

Staff Report

(A Publication of the City Manager's Office)

Monday, November 5, 2012

“If you aren't going all the way, why go at all?” Joe Namath, *The Change- Your-Life Quote Book*, by Allen Klein

“A billion dollars isn't what it used to be.” Nelson Bunker Hunt, *Little Budget Book*, by Len Wood

CITY MANAGER (Courtesy of Vince Capell, City Manager)

Teams are the Secret Sauce of City Success

Progress is being made faster, better and more visually in Kingsville due to the formation and use of teams. Most teams are cross jurisdictional meaning that employees from different departments are members of the same team. The team approach breaks down barriers between departments and invites (or compels) cooperation to achieve common objectives. Each team has a leader and each team is held accountable for results. The City Manager has formed and participates in three teams formed to achieve City Commission goals. These teams include the “Beautification Board Team” to promote City beautification and the “Streets Team” to achieve recognizable improvements to the conditions of City streets. The City Manager's direct reports constitute a “City Manager's Team” to discuss and coordinate issues leading to the achievement of Commission goals.

Departments also form their own teams, which are probably too numerous to count, but one such team is the “Demolition Team” in the Community Appearance Division office. The purpose of this team is to focus on demolition of dangerous and unsightly structures in a way that makes for a more beautiful City, improved quality of life and safer neighborhoods. Sometimes teams include individuals outside City government. One such case was the City's Newman Center Team, the sole purpose of which was to facilitate, coordinate and expedite activities needed for the new Newman Center dormitories to break ground on the TAMUK campus.

Some teams are formed for brief periods of time to accomplish short-term tasks. Most teams formed during the past 20 months are of a more permanent nature charged with accomplishing long term City goals. So if one wonders why the City seems to be performing at a higher level... teams and the people in them have a great deal to do with it.

City Manager Declares Victory for Professional Development Program (PDP) Kick Off

By the City Manager's own estimate the first session of the PDP was informative and useful. Approximately 35 supervisors, managers and directors attended the day-long session at the Kingsville Holiday Inn. Thanks to the Training Generals, Diana Gonzales and Melissa Perez, for their good work in making all of the arrangements including excellent course material and presenter.

City Manager Attends Presentation by Celanese Bishop Facility Site Director Several area residents, government officials and corporate VIP's attended a dinner and presentation by Celanese Bishop Facility Site Director, Brian Connelly, at Linda's Restaurant on Thursday, October 18th. Mr. Connelly provided some meaningful information about the Company's efforts on employee safety, product development, corporate citizenship and other Company issues.

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FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director)



Accounting Facts Few People Care About...

Fra Luca Bartolommeo de Pacioli; (1445 – 1517) was an Italian mathematician, Franciscan friar, collaborator with Leonardo da Vinci, and is known as the “Father of Accounting”.

Finance Administration Division

Time Clock Plus Software

The “GO LIVE” date is for Time Clock Plus is December 2nd. All City Departments except for Police are currently using the biometric readers to clock in/out. Enrollment training was held at the Police Department on Friday, October 19th with enrollment scheduled to be completed by November 2nd.

New Billing Rate for City Ambulance Services

At the October 22nd Commissioner’s meeting, the Board of Commissioners amended City Ordinance (Chapter XI, Article 2) regarding Ambulance Services by approving a new billing rate. A resolution establishing the City of Kingsville’s Investment Policy and Strategies, designating the City Manager, Director of Finance, and City Accounting Manager as authorized City representatives with full authority for investment purposes was adopted. Additionally, an introductory item amending the Fiscal Year 2012-2013 Budget for Community Appearance was submitted.

Audit Season

The Finance Department has been working with auditors from John Womack & Co. P.C. regarding consumable inventory calculations, account reconcilements, and submitting engagement letters in consideration of their visit in the latter part of November. This preliminary work is the basis for preparing the City’s Comprehensive Annual Financial Report which will be completed spring 2013.

Accounts Payable Work Load

The Accounts Payable Department processed 344 Purchase Orders and Debit Memo’s in September for a total of \$1,683,481.39. City Credit Card expenditures for that same period totaled \$68,339.71.

Finalizing Fiscal Year 2012

The Finance Department is reconciling the month of September which was the City’s Fiscal year End. September is also the end of a fiscal Quarter and the Department is actively preparing several Grant and Financial reports that are due to various Agencies. Additionally, the verification of Fixed Asset to provided inventory listings by City Departments is still underway with Arturo Moreno heading up this endeavor.

Improving What We Do and How We Do it

The Finance Director has been working with the Finance Office, Collections, and Municipal Court Managers streamlining operating procedures and reviewing internal controls. This is an annual activity implemented by the Finance Director to ensure the departments under his direction and control is proactive and not reactive in the utilization of current industry best practices.

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Utility Billing Division

Working Together to Achieve More

The Collections Manager attended the Beautification meeting on October 24, 2012. In attendance were the City Manager, the Health Director, the Finance Director, the Municipal Court Manager, the Director of Developmental Services, the Community Appearance Supervisor, the Chief of Police, and the Downtown Manager. In this meeting the Community Appearance Supervisor discussed the update on the phase 7 addresses and status on each property. Also, The Community Appearance Director discussed the status on the phase 8 addresses. The Community Appearance Supervisor mentioned that nine of the ten addresses were owner abated. This is good news in that the focus has been to educate property owners that are in violation that keeping their properties clean is their responsibility. The City Manager discussed the importance of providing such statistics in future meetings.

The Director of Developmental Services discussed the pending demolition agreement payment plans. The Collections Manager will be provided the information. An invoice with a copy of the agreement will be mailed out to the property owners. The payments agreements are set up on 12 monthly installments.

The City Manager discussed the upcoming La Posada event and assigned the Downtown Manager as the lead for this project. This year's theme is "Support a Cause". The City Manager suggested that the involvement of all City Employees should be encouraged.

The Downtown Manager discussed the new canopy. He suggested coordinating a meeting or a team to discuss ideas on how to beautify the area even further. The City Manager, as well as all in attendance, agreed that it should be a joint effort by several departments.

Accounts Receivable packet

The Collections Manager sent out the following invoices using the new Incode Accounts Receivable packet:

- * 3 Water Extension Invoices on October 15, 2012 with revenue amounting to \$81,454.83
- * 128 Weed lien Invoices from 2007-08 were sent out on October 17, 2012 and revenue amounted to \$80,690.00
- 3 Demolition Payment agreement Invoices sent on October 17, 2012 resulted in revenue of, \$1,749.00

The Collections Manager has set the following goals in completing the input of outstanding weed liens:

2008-2009 - Weed Lien Invoices and Outstanding Abatement of Noxious matter liens the week of October 29th, 2012

2009-2010 - Weed Lien Invoices week of November 5th, 2012

2010-2011 - Weed Lien Invoices week of November 13th, 2012

2011-2012 - Weed Lien Invoices week of November 19th, 2012

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Storm Water Study

The Storm Water Fee informational insert flyer was included in the billing cycle for October 24th, 2012. The Collections department would like to remind 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 per month 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 will be effective October 8, 2012.

EMS Billing Rate Study

The EMS Billing Rate proposed increase was included in the Commission Meeting scheduled for October 22, 2012. The Intermedix consultant was in attendance in case there are any questions. The Commission voted on approving the medium rate billing and drug charge increase. These new rates will be effective November 7th, 2012 per City Ordinance No. 2012-56. The Collections Manager would like to thank all individuals for their assistance in gathering relevant information in order to complete the billing rate study. Thank you to Mark Rushing, Felix Camarillo, and Mary Malone.

Paving liens

The Collections Manager would like to remind all involved that the deadline to receive the principal amount of any paving lien is March 12, 2013. The Collections Manager does request 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 for correct posting. The Utility Billing office does accept Visa and/or MasterCard, checks, money order, and cash. The Visa and/or MasterCard payment can be made over the phone at no cost to the customer. Once payment is received in full, a release of lien will be processed that must be recorded at the Kleberg County Courthouse.

Other Billing Activities

The Utility Bills included the following comment on the utility bills mailed out October 24th 2012: City of Kingsville Ordinance No. 2012-51 Storm water Utility fee was approved on September 17, 2012. A monthly flat-rate fee of \$1.25 is charged for single-family residential service. The monthly Storm water Utility fee for commercial accounts is dependent on the square footage of the property. For additional information call our main line 361-592-5281.

Additional duties

The Collections Manager is working diligently on fiscal year end reports at this time for upcoming audit purposes. The Collections Manager continues to address any additional issues or other items such as projects, and/or reports requested by other departments that may arise while also making sure all monthly Collections Reports are completed in a timely manner and ensuring the upmost customer service is given to all individuals that visit the Utility Billing Department.

Municipal Court Division

The Kingsville Municipal Court operations consist of traffic, State, and City offenses filed by the Kingsville Police Department, City Community Appearance Division of the Planning Department, the Health Department and the local School Districts.

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Enforcing City and State Codes

As of October 10, 2012 through October 23, 2012, there were a total of 162 new cases filed. Of these new cases, the Kingsville Police Department filed 97 new traffic violation, 4 parking citations, and 50 new state law charges. The City Community Appearance and Health Departments filed 11 new City Ordinance violations.

Before October 11, 2012 court hearing, there were 167 cases resolved, 82 payments made by the plan orders with 155 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 \$25,262.17 was collected during the period of October 10, 2012 through October 23, 2012.

Cases Heard-During this update

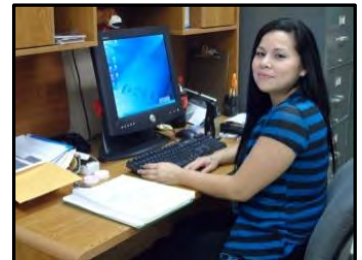
Municipal Courts October 11, 2012 court session included 420 cases (249 people) to be heard. During this hearing, 51 defendants made their court appearance. Out of the 420 cases heard, 58 payment plans were approved, 9 thirty day extension orders were approved, and 19 cases are pending for further proceedings. A total of 10 cases were closed by full payment and 43 cases were dismissed upon compliance. By order of the court 75 cases were reset and 206 cases were forwarded to the warrant department for execution.

Schedule of Upcoming Court Dates

October 25, 2012 / November 8, 2012 / November 29, 2012 / December 6, 2012 / December 20, 2012

Welcome

We would like to welcome Erika Caldera. She has been assisting both Utility Box Office and Municipal Court. Erika comes to the City through a cooperative work program with the Texas Workforce Commission.



Special Reminders

Citizens 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.

Thank You

Special Thanks to the Kingsville Police Department for the court security by Officer J. Grant #94, Officer S. Benys #73, and Officer S. Flores #98.

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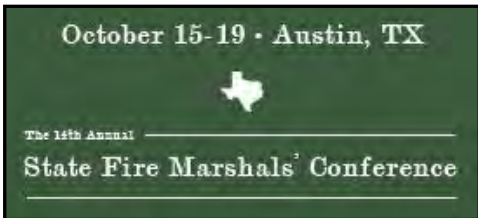
FIRE DEPARTMENT (Courtesy of Roel Carrion, Interim Fire Chief)

Fire Department Support Breast Cancer Awareness Month



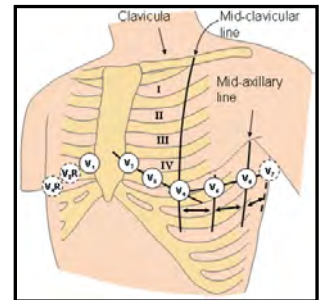
Annual Fire Marshall's Conference

Three department personnel attend the 14th annual Fire Marshall's Conference in Austin, Texas. Fire Marshal Roel Cavazos, Interim Fire Chief Roel Carrion, and Captain Don Erebia Jr. Conference guest speakers present information on fire code updates, fire alarms inspection 101 training, and fire prevention strategies and provide an opportunity for Fire Marshals to network together and present their own issues that they are experiencing in their local communities.



Telemetry Training

On October 19, 2012 – Department personnel attend a 12-lead telemetry training held at the CSKM HEB Center. Among those who attended were Aaron Armijo, Leo Ledesma, Christopher Loudon, and Jeff McFarland.



Fire Prevention Presentations

October 16, 2012 – Children Development Center, 155 children attended.

October 17, 2012 - University Child Care Center, 40 children attended.

October 18, 2012 - Kleberg Elementary, 100 children attended.

All Out Training Exercises

On October 19th firefighters trained to keep up their skills and endurance required for their job requirements. Training involved



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multiple stations while wearing full bunker gear and using SCBA packs during some of the evolutions. The entire training session was supervised by Captain Sandoval and Engineer Mendiola to ensure safety and productivity. EMS/Fire response continued during the training.



Helping to Save a Young Child's Life – On October 20th, EMS crews responded to an 11 year old female, choking on foreign object, turning blue. Upon arrival, first crew of EMTP Torres and EMTB Lee found an unconscious girl, blue and not breathing. A second crew, EMTP Bryce and EMTP Casey arrived to assist with the call. The girl's father had attempted to clear throat, unsuccessfully. Using intubation equipment, EMTP Torres was able to visualize the obstruction, then removing the obstruction. The 11 year old girl's breathing was restored and taken to the local hospital for further evaluation. The father of the girl came by Central to personally thank the EMS crews who responded to his near family tragedy. The family will be presenting an appreciation award to the EMS crew on Friday, 26 October @ 1300, location Central Fire Station. Participants will include Channel 3 News and Univision News Channel 28. We were happy to hear that the girl was progressing and doing very well.

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Kleberg Nursing and Rehab Fall Festival

Department personnel participated in the Kleberg Nursing and Rehab Fall Festival held at their facility. EMS crews presented a small safety talk to family and children attending the event.

Fire Prevention Presentations

Two separate Fire Prevention presentations were conducted on October 20th at the Central Station involved Santa Gertrudis Elementary School, with 50 children and Cub Scouts with families attended. The presentation involved fire safety,

SMOKE ALARMS SAVE LIVES

MAKE SURE YOUR SMOKE ALARMS PERFORM AS INTENDED
– WHEN YOU NEED THEM THE MOST

- **TEST** smoke alarms monthly
- Change the **BATTERIES** every year
- Beware of **CHIRPING** smoke alarms – it's time to replace the batteries
- Replace older smoke alarms – **REPLACE** alarms that are more than 10 years old
- Know the **SOUND** of the smoke alarm and what to do if the alarm goes off



**REMEMBER, ONLY WORKING SMOKE
ALARMS CAN SAVE YOUR LIFE!**

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evacuation from fire, fire prevention and tours of EMS/Fire units. On October 23, 2012, 220 children attend fire prevention presentation at Perez Elementary School

TAMUK Fall Festival

The Department participated in this year's TAMUK Fall Festival held at the university from 5-9pm. Local Citizens were able to try on gear and take photos.



Helping the Javelinas

The Department participated in the

Javelina's Homecoming Parade that was held downtown.....



Participation in Professional Development Program



Department personnel attended a professional development training class held at the local Holiday Inn. Attendee's included Intern Chief Roel Carrion, Capt. Don Erebia, Capt. Jose Armando Sandoval, and Lt. Terry Valentine.

Station No. 2 Taking Shape

Construction work continues at Station 2 our substation at 515 N. Armstrong, both inside the building and outside plumbing and landscaping work.



Self-Contained Breathing Apparatus (SCBA) Training

Training continued with SCBA (Self-Contained Breathing Apparatus) with hands on procedures and equipment checks to ensure shift was up to date with possible fire scenarios.

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Assisting with House Demolition

Department assisted with a house demolition located on West Ave. A by washing down the Structure.

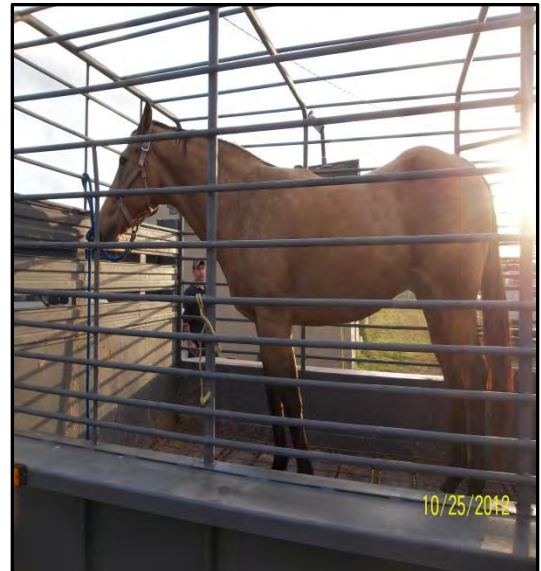
Fire and EMS Response Statistics

Fire/EMS crews responded to a total of one-hundred thirty-four (134) emergency calls between October 12 thru October 26, 2012. (missing 25th runs)

HEALTH DEPARTMENT (Courtesy of Emilio Garcia, Director)

So Long Willie

It was a sad, but joyful day for the staff at the Health Department. Our long time residence "Willie" the Horse was adopted on October 25, 2012. Willie had been with the Health Department since April 18, 2011. The horse was a cruelty case and the owner was being investigated by the Sheriff's Department. The Health Department received notice that the owner of the horse had given up his



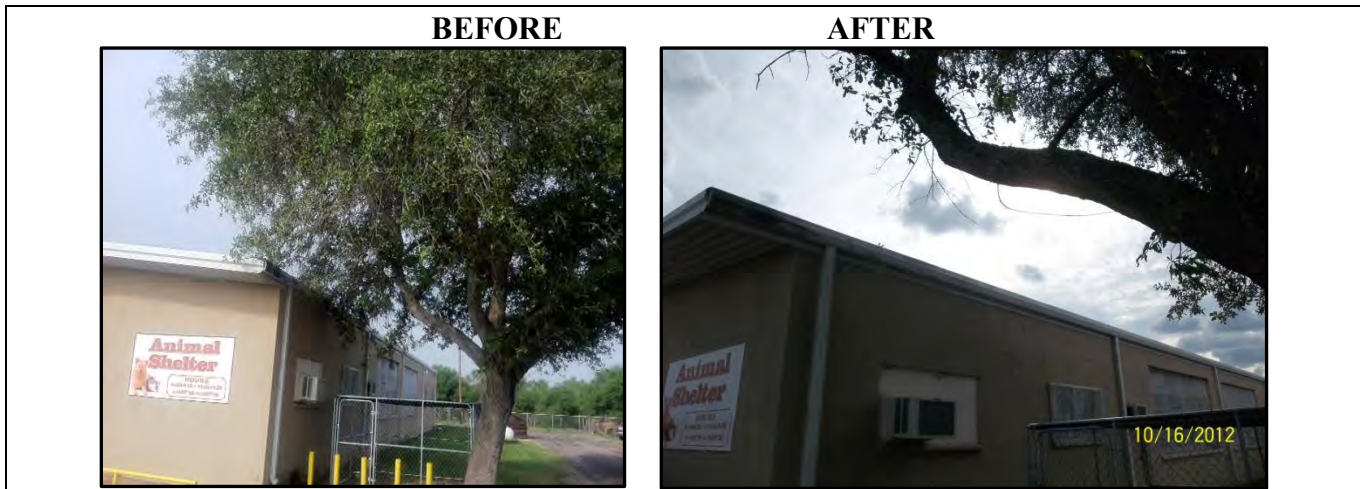
rights to the horse and no longer wanted him. So Willie was put up for adoption. Willie was adopted by a loving and caring family that will take good care of him for years to come.

Proper Maintenance of Animal Shelter

The Health Department would like to thank Chuck Jennings and Hilda Minter from the Community Appearance Department for their hard work trimming and hauling off some tree branches that were scraping the roof of the Animal Shelter Building. The trimmings were done in order to comply with our Wind Storm Insurance Policy. Also thanks to Mrs. Melissa Perez, Mr. Michael Kellam, Mr. Naim Khan, Mrs. Jennifer Bernal and Mr. Avelino Valadez for their support.

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Mosquito's

City County Health Unit staff continues to perform mosquito surveillance. So far all mosquitoes submitted to the DSHS laboratory in Austin continue to exhibit no signs of being positive for West Nile. Staff will continue to monitor the activities of mosquito's in Kingsville and Kleberg County until the end of November.

Food Service Inspections (October 15- October 25)

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 represent 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 represent 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.

And the Scores Are????

Riviera ISD Cafeteria-89	Kingsville Nursing & Rehabilitation-93	CVS-100
Snappy Foods #12-66	Kleberg County Nursing & Rehabilitation-87	El Dorado-96
Subway/Riviera-85	TAMUK-Library-88	
Dollar Tree-93	TAMUK-Bishop-Turner Hall Cafeteria-89	
K-2 Food Mart-94	TAMUK-PizzaHut-100	
Taqueria Martinez-82	TAMUK-Suschie-93	

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TAMUK-Jav. Book Store-93	Family Dollar-96	
Los Mariachi's-72	Dollar General-14 th -93	
Dollar General-Brahma-93	Sirloin Stockade-83	
El Pastel Bakery-93	Kingsville Leadership Academy-90	

Trainings/Meetings (October 12, 2012)

Health Department staff recently participated in a tabletop exercise in response to an intentional food contamination event. The meeting was held in Corpus Christi, Texas and was sponsored by The Nueces County Public Health District. The exercise was an opportunity for agencies to review their plan and understand their role in this type of event. Many Community Agencies participated, including schools, hospitals, law enforcements, federal agents, laboratories, city-county emergency managements, EMS, Region 11 partners and local businesses.

The 2012 Texas Mosquito Control Association (TMCA) Fall Meeting was held in Corpus Christi, Texas in October 17-18, 2012. Health Department staff attended the two day meeting. The meeting was well attended by Vector Control Department personnel throughout the State of Texas. Several Vector Control Companies were also in attendance displaying their products. Topic of discussion included West Nile Virus updates, types of mosquito's, mosquito surveillance, different types of mosquito traps, and data collection.

Environmental Inspections-Recent activity (October 15-October 26)

Re-inspections-(6), Environmental-Animals (1)

Animal Control

Animal Adoption Day at Tractor Supply

Animal Control employees recently participated in an animal adoption day held on Saturday October 20, 2012. The location was at our local Tractor Supply Store. Four dogs and four cats were available for adoption from



the animal shelter. Two dogs out of four were adopted, but unfortunately no cats were adopted.

Tractor Supply Makes a Donation

The Health Department Staff would like to take this opportunity to thank the Management and staff from our local Tractor Supply



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Store for their generous donation of several doggie beds, toys and treats. These items will be given to individuals who adopt an animal in the coming days, while supplies last.

HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Announcements

Active Vacancies

Fire – Firefighter/Paramedic
Garage – Maintenance Technician
Police – Information Systems Technician
Street – Equipment Operator I and Equipment Operator I
Tourism – Equipment Operator I

Individuals interested in serving on the Civil Service Commission please contact the City Secretary's Office at 361-595-8002.

New Hires

Myrna Barrera – Library Assistant; Arturo Cruz – Utility Worker; Jarrod Boudreaux – Utility Worker; Guadalupe Cavazos – Maintenance Worker; Joshua Morgan – Maintenance Worker; Christopher Loudon – Firefighter/Paramedic

Promotions/Transfers

Valerie Valero – Engineering Technician
Rosie Rodriguez – Administrative Assistant II - Community Appearance
Judy Gonzalez – Administrative Assistant II – Tourism Services

Separations

Ricardo Beltran – Street Dept.

Retirements

Mario Munoz – Police Department
Graciela Garcia – Task Force

Summary of Evaluation Process

<u>Dept. Conducting Evaluation</u>	<u># Outstanding</u>
Police – Patrol	9
Police-Communications	5
Police-Investigations	4
Public Works Admin.	1
Garage	2
Street	5
Health	3
Water Production	2
Wastewater	7

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Workshops/Seminars

HR is working with TMRS and Nationwide for a pre-retirement workshop tentatively scheduled for December 12, 2012.

General

HR Director attended a Safety Central Committee Meeting with the Risk Manager on October 23rd at Public Works. Planning for the Employee Recognition and Safety Banquet continues.

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

Presentation to the Economic Development Council

Mike Kellam presented the City's "development progress report" on Wednesday October 17th. The purpose of the presentation was to inform the Council of the ongoing efforts and successes of the City. Mike Kellam presented the growth statistics consisting of permit data, projects under construction, pending projects and projects in the works. This data included all types of development specifically, single family residential, multi-family residential and commercial. This also gave the City a platform to promote its successful partnerships with existing businesses to encourage and enable facility expansion and job growth wherein we've been successful. The presentation was well received and feedback from the Council was very positive.

Meetings with Prospective Developers

Mike Kellam, Vince Capell & Dick Messbarger met with a prospective commercial development group on October 24th, who were in town to perform site research. The group had visited the City on prior occasions and continues to perform their due diligence on the trade area and market needs. Communication will be maintained in the future as we progress in discussion and partnerships are solidified. Overall, the meeting was very informative for both the City and the group as we shared information regarding needs on both sides to continue the retail/service development of the City. Additionally, Mike Kellam met with another development prospect on October 25th, regarding the redevelopment of an existing site to include a retail/service component as well. These discussions are in their infancy, and ongoing dialogue will continue as we look to partner with the developers to fill retail and service gaps in the City.

H.M. King High School Renovation

The newly formed H.M. King High School Renovation Coordination Team met on October 25th to coordinate efforts as the renovation of the old high school and new city hall kicks into a higher gear. Given the City will be the end user of the building, Mike Kellam will be coordinating the ongoing work being performed by the contractors, with oversight by the City, Architect, and the Foundation. These meetings will allow consistent communication amongst all involved and ensure the project is optimally successful. As we continue to meet a more detailed approach and projected timeline for completion will be created. The meetings of the team will be ongoing through the completion of the project.

Newman Student Housing/Diocese Chapel Update

Permits were issued for the housing component of the overall project, with the chapel portion to be

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issued in the short term. This project is entirely through plan review and is now in the hands of the general contractor, with the City now taking on its customary role of inspection and plan/code compliance throughout construction. Updates will be provided in the future on an as needed basis.

Permitting

The following permits were recently issued - Remodel- 7, Electric- 10, Fire Inspections- 10, Plumbing- 5, Mechanical- 4, Roofing- 6, Residential Meter- 7, Commercial Meter- 3, Gas Inspection- 7, Sign-2, New Commercial-2, Curb Cut- 3, Demolition- 2. *Total Permits: 71*

New Business - None to report at this time. / **Plan Submittals** - None to report at this time.

Upcoming Plans

Economic Development Guidelines Update

Mike Kellam is currently working to update the Economic Development Guidelines for the City. These guidelines expire every two years and are to be re-approved by the City Commission in order to utilize economic development tools as lined out in Ch. 380 of the Texas Local Government Code. Mike Kellam has proposed some updates to the document in an effort to continue the efforts of the community in promoting and encouraging both residential and commercial development and overall job growth in our City. These tools help to keep us competitive while hopefully holding a bit of an edge over surrounding communities who are vying for the same.

Website Design Project

Mike Kellam conferenced with the website design contractors on October 24th to plan and coordinate the professional photography for the website. A set of professional photographer's will be coming to take pictures of interesting and historic sites as well as pictures of staff and the City Commission. The tentative date for the Commission and staff pictures is November 7th. Once a specific time has been determined we'll provide the information to those involved for final planning.

ZBA Applications

The Zoning Board of Adjustment will be meeting on November 1st to hear two applications. One is for a height variance for the Newman Center Chapel and the other is for a sign code variance for the Kingsway church.

Community Appearance Division

Recent activity (October 10-October 24) by Community Appearance Inspectors is as follows:

Activity:	Results:
Notices Sent- 39	Compliances- 116
Inspections- 40	Abatements- 31
Re-Inspections- 143	Court Cases- 8
Illegal Dumping Cases- 0	Referral to other Department- 1

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

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Community Appearance Annual Halloween Event Update:

Community Appearance staff and volunteers held the 4th annual community Safe Trick or Treat Halloween event to be held on October 25th from 4-6pm in Downtown Kingsville. The event was a huge success with hundreds of participants. Kids enjoyed a safe trick or treating environment and visited the downtown businesses while also participating in games, face painting and a hayride. Jennifer Bernal would like to especially thank the tremendous efforts of the volunteers, businesses that participated and the City as a whole for making the event a great success.

Making it Better than it was Before

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

BEFORE

AFTER

Rio 7 Cinema-Sign



Demolition Initiative

The "Demo Team", headed by Jennifer Bernal, continues to progress toward the demolition of dangerously unstable structures throughout the City. Staff continues to have success with the volunteer property owners who are willing to participate in the voluntary demolition agreement, wherein the property owner will reimburse the City for the expenses related to the demolition of their property.

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
10/24/12	726 W Ave A (small structure in back)- Per signed Property Owner Agreement - Done
10/26/12	109 ½ W Ave D- Per signed Property Owner Agreement – Will be demolished by the end of October
1/3/2012	519 N. 6 th St. - Awaiting re-hearing for Demolition Order Request
Pending	418 E. Lee St. - Awaiting hearing for Demolition Order Request
Pending	523 E. Henrietta St. - Awaiting hearing for Demolition Order Request
Pending	323 E. Henrietta St. - Awaiting hearing for Demolition Order Request

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10/24/12 1304 E. Kenedy St. – Fire Damaged-***Emergency Demo completed October 24th***
 Pending 807 E. Henrietta St. – Per Signed Property Owner Agreement
 Pending 328 E. Alice St. – Per Signed Property Owner Agreement
 Pending 1414 E Richard St. - Per Signed Property Owner Agreement

Top Ten Private Property Clean Ups

Community Appearance Inspectors continue to follow up on previous City abatements to ensure compliance since the initial abatement. Work has already commenced on the 8th phase of property clean ups, while inspectors are in the process of preparing the 9th phase of property clean ups to be performed in December. Phase 8 has already had three of the 10 property owners comply on their own without City abatement. We continue to work toward motivating the property owners to abate the nuisance themselves, thereby achieving the City's goals of self-sustainment with regard to property maintenance. The remaining/recently cleaned properties and the current top ten properties are as follows:

8th Phase

Property Address	Tentative Date of Abatement
604 College Place	11/5/12
921 E Yoakum	11/6/12
641 E Ave D	11/12/12
1302 E Fordyce	11/14/12
1305 E Huisache	Owner Abated – 10/15/12
318 W Ella	11/9/12
718 W Warren	11/19/12
824 E Huisache	Owner Abated – 10/15/12
919 W Lee	11/21/12
523 S Lantana	Owner Abated 10/15/12

BEFORE

AFTER

1400 Blk East Henrietta- Abated by City Crew 10/8/12



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BEFORE **AFTER**
1232 East Ella – Abated by City Crew 10/8/12



Our New Sign Code at Work

Below is an illustration of our new sign code playing a part in our community appearance efforts. With the redevelopment of the old Blockbuster Video site, now transforming into a Petsense retailer, the old sign was required to be replaced with a new monument style sign. This is a prime example of the benefits of our new code language and also an illustration of the positive impact this type of signage can make on the community appearance

BEFORE **AFTER**



Police Department

Junk/Abandoned Vehicle information for the period of October 10- October 25 is as shown below:

<i>Activity:</i>	<i>Results:</i>
Junk Vehicle Citations- 0	Junk Vehicle Compliances- 0

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Inspections- 0	Abandoned Vehicle Compliances- 0
Junk Vehicle Warning/ Re-Inspections- 0	Court Case Totals- 0
Abandoned Vehicle Tagged/Contacts- 0	Abatements- 0

At the writing of this report no information was received from the Police Department. The Police Department's strategic goals are to attempt 10 contacts per dayshift officers and 5 contacts for evening shift officers monthly for Junk/Abandoned vehicles.

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

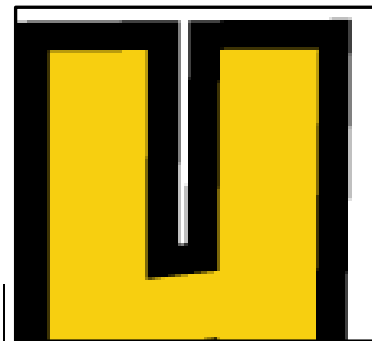
Saturday, October 13th, 2012 Cocaine Seizure

Ptlm. Tony Cervantes conducted a traffic stop on a tractor/car hauler northbound on US 77 during the early morning hours. Upon developing probable cause K9 Kaden alerted to portion of the tractor. A search of the vehicle led to the discovery of 43 kilos of cocaine. Driver of the vehicle a 34 year old Brownsville resident was arrested and seizure of the tractor/car hauler will be filed. Outstanding job by the officers involved including Ptlm. Cervantes, Cpl. Brad Allen, Cpl. Vincent Murray.



Chief Torres attends HOTZONE Conference in Houston

Chief Torres attended the Hotzone Conference on a full scholarship from October 18th, to the 21st. He attended seminars on chemistry and how it determines how a product will behave, what container it is stored and transported in, how it reacts to its environment—both within and outside the container, how it can be detected and identified, and the tools and techniques that will ultimately be needed to mitigate the incident. In short, how chemistry determines how a risk-based response is mounted. The chemistry



of hazardous materials came alive with chemical demonstrations, table top exercises, hands-on activities, and chemical identification exercises using a variety of air monitoring and sample identification equipment including pH paper, M8 paper, oxidizer paper, halogen detectors, multi-gas detectors, PIDs, Raman, FTIR, and GC/MS instruments. Chemical and physical property trends across chemical families are illustrated using our Periodic Table of the Compounds™. Students got hands-on experience



with almost two dozen different chemicals during the workshop.

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Tuesday, October 23, 2012 Search Warrant 1318 E. Johnston

Cody Jacob Barrientes, photo shown on the right, was arrested at his residence after a search warrant for illegal drugs was conducted at his residence. Investigators with KPD along with SWAT executed the search warrant and recovered a quantity of marijuana. Mr. Barrientes was charged with Poss Marij >4 oz<= 5lbs in a Drug Free Zone and a \$15,000.00 bond was placed on him after his incarceration at the Kleberg County Jail.



Red Ribbon Week Presentations at Santa Gertrudis School

Kingsville PD SRO Jesus Reyes who is assigned to SGISD coordinated "Red Ribbon Week"



presentation at the Santa Gertrudis Gym on Wednesday, October 24th, 2012 at 9:00 a.m. for elementary students and again at 12:45 p.m. for Academy High School Students. The photo on the far right shows Criminal Interdiction



Officer and SWAT member Daniel Gonzales motivating the elementary students to be "Drug Free!" Chief Ricardo Torres stopped by to provide a short drug free message. In the crowd was former Kleberg County Sheriff and former Director of the Texas Commission on Jail Standards Adan Munoz Jr.

Wednesday, October 24th, 2012 Cub Scout Troop #145 Tours PD

Sr. Ptlm. Ricardo Salinas provided a tour of the Kingsville PD to the members of Cub Scout Troop #145. The Cub Scouts were shown many of the tools used by officers to fight crime in our city.

Training on Back Injury Prevention for Public Entities

Sr. Ptlm. Ricardo Salinas is providing training to all KPD employees on back injuries. Training was scheduled for 5pm and 9pm on Wednesday, October 24th, at 10am for office staff on Thursday, October 25th, and a final round of training on Sunday, October 28th, 2012 at 5pm and then again at 9pm. Training material was provided by the TML Intergovernmental Risk Pool.

Officers Successfully Complete Field Training Program

Officers Feliciano Reyna, Tony Macias and Theresa De La Rosa have successfully completed the intensive 16 week Field Training Officer Program. Chief Torres congratulated the officers on completion of the program and being released on their own for full duty. Chief Torres also recognizes the assistance of all of the Field Training Officers and the FTO Coordinator for their assistance in preparing the officers for duty so that they can be prepared for any situation that they face as police officers. Great job!

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PUBLIC WORKS DEPARTMENT (Courtesy of Naim Khan, Director)

Capital Improvement Projects

Concrete Intersection Reconstruction Projects

Elite General Contractors, LLC continue working on the reconstruction/repair of ten worst concrete intersections in between 6th to 14th Street and Kenedy to Ragland Avenue (Bid #12-39). This project includes the following areas: 8th and Johnston, Ragland between 6th and 7th, 7th and Warren, 10th and Fordyce, Huisache between 6th and 7th, Huisache between 7th and 8th, 10th and Huisache, 614 E. Lott, 411 E. Lott and 530 E. Huisache. Repair of 8th and Johnston, Ragland between 6th and 7th, Huisache between 6th & 8th are complete.

10th & Fordyce



Warren & 7th



Street Improvement Projects

Street Division of the Public Works Department completed the section from Carlos Truan to Kelly Street on October 19th. Street crews have scarified, hauled of extra materials, rolled, watered and compacted the section from Elizabeth to Rettye Drive. This section of the street is to be paved on October 26.



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 November.

South Wastewater Treatment Plant Secondary Clarifier –

9000 feet 12” PVC water line along County Road 1030 from Escondido Road to FM 772- Project continues as crews have installed 2,600 linear feet of pipe. Expected completion date is November 2012.

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Street Division (10/08-10/20)

Patching – Street crews continue with the “pothole blitz”, with nearly half of the towns major potholes patched staff is planning on covering the rest of the city by the end of November.

Curb and Gutters – Crews cleaned gutters on Wanda from Corral to Ave I; Ave I from Armstrong to Lantana; Ave G from Armstrong to Lantana; Ave H from Armstrong to Lantana; Ave I from Armstrong to Wells; Wells from Corral to Charles; 1st Street from Corral to Charles; Mesquite from Armstrong to 3rd Street; Ave D from Armstrong to Railroad; Ave C from Armstrong to Railroad; on Lott from 6th to 9th Street and all of Zone 15.

Weed eating – Trimmed from 20th Street to 14th along Corral, along 14th from Corral to the north “Y”, the north “Y” along 6th to Corral, along 6th to Nettie, and on Railroad from Corral to Ave B.

Sweeping - Crews swept the following: Zone 8 - Kleberg from Armstrong to University Blvd; Yoakum from Armstrong to University Blvd; Henrietta from Armstrong to University Blvd; Lee from Armstrong to Lantana Drive; Alice from Armstrong to University Blvd; Wanda from King to Richard; Jackson from King to Henrietta; Lantana from Johnston to Kenedy; Williams from Johnston to Kenedy; Wanda from Johnston to Kenedy; Frances from Johnston to Kenedy; Kenedy from Armstrong to Williams; Huisache from Armstrong to Williams; Johnston from Armstrong to Lantana; Wanda from Kenedy to King; Williams from Kenedy to King; Santa Anita from Santa Gertrudis to Santa Fe; Santa Barbara from Santa Gertrudis to Santa Fe; Santa Clara from Santa Gertrudis to Santa Fe; Santa Dolores from Santa Fe; Santa Elena from Santa Gertrudis to Santa Fe; Santa Fe from Santa Rosa to Santa Elena; Santa Monica from Santa Rosa to Santa Elena; Santa Cecilia from Santa Rosa to Santa Elena; Briarwood from 3rd to 5th Street; Candlewood from 3rd to 5th Street; Birchwood from 3rd to 5th Street; Lemonwood from 2nd to 5th; 2nd from Ailsie to Lemonwood; 4th from Lemonwood to 5th; 3rd from Birchwood to Briarwood; 6th to General Cavazos; and Armstrong between King and Santa Gertrudis.

Mowing - Crews mowed General Cavazos from 6th to General Cavazos; behind L&M store at 77 and Caesar to Hall Street and Caesar to corner, picked up trash and edged the sidewalk on Corral from Bypass to 14th. Crews also mowed right-of-way on 6th from Corral to Nettie.

Miscellaneous - Crews picked up trash on Loop 428 from Alexander to 6th Street, sprayed weed killer between 14th through 17th Street and between Corral and Santa Gertrudis. Crews removed grass on curbs and gutters along Kleberg and Jackson, broke concrete on 14th and Kenedy to put up Stop sign, trimmed grass on S 6th Street from south “Y” to Carol lane, helped cut 11 signs and 12 poles near Lamar school (speed limit, pedestrian, etc.), took barricades to 8th and Kleberg and 14th and Santa Gertrudis. . Crews also straightened Stop signs in Zone 1, 2, 3, 4, 5, 6, 7, and 11, picked up signs for the Posada breakfast, put up “We Love Our Children” sign at 10th and Doddridge, replaced Stop sign on Caesar and N. 9th, removed School signs from Zone 11, replaced Dip sign on 7th and Lott, replaced Yield sign on 10th and W. Ragland, repaired One Way arrows on 12th Street, replaced double arrow sign on Lee and 17th, straightened 30 MPH sign on Santa Monica, and replaced Stop sign on 3rd and Yoakum.

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Wastewater Collection and Treatment Plant (10/08-10/20)

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; operators cleared brush along fence line; Rabalais Contractors and Radiant worked UV light rehab; drained down thickener basin.

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; helper sprayed weed killer around Plant.



UV light controls at North Treatment Plant

Wastewater Collection - Had 26 calls for sewer backups. Crews vacuumed sewer from manhole at 5th and King and repaired service at 927 W. King, 325 S. 7th Street and 927 W. King. Crews repaired sewer tap at 1324 E. Yoakum and cleaned and replaced sewer line at Dr. Vela's office.

Water Production (10/08-10/20)

All water wells are in operation. Repairs on liquid level indicators were made at Wells 14, 20, 22, and 24. Well 21 had a water leak 12" line repaired. Grounds maintained at Wells 14, 20, 21, 23, and 24. Transducer was replaced at West Elevated tower. The Water department repaired the leak at Well 20 (well discharge side). Water department also hauled caliche for driveway at Well 22. The booster pump at Well 22 was leaking due to bad mechanical seal. Seals and bearing for booster have been ordered. Backflow preventers for wastewater were tested. Six tested ok while 2 needed repairs. The bulk water backflow preventer at Public Works was also tested and it was ok as well. Nine compliance samples were collected for TCEQ. Alpha Engineering surveyed land at water well 19 for new pump house. Information for water line replacement grant requested for Mary Mora was submitted and water model information requested by HDR engineers was also submitted. Water Production crew attended the Texas Water Utilities Association monthly meeting in Fulton, Texas. The topic was "Chlorine Safety".

Routine job - Collected 16 routine bacteriological Samples; daily water system monitoring; delivered Ammonia to 5 sites; delivered Chlorine to 5 sites.

Water pumped to distribution (10/08-10/20) - Wells – 40,976,000 gallons; Surface – 19,118,000 gallons; 4,107,000 gallons for Ricardo bypass; Total 60,075,000 gallons; Average – 4,291,000 gals/day

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Water Distribution (10/08-10/20)

Water Division Crews repaired 18 Main Breaks and answered approximately 68 Service Calls (meter leaks, cutoffs and backfills). Crews broke out and hauled off concrete from old water well on 6th and Ave B, repaired leaking fire hydrant at University and Yoakum, and assisted Street department on patching street crossing on CR 1030. Crews continue to lay 12" water line on CR 1030.

City Garage (10/8-10/20)

Maintenance

14 Oil changes on preventive maintenance; 42 scheduled work orders; 25 nonscheduled work; 9 Service calls; 0 Call outs; 19 New tires on heavy equipment and trucks; 11 flat tire repairs and balances; 20 pending work orders.

Welder

1 received work order; 6 pending work orders; 5 nonscheduled work orders; 2 scheduled work orders; and 8 service calls. Welder is 90% complete with the second catwalk for the wash rack at Public Works.

Solid Waste (10/08-10/20)

Landfill

Clean up continues on site, raking of slopes and diversion berms. Weeds are being removed from all fences and tall weeds have been cut down. Windblown litter has been dramatically reduced with the use of the new screens. Reflector tape has been applied on all interior fences for better visibility of any damaged or downed fences. Crews prepped slopes for seeding. Grades are being maintained for better drainage and erosion control. The crew has measured all signs at the Landfill to insure compliance is met per the SOP and permit. Methane test has been completed by Naismith Engineering and the outcome was very good. The Landfill Supervisor attended training for Class A Landfill Operators License at TCEQ.

Brush – 110.82 tons; Concrete (commercial and residential) – 202 tons; Litter – .2 tons; Construction and Demolition (C & D) – 230.58; Tires – 1.3 tons; Metals - .18 tons; Dirt – 49 tons; Garbage – 841.46

Sanitation

Residential waste collected from 10/08-10/20 – 574,980 pounds; Commercial waste collected 706,120 pounds; Brush collected 43,170 pounds and construction debris collected 36,700 pounds. Brush crews collected Zone 3 and 4. White goods were also collected. Crews also worked abatements as possible.

Slats

The slats at the Recycling Center have been finished with the exception of the northern most portion of the fence. This portion is scheduled to be replaced. The slats at Public Works are currently being worked on.

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

Purchasing Division

Purchase Orders

For the period of 10-12-12 through 10-24-12, 118 purchase orders were issued totaling approximately \$240,160.00.

Technology Division

Server Backup

The IT department has upgraded methodology for producing and maintaining backup for the servers at City Hall. Server backup logs along with VM health monitoring are available for review in the IT room. Due to capacity (space) restraints, backup for individual users is currently unavailable. We are actively researching and analyzing storage solutions to provide this functionality. In addition, would like all users to check their files under their Network Shares and delete any repeat files. Repeat files waste precious resources, degrade files, heavily impact production, and increase recovery time. IT staff can provide a list of such files as necessary.

Time Management

For the past few weeks IT staff has been working on several different projects to improve the overall quality of services for City Staff. This week was no different. IT has successfully deployed all but one of the hand scanners for the time clocks and successfully tested and evaluated the functionality and availability of the hand scanners. IT has instructed users at the Police Department and several other departments on how to connect to the time management software and make manual changes.

Changes in Email Server

The Technology Division removed the physical email server and converted to private cloud virtualization. This should increase the performance and availability of the server and add additional features that were previously infeasible such as larger mail boxes and email and file recovery. In addition, it will lower overhead cost by reducing carbon footprint and consolidating data. To date, IT staff has virtualized four (4) out of the seven (7) physical servers that are at City Hall. It is the IT departments hope to convert at least two (2) more by the end of the year.

Virtual Machine Uptime

IT has three important metrics in the support and services category. The first being SLA (Service Level Agreement) - which is the amount of request resolved during a certain time period. This can identify if users are waiting an exorbitantly long time for request resolutions. Second is Uptime which measures the percentage of time a particular server is available. If a server remains down for long periods of time this could adversely affect productivity. Alternatively if a server is never rebooted for maintenance this could adversely affect performance, resource allocation and utilization. This is to make sure that hardware resources are properly allocated and can indicate if hardware requirements are meeting capacity requirements.

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R. J. KLEBERG PUBLIC LIBRARY (Courtesy of Robert Rodriguez, Director)

The Express Library Bookmobile

Progress is being made on The Robert J. Kleberg Express Library Bookmobile as Team Ram Rod, the 5-man engineering team from Texas A&M University – Kingsville, paid a recent visit to the library to begin some preliminary work on the interior of the vehicle. The engineering students removed several cabinets and other accessories from the cabin's interior to allow the team to measure for the construction of new book shelves and desk space. A major modification that is currently being considered is the installation of a slide out, mini computer lab that could accommodate up to 2 people at a time. The library has also begun the process of contacting Ground Control, a satellite communication company, to obtain quotes for high speed, satellite Internet service for the vehicle. Another possible feature that is being considered is to work hand in hand with the satellite service, which includes a long-range antenna that could provide a Wi-Fi signal for up to a mile away. The library is currently accepting donations from individuals and businesses to help finance this project. For more information, call Joey Garcia, Information and Technology Librarian, at 361-592-6381.



Teen Zombie Party a Success

The Kleberg Public Library held its first ever Zombie Party on Saturday, October 20th in the Methodist Community Life Center. The event was attended by 25 teens, ten university students, and four adults. The university students attending were members of the Kappa Psi fraternity from the Irma Rangel College of Pharmacy at Texas A&M University-Kingsville. They were in charge of the games for the teens and assisted in applying zombie make-up to all teens who wished to participate in the fun. The teen group enjoyed the life-size Zombieland game based on the children's classic favorite of Candyland. Another overwhelming favorite activity was glow-in-the-dark Zombie Tag with several teens playing more than one round. Ghoulish snacks were served throughout the event and everyone seemed to have a very enjoyable time. At the end of the party, all attendees were given a paperback copy of the graphic novel In the Small, written by Michael Hague.



Special Story Time for Thanksgiving

The Kleberg Public Library will be holding a Saturday Story Time for Thanksgiving. The Thanksgiving story time will be held on Saturday, November 17th at 10:00 a.m. in the Children's Service area. The Children's Librarian, Danielle Friend, will be reading a selection of Thanksgiving stories for children of all ages. The stories read and songs sung will have a Thanksgiving theme. Everyone is welcome to attend and enjoy in the festivities.

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

Training Generals Attend Star 12 Training – “How to Manage Emotions and Excel Under Pressure” in San Antonio, Texas

On Wednesday November 24th, The Risk Manager and Human Resource staff attended a Star 12 Seminar “How to Manage your Emotions and Excel under Pressure” in San Antonio Texas. The 8 hour training focused on techniques on managing your emotions while still being able to complete your job duties.” Some areas discussed were: Understanding Emotions, Preparing for touch situations, and Navigating through conflict, dealing with others Negativity, Dealing with Emotionally charged situations and Achieving Emotional Balance.



The training was beneficial to everyone in the workplace who deals with stressful and emotional feelings everyday while still being able to maintain high job performance. Attendees were taught breathing techniques to overcome anxiety and stress. All attendees were afforded the opportunity to purchase Star 12 Training Material such as CD'S, Books etc. Information and Techniques learned will be shared in the next upcoming staff meeting.

Course Objectives

- Understand the emotions that hold you back from being the “Best you can be”
- Prepare for confrontation and other touch situations
- Navigate your way through conflict
- Deal with others negative emotions without letting them affect you
- Master the communication skills necessary in emotionally charged situations
- Deal with anger swiftly and effectively
- Achieve emotional balance and reach phenomenal success



Employee Recognition and Safety Committee Meeting

Several members attended the recent Employee Recognition and Safety Committee Meeting on Tuesday October 23rd at the Public works building. Carol Rodgers; Public Works CSA distributed a full agenda. Some committee member who attended were: Melissa Perez; Risk Manager, Emilio Garcia; Health Director, Carol Rodgers CSA and Diana Gonzalez; Human Resource Director. The committee reviewed 2 employee claims and injuries. Preparations for the upcoming Christmas Banquet in December were also discussed. All committee members were treated to a lunch.

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Injury and Accident Reports Being Revised



Supervisor Reports are being revised to show more details and diagrams for injuries and incidents. *Everything is in the details!! More Information!! Be Specific!!* These are a few of the items that will be required in the City's current Safety Documentation. For example the city has a document that is currently utilized for information on injuries and incidents (Supervisors Report). While reviewing these



forms in the safety committee it has come to my attention that supervisors will be required to add diagrams, more details and be more specific with the information that is being placed on these forms in order to evaluate employee injuries more effectively and to decrease the amount of city claims. Once the form is revised it will be passed on to all Supervisors to implement in their departments.

Employee Banquet Coming December 7, 2012

It's that time again!! Preparations are currently being made for the City of Kingsville's Annual Employee Recognition and Safety Banquet. The Employee Recognition and Safety Committee are meeting regularly to discuss plans on the Menu, Decorations, Entertainment, Awards, Music and Prizes. It takes a committee of dedicated city employees to make this happen. There are some exiting changes this year like a new menu, entertainment, recognition awards and more. It's an exciting time to be part of the City of Kingsville's Team this Year. Merry Christmas to all!!



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

Bishop Police Department Requests Assistance from Task Force

Chief Larry Lawrence with the Bishop Police Department has made a formal request of the Kingsville Task Force to provide interdiction training to two of his police officers. Each officer will be assigned to a Task Force Agent for an entire month at a time. Training will commence December 2012 and conclude early next year.

Task Force Assists ICE

On Friday October 19, 2012 the Kingsville Task Force received a request for immediate assistance from U.S. Immigration and Customs Enforcement (ICE) based in the Western District of Tennessee. The Task Force assisted with the traffic stop and search of a commercial vehicle that has passed through the Falfurrias Border Patrol Checkpoint. Agents were also able to obtain valuable information from the driver to assist with the investigation.

Red Ribbon Week Presentations (Drug Prevention)

- On Wednesday October 24, 2012 Kingsville Task Force Agents spoke to 155 students at the Kingsville Children Development Center in Kingsville.

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- On Friday October 26, 2012 Kingsville Task Force Agents gave presentations to 650 students at East Elementary School in Calallen.
- The afternoon of Friday October 26, 2012 Task Force Agents gave presentations to 118 students at Dawson Elementary School in Corpus Christi.

Commander and Agent Attend the City Manager's Professional Development Program

On Friday October 26, 2012 Task Force Command Staff attended the first of many Professional Development Programs the City of Kingsville will host. The seminar will focus on Management Skills for Supervisors.

TOURISM SERVICES/DOWNTOWN (Courtesy of Bob Trescott, Director)

Downtown Manager on Board October 29th

We have selected and appointed Cynthia Martin as the newest member of the Tourism staff. On Monday, October 29 she will begin work at the Visitors Center, to be integrated into our team. A week later, she will take Bob Trescott's place at the Texas Downtown Association/Texas Main Street conference in Wichita Falls where she will receive some State training.

TAMUK Homecoming Returns to Downtown

After a hiatus of a year, TAMUK returned its Homecoming Parade to downtown Kingsville where it was part of a doubleheader event along with the City's Halloween event. We'll have top debrief, but there might be benefits to combining target markets and types of events.

All about Cats

We participated with an exhibit and handouts for the Holt Cat Symposium on Excellence in Ranch Management at TAMUK.

Handout "Welcome" Packages on Their Way

We are preparing hundreds of handout packages for group meetings in Kingsville and work to build that market.

King Ranch Festival Weekend Gets Bigger

We continue planning for the expanded Ranch Hand Festival Weekend, built around the traditional King Ranch – Ranch Hand Breakfast. Foregoing the fall Art Walk might again prove the advantage of combining and expanding target markets and event type. The art component of the new event seems like it will be strong.

Expanding and Caring for Tourism Assets

We continue to improve the facilities and the communications tools: more repair to the physical plant expansion of media. Update of roadside message board for the first time in 5 years; addition of a lighted, front porch bulletin board; free WiFi advertised on bulletin board; provision of a computer and printer in visitor services room; update of web and social media presence.

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Upcoming Events

- October 26 - Homecoming events, JavaPachanga – TAMUK
- October 27 - TAMUK Homecoming football, Stadium
- Oct 30 - 31 - Haunted House Boys and Girls Club
- November 5 - 5K Santa Gertrudis School
- November 10 - TAMUK Football, Community Night
- November 12 - Veterans Day Parade downtown
- Nov 16-18 - Ranch Hand Festival
- November 17 - Symphony
- December 1 - La Posada Parade



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

Regular Commission Meetings	Monday, November 5 th	6:00 p.m.
	Monday, November 26 th	6:00 p.m.
Board Meetings (Commission Chambers)		
Planning and Zoning Board	November 14 th	7:00 p.m.
Historic Development Board	November 14 th	2:00 p.m.
Zoning Board of Adjustments	November 1st	6:00 p.m.
Civil Service Commission	tba	11:00 a.m.
Board Meetings (Respective Location)		
Library Board	tba	4:00 p.m.
City/County Health Board	(3 rd week of every other month @5:30 p.m.)	
Events – Ranch Hand Breakfast	November 17 th	7:00 a.m.
City Holidays (City Hall and Most Offices Closed)		
Veteran's Day Holiday	November 12 th	
Thanksgiving Holiday	November 22 nd & 23 rd	
Christmas Holiday	December 24 th & 25 th	
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