

City of Kingsville
Staff Report
(A Publication of the City Manager's Office)
Monday, January 28, 2013



Famous Last Words

“Let us pass over the river and rest under the shade of the trees.”
Thomas “Stonewall” Jackson (1824-1863), a victim of friendly fire.
www.famousquotes.me.uk

“Friends applaud, the comedy is over.” Ludwig van Beethoven (1770–1827). www.famousquotes.me.uk

CITY MANAGER (Courtesy of Vince Capell, City Manager)

Employee “Good Job Award!!” Comes to Kingsville City Government

This week the City Manager, HR Director and Risk Manager launched a new and easy-to-manage employee recognition award called the “Good Job Award!!” The “Good Job Award!!” recipient will be identified and recognized in each Staff Report, meaning that there will be approximately 24 Award recipients annually. City employees who believe a coworker qualifies to be recognized for a special work performance, act of kindness, or helpfulness should simply communicate this to their department director who will then communicate the information to the HR Director. Compliments from customers should be handled in the same way. Once the Award recipient is finalized we’ll need a digital photo and that’s it. Done! It may be that not everyone who is recommended can be recognized, but we will do the best we can to recognize those employees who appear to be most deserving of the “Good Job Award!!”. Generally, the award recipients will be recognized in the order received.

And The First “Good Job Award!!” Goes to.....

The City Manager and Director of Planning and Development Services are pleased to announce that the first **Good Job Award!!** goes to **Cindi Flores-Falcon**.



Cyndi Flores – Falcon is a new Community Appearance Inspector who has made an immediate and positive impact. Her commitment to her job was made evident in a recent abatement case at 919 W. Lee, which the neighboring resident contacted us saying “Cyndi tenaciously took on the filthy environment next door. She called me almost daily with updates which I relayed to the wonderful lady who lives directly across the street.”

Cyndi’s commitment and leadership role in the clean-up provided the neighborhood with a higher quality of life and will have a lasting impact on those neighboring property owners that had been affected by the unsanitary conditions for quite some time. The resident who wrote to us concluded by saying “I’ve met a lot of people in my life,



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but Cyndi Flores has to make the top five on my list of people who put every bit of their energy and professionalism into their jobs.” Congratulations Cyndi. Mike Kellam

FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director)

The “Abacus” is considered the origin of the calculator.

Finance Administration Division



The Finance Department has been doing double duty as is common in the month of January with various Quarterly and Year End reports due to the State and Federal Government. Payroll has the W2- Wage and Tax Statement's to prepare by month end and a 941 Employer's Federal Tax return to submit. Accounts Payable has the 1099 Miscellaneous forms to send out to qualifying vendors and to the Internal Revenue Service. Additionally, several Grants have reports due as well.

Accounts Payable - Sally Saenz will be out of the office for the next few weeks. Please forward your corresponding emails pertaining to invoices and payment requests to James Bryson at jbryson@cityofkingsville.com and/or Terri Vasquez at tvasquez@cityofkingsville.com. We will strive to maintain the same level of customer service and meet the same deadlines for payment processing as we do normally. We appreciate your understanding and cooperation during this staffing absence.

Payroll: The following two patches were added to the Incode system in the month of January. The first patch increased the FICA tax from 4.2% to 6.2% and was in effect for the first payroll of the new year. The second patch concerned the tax tables and withholdings. It was in effect as of the January 17th, payroll. Both changes were in response to new legislation passed by the Federal Government.

Payroll – FICA employee withholding reverted to 6.2% for 2013 payroll and the FICA maximum increased to \$113,700.

Time Clock Plus Software - We appreciate everyone's effort toward fully utilizing this software. There have been a few issues with the implementation mostly having to do with lost time punches as a result of power failures and with some individual's ability to access the program. Each time a situation is brought forward it enables us to fine tune the process and build an additional safeguard in the system.

Outside Audit by John Womack & Co. P.C. - has started its annual audit of the City's financial records which the Finance Department uses for Comprehensive Annual Financial Report (CAFR) preparation. The 4 auditors (Luke Womack, Margaret Kelly, Greg Wallace and Louie Longoria) arrived January 9th and are scheduled to be here through Mid-March. As part of the audit process, the auditors will render an opinion on the CAFR prepared by the City of Kingsville's Financial Department. A CAFR is a set of U.S. government financial statements comprising the financial report of a state, municipal or other governmental entity that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB).

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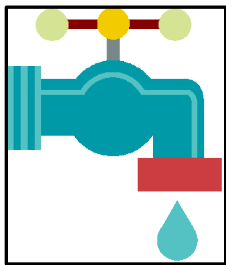


Certificates of Obligation - On January 14th, the City Commission approved the authorization of the “City of Kingsville, Texas Certificates of Obligations, Series 2013” and approved all other matters relating to the issuance of the certificates of obligation. Additionally, authorization of the “City of Kingsville, Texas Limited Tax Refunding Bonds, Series 2013”, a purchase contract; a paying agent/registrars agreement; and all other related matters was approved. Lastly, several Budget Amendments pertaining to Police, Engineering, and the City Administration were considered and approved by the Commissioners.

This issuance of Certificates of Obligation (C.O.) was the first time the City has utilized a competitive bond sale method. The process allowed for competitive bids producing the lowest cost of funds. Mark Rushing, Courtney Alvarez, and James Bryson watched the on-line bidding process and took part in the conference call with First Southwest. Only after the due time designated for the close of the bid can the actual bid including the interest rate be seen by anyone. Once the bids are received, the winning bid is evaluated to ensure it meets the required bid specifications. Once the winning bidder or bidders have been determined the City is asked to provide the winning bidder with a “verbal award” subject to the approval of the City Commission at their meeting. If the City accepts a competitive bid, **it must be the bid with the lowest true interest cost.** The City does not have the discretion to take the second, third, etc., bid. The City does have the right to reject all bids.

The Certificate of Obligation 2013 is for Street Maintenance/Improvements \$965,000, Drainage Projects \$4,265,000 in new money totaling \$5,230,000. This has a 20 year debt structure with an interest rate of 2.49%. The other part of the Certificate of Obligation is for refunding \$1,260,000 of Certificate of Obligation 2002A. This refunding debt service has an 11 year debt structure with an interest rate of 1.49%. The City was able to receive a \$125,776.25 savings by refunding the CO 2002A at this time. Significant factors contributing to the favorable results in the CO 2013 issue is directly attributed to the recent re-rating by Standard & Poor's the City of Kingsville received earlier this month. The City received an “A+” Stable outlook with a 2 year perspective.

Utility Billing Division



Fun Fact - An automatic dishwasher uses approximately 9 to 12 gallons of water while hand washing dishes can use up to 20 gallons.

http://www.co.washoe.nv.us/water/wtrconservation/water_facts

New Accounts Receivable Software Tracking Amounts due to City - The Collections Manager discussed the revenue amounts being generated by the use of the A/R packet when it comes to outstanding weed liens, abatement of noxious matter liens, and demolitions. The Collections Manager discussed the abatement of noxious matter spreadsheet that is maintained to ensure the required timeline is followed in order to file the liens and then manually input the liens onto the Accounts Receivable packet for further billing. The Abatement of Noxious Matter liens information as of January 15th is as follows:

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Noxious Matter Collections and Liens - Liens filed 58 @ a value of \$33,754.89 / Liens pending filing 24 @ a value of \$7,436.93 / Voided 2 @ value of \$171.97 / Amount collected from FY 11-12 @ \$718.97 / Amount collected from FY 12-13 (so far) @ \$1,911.39
Weed Collections and Liens - Weed lien invoices sent from October 15th, 2012-January 15th, 2013 is at 516 in the amount of \$193,919.21. The number of payments collected during the same time frame is 23 at \$5,024.09.

Demolition Payment Plan Agreements and Collections – Total agreements from October 15th, 2012-January 15th, 2013 is at 11 in the amount of \$12,574.91. Ten of the eleven payment plans are paying as agreed and so far the revenue is at \$1,467.00.

Storm Water Fees - The Utility Billing Division reminds the public that the final passage of the Storm Water fee was approved by commissioners on September 17th, 2012 Special Meeting. The flat rate for residential services is \$1.25 month (\$15 per year) and for commercial properties it will be dependent on the number of ERU units per parcel using the Appraisal District information (provided by HDR Engineering). This fee became effective October 8, 2012.

Paving liens - The Collections Manager would like to remind all that the deadline to receive the principal amount of any paving lien is March 12, 2013 to qualify for the interest abatement program. The Collections Manager requests that when calling in for a payment over the phone or paying in person that the correct paving job number is provided to the cashier. The Utility Billing office accepts Visa and/or MasterCard, checks, money orders, and cash and the Visa and MasterCard payment can be made over the phone at no cost to the customer. Once full payment is received, a release of lien will be processed that must be recorded at Kleberg County. A notice was mailed to all outstanding paving lien property owners to remind them of the deadline the week of January 14th, 2013.

What's New at Utility Billing? - The Utility Billing Division of Finance is working with the Municipal Court Division to cross-train two of employees. Effective January 7th, 2013, Gina Salinas came to Utility Billing from Municipal and Victoria Cavazos came from Collections to Municipal. Also a "welcome back" is in order. Rosa Vela, formerly a Customer Service Representative at Utility Billing comes back to the City of Kingsville as a Customer Service Representative for Utility Billing Rosa Vela reported to the Utility Billing Department on January 14, 2013 for training and then reported to Municipal on Wednesday, January 16th, 2013 for training at that department. Both managers from each department will share Rosa Vela's services equally.



Gina Salinas



Rosa Vela

Water Billing Statements - The January billing statements included the revised Holiday Trash Schedule for the full year as well as a comment about special pick up schedules for the Dr. Martin Luther King Holiday.

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Additional duties - The Collections Manager continues to address any additional issues or other projects and reports requested by other departments while also making sure all monthly collections reports are completed in a timely manner and ensuring that our customers receive the best possible customer services.

Municipal Court Division

The Kingsville Municipal Court operations are committed to providing quality customer service to all who appear in the court while we diligently execute the administrative duties of the Municipal Court as set forth by law. We promise to be innovative in creating methods and techniques that allow us to be more responsive to the needs of the public.



The Municipal Court is the judicial branch of the government of the City of Kingsville. The courts adjudicate Class C misdemeanor cases most of which are criminal, including traffic, city ordinance, state code, juvenile, parking and disabled parking. It is committed to administering justice in a fair, efficient, and timely manner. Court services are increasingly available online, by telephone, and through the mail which contributes to compliance in a customer service and eco-friendly way.

Enforcing City and State Laws - During this period of court business December 27, 2012 through January 15, 2013, there were a total of 142 new cases filed. Of these new cases, the Kingsville Police Department filed 76 new traffic violations, 10 new state law charges, and there were 42 Failure to Appear violations filed by the state office. The City Community Appearance and Health Departments filed 14 new city ordinance violations. Prior to the January 15, 2013 court hearing, there were 78 cases resolved, 193 payments made by the plan orders with 144 warrant orders cleared from the court system. With cases being settled through the court with payment plan orders and the execution of warrants, a sum of \$45,334.32 was collected during the period of December 27, 2012 through January 15, 2013.

Cases Heard-During this Update - January 3, 2013 court session included 283 cases (143 people) and in addition 5 inmates were transported to the court for a hearing. During this hearing, 38 defendants made court appearance. Out of the 283 cases; disposition are as listed as 47 cases were granted payment plans, 1 case granted 90 day probation for clean record, 1 cases reset for a Trial hearing, 35 cases reset for a new court date. A total of 16 cases were closed by full payment and 7 cases were dismissed upon compliance and finding of not guilty. By order of the court 163 cases were forwarded to the warrant department for orders of arrest and state new charges of failure to appear before the court.

Special Thanks to Our Police Officers - To the Kingsville Police Department Chief Torres and his Staff for the court security provided January 3, 2013: Officer J. Crawford #83, Officer S. Flores #98, and Officer E. Perez #71.

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Court Staffing Changes - To the City Court office staff, Joel Ramirez, Gina Salinas and Victoria Butler for the amazing team work. The Court welcomes Victoria Cavazos & Rosa Vela as new staff members.



Vicki Cavazos



Rosa Vela

Warrant Section: Enforcing Execution of Warrant Orders - The City of Kingsville Municipal Court has contracted with the Texas Department of Public and Safety for its Omni base Program. This program prevents individuals with unpaid warrants from being able to renew their Driver's License until they have paid their outstanding warrants.

What is a Warrant? - Case pending in this court.

Coming Soon! - The City is seeking proposals from outside firms for Municipal Court collection services. See the City of Kingsville website for details.

New Payment Plan Guidelines from the Judge's Bench

If defendants are intending to plea "guilty" or "no contest" and would like to be placed on a payment plan for the fine amount(s), then be advised:

1. If a defendant intends to pay off their fine within 30 days, then the defendant needs to pay $\frac{1}{2}$ of the total fine amount at the time of the request (ordered by the court or a motion at the office window) for a payment plan.
2. If the defendant needs more than 30 days but no more than 4 months, then the defendant will be assessed a \$25 time payment fee(s) and the defendant will need to pay $\frac{1}{4}$ of the total amount of their at the time of the request (ordered by the court or a motion at the office window) for a payment plan.
3. If the defendant believes they need more than 4 months to pay off their fine, then the defendant will need to go before the Judge in court for their request. Upon approval of a longer term, first payment will be due.
4. If the defendant is currently on a payment plan and become unable to pay the fine off by the court-ordered date, then the defendant will need to pay $\frac{1}{2}$ of the remaining balance due in order to file an additional 30 day extension. If approved for an extension, any remaining balance must be paid within the 30 day extension period.

New Traffic Ticket Fine Schedule - As of January 1, 2013, all traffic ticket fines with court costs will be \$297.10, with the exception of driver's license offenses, failure to maintain financial responsibility, and all parking offenses.

Court Hearings Scheduled - January 31 / February 14 / February 28 / March 14 / March 28

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Special Reminders - Residents are encouraged to contact the City of Kingsville Municipal Court by calling 592-8566 or in person at 200 E. Kleberg regarding any outstanding warrants or city traffic and ordinance citations. Now available on the city website is the option to pay for any outstanding balances due in court, including active warrant orders. Interested persons can visit the website at www.cityofkingsville.com.

FIRE DEPARTMENT (Courtesy of Roel Carrion, Interim Fire Chief)

New Fire Chief Joey Reed Suiting Up

Kingsville Fire Dept. is anxiously awaiting the arrival of our new Fire Chief Mr. Joey Reed. We will welcome Mr. Reed on Monday January 21, 2013 as he begins his first day as Chief. With his support and the hard work of the department we look forward to continue helping the citizens in our community.



How Long Does a 9 Volt Battery Last?

Smoke alarms provide vital early warning of a fire, giving people more preparation and escape time. The 9V battery common to many fire alarms needs regular changing and testing to ensure the alarm never fails. Instead of guessing when your alarm battery is going to run out, you should schedule a test and, if necessary, a change on a regular basis. Making sure your alarm battery is always working is a core responsibility of any property owner.

The Fire Fighters will continue helping local residents install smoke alarms throughout their home. Anyone that may have a question can feel free to contact our Department at 592-6445.



Fire and EMS Response Statistics

Fire/EMS crews responded to a total of 3271 total for the whole year of 2012.

Fire/EMS crews responded to a total of one-hundred eighty-three (183) emergency calls between 01 January to 18 January....

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HEALTH DEPARTMENT (Courtesy of Emilio Garcia, Director)

Food Service Inspections (January 4, - January 18, 2013)

Food Service inspections are conducted on a quarterly schedule per year based on the risk category to insure compliance with the Texas Food Service Establishment Regulations and local food sanitation ordinances. Risk levels include low, moderate and high risk. Establishment scoring is based on a demerit system, as per The Texas Food Establishment Rules. There are two types of violations. Critical violations are 5 and 4 points demerits per violation and non critical violations are 3 points demerit violations.

Critical Violations are improper practices and actions that directly contribute to food contamination and temperature abuse that may pose a potential risk to the public health, resulting in food borne illness. Critical violations must be corrected immediately or as directed by the Health Department.

Non-Critical Violations are unacceptable practices that normally relate to the physical condition of an establishment, including equipment, cleaning and storage. Non Critical violations must be corrected before the next routine inspection or as directed by the Health Department.

Kleberg Co. Nursing/Rehab-86	Dollar General/S. 14 th -96	Taqueria Martinez-82
Kingsville Nursing/Rehab-93	CVS-100	Walgreens-96
Kingsville Bakery-85	Dixie Cream Donuts-97	Kwik Pantry/Corral-63
Christus Spohn Health System-100	Kings Inn-100	Dollar General/N. 14 th -96
Family Dollar-96	Browns Convenience Store-100	KISD/Kleberg School Caf�-93
Boat & Net-100	Donut Palace-94	KISD/Harvey School Caf�-96
Whataburger-14 th ST-93	Party Barn-100	Riviera ISD Cafeteria-97
Kleberg Co. Senior Center-97	Dollar Tree Store, Inc-96	Snappy Food #12/Riviera-85
Subway/Riviera-94	KISD/Perez School-100	El Pastel-97

Training

On January 15th 2013, the Risk Manager, Melissa Perez in conjunction with Police Chief Ricardo Torres KPD, held training for all city employees. The topic was "Active Shooter Training" in a video format, and a handout. The video talked about how to protect yourself by running, hiding and/or fighting to save your life and/or your coworkers. After the video a brief discussion followed, as to how we as employees can protect ourselves and co-workers in our office? We were encouraged to conduct an evaluation of our work place in case an emergency ever arose. Health Dept. employees in attendance were Jason Torres, Connie Allen, Jessica Montalvo, Teresa Orr, Robert Puente, Jesse Ybarra, Thelma Trevino, Ernest Espinosa and Emilio H. Garcia. We look forward to next months training.

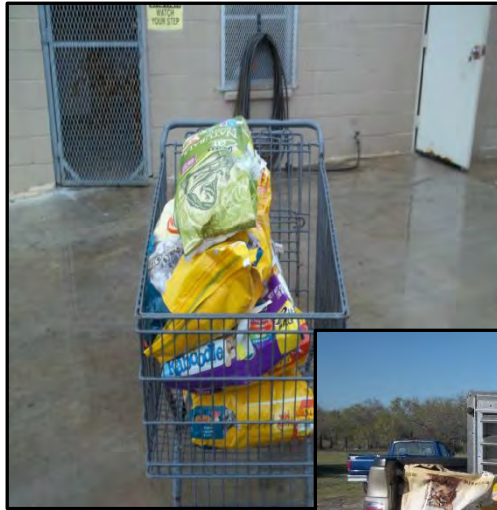
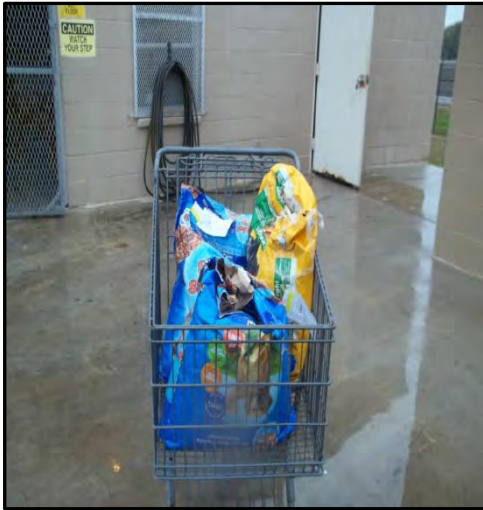
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Thank You Wal-Mart for your Animal Food Donations

January 2, 2013 – Wal-Mart generously donated 100 pounds of dog and 75 pounds cat food for our Animal Shelter. A total of 175 pounds of food was donated on January 2, 2013 for our Animal Shelter.



January 16, 2013- Once again Wal-Mart donated several bags and cans of dog & cat food. Thank you for your generous donation to our animal shelter.

Health Department Activities

Consumer Health	Food Establishment Insp.	Restroom Insp.	Food Handler Attendees	Day Care & Foster Homes Insp.
October '12	57	47	45	2
November '12	74	65	280	3
December '12	61	50	35	1

Animal Control	Oct 2012	Nov 2012	Dec 2012
Dogs impounded	186	156	128
Dogs adopted	9	14	22
Dogs released	27	27	32

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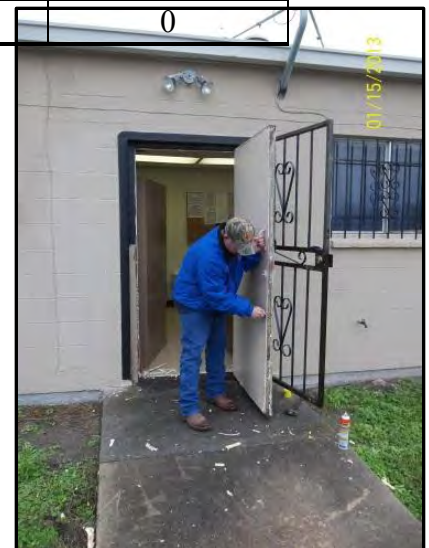
Cats impounded	120	89	56
Cats adopted	4	0	2
Cats released	3	0	3
Opossum in traps	69	91	42
Other animals impounded	4	5	8
Other animals adopted	13	17	0
# of humans bitten	8	5	8
Animals observed 10 days	8	4	6
Warnings issued	2	9	0
Citation issued	9	10	20

Vector Control	Oct 2012	Nov 2012	Dec 2012
Calls pertaining to bees	20	14	2
Removal of swarms	8	3	1
Site unable to abate	6	6	0

Fees collected	Consumer Health	Animal Control
Oct 2012	\$3,650.00	\$1,535.00
Nov 2012	\$1,848.00	\$1,100.00
Dec 2012	\$3,343.00	\$1,822.00
Mosquito surveillance	12	12
		0

Office Back Door Unsealed

In response to our recent training on "Active Shooter Training" the Health Dept. conducted an evaluation of its building. The office back door that had been sealed for several years has now been unsealed, cleaned and new locks have been installed on both doors. This new door opening will provide an extra exit in case an emergency ever arises. Pictured is Jason C. Torres working on the doors.



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**STOP THE FLU
TEXASFLU.ORG**

**KEEP YOUR GERMS
TO YOURSELF**



STAY HOME

If you get sick, stay home until you're well so you don't spread your germs. Steer clear of others who are sick.



PLAN

Even if you're not sick, plan ahead. Stock food and medicine to last several days for family and pets. Also check into alternate work options and child care, in case your family gets the flu.



STAY INFORMED

Get the latest updates at TexasFlu.org.



DIAL 2-1-1

Dial 2-1-1 for flu vaccination locations in your area.



WASH YOUR HANDS

Wash your hands often. Scrub for at least 20 seconds with soap and water or use an alcohol-based hand cleaner.



COVER YOUR COUGH

Use a tissue to cover your mouth and nose when you cough or sneeze. No tissue around? Your sleeve will do.



STAY HOME

If you get sick, stay home until you're well so you don't spread your germs. Steer clear of others who are sick.



GET YOUR SHOT

Protect yourself and others by getting vaccinated.

Stopping the flu is up to you.



Stopping the flu is up to you.



TexasFlu.org

TexasFlu.org

HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Did you know?

Desirable qualities for certain forms of employment that do not depend on acquired knowledge includes: common sense, ability to deal with people and a positive flexible attitude.

Workshops/Seminars:

The City of Kingsville is able to utilize another training tool at no additional cost to the City. Texas Municipal League Intergovernmental Risk Pool (TMLIRP) offers City's an opportunity to access training on a variety of topics from their website. Courses range from Health and Wellness, Human Resources, Management, Law Enforcement, and Safety/Environmental. Employees will be able to access training on their schedule and receive certificates for each completed course. This program will

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be made available to all departments by February 1, 2013. The Police Department has already started utilizing these service and finds the courses informative.

Open Positions

Animal Control Officer – Health Department
Equipment Operator I – Community Appearance
Equipment Operator III – Street
Library Director – Robert J. Kleberg Public Library
Utility Worker – Water

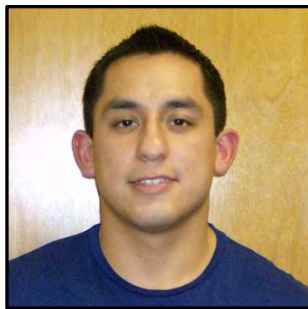
Milestone Anniversaries - 5, 10, 15 and 20+ years

20+ years - Fire: Terry Valentine; Police: Julian Cavazos, Library: MaryAnn Escamilla

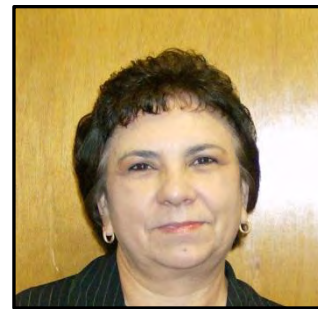
New Employees



Joey Reed
Fire Chief



Sharam Santillan
Engineering Dept.



Rosa Vela
Finance Dept.



Brittany Ledesma
Police Dept.



Jose Sendejo
Street Dept.

Promotions/Transfers/Changes

Johnny White Jr. – Equipment Operator II (Street)
Juan Trejo – (Maintenance Worker (Street)
Rolando Lerma - Equipment Operator I (Street)

Retirements – 0 / Separations – 1 Jarrod Boudreaux (Water Dept)

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Employee Evaluation Update

Since January 2011 supervisors have conducted a total of 326 evaluations with the following results: Outstanding 13% / Above Average 36% / Satisfactory 48% / Need Improvement 3%

Everyone continues to work diligently to complete this supervisory task and evaluations continue to be submitted to the HR office. The following are outstanding evaluations for the months of November 2012 and December 2012: 3 – Police / 5 – Public Works / 1 – Fire

General

HR personnel address employee issues daily in person, phone and by email. HR and Risk Management continue to work together regarding New Hire orientations so make sure new employees receive initial safety training as well as benefit information.

PLANNING & DEVELOPMENT SERVICES (Courtesy of Mike Kellam, Director)

Planning and Administration Division

Trash Off Event - January 26th

The Planning Development Services Department via the Community Appearance Division will be hosting a community wide “Trash Off” on January 26th from 8:00am to 12:00pm. Preparation and coordination has been performed as we plan to build on the tremendous success of the September “Trash Off” event. Items that will be allowed to be collected include household items (no garbage), brush, electronics, tires and more. Members from various departments have volunteered to help in the event as well as several members of the community through various service groups. Additional volunteers are welcomed as we anticipate a larger turnout for this particular event. If you or someone you know is available and wants to volunteer they can contact Jennifer Bernal at (361)595-8095 or via email at jbernal@cityofkingsville.com.

Economic Development Team Meeting

Meetings continue to progress regarding the Jalisco Ranch residential development project. The Economic Development team is reviewing the developer’s proposal so as to determine ways the City may be able to partner with the developer. In addition to our internal meetings the team has met several times with the developer to determine the best available options and discussions will continue as we pursue a potential partnership that is advantageous for both the City and the developer. Staff is in the process of creating a detailed information packet and timeline to be utilized in future activities relating to required approvals as we progress

Amendments to the City’s Subdivision Codes to Improve Minimum Design

Mike Kellam has been working to review the City’s current subdivision code in an effort to identify ways we can improve our minimum design requirements while also improving the language to include options that can be taken to expedite the development process. This process has been performed over the past several months when time allowed. Specific amendments will provide regulatory updates for the construction of sidewalks regarding widths, the inclusion of street trees as a basic design feature, and the use of development tools to be utilized by the developer to ease the development process while

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still protecting the City. These items were some of the foundational examples laid out in the Comprehensive Housing Plan, which was adopted one year ago this month.

H.M. King High School Renovation

The City/Foundation Coordination Team met on January 15th to discuss the ongoing planning and implementation for the buildings and site. The floor plan and space allocation was discussed and plans will be drafted to show the intended floor plan. This is a big step in the planning process and our discussion was extremely productive. The architect will now begin to finalize plans as we move toward final design and construction. This process will take several months, and construction is anticipated to begin this summer. Additionally, we continue to plan for the land acquisition, platting process and overall site design while working to support the work of the fundraising committee. Aside from planning tasks, construction did begin on the site to install temporary electric service to provide security lighting and power for the construction crews as they begin preparation for the installation of the doors and windows.

Building Services Division

Permitting:

The following permits were recently issued:

Remodel- 10, Electric- 16, Fire Inspections- 17, Plumbing- 5, Mechanical- 5, Roofing- 4, Residential Meter- 10, Commercial Meter- 3, Gas Inspection- 5, Swimming Pool- 1, New Residential-1, House Leveling- 1, Sprinkler/Irrigation- 8. *Total Permits: 81*

New Business

- J&D Outdoor Unlimited, located at 719 S. 14th St., is now open for business.

Plan Submittals

- Taco Bell has submitted plans for a exterior/interior remodel of their location on 14th St.
- The Texas Department of Health Services has submitted plans for a new nutritional awareness and health clinic on E. Corral near their other facilities.
- Blake Fulenwilder Dodge, Chrysler & Jeep has submitted plan for a new mechanics shop and other site improvements to their dealership.

Building Official's Report

Building Official Daniel Ramirez reports that the construction of the Newman Center Student Housing building is progressing nicely. Preparations are being made for a series of concrete pours to begin the construction of the foundations. Steady progress has been made since the start of construction in late October.

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Community Appearance Division

Recent activity (January 2-January 16) by Community Appearance Inspectors is as follows

<i>Activity:</i>	<i>Results:</i>
Notices Sent-219	Compliances-57
Inspections-147	Abatements-1
Re-Inspections-151	Court Cases-8
Illegal Dumping Cases-0	Referral to other Department-3
Obsolete Sign Violations-3	

Community Appearance monthly performance measurements to be met- minimum 320 notices/150 compliance cases per month.

Typical Violations & Compliances:

Below are photos of recent examples of success in the removal of trash and debris due to our community appearance division efforts:

BEFORE

AFTER

715 E AVE C – PROPERTY OWNER ABATED



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908 E VELA – CITY ABATED

BEFORE

AFTER



Top Ten Private Property Clean Ups

Community Appearance Inspectors are following up on previous City abatements to ensure compliance since abatement. Additionally, inspectors have determined the properties, sent notices and obtained photos of those to be listed in the top ten clean ups for the 11th phase to be completed in February. As in the past, owners or occupants of the properties have failed to abate these nuisances after being noticed. The current top ten properties are as follows:

11th Phase

Property Address	Tentative Date of Abatement
Young Drive	2/5/13
715 W Warren	2/6/13
613 W Warren	2/7/13
816 E Doddridge	2/12/13
115 University	2/14/13
2029 E Gen. Cavazos	2/15/13
1318 E Alice	2/19/13
806 E Vela	2/20/13
210 E Richard	2/21/13
1215 W Circle	2/26/13

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Demolition Initiative

Below is an update pertaining to the noticed properties in violation awaiting a demolition order and the already agreed upon and approved properties scheduled for upcoming demolition:

Date	Property Location
Pending	519 N. 6 th St.- Awaiting direction from City Attorney
Pending	807 E Henrietta – Per Signed Property Owner Agreement
1/28/13	418 E. Lee St.- Demolition Order Granted
1/28/13	523 E. Henrietta St.- Demolition Order Granted
1/30/13	616 ½ N. Wells- Per Signed Property Owner Agreement- Demolished 1/18/13
2/4/13	801 S. Wells- Per Signed Property Owner Agreement- Demolished 1/14/13

801 S. WELLS ST.

BEFORE



AFTER



Obsolete/Dilapidated Sign Abatements

415 E YOAKUM – OWNER ABATED

BEFORE



AFTER



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Property Owner Abatements Trending Upwards

As shown in the table below the number of owner abatements on noticed properties within the “top ten” monthly clean ups has risen. The intent is to get to 100% property owner compliance with no reoccurring junk and debris violations. These numbers indicate the property owners are increasingly taking the initiative to come into compliance, thereby indicating a change in behaviors hopefully due to increase public awareness of City codes.

Top Ten Phase #	#of Cleanups Conducted by property owner
PHASE 1	0 out of 10
PHASE 2	2 out of 10
PHASE 3	2 out of 10
PHASE 4	3 out of 10
PHASE 5	3 out of 10
PHASE 6	3 out of 10
PHASE 7	4 out of 10
PHASE 8	7 out of 10
PHASE 9	5 out of 10
PHASE 10	4 out of 10

POLICE DEPARTMENT (Courtesy of Ricardo Torres, Chief of Police)

Manufacturing/Delivery of Controlled Substance, Friday, January 4th, 2013

The Kingsville Police S.L.O.T. Unit conducted a bar check and narcotics investigation at 1206 N. 6th Street, Corner Depot bar. During the past several months, the S.L.O.T. unit has received multiple complaints from the public of narcotics trafficking inside the location.

As officers conducted the investigation, consent to search the bar was requested of the bar owner Delma Wilhelm 62YOA, who gave consent to search. During the search, officers located 24 bags of cocaine packaged for sale. These bags were located on the bar owner's person and behind the bar.

Officers also encountered a patron of the bar who displayed overly nervous behaviors. Consent to search his person was requested and consent was given. The patron, Andres Garza 41YOA, was found to be in possession of one bag of cocaine.

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All of the 25 bags of cocaine recovered were identical in size and shape. The total amount of cocaine recovered weighed approximately 9 grams. Wilhelm was arrested and charged with Manufacturing, Delivery of a Controlled Substance PG# 1 - 4 grams < 200 grams - 1st Degree Felony. Garza was arrested and charged with Possession of a Controlled Substance Pg #1 < 1 gram. Narcotics Investigation into this matter by the Kingsville Police S.L.O.T. Unit continues.

If you have any information regarding any type of criminal activity please contact the Kingsville Police Department at 592-4311 or call CrimeStoppers at 592-INFO or 1-800-698-1993. Should the information provided via CrimeStoppers lead to an arrest or indictment of a person or persons it could earn the caller up to \$1,000.00 in cash.

Defensive Driving Course

School Resource and Senior Patrol Officer Jesus Reyes conducted DDC training for new and current employees of the Kingsville Police Department. Not only is it a great refresher but taking the defensive driving course helps to keep costs down for insurance coverage. Shown in the photograph from left to right are Warrant Officer Thomas Davis, Cadet Magdalena Fonseca, Sr. Ptlm. David Garza, Sr. Ptlm. Erice Perez, Cpl. Jorge Flores, Det. Antonio Contreras and Officer Reyes, the instructor.



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Chief Torres Swears in New Chaplains, Thursday, January 17, 2013

Chief Ricardo Torres “Swearing In” new chaplains that provide services to all law enforcement, Firefighters personnel, community agencies, and to local citizens through crisis intervention skills during times of extreme difficulties. (Shown in the photograph are Maria Velasquez, Meliton Velasquez, Mark Soto, Jorge Ramirez, Veronica Jimenez, TAMUK Police Chief Felipe Garza, Chaplain Jose F. Rodriguez, KPD Chief Ricardo Torres, Narcedalia Rodriguez, Juanita Ramirez, Jaime Garcia and Graciela Rodriguez)



United Chaplains servant “US CHAPLAINS” (Capellanes Siervos Unidos) Was Founded in the City of Kingsville, TX. in 2000 when its founder, the Rev. Dr. Jose F. Rodriguez presented to the Police Department and the Sheriff's Office, His Volunteer assistance project in case of emergency to these agencies and the community.

The holy presence of the chaplains is traditionally notorious asylums, prisons, hospitals, and military installations. But his relief and spiritual advice extends to universities, public agencies like the fire department and police, civic clubs, charities, and in the slums and the street. The chaplain's duties are varied depending on the needs that people have and the institutions they work. But it is always a representative of God, a spiritual pastor and counselor.

Purposes: The purpose of the US CHAPLAINS is to provide immediate services to all law enforcement, fire fighters personnel, community agencies, and to local citizens through crisis intervention skills so vital during times of extreme difficulties, Build bridges of friendship between authorities and the community, Also acts as a liaison between the authorities and the religious leaders in the community.

Kingsville Police Department Police Activity			
1/4/13 Through 1/17/13			
Total Primary Calls-For-Service: 620			
Total Backup Assignments: 702			
Calls-For-Service By Type		Primary	Backups
ABANDONED VEHICLE		3	3
ACCIDENT-BLUE FORM/PRIVATE		9	5

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PROPERTY			
ACCIDENT-FAIL TO STOP AND LEAVE INFO		5	3
ACCIDENT-MAJOR		3	14
ACCIDENT-MINOR		11	17
AGENCY ASSIST-FIELD EVENT		30	22
ALARM-BUSINESS		30	38
ALARM-RESIDENCE		14	21
ANIMAL CRUELTY		1	1
ASSAULT		12	24
ATTEMPT TO CONTACT		3	2
BAR CHECK		12	36
BUILDING CHECK		6	1
BURGLARY BUILDING		9	1
BURGLARY HABITATION		6	4
BURGLARY VEHICLE		4	1
CITY ORDINANCE VIOLATION		7	7
CIVIL STANDBY		26	27
CONSUMPTION OF ALCOHOL BY MINOR		5	10
CREDIT CARD ABUSE		2	2
CRIMINAL MISCHIEF		25	13
CRIMINAL TRESPASS- RESIDENCE/BUSINESS/CTW ISSUED		4	5
DAMAGED PROPERTY		6	2
DISTURBANCE		61	103
DUI-DRIVING UNDER THE INFLUENCE		1	2
DWI-DRIVING WHILE INTOXICATED		1	2
ESCORT		3	6
EVADING		2	14
FIRE		2	3
FIREWORKS		3	2
FLAG DOWN		2	2
FOUND PROPERTY		2	1
FRAUD		2	0
HARASSMENT LETTER/PHONE/TEXT		14	7
IDENTITY THEFT		1	0

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INJURED PERSON		1	3
JUNK VEHICLE		9	0
LOST/STOLEN PROPERTY		4	0
LOUD PARTY/DOG/OTHER		19	26
MISSING PERSON		1	2
MUNICIPAL REFERRAL		1	0
OPEN DOOR/WINDOW		3	5
PARKING VIOLATION		1	1
POCS-POSSESSION OF CONTROLLED SUBSTANCE		3	11
POM-POSSESSION OF MARIJUANA		3	4
PUBLIC INTOXICATION		1	2
PUBLIC UTILITIES		1	0
RECKLESS DRIVER		9	7
REPORT-ANY TYPE		5	3
ROUTINE PATROL		6	4
RUNAWAY		2	3
SECURITY CHECK		5	1
SHOTS FIRED		3	5
SIGNAL 500-UNATTENDED DEATH		2	2
STALLED VEHICLE		6	2
SUICIDE-ATTEMPT		2	2
SUSPICIOUS ACTIVITY		117	141
Terminated 911 Call		2	3
TERRORISTIC THREAT		2	3
THEFT		22	13
TRAFFIC HAZARD		3	1
UUMV-UNAUTHORIZED USE OF MOTOR VEHICLE		2	3
WARRANT MUNICIPAL/COUNTY/TCIC/NCIC		44	40
WELFARE CONCERN		14	14

PUBLIC WORKS DEPARTMENT (Courtesy of Naim Khan, Director)

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Capital Improvement Projects

Concrete Intersection Reconstruction Projects

Elite General Contractors, LLC has finished the reconstruction/repair of ten worst concrete intersections in between 6th to 14th Street and Kenedy to Ragland Avenue (Bid #12-39). Preliminary walk-thru was done on December 07. Contractor is currently working on the City's punch list.

Curb and gutter Projects

Staffs have located several bad flooding areas. The city is working to resolve the ponding problem in these areas by constructing new inlets, repairing old curb & gutter, constructing new curb gutter and valley gutter, increasing inlet throat opening and constructing concrete flume. In all new curb and gutter job, the City is installing handicap ramp. Several curb and gutter projects have done. Staff has shot elevations on Lott Avenue from 14th Street to 16th Street and 16th Street from Huisache Avenue to Lott Avenue. Engineering Department has started designing the new curb and gutter in this location.



Poor drainage at Virginia and Carlos Truan

Street Improvement Projects - Armstrong & Ailsie: Staff drove and then walked along Armstrong Street from Santa Gertrudis to Caesar Avenue on Thursday, December 06 to determine the worst areas. 28 bad areas were detected in this street. City crews will started working at these areas on the week of January 21 to rectify quality issues on Armstrong and, to a lesser extent, Ailsie. Armstrong will be striped after all the other items are addressed.

Corral/ Santa Rosa Drainage Project – A preliminary walk-thru was completed on October 23rd. The contractor will be making some corrections to the projects for final walk-thru in January. Street crews have installed the ditch markers.

South Wastewater Treatment Plant Secondary Clarifier –Project is on schedule. Plumbing is done, Clarifier floor and wall has been poured by CSA Construction.

CSA contractors installing weirs in the clarifier

Public Works and Engineering

Kleberg Street Design from 3rd Street to 11th Street
Texas A&M University-Kingsville College of Engineering, Kleberg Street Design team presented their 60% of their design work to the City staff on January 17. They were looking at some input from the City Staff



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regarding the design options. Staffs will get back with their feedback with them soon. Engineering design of this project will be done by May 2013.

Street Map - Staffs have driven the entire town to determine the street condition and eventually to develop a street rating map. The streets are classified as “Good”, “Fair” and “Poor”. Staff is working on developing a dynamic street improvement model which will be used for prioritizing and scheduling of repair and maintenance work.

Keeping the Lights on - In the past, City's burned out Street lights were not replaced until those were noticed by the citizen or the staff. From November 2011, staff started doing the inventory for the burned out street light throughout the City. Street Division crews drive for several hours at nights and collect the data every month and the information is sent to AEP for necessary action. The burned out street lights are taking care of immediately.

Street Division (12/31-1/11)

Sweeping - Crews swept 11th from Yoakum to Kleberg, 10th from Yoakum to Kleberg, 9th from Yoakum to HEB, 8th from Yoakum to King, 7th from Yoakum to King, 6th from Yoakum to King, Kleberg from 11th to 3rd, 3rd from Yoakum to King, 14th from Corral to Ailsie, Kenedy from US 77 Bypass to 19th, 23rd from Kenedy to 19th, 19th from 23rd to Kenedy; picked up ponded stormwater on 16th and Lott, on 5th and Huisache and on 7th and Warren. Crews also swept on Johnston from Armstrong to Wanda, Johnston from 2nd to Armstrong, Doddridge from 2nd to Armstrong, Kleberg from 11th to 3rd (Downtown area), 19th from Kenedy to Lott, Lott from 19th to 23rd, 23rd from Lott to Kenedy, Oklahoma from US 77 to 24th, Johnston from 19th to Kenedy, Fordyce from 19th to Kenedy, Colorado from Hwy 77 to Lott, Johnston from Armstrong to Harrell School, on Huisache and 5th, 11th from Yoakum to Kleberg, Kleberg from 11th to 6th, 10th from Yoakum to HEB, 9th from Yoakum to HEB, 8th from Yoakum to King, 7th from Yoakum to King, 6th from Yoakum to King, Kleberg from 6th to 3rd, and on 9th Street from Santa Gertrudis to Yoakum.

Potholes - The City has purchased a ProPatch machine. This piece of equipment is capable of repairing the potholes in very efficient way so that the repaired potholes last for much longer time. The City will continue with DuraPatcher and cold-mix to repair the potholes. With the combination of all three measures, the pothole issue will be resolved in a much faster rate than ever before.

Cleaning – Crews cleaned concrete flume at Tranquitas Creek between 14th and 17th Street, picked up trash on 1st Street between West Ave B and West Ave H, and picked up trash and other debris on North “Y” and 6th Street, and 8th Street to King. Crews also pick up trash and other debris from Zones, 10, 13, 14, and 15.

Equipment Maintenance – Crews cleaned and greased Unit #5106 and #543; greased all fittings, cleaned cabs, washed and cleaned glass on Unit #5106, 543, 5110, & 5107; cleaned inside and greased all fittings on Unit #544; power washed and cleaned spray bar and checked the running of Unit #517; cut off and replaced holders for teeth on Zipper.

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Pro Patch Machine

Crews Preparing the Surface



Compaction after the filling up the pothole

Finished product

Police Station Paving - Crews cut dirt and put base down for new streets on the City property East of Police Station where the Street division stores their paving materials.

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AFTER



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Mowing - Crews mowed North "Y" by Railroad, on 6th from North "Y" to Kleberg, 6th from South "Y" to Ailsie, mowed ditch behind Feed Store on 6th and Nettie, creek from Corral to Wells, General Cavazos at 14th next to Gregg's, trimmed grass on General Cavazos and Shelly, Shelly from Ailsie to General Cavazos, on 14th and Carlos Truan, Santa Gertrudis, 12th Street, 9th Street, 6th Street from General Cavazos to Ailsie, 6th from General Cavazos to Alexander, on W Ave D, W Corral Creek, on 1st and Ave H, at L.E. Ramey Golf Course, cat tails at ponds, North "Y", and on General Cavazos between Hwy 77 and Brahma Blvd.

Weed Killing - Crews sprayed weed killer on Zone 6 & 11, on Lott from 14th to 10th, 13th from King to Richard (all on the north & south side of curb), on Lott from 10th to 6th, Lott from 6th from 14th, Huisache from 14th to 6th, and Huisache from 6th to 11th (all on north side of curb).

Miscellaneous - Crews checked locates on Santa Fe, Ailsie and Carlos Truan, 17th and Richard, and placed stakes for locates on Ailsie; installed crosswalks on Ailsie and worked on crosswalks on W Johnston in front of Harrell School; put up Mourning signs at 1409 E. Kleberg; replaced STOP sign on King and Wells; replaced old STOP sign and pole on Richard and 2nd Street; picked up Mourning signs on E. Santa Gertrudis and put them in front of Flores Park; put Thermoplastic on Johnston and Francis, Johnston and Wanda, Johnston and Williams, on Johnston and Lantana, and 7th and Nettie; made strips for crosswalks on Johnston from Armstrong to College Place; installed a No Parking sign at 414 Kenedy, on Armstrong and Ella, and on Santa Gertrudis and Armstrong; installed a Children Crossing sign on Johnston and Francis, on Armstrong and Doddridge, and on Armstrong and Warren; removed Christmas garland from Downtown on Kleberg Street and removed banners on 14th Street from King to Caesar (west side poles). Crews also watered palm trees on Hwy 77 to Brahma Blvd; cut down and hauled tree on Armstrong between Lee and Yoakum; picked up water between Wilson and Parker on Carlos Truan Blvd. and on corner of 16th and Lott.



The City is putting crosswalk and the sign in front of all the schools in the City. Apolonio Cadena, Michael Garcia, Rolando Lerma are working at West Johnston crosswalks with thermo plastic.

Wastewater Collection and Treatment Plant (1/7-1/13)

Wastewater Treatment North Plant - Operators and helpers cleaned clarifier troughs and weirs; operators shoveled sludge from sand drying bed; helpers and operators replaced UV lights; wasting in wedge wire and sand drying beds; plant helpers mowed grass around Treatment Plant & Lift stations; helpers sprayed weed killer around Plant; cleaned grease out of concentration boxes.

Wastewater Treatment South Plant - Operator cleaned clarifier troughs; operator shoveled sludge from sand drying beds; wasting in wedge wires and sand drying bed; mowed grass around the plant; wasting sludge into drying beds; CSA Construction worked on Secondary Clarifier; cleared fence line.

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Wastewater Collection - Had 20 calls for sewer backups. Crews vacuumed sewer from manhole at 5th and King. Crews disconnected sewer tap at 616 ½ N. Wells and 627 W. Santa Gertrudis. Crews also repaired service at 418 W. Lee and replaced broken clean out caps at 628 E. Huisache, 431 Seal, and 312 E. Miller. Crews did 18 sewer line locates.

New Service Line for County Building - There was a need for a sanitary sewer service line at County building on the King Ave and 5th Street. Although the existing sanitary sewer manhole is located not far from the building, the crews had to remove the existing sidewalk and also do the hydroexcavation due the presence of lot of existing utilities. The line has been installed.



Water Distribution (01/7-01/13)

Water Division Crews repaired 9 Main Breaks and answered approximately 33 Service Calls (meter leaks, cutoffs and backfills). Crews checked out structures to be demolished to verify water lines were disconnected. Crews also shut off 20" transmission main to repair a water leak at 77 and Corral and at General Cavazos and 3320.

City Garage (1/8-1/14)

Maintenance

11 Oil changes on preventive maintenance; 25 scheduled work orders; 18 nonscheduled work; 4 Service calls; 0 Call outs; 12 New tires on heavy equipment and trucks; 9 flat tire repairs and balances; 10 pending work orders.

Welder

0 received work orders; 4 pending work orders; 5 nonscheduled work orders; 1 scheduled work orders; and 2 service calls. Welder also worked on Water Dept. units.

Solid Waste (1/7-1/12)

Landfill

The new compactor has arrived at the Landfill and working very well. Training for the crews has been completed. Staff will be getting with Anderson Equipment regarding 1st year service plan and to do

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preventive maintenance for the compactor. Crews cleaned the old CAT Compactor to get it ready for sale. Crews also washed all equipment on site. The tire cutter is working great. Crews cut approximately 10 tons of tires since it was received. The D8R was picked up by Holt Cat for engine repair.

Garbage – 415 tons; Brush – 28 tons; Concrete (commercial and residential) – 24 tons; Construction and Demolition (C & D) – 78 tons; Tires – .91 tons; Shredded Tires – 3.57 tons; Dirt – 127 tons; Litter – 2.4 tons.



New compactor in action.

Sanitation

Residential waste collected from 01/07 - 01/13 – **249,960** pounds; Commercial waste collected **396,840** pounds; Brush collected **14,880** pounds and construction debris collected **59,720** pounds. Brush crews collected Zone 2 and worked on abatements when possible. Brush crews helped clean illegal dumps at the end of W. Kenedy and W. Johnston and two (2) off of Caesar Street. Two hundred tires were collected by Sanitation, most coming from the illegal dump sites. Demolition was completed at 808 S. Wells. The owner at 316 W. Ave A was given an extension. Christmas trees from the collection activities have been mulched and people use it for personal use.



Illegal dumping at the end of West Kenedy along the ditch. Sanitation division has abated this area.



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Private property cleanup - Sanitation Division is clearing lot of private properties in the town as part of the beautification effort of the City. 616-1/2 N. Wells and 908 E. Vela are two of them which have been abated recently.



Every year Sanitation Division produces mulch from collected Christmas trees. This mulch is free for the citizen of Kingsville

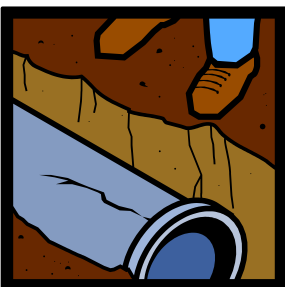


Christmas tree collected for mulching

PURCHASING AND TECHNOLOGY DEPARTMENT (Courtesy of David Mason, Director)

Purchasing Division

Purchase Orders - For the period of 01-04-2013 through 01-16-2013, 124 purchase orders were issued totaling over \$441,000.00.



16" Emergency Waterline Project Bid - Commission recommended Bid No. 13-04 General Cavazos Blvd. NAS Kingsville 16" Emergency Waterline Project be awarded to E-Tech Construction, Inc. of San Antonio, Texas. The Purchasing Department is currently preparing the purchase order, contract documents and Notice to Proceed for this project.

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Emergency Debris Management Services - RFP No. 13-05 Emergency Debris Management Services is currently undergoing analysis by the RFP review committee which includes David Mason, Purchasing/IT Director, William Donnell, Assistant Public Works Director, Melissa Perez, Risk Manager, and Luke Stevens, Sanitation Supervisor.

Collection Services for Municipal Court - The Purchasing Department along with the Finance Department has been working on RFP No 13-07 Collection Services for Municipal Court. Sealed proposals will be received at the Purchasing Department until 1:30 p.m. on February 12, 2013.

New Pump House for Water Well 19 - Alpha Engineering with the help of the Purchasing Department and the Engineering Department is working on Bid No. 13-08 Water Well 19 New Pump House. This bid is scheduled to open at 1:30 p.m. on February 7, 2013. A Pre-Bid Conference is scheduled for January 29, 2013 at 10:00 a.m. at the Commission Chambers.



Technology Division

Data Stability and Reliability - These past few weeks IT staff has begun looking into methodology and practices to better ensure data stability and reliability. We have contacted an electrician to recommend necessary and cost effective measures to minimize our power failures. In addition, we have begun training on MS SQL via online training to employ best practices and failover to mitigate any unnecessary data loss. In addition, I have removed the underlying problems with configuration files that have caused most of the issues in the past. Hopefully, by taking these measures we will see a reduction in down time and data damage. IT highly recommends keeping offline backup copies of all important data.

Technology Dudes to Meet - In other news, we are currently planning our first IT roundtable discussion between Joey Garcia, Tony Wilson, David Mason and Tony Verdin. This will be an opportunity to bring up IT related topics and create dialogue to further improve our IT situation. One of the major topics of discussion will be both internal and external training opportunities and software standardization.

Storage Array - IT staff is continuing working with our consultant on resolving the final issues to placing the storage array up for live use. Once this is done it will create a boom to our productivity, data stability and storage capacity

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R.J. KLEBERG PUBLIC LIBRARY (Courtesy of Ruth Valdez, Interim Director)

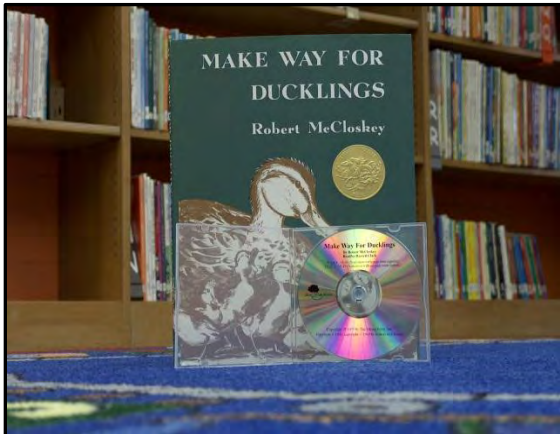
New, Faster Computers in Adult Computer Lab

The Adult Computer Lab has received a much needed upgrade after 5 years of continuous service. The old Dell Dimension towers are now replaced with Dell Vostro towers that are almost four times faster. This will allow patrons to have multiple applications running, as well as take advantage of the library's U-Verse connection when accessing sites such as Facebook, YouTube and more. The installation of these seven new towers completes the library's 3-Phase Master Plan that was started in October 2010. Under this plan, the library has progressively upgraded its overall computer infrastructure through grants and donations. This new upgrade has helped ensure that the infrastructure will last at least 5-7 years. The original scheduled completion date was set for August 2013. However, with generous support from the Friends of the Kleberg Library, the project was completed almost 7 months ahead of schedule. A note of gratitude and thanks goes to the Friends for assisting with this much needed upgrade. The many and various projects that the Friends of the Library undertake are most appreciated and, indeed, make the organization very good "friends" of the library.



Innovative Reading Resource Coming to Children's Area

The Children's Department is always looking and listening for suggestions to assist families with their children's reading improvement and enjoyment. With this in mind, the library has looked at ways to include multiple media forms into the library's collection. The Kleberg Public Library has printed books and magazines, Playaway audio books, and a few books in Braille. Now, at the recommendation of parents and teachers, the Children's Department is adding a selection of books with an accompanying compact disc. These are wonderful for a child with reading challenges. The child can follow along in the book as the compact disc "reads" the book to the child. This new concept is an innovative way to reinforce or assist children with word recognition and pronunciation as they see and hear the words in the story. This method can be especially helpful to auditory learners and those who have difficulty with reading. At this time the new format combination is in processing at the library, but should be available for checkout in several weeks. For more information on this new addition to the library or any questions concerning children's activities, please contact the children's librarian at 592-6381.



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RISK MANAGEMENT DEPARTMENT (Courtesy of Melissa Perez, Risk Manager)

Emergency Debris Removal Meeting

David Mason Purchasing Director, Bill Donell Public Works Director, Luke Stevens Sanitation Supervisor and Melissa Perez Risk Manager had a meeting on January 16, 2013 to discuss Bid Proposals for the City's Emergency Debris Removal. Several Emergency Debris Management Services sent in their proposals for review. The proposal will be awarded to the most responsible vendor who provides goods and services at the best value to the City and who receive the highest score on the evaluation form as per the evaluation criteria provided with the proposal package.



New Fire Chief Receives Initial Safety Orientation

Initial Safety Orientation was conducted on Thursday January 17, 2012 to newly appointed Fire Chief Joey Reed. Joey is from Burleson, Texas graduated from the University of North Texas in Denton Tx. As part of a new process all city employees now receive initial safety and health orientation from the City's Risk Mgr Melissa Perez. Fire Chief and The Risk Manager also discussed, addressing and working on several safety related issues in the city. Both will also be partnering up once a week and working in the City of Kingsville's Emergency Plans and Response.



Active Shooter Training

On January 15, 2012 at 9:30am and 1:30pm Chief Torres and Melissa Perez conducted Active Shooter Training in the City Hall Commission Chambers, a total of 49 employees, Directors and supervisors attended. The meeting started with a short Active Shooter video, handouts for quick reference were passed out and ended with a discussion at the end of the meeting. The training was received very well by all city staff. Active Shooter Training was also conducted. On January 9th 2013 for public works employees at the PW Building. 85 Employees attended the Training.



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Safeguarding City Assets

A meeting was conducted on January 16, 2013 with City Manager Vince Capell, Finance Director Mark Rushing, Arturo Moreno Finance Manager and Melissa Perez Risk Manager on the status of the Reconciliation for the city's fixed assets. It was determined that packets will be made for all departments so that they can reconcile their own assets. Packets will be ready for distribution by January 24th. Once all reconciliations have been made a final list will be given to the Risk Manager to ensure all city assets are properly insured and on the city's property schedule.



TASK FORCE (Courtesy of Guillermo "Willie" Vera, Task Force Commander)

Interagency Specialized Training

On Wednesday January 02, 2013 Bishop Police Department Patrol Officer Jessie Espinoza began a month long training session with the Kingsville Task Force. Officer Espinoza is riding along with Interdiction Units to learn vehicle concealments, trafficking methods, and to enhance his patrol interdiction techniques.

On Monday January 14, 2013 Robstown Police Department Patrol Officer Earnest Martinez began a week long training session with the Kingsville Task Force. Officer Martinez also rode along with Interdiction Units to be exposed to the same training as Patrol Officer Espinoza from Bishop Police Department. Both Officers will gain valuable knowledge to enhance their law enforcement patrol duties with their respective agencies.

Featured News Story – News Reporter Ride-Along

On Tuesday January 08, 2013 Channel 3 News began preparing a special report on the Kingsville Task Force to run during the station's Sweeps Week. Reporter Mike DeSilva and his camera technician did a ride-along with Agent Mike Tamez on that date. The special report will air later this month.

Community Support & Involvement – Communities in Schools Event

On Saturday January 12, 2013 Kingsville Task Force members and their spouses attended the 5th Annual Living Legends of Kingsville Roast and Toast sponsored by Communities In Schools, Kleberg County. Dinner, a live auction, the roasting and toasting of Mr. Nick Harrel III, a local pharmacist, was enjoyed by attendees at Texas A&M University Kingsville.

Drug Traffic Enforcement

On Thursday January 17, 2013 at 9:30pm Kingsville Task Force Agent Tamez responded to an LPR hit on a stolen vehicle, a white Honda Civic, with Texas registration. Shortly after receiving the notification, Agent Tamez located the Honda traveling southbound on U.S. Hwy 77 towing a white Chevy Malibu. Agent Tamez conducted a traffic stop in the 6000 block of South U.S. Hwy 77 and took the driver into custody without incident. Other Kingsville Task Force Agents provided assistance with the investigation. During the course of the investigation, Agents learned the vehicle was

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purchased by the Honda's driver, Jesus Hernandez-Alvarado, from the Houston Auto Mart. Task Force Agents were able to locate documentation that corroborated Jesus' story. Jesus was released; however, the Honda was impounded for further investigation.

Later that same evening at 11:15pm Agent Tamez was traveling westbound on Corral Street on the inside lane of travel. He observed a vehicle traveling eastbound on the inside lane of travel. As the vehicle approached, Agent Tamez saw its headlamps begin to drift into his lane of travel, so he made a quick evasive maneuver in order to avoid being struck head-on. Agent Tamez turned around to travel eastbound with the intention of conducting a traffic stop on the truck. Agent Tamez observed the truck enter the Corral/Hwy 77 intersection without stopping at the eastbound stop sign. He then activated his unit's emergency lights to initiate the traffic stop. Again, the driver did not stop at the next set of stop signs as he entered the intersection to travel northbound on U.S. Hwy 77. The truck came to a complete stop on U.S. 77 (near Corral). The driver was asked to exit his truck in order to explain the traffic violations. While speaking with the driver, Agent Tamez could smell a very strong odor of an alcoholic beverage coming from the driver's breath. The driver apologized for almost hitting Agent Tamez. Tamez asked the driver where he was coming from, and he said the Country Luau. The driver was asked if he had been drinking. He said "yes". Kingsville Police Department Sgt. Brad Lile arrived on scene to assist. Sgt. Lile conducted a field sobriety test and advised that the driver failed every part of the exam. The driver, Tereso Mora, was placed under arrest for Driving While Intoxicated and booked into the Kleberg County Jail.

TOURISM SERVICES DEPARTMENT (Courtesy of Bob Trescott, Director)

January 4 – January 18, 2013

We are beginning a *new* year, under a *new* arrangement, with *newly-filled* staff positions in the *new* Tourism Department.

Partnerships

We are continuing to see results from the building of partnerships that were envisioned in the initial planning for Kingsville Main Street and from the Town/Gown Summit from two years ago.

The TAMUK Engineering School just made a presentation concerning their engineering and design project for Kleberg Avenue, our Main Street. We had a meeting with the Engineering Dean re: continuing projects.

The TAMUK Arts and Sciences School is working with us on a survey of our historic resources, a variety of art projects, and a bat control project. Bob Trescott is on the search committee for a Director for the Conner Museum. We are extending our contract with TAMUK for the historical survey.

We are in discussions with the TAMUK Business School exploring the co-development of gift shop businesses.

We are working with TAMUK Continuing Education on internships with our department.

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The Tourism Department and the King Ranch hosted a meeting of the eighteen counties Texas Coastal Bend Regional Tourism Council on January 17. We are also working together on several projects for joint marketing and promotion.

Our partnership with Texas Coastal Bend Regional Tourism Council and with TexasNow Magazine is building a regional approach to tourism development and management. We will be making visits with regional civic and business leaders, beginning in Rockport on January 19.

We are refining our process of coordinating City services to community events and parades. There was a meeting at Public Works on January 15 to plan for the January 21 noontime Martin Luther King Parade that will extend from the Courthouse down Kleberg Avenue to the Railroad Depot; and to plan for the January 25, 5 p.m. Junior Livestock Show Parade that will travel down Kleberg from the Courthouse to 6th Street and then back up Yoakum. The City departments are communicating and collaborating very well in support of our public events. And, we are expanding our partnerships with the sponsoring groups for these and other events.

We continue our work with Kingsville Historic Downtown District Association on enhancing networking, communications and leadership for downtown events and for retail.

We are working with the Navy to schedule meetings to coordinate Fourth of July celebrations.

Downtown and Historic Preservation

Cynthia Martin is completing her review and update of the several reporting requirements for Texas Historical Commission. This has been a major project. She is working with Permitting to develop a procedure for capturing economic redevelopment data. Ms. Martin will be attending required Texas Main Street Manager training in Llano January 29 - February 1.

The Historic Development Board met on January 9.

Cynthia proposed new Historic Development Board members for Commission approval at the January 14 meeting. The Board is made up of: new members: Candace Jefferson, Erinn McComb, Floyd Holder; existing members: Maggie Salinas (chair), Susana Killion, Lisa Munoz, Sandra Rexroat, Lupita Perez and Gabrielle Ganther.

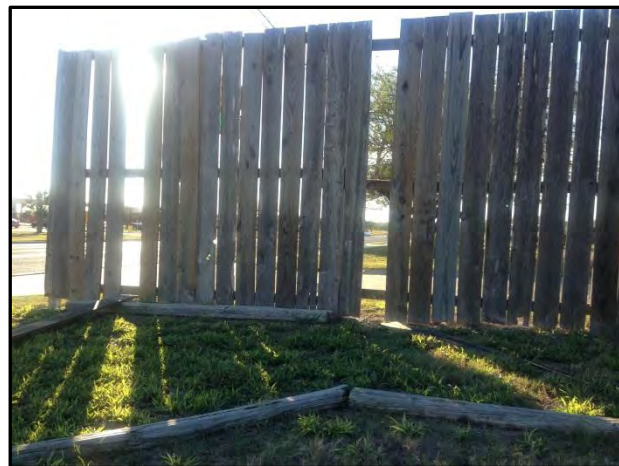
Facilities

Chuck Jennings is the new Tourism Facilities Manager and he is also working partnerships. Several City departments cooperated to get our department a "loaner" pickup truck. We have had City departments and vendors working together to chase the communications gremlins out of our buildings. The Sheriff's Department is collaborating with Mr. Jennings to repair our common fence at the Visitors Center.

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A decaying metal “slipcover” is removed from 215 East Kleberg Avenue



Common Fence to repair with Sheriff's Office

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**Texas Coastal Bend
 Regional Tourism
 Council meets in
 Kingsville**



City of Kingsville 2013 Holidays through February.

Date		Holiday
January 19	Saturday	Livestock Concert
January 19	Saturday	Taste of Soul
January 20	Sunday	Livestock Horse Show
January 21	Monday	Martin Luther King Day Parade
January 22	Tuesday	Int'l Student Event - MSUB Ballroom 3-10PM
January 23	Wednesday	Pack the House
January 25	Friday	Livestock Parade and Cook off
January 26	Saturday	Livestock Carnival
January 26	Saturday	Feng Shui Presentaion
January 26	Saturday	Javelina Preview
February	Month	Black History Month
February 2	Saturday	Groundhog Day
February 9	Saturday	Javelina Preview Day
February 12	Tuesday	Lincoln's Birthday
February 12	Tuesday	Mardi Gras
February 14	Thursday	Valentine's Day
Feb 15-16	Friday/Saturday	Professional Bull Riders

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MEETINGS, EVENTS AND REMINDERS (Courtesy of Mary Valenzuela, City Secretary)

Regular Commission Meetings	Monday, January 28, 2013	6:00 p.m.
	Monday, February 11, 2013	6:00 p.m.
	Monday, February 25, 2013	6:00 p.m.
Municipal Court Dates	Thursday, January 31, 2013	3:00 p.m.
	Thursday, February 14, 2013	3:00 p.m.
	Thursday, February 28, 2013	3:00 p.m.
Board Meetings (Commission Chambers)		
Planning and Zoning Board	Wednesday, January 16 th	7:00 p.m.
Historic Development Board	Wednesday, January 9 th	2:00 p.m.
Zoning Board of Adjustments	tba	
Civil Service Commission	tba	11:00 a.m.
Board Meetings (Respective Location)		
Library Board	Wednesday, January 30, 2013	4:00 p.m.
City/County Health Board	(3 rd week of every other month @ 5:30 p.m.)	

Reminders

City Secretary requests Commission Member Nominations for the following Vacant Board Positions:

<u>Board Name</u>	<u>Vacancies</u>	<u>Recommendations</u>
Zoning Board of Adjustments	1	0
Joint Airport Zoning Board	0	0
Civil Service Commission	1	0
Historic Development Board	0	0
Planning & Zoning Commission	0	0