of Carmen Avenue for the southern corner of the herein described tract.

THENCE North 07 degrees 30 minutes 07 seconds East, along said continuation of Carmen Avenue, same being the west line of said 70 acre tract, a distance of 226.38 feet to the POINT OF BEGINNING and returning a 4.413 acre (192.345 square feet) tract, more or less.

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND AND COMPLETED ON OCTOBER 20, 2024 AND THAT THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS MANUAL OF PRACTICE REQUIREMENTS FOR A CATEGORY 18, CONDOMINIUM, STANDARD LAND SURVEY.

Andrew S. Dwyer, 193760024
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NUMBER 193760024
TSPS-LS FIRM NO. 10259000



GENERAL NOTES:

1. DATES OF BEARING IS GRID NORTH, ALL BEARINGS AND DISTANCES ARE REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983, TEXAS STATE PLANE SOUTH ZONE (TSPS), AND 83 0911 ADJ, EPOCH 2011.0, ALL DISTANCES AND COORDINATES ARE SURFACE VALUES.
2. ALL MEASUREMENTS ARE IN US SURVEY FEET.

4.413 ACRES
TRACT 27
OUT OF A
70.17 ACRES
83 0911 ADJ
PARTNERSHIP
VOL. 1102B, PG. 251
O.R.C.C.T.

70 ACRES OUT OF A
122.07 ACRES
83 0911 ADJ
PARTNERSHIP
VOL. 1102B, PG. 251
O.R.C.C.T.

317.39 ACRES
OUT OF A
366.17 ACRES
83 0911 ADJ
PARTNERSHIP
VOL. 1102B, PG. 251
O.R.C.C.T.

- LEGEND
- CAD - CANTONET
 - IR - IRON ROD
 - M.R.C.C.T. - MAP RECORDS OF CAMERON COUNTY, TEXAS
 - NO. - NUMBER
 - O.R.C.C.T. - OFFICIAL RECORDS OF CAMERON COUNTY, TEXAS
 - PO. - POLE
 - P.O.B. - POINT OF BEGINNING
 - P.O.C. - POINT OF COMMENCING
 - R.O.W. - RIGHT-OF-WAY
 - S.M.V.M. - SANITARY SEWER MANHOLE
 - ST.M. - STORM MANHOLE
 - SQ. FT. - SQUARE FEET
 - VOL. - VOLUME
 - W.CAP. - WETH CAP
 - 1/2" - 1/2" FOUND IRON ROD (AS NOTED)
 - 1/2" - 1/2" IRON ROD WITH W/ALUFY FINDER
 - 1/2" - 1/2" IRON ROD WITH W/ALUFY CAP IN CONCRETE
 - SON - SON
 - TREE - TREE
 - ASPHALT - ASPHALT
 - SUBJECT TRACT PROPERTY LINE - SUBJECT TRACT PROPERTY LINE
 - BOUNDARY LINE - BOUNDARY LINE
 - CENTER LINE - CENTER LINE

LINE #	BEARING	DISTANCE
L1	S 87°25'47" E	75.00'
L2	N 87°25'47" E	17.00'
L3	S 87°48'47" E	74.23'

CURVE #	BOLTA	RADIUS	CHORD BEARING	CHORD DISTANCE	ARC LENGTH
C1	02°15'27"	50.00'	N 77°18'07" E	17.82'	36.83'
C2	02°15'27"	138.25'	N 82°51'17" E	32.23'	32.84'
C3	03°08'47"	250.50'	N 82°41'18" E	122.81'	124.42'
C4	02°08'10"	205.25'	N 73°25'30" E	208.30'	214.87'
C5	03°17'28"	230.50'	S 89°18'11" E	152.54'	137.50'

STANDARD LAND SURVEY
OF 4.413 ACRES OUT OF A 70 ACRE IN THE
JOSE SALVADOR DELA GARZA SURVEY,
ABSTRACT NO. 2
PART OF THE ESPRITU SANTO GRANT
CAMERON COUNTY, TEXAS



REVISION	DATE	DESCRIPTION

PROJECT NO.	MINORS
DATE	
DRAWN BY	LS
CHECKED BY	CS
SHEET TITLE	LAND SURVEY

7. Comprehensive Plan Update - Danielle Rojas, GrantWorks

8. Consideration/Action on Approval of Proposal for Professional Engineering Services for the Street Repairs Outlined in Road Assessment dated November 2024 in Table 3 through 5 and Drainage Improvements on The Bend and Santa Ana Avenue

ATTACHMENT "E"
TASK ORDER FORM

TOWN OF RANCHO VIEJO
PROFESSIONAL ENGINEERING SERVICES Task Order No. P972-01

GMES Project No.:	P972	Date:	January 14, 2025																					
Consultant Task Order No.:	05																							
FROM: Town of Rancho Viejo Maribel B. Guerrero, Mayor 3301 Carmen Avenue Rancho Viejo, Texas Office (956) 350-4093		TO: Guzman & Muñoz Engineering and Surveying Jose L. Muñoz, PE, SIT, President 2020 E. Expressway 83 Mercedes, Texas 78570 Office (956)565-4637																						
Project Description: Prepare plans and specifications for headers, reconstruction, and maintenance of streets as outlined in Road assessment dated November 2024 in Table 3 thru 5 - Drainage Improvements on The Bend and Santa Ana Streets																								
<table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;">TASK</th> <th style="text-align:left;">Description</th> <th style="text-align:right;">Amount</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>Street Header Curbs</td> <td style="text-align:right;">\$ 44,300.00</td> </tr> <tr> <td>II</td> <td>Cul-de-sac Header Curbs</td> <td style="text-align:right;">\$ 21,000.00</td> </tr> <tr> <td>III</td> <td>Reconstruction</td> <td style="text-align:right;">\$ 68,400.00</td> </tr> <tr> <td>IV</td> <td>Seal Coat/Maintenance Program</td> <td style="text-align:right;">\$ 32,400.00</td> </tr> <tr> <td>V</td> <td>The Bend/Santa Ana Drainage Improvements</td> <td style="text-align:right;">\$ 13,600.00</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">TOTALS</td> <td style="text-align:right; padding-top: 10px;">\$ 179,700.00</td> </tr> </tbody> </table>				TASK	Description	Amount	I	Street Header Curbs	\$ 44,300.00	II	Cul-de-sac Header Curbs	\$ 21,000.00	III	Reconstruction	\$ 68,400.00	IV	Seal Coat/Maintenance Program	\$ 32,400.00	V	The Bend/Santa Ana Drainage Improvements	\$ 13,600.00	TOTALS		\$ 179,700.00
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List of Attachments to be Included with every Task Order																								
<p>List of Attachments:</p> <p>Attachment "A" - Services to be Provided by the Owner (Same as outlined in the Main Contract - Upon request.)</p> <p>Attachment "B" - Services to be Provided by the Engineer</p> <p>Attachment "C" - Work Schedule</p> <p>Attachment "D" - Tasks Budget (Not to Exceed Amount) \$400,000</p> <p>Attachment "E" - Construction Cost Estimate (If applicable)</p>																								
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Town of Rancho Viejo

BY: _____

TITLE: _____

DATE: _____

GUZMAN & MUNOZ ENGINEERING AND SURVEYING, INC

BY: 
Jose Muñoz, P.E.

TITLE: PRESIDENT

DATE: 1/14/2025

9. Consideration/Action of Contract with Building Inspector

AGREEMENT FOR BUILDING INSPECTOR SERVICES

AGREEMENT made on January 14, 2025, 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 Moises Navarro, of 1809 E. Jackson Street, Harlingen, Texas 78550, 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 a building construction professional 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 in 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 January 14, 2025. 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 hereto 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 the 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 the 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 the Consultant's time schedule without decreasing the effectiveness of the 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 assignments, 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 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 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 the Town of Rancho Viejo, Texas, on the 14th day of January 2025.

Building Inspector

Town of Rancho Viejo

Moises Navarro

Maribel B. Guerrero, Mayor

INSPECTION FEES

January 2025

GENERAL

Foundation concrete/rebar (needs Forms Survey at Town Hall)	\$ 20-115
Framing and roof	\$ 20-115
Insulation	\$ 50
Concrete flat work driveway and pipe - sidewalk	\$ 40
Building Final and Certificate of Occupancy	\$ 20-115

PLUMBING

In ground	\$ 20-115
Rough-in	\$ 20-115
Sewer tie in and water	\$ 40
Final	\$ 20-115

ELECTRICAL

Temporary Power	\$ 30
Rough-in	\$ 20-115
Working clearance	\$ 35
Final	\$ 20-115

HVAC

Rough-in and duct work	\$ 20-115
Final	\$ 20-115

ROOFING

Check material	\$ 25
Final	\$ 25

WALLS AND FENCES

Beginning	\$ 40
Final	\$ 40

RETAINING WALLS AND DOCKS

Beginning	\$ 30
Final	\$ 30

SWIMMING POOL

Initial	\$ 30	
Bonding and rebar (plumbing)	\$ 30	X3
Final	\$ 30	

SOLAR PANELS

Beginning	\$ 30-50
Final	\$ 30-50

INSPECTION FEES

January 2025

STR SHORT TERM RENTALS	
SPRINKLER	\$ 25
GENERATOR	\$ 50
GAS LINE	\$ 25
PROPANE TANK	\$ 40
GAZEBO	\$ 40
MAILBOX	\$ 20
RED TAG	\$ 30
STOP WORK	\$ 60
Plus \$10.00 per permit issued	\$ 10
Plus mileage	

X-Small new up to 1,500 square feet of living area	\$ 20
Small new up to 2,000 square feet of living area	\$ 30-35
Medium new up to 3,000 square feet of living area	\$ 45-55
Large new up to 4,000 square feet of living area	\$ 65-75
X-Large new up to 5,000 square feet of living area	\$ 85-95
XX-Large new 5,001 square feet & over of living area	\$ 105-115

(square footage includes interior and exterior living areas)

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.

Accounts established under 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 Plains Capital Bank.
2. The investment officer is the Town Administrator, 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 Plains Capital 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.

11. Consideration/Approval of a Resolution Ordering the Election for Rancho Viejo, Designation of Election Precincts and Polling Places, Designation of Method of Voting, Submission of Application by Candidates, Appointment of Early Voting Clerk, and Providing for Publication Notice

RESOLUTION NO.

A RESOLUTION ORDERING THE ELECTION FOR RANCHO VIEJO, DESIGNATION OF ELECTION PRECINCTS AND POLLING PLACES, DESIGNATION OF METHOD OF VOTING, SUBMISSION OF APPLICATION BY CANDIDATES, APPOINTMENT OF EARLY VOTING CLERK, AND PROVIDING FOR PUBLICATION NOTICE

WHEREAS, an election is hereby ordered for the purpose of voting for one (1) Mayor and two (2) Aldermen for a two year term for the Town of Rancho Viejo.

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

SECTION 1. That the Order of Election for the Town of Rancho Viejo, Texas, signed by Mayor Maribel B. Guerrero and members of the Board of Aldermen dated January 14, 2025, for the election to be held on May 3, 2025, is hereby ratified and adopted in all respects.

SECTION 2. Said election is to be held on Saturday, May 3, 2025, between the hours of 7:00 A.M. and 7:00 P.M. for qualified electors residing within the incorporated area of the Town of Rancho Viejo, and notice is further given that the polling place for such election is hereby designated as the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas. Method of Voting shall be by paper ballots, Express Vote Voter Assist Terminal, Version 4.2.1.0 and DS200 Scanner (precinct counter), Version 3.0.0.0.

SECTION 3. Application by candidates for the offices for which the herein described election is called, shall address application for a place on the ballot to the Town Administrator of the Town of Rancho Viejo, Texas and said application shall be accompanied by the statutory oath of candidate for election as provided by the Texas Election Code, and said application shall be filed with the Town Administrator at the Town Municipal Office, 3301 Carmen Avenue, Rancho Viejo, Texas. The first day for filing said application is Wednesday, January 15, 2025, and the last day for filing said application is Friday, February 14, 2025, at 5:00 P.M.

SECTION 4. The Town Administrator or his deputy is hereby appointed Clerk for Early Voting, which Early Voting shall be held at the Town Municipal Office located at 3301 Carmen Avenue in Rancho Viejo, Texas. The period to vote early in person at the Town Administrator's Office is Tuesday, April 22, 2025, through Friday, April 25, 2025, (9:00 A.M. to 7:00 P.M.) Saturday, April 26, (10:00 A.M. to 5:00 P.M.) Monday, April 28 through Tuesday, April 29, 2025 (9:00 A.M. to 7:00 P.M.).

Application to vote by mail shall be addressed to the Town Administrator, Town of Rancho Viejo, 3301 Carmen Avenue, Rancho Viejo, Texas 78575. Applications for ballot by mail or electronic submission of a scanned application must be received no later than the close of business on Tuesday, April 22, 2025. Electronic submission of a scanned application with an original signature shall be e-mailed to townhall@ranchoviejotexas.com.

SECTION 5. Any person who wishes to be a write-in candidate must make a declaration of write-in candidacy pursuant to Chapter 146 of the Texas Election Code and in compliance with said law, no write-in vote will be counted unless the name written in appears on the list of write-in candidates as required by Chapter 146 of the Texas Election Code.

SECTION 6. Notice of the election order by the Mayor and Board of Aldermen of the Town of Rancho Viejo, Texas shall be given by publication in the SAN BENITO NEWS one time.

PASSED, ADOPTED AND APPROVED this the 14th day of January 2025.

Maribel B. Guerrero, Mayor

ATTEST:

Fred Blanco, Town Administrator

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Fred Blanco

Name of Early Voting Clerk
(Nombre del Secretario/a de la Votación Adelantada)

3301 Carmen Ave

Address (Dirección)

Rancho Viejo 78575

City (Ciudad) Zip Code (Código Postal)

(956) 350-4093

Telephone Number (Número de teléfono)

townhall@ranchoviejotexas.com

Email Address (Dirección de Correo Electrónico)

www.ranchoviejotexas.com

Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

04 / 22 / 2025
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

04 / 22 / 2025
(date)(fecha)

Issued this 14 day of January, 20 25
(day) (month) (year)

(Emitada este día 14 de Enero, 20 25.)
(día) (mes) (año)

Signature of Mayor (Firma del Alcalde)

**ORDER OF GENERAL ELECTION FOR MUNICIPALITIES
 ORDEN DE ELECCIÓN GENERAL PARA MUNICIPIOS**

An election is hereby ordered to be held on 05 / 03 /2025 for the purpose of voting on:

(Por la presente se ordena celebrar una elección el 05 / 03 /2025 con el propósito de votar sobre.)
(date) (fecha)

List Offices/Propositions/Measures on the ballot (*Enúmere los puestos/proposiciones/medidas oficiales en la boleta*)

one (1) Mayor and two (2) Aldermen for a two year term
uno (1) alcalde y dos (2) concejales por un periodo de dos años

Early voting by personal appearance will be conducted each weekday at:
 (La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
Town Municipal Office 3301 Carmen Ave, Rancho Viejo, Texas 78575	04/22/25 through 04/29/25, Mon-Fri, 9 a.m. to 7 p.m. 04/26/25, Saturday 10 a.m. to 5 p.m.

Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
NONE	NOT APPLICABLE

Early voting by personal appearance will be conducted each weekend at:
 (La votación adelantada en persona se llevará a cabo en el fin de semana en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
NONE	NOT APPLICABLE

Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
NONE	NOT APPLICABLE

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Fred Blanco
Name of Early Voting Clerk
(Nombre del Secretario/a de la Votación Adelantada)

3301 Carmen Ave
Address (Dirección)

Rancho Viejo 78575
City (Ciudad) Zip Code (Código Postal)

(956) 350-4093
Telephone Number (Número de teléfono)

townhall@ranchoviejotexas.com
Email Address (Dirección de Correo Electrónico)

www.ranchoviejotexas.com
Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBMs) must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

04 / 22 / 2025
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

04 / 22 / 2025
(date)(fecha)

Issued this 14 day of January, 20 25
(day) (month) (year)

(Emitida este día 14 de Enero, 20 25.)
(día) (mes) (año)

Signature of Mayor (Firma del Alcalde)

Signature of Councilperson
(Firma del Concejal)

Signature of Councilperson
(Firma del Concejal)

Signature of Councilperson
(Firma del Concejal)

Signature of Councilperson
(Firma del Concejal)

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Signature of Councilperson
(Firma del Concejal)

Signature of Councilperson
(Firma del Concejal)

12. December 2024 Police Report - Police Chief



RANCHO VIEJO POLICE DEPARTMENT
MONTHLY STATISTICAL REPORT
 MONTH OF: December 2024
 Chief Robert R. Tyler



I	PENAL CODE:	SECTOR	No.	Prior	YTD	ARST	COMMENTS
	SEXUAL ASSAULT				2		
	STALKING				1		
	ASSAULT FV		1		8		uncooperative victim
	HARASSMENT				2		
	BURGLARY HAB				1		
	BURLGARY VEH				6		
	THEFT (M)		1		3		
	THEFT (F)		1		9		theft of firearm
	FRAUD/CREDIT			2	7		
	CRIMINAL MISCHIEF				4		
	POSSESSION (M)			9	4		
	POSSESSION (F)				9		
	Endangering Child						
	Indecency W/A Child						
	BAIL JUMPING FTA						
	DWI						
	Public Intox						
	DUTY STRIKING FIXT						
	CRIMINAL TRESPASS		1		2		warning only
	UNLAWFUL RESTRT						
		TOTAL	4	11	58	15	
II	INCIDENT REPORTS:	SECTOR	NO.	Prior	YTD	Citation	COMMENTS
	DOMESTIC NV		2	4	15		
	Civil Dispute		2	4	23		
	WELFARE CHECK		2	1	23		
	Traffic Accident		1	1	12		golf cart accident/minor
	Neighbor Disturbance				2		
	DIST (Music) (K9)		7	3	35		6-music 1-K9
	Natural Death Report			1	3		
	Suspicious V/P		10	8	79		1-vehicle 9-person
	LOST/FOUND PROP		1	2	9		recovered lost iphone
	LIVESTOCK DIST						
	VEH IMPOUNDMENTS				10		
	ALARM RESIDENTIAL		14	8	87		
	EMS		5	7	38		
	FIRE		1		2		electrical fire
	Agency ASSIST				11		SO w/ disturbance
		TOTAL	45	39	349	0	
III	TRAFFIC STOPS:		NO.	Prior	YTD	Collect	Warrants Issued
	Citations		14	419	433	\$6,946	0

IV	TRAFFIC WARRANTS		NO.	CLRD	DIFF		
	WARRANTS		0	10	9		

V	SPEED TRAILER						
	AVENUE	POSTED		AVG.		TOP	
	CARMEN	25		25		0	Carmen Study
	CARMEN	35		0		0	
	MORELOS	25		0		0	
	TESORO	25		0		0	
	ESCANDON	25		0		0	
	SANTA ANA	25		0		40	
	SANTA ANA	15		0		0	
	ZAPATA	25		0		0	
	BALBOA	25		0		0	
	PIZARRO	25		0		0	
	CORTEZ	25		0		0	
	BOLIVAR	25		0		0	
	EL DORADO	25		0		0	
	RANCHO NUEVO	25		0		0	
	ALVARADO	25		0		0	
	HIDALGO	25		0		0	
	DELEON	25		0		0	
		25		0		0	

VI	POLICE MILEAGE:	Starting	Ending	Total	Gls	MPG	Miles Per Day
	C-21	81159	83611	2452	168.9	14.5	
	F21 (OPSG)	31,616	32873	1,257	86	15	
	C-20 (OPSG)	107411	108429	1018	85.9	11.8	
	C13	48,027	48344	317	24	13.4	
	F17	120,329	121887	1,558	109	14	
	Totals	77708.4	79,029	6,602	473	14	

VII CHIEF'S COMMENTS

-Missings person reported on the 70th block of Pizarro Ave./ later found in Brownsville
 - Animal Bite 300 block of Tesoro Ave. (cat quarantined)
 - Golf cart accident / 14 year old juvenile driving 13 year old transported to hospital with laceration to the forehead / both parents at scene

STEP Grant Fuel Consumption
 F-21 34.3 gl
 F-17 10.9 gl
 C-21 14.1 gl

Radar Stats for Carmen Ave 25mph
 14,295 total vehicles
 85 Percentile total vehicle= 12,151
 85 Percentile speed = 30.4 **Average speed = 24.2 mph**

Violations by Filed Date...			
TRAFFIC	14		
STATE LAW	0		
Total Filed Violations		14	
Completed Cases...			
Paid Fine...			
TRAFFIC	12		
STATE LAW	2		
Total Paid Fines		14	
Before Judge...			
TRAFFIC	9		
STATE LAW	0		
Total Before Judge		9	
Total Completed		23	
Other Completed...			
DISMISSED DSC SECTION 1			
TRAFFIC	1		
STATE LAW	1		
Total		2	
DISMISSED AFTER DEFERRED ADJ.			
TRAFFIC	11		
STATE LAW	2		
Total		13	
DISMISSED/PRESENTED INSURANCE			
TRAFFIC	2		
STATE LAW	0		
Total		2	
DISMISSED/COMPLIANCE			
TRAFFIC	2		
STATE LAW	0		
Total		2	
Total Other Completed		19	
Grand Total Completed		42	
Net Difference Filed/Complete		28-	
Warrants...			
Issued...			
TRAFFIC	0		
STATE LAW	0		
Total Violations		0	
Total Warrants Issued		0	
Cleared...			
TRAFFIC	6		
STATE LAW	4		
Total Violations		10	
Total Warrants Cleared		10	
Change in Total Warrants		10-	
Other Paid Cases...			
Paid Fine...			
Total Other Paid Fines		35	
FINE FINE			
CCC20 CCC 2020	\$2,643.00		
TFC TFC	\$2,188.38		
AR ARREST FEE	\$62.85		
STF19 STATE TRAFFIC FEE	\$181.44		
LMCBSF Local Building Security Fund	\$1,047.66		
LTPDF Local Truancy Prevention Fund	\$172.97		
LMCTF Local Court Technology Fund	\$176.44		
LMJF Local Municipal Jury Fund	\$141.19		
TP-L TIME PAYMENT PLAN - LOCAL	\$3.55		
TP-L-C TIME PAYMENT - LOCAL EFFICIENT	\$88.71		
TP-S TIME PAYMENT PLAN - STATE	\$22.17		
TLFTA2 OMNI BASE STATE	\$110.90		
TLFTA3 LOCAL OMNI BASE FEE	\$2.84		
CCC04 CONSOLIDATED COURT FEES	\$2.84		
CTF COURT TECHNOLOGY FUND	\$1.90		
SJRF STATE JURY FEE	\$4.00		
JFCI Judicial Fee- City	\$4.00		
JFCT2 Judicial Fee-State	\$0.60		
IDF Indigent Defense Fee	\$5.40		
TPF TRUANCY PREVENTION FUND	\$2.00		
CJFS Civil Justice Fee State	\$2.00		
CJFC Civil Justice Fee Court	\$0.09		
WRNTFE WARRANT FEE	\$0.01		
AF ADMINISTRATIVE FEE	\$33.90		
Total Fees/Fines Paid	\$10.00		
	\$6,946.00		

13. Executive Session: Pursuant to the following Sections of the Texas Government Code: Sections 551.071 and 551.074 to consider the reappointment, employment, evaluation, or duties of the Town Administrator, to consider an extension of the contract with the Town Administrator, and to otherwise discuss with attorneys any matter in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with Chapter 551 of the Texas Government Code

14. Possible action on matters discussed in Executive Session

15. Adjourn