

Staff Report

(A Publication of the City Manager's Office)

Monday, September 24, 2012

“When someone gets something for nothing, someone else gets nothing for something.” Anonymous, Leadership...with a human touch, Lawrence Ragan Communications, Inc.

“Glory is fleeting, but obscurity is forever.” Napoleon Bonaparte, French emperor, Leadership...with a human touch, Lawrence Ragan Communications, Inc.

CITY MANAGER (Courtesy of Vince Capell, City Manager)

The City Manager thanks Mayor Fugate and the Commissioners for their support of the proposed annual budget for Fiscal Year 2013. The directors and staff put a great deal of effort into the budget and can now begin carrying out its directives for a better Kingsville.

Vince enjoyed partaking of some BBQ in celebration of the Task Force's recent cash, cocaine and vehicle seizure (See Task Force below). Congratulations to Commander Vera and his agents for their good work.

The City Manager is looking forward to better utilization of tax dollars and a more beautiful Kingsville when all (public and private property) nuisance abatement activity is centralized under one roof. The Community Appearance Division headed by Jennifer Bernal of the Planning and Development Services Department headed by Mike Kellam will undertake the coordination of all property maintenance activities. Thanks in advance for the continuing cooperation from other departments

The City Manager wishes the City/County Health Director, Yolanda Cadena much happiness in her upcoming retirement and relocation to the San Antonio area. Yolanda did an excellent job for the City and County and we wish her much happiness.

Congratulations to Finance Director Mark Rushing and his staff and to all department directors for doing an excellent job of monitoring and managing their FY2012 budgets, which resulted in fewer year end budget amendments. This improvement results largely from preparation, issuance and review of monthly budget vs. actual financial statements as well as other internal budgetary safeguards and controls utilized by staff

CITY BEAUTIFICATION (Courtesy of Mike Kellam, Director of Planning & Development Services)

Community Appearance Division

Recent activity (August 30-September 14) by Community Appearance Inspectors is as follows:

<i>Activity:</i>	<i>Results:</i>
Notices Sent- 56	Compliances- 147
Inspections- 56	Abatements- 5
Re-Inspections- 209	Court Cases- 11
Illegal Dumping Cases- 2	Referral to other Department- 2
Obsolete Sign Violations- 0	

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

Compliances:

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

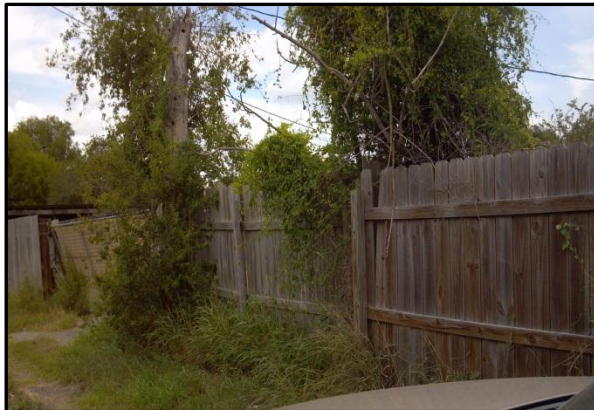
BEFORE

AFTER

1307 E. Lott St.



821 E. Lott St.



600 Block of West Corral Ave.



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Community Appearance Division Activities

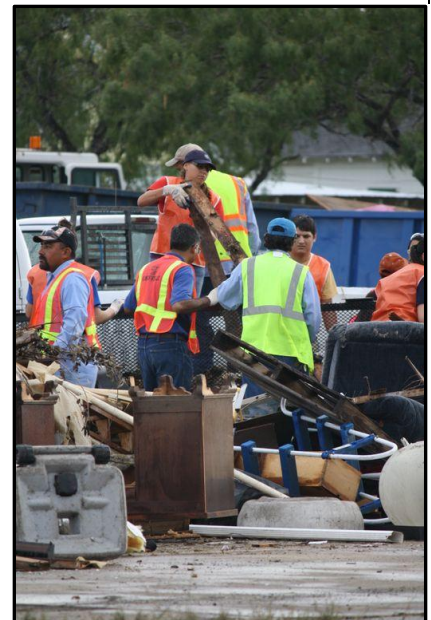
Community Appearance staff is preparing for the upcoming transfer of duties and the addition of two equipment operators to the division. Over the next two weeks Community Appearance staff will finalizing preparations for the equipment to be hosed in the shop area of the Community Appearance building. Additionally, Community Appearance Inspectors will begin assuming the duties of the Health Department Inspectors in late September in an effort to provide for a smooth transition on noticing and follow up inspections. We'll keep everyone updated as we progress in this process. Based on discussions to date amongst staff, all are in agreement that this will increase efficiencies and will provide and improved service to the community by having all inspection and abatement services coming out of one division.

September 15th Trash Off – 46.45 Tons of Trash and Debris Collected



The City hosted the Trash Off event, from 8-12 on Saturday the 15th. Over 30 volunteers helped in the community-wide effort, doing everything from directing traffic to unloading trailers. A big thank you to all the volunteers and the various departments/staff that assisted in the execution of this event. We're looking forward to continued success with this program in the future.

With an overwhelmingly positive response from the community, as well as volunteers, the 2012 Trash Off was a tremendous success. The traffic flow was excellent, with no long



term backups and minimal wait times. This was due to the well-orchestrated event planning effort of Jennifer Bernal and the City's equipment operators and volunteers who were extremely efficient and safe during the operation while ensuring the event was a complete success. Volunteers worked through a slight drizzle in the early hours of the event but crews kept at it without any delays to the customers. Thanks to all the clubs from TAMUK who volunteered including: Zeta Nu Fraternity, pre-optical, De Ha Sigma, pre-pharmacy and others. The location that was utilized for this event is now the official the new location for future Trash off days. It's expected there will be two Trash Off events per year, spring and fall.



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Great Job to all those involved and we look forward to future successful events!

- Brush Crew (for staying late to be sure the lot was free of any Junk & Debris)
- Kingsville Police Department (traffic control) -Kingsville Volunteer Fire Dept.-Sanitation Dept.
- Wastewater Dept. -Street Dept. -Planning Dept. -Health Dept. -Finance Dept. -Collections Division - Municipal Court

The statistics are in. Here are the tonnages of materials collected during our trash off day.

Trash = 88,680 lbs. or 44.34 tons / Brush = 2040 lbs. or 1.02 tons / Metal = 2180 lbs. or 1.09 tons
Total: 92,900 lbs. or 46.45 tons

Community Appearance Building Improvements

Better Lawns and Gardens has completed the landscaping installation along the frontage of the Community Appearance Building/Recycling Center. The project was completed the week of September 7th, and came in just below budget. Below are pictures of the completed project:



Demolition Initiative

Jennifer Bernal continues to coordinate the “Demo Team” and has compiled a list of five structures scheduled to be demolished by the City per a newly created property owner agreement, with the total cost to be incurred by the property owner. Interest continues to increase among residents who want to utilize this program. Below is an update pertaining to the completion of listed addresses and scheduling of the upcoming demos followed by pictures of completed properties:

<i>Date</i>	<i>Property Location</i>
August 24 th	624 W Johnston- scheduled for demolition as per the recently issued Demolition Order by City Commission- <i>Demolished on August 24th</i>
Sept. 5th	205 E Richard- Per signed Property Owner Agreement- <i>Demolished on September 4th</i>
Sept. 7th	609 ½ W Nettie (small structure in back)- Per signed Property Owner Agreement- <i>Demolished on September 5th</i>
Sept. 11th	409 S. 7 th St.- Per signed Property Owner Agreement- <i>Demolished September on 7th</i>
<u>Demolitions pending asbestos removal by certified contractor are as follows:</u>	
TBA	726 W Ave A (small structure in back)- Per signed Property Owner Agreement
TBA	109 ½ W Ave D- Per signed Property Owner Agreement

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BEFORE

409 S. 7th St.

AFTER



624 W. Johnston St.



City-County Health Unit

Recent activity (September 1-September 13, 2012) by Health Inspectors is as follows:

Activity:	Results:
Notices Sent- 15	Compliances- 43
Inspections- 56	Abatements- 19
Re-Inspections- 143	Court Cases- 5
Sewer Inspections- 0	

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Private Property Cleanups – The Ten Worst

Progress continues throughout the city as we address properties that have accumulated large amounts of junk, furniture, trash, concrete, or high grass on their premises. Owners or occupants of properties have that have failed to abate with the cleaning of these nuisances continue to be placed on the abatement list. Staff will proceed with the cleanup of phase 5 involving properties where owners or occupants have failed to abate the nuisance. The next current ten properties are as shown in Phase 6:

5th Phase

Property Address	Date of Abatement
320 West Huisache	Abated by City Crew- 8/10/12
1248 East Nettie	Abated by City Crew-7/27/12
1221 East Huisache	Abated by City Crew- 7/27/12
610 West Mesquite	Abated by City Crew-8/8/12
1030 East Lott	Abated by City Crew 8/15/12
628 East Alice	Abated by owner-8/22/12
608 East Ave B	Abated by City Crew- 9/12/12
331 East Ave B	Abated by Owner – 9/14/12
1315 East Huisache	Abated by Owner-8/29/12
609 East Mesquite	Abated by City Crew-9/6/12
324 East Henrietta	Abated by City Crew-8/10/12

6th Phase

Property Address	Tentative Date of Abatement
832 East Yoakum	9/4/12-Extension granted to owner
830 East Yoakum	9/4/12-Extension granted to owner
611 East Corral	Abated by City Crew 8/27/12
805 East Lee	Abated by City Crew 8/22/12
1211 East Alice	Abated by City Crew 8/23/12
1029 North 9th	Abated by City Crew 8/27/12
214 West Huisache	Abated by Owner 9/17/12
312 West Henrietta	Abated by City Crew 9/11/12
915 East Yoakum	Abated by City Crew 8/28/12
1114 East Ave D	9/26/12

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BEFORE

AFTER

9/12/12 City Crew abated 608 East Ave B



9/11/12 City Crew abated 312 West Henrietta



8/28/12 City Crew abated 915 East Yoakum



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Police Department Junk/Abandoned Vehicle information is as shown below:

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

No information was submitted at the writing of this report. 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.

FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director of Finance)

Finance Administration Division

New Finance Department Employees:

Please join us in welcoming new employee James Bryson, Accounting Manager. Mr. Bryson joins the City of Kingsville, Finance Department, with 9 years of Governmental Accounting experience. He served 8 of those years as a Senior Accountant with the City of Corpus Christi. In addition, he has worked in the Banking and Financial industry prior to his serving the City of Corpus.

The Finance Department staff has been busy finalizing the City's Annual Budget for the new fiscal year which starts October 1, 2012. Staff has been working on the adoption of the ad valorem tax rate for all taxable property within the City, as well as Water and Sewer rates for the new fiscal year. Additionally the Finance staff has been integral in the development of the Storm Water Drainage needs assessment and rate model.

The Finance staff is also in the process of implementing the Time Clock Plus Software. Several meetings with various departments regarding installation, training, and logistics have been held. The Time Clock Plus Software and new processes and procedures are scheduled to be fully implemented by the end of November 2012. Staff is also working on improving procedures for monitoring and accounting for the City's Fixed Assets. The goal is to have a complete City-Wide physical inventory with reconciliation by the end of January 2013.

The City's Depository Contract for banking services will be ending September 30, 2012. By state law Municipalities have to bid their banking services every 2 to 3 years. The law allows a 2 year contract with the ability to extend 1 additional year. The Director of Finance and Purchasing Director have been evaluating the bank bid/s and presented a recommendation to the City Manager and Commission for their consideration at a Commission Meeting on September 24, 2012.

Lastly, the Department is preparing for the Fiscal Year End by reviewing Closing procedures for the City's Financial Operations in the area of Accounts Receivable, Accounts Payable, Encumbrances, Inventory, Payroll, Fixed Assets, Utilities, Municipal Court and General Ledger.

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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.

Enforcing City and State Codes

As of August 29, 2012 through September 12, 2012, there were a total of 236 new cases filed. Of these new cases, the Kingsville Police Department filed 137 new traffic violation, 4 parking citations and 86 new state law charges. The City Community Appearance and Health Departments filed 9 new city ordinance violations. Before August 30, 2012 court hearing, there were 188 cases resolved, 73 payments made by plan order with 619 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 \$27,019.61 was collected during the period of August 29, 2012 through September 12, 2012.

Cases Heard-During this update

The August 30, 2012 court session included 242 cases (141 people) to be heard. During this hearing, there were 38 new payments plans orders, 13 extension orders (30 days to pay the full amount), 1 Alcohol Awareness Class order, 1 juvenile case forwarded to Juvenile Probation and 14 cases dismissed-found not guilty of offense. A total of 21 cases were closed by full payment and 6 cases were dismissed upon compliance. There were 19 cases reset prior to the court hearing and 130 cases forwarded to the warrant department for processing. A total of 101 cases were heard for 51 defendants, which also included 3 walk-ins.

Thank You

Special Thanks to the Kingsville Police Department for the court security by Officer E. Escobedo #72, Officer Flores #62, and Officer E. Martinez #81

Schedule of Upcoming Court Hearings

September 13, 2012

September 27, 2012

October 11, 2012

October 25, 2012

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.

Utility Billing Division

Some Fun Facts about water:

If every household in America had a faucet that dripped once each second, 928 million gallons of water a day would leak away.

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Working Together to Achieve More

The Collections Manager attended the Beautification meeting on September 5th, 2012. In attendance were the City Manager, Finance Director, Health Director, Municipal Court Manager, Director of Developmental Services, the Community Appearance Supervisor, Chief of Police, and the City Engineer. In this meeting the Health Director discussed the status of the re-inspection of abated 62 addresses and provided status on each. The Director of Developmental Services discussed the updated address for demolition. Also, the dumpster enclosures were discussed and a study with HDR for a model on the costs may be requested through them. The Community Appearance Supervisor mentioned that the City Trash-Off is still scheduled for Saturday, September 15th and any volunteers will be greatly appreciated. The hours are from 8 a.m-12 pm. located at the 6th and Avenue B streets.

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.

Accounts Receivable packet

The Finance Director, Collections Manager, Accounting Manager, Municipal Court Manager, and a municipal court employee met September 10th, 2012 to discuss the timeline of implementation for the accounts receivable packet. In this meeting the Collections Manager discussed the process of adding the paving liens, weed liens, demolition liens, and abatement of noxious matter liens to the Accounts Receivable packet. It entails manual input of each and every account that has a lien in place. This task will be time consuming and knowledge of Incode would definitely speed up the process. The Finance Director suggested that the Municipal Court employee helping out in that department on warrants work with the Collections Manager on a schedule for him to assist in the manual input of accounts. The Municipal Court Manager and Collections Manager came into an agreement on the work schedule for this employee between both departments.

Storm Water Study

On September 10th, 2012, the motion to consider the introduction of an ordinance of the City Commission of the City of Kingsville, Texas, amending Chapter V Public Works of the Code of Ordinances of the City of Kingsville, Texas by amending Article 6 entitled "Stormwater Utility System", as amended, by adding "Stormwater Utility Fees", to establish monthly Stormwater utility fees for the purpose of funding the Stormwater Utility System; providing a cumulative clause; providing a severability clause; providing a savings clause; and providing an effective date, was voted in favor of by all four commissioners and the City Mayor. The next phase would be for the commissioners and Mayor to consider the final passage of this ordinance on September 17th, 2012 Special Meeting.

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Reconciliation to GL

With the direction from Mark Rushing, Finance Department Supervisor, the Collections Manager continues to work on a monthly basis on the sub system reconciliation to the General Ledger side. All relevant reports pertaining to this process are provided to the Finance Director.

Other Billing Activities

The Utility Bills included the following comment on the utility bills mailed out September 12, 2012:

FOR COMMUNITY APPEARANCE ISSUES PLEASE CALL THE CITY
OF KINGSVILLE ONE-CALL LINE AT 361-595-8093
TRASH OFF DAY 9-15-12 FROM 8AM-NOON AT 6TH AND E. AVE B.

Additional duties

The Collections Manager continues to address any additional issues or other items such as projects, and/or reports that may arise while also making sure all monthly Collections Reports are completed in a timely manner and ensure the upmost customer service is given to all customers that visit the Utility Billing Department.

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

'Safety Saturday' at Lowes

Saturday, September 1, 2012 - The Kingsville Fire Department was on scene to help with Safety Saturday at Lowes. The crews from a truck company and ambulance participated.

Air Medical Transport Services



Tuesday, September 4, 2012 – Ken Euler of Air Evac Lifeteam came by the station to offer their services out of the Rio Grande Valley. They provide Air Medical Transport similar to Halo Flight. They will be used as an additional resource when needed.

Helping when Help is Needed

Friday, September 7, 2012 – Mutual aid assistance was provided to Regional Ambulance Service for a "Large" patient that needed to be transported from the hospital to his residence and manpower was needed to load and unload this 1,000 pound patient. Regional Ambulance has the only ambulance and stretcher capable of handling this size of patient. The fire department has been used to assist a move on this patient at least two other times at the hospital.

911 Remembrance

Friday, September 7, 2010 - Special thanks go out to the HEB employees that come to the fire station every year and feed us and stock our refrigerator with food and drink showing their appreciation for the service that we the Kingsville Fire Department, provide our community.

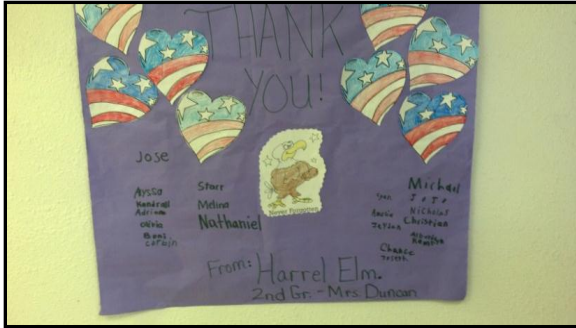


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Saturday, September 11, 2012 – I would like to thank those people who took time out of their day to remember our 343 fallen firefighters that gave their lives performing their duty on that fateful day, September 11, 2001. Many other people lost their lives that day including law enforcement and other first responders along with thousands of innocent civilians. Our thoughts and prayers go out to all the



family members of those who perished in that tragedy eleven years ago. Thanks also go out to the Javelina Alumni Association for the basket full of gifts and goodies that they brought us on that day, also the children from Harrell School and Santa Gertrudis Academy for the banner and cards that made for us thanking us for what we do. Lastly as I was driving home from work the afternoon of September 11, 2012 I saw several children and their moms standing next to

Brahma Blvd. in front of Tractor Supply holding up signs saying “Honk If You Remember”, I was compelled to turn around and go and thank them personally for reminding everyone else that drove by to keep alive the memory of those who died on that day. September 11, 2001”We will never forget”.

Fire and EMS Response Statistics

Fire/EMS crews responded to a total of one-hundred twenty-one (102) emergency calls between September 1st and September 11th.



HEALTH DEPARTMENT (Courtesy of Yolanda Cadena, City/County Health Director)

Food Service Inspections (September 1-September 13)

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.

KISD-Gillette School-97	Superette Food Mart-92	Church's Fried Chicken-87
Big Events Cakes & More-100	Wing Stop-79	Wendy's-96
Chili's-91	Mr. G's Sno Wiz-94	Seafood Hut-95

Honey/Africanized Bees

Staff has begun to receive many calls on bees. Bees will nest almost anywhere around your home, even inside a meter box. It is important to be on the lookout for bees around your home and yard as well.

- Take a walk around tour of your home periodically and look for bees swarming or nesting around the eaves or under objects in the yard.
- Check the area carefully for bees and hives before starting motorized mowers, weed eaters or chainsaws.
- Check carefully for bees near confined animals.
- Fill in possible nesting places; caulk cracks in walls; fill in tree cavities.
- Remove junk and clutter from your yard.

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While the City of Kingsville demolition crew was demolishing 409 South 7th, they encounter some aggressive bees throughout the abandoned home. Jason Torres was busy abating bees on the vacant house while it was being torn down.

Weed Control (September 1- September 13)

Equipment Operator continues to mow vacant lots, vacant residences, and vacant businesses throughout the city. Owners of these properties have failed to comply with the notices to mow their property. Below are properties that have been mowed:

324 West St. Gertrudis	100 Block of West King	610 West Mesquite
800 West Kleberg	715 East Richard	523 East Henrietta
1030 East Henrietta	315 East Nettie	1029 North 9th
1320 East Alice	1221 East Huisache	1030 East Lott
128 West Ave A	609 East Mesquite	321 West Lott
525 West Lott	521 West Lott	816 East Doddridge
1324 East Fordyce	330 West Nettie	907 East Huisache
312 West Henrietta		

On Site Sewerage Facilities

Yolanda Cadena attended a pre-construction conference for GrantWorks Kleberg County 729095 at the Kleberg County Courthouse on September 5, 2012. In attendance for the meeting were Commissioner Roy Cantu, Mr. Hoss Castillo, Installers Frank Prado and Jesse Mendez, and eight community grant applicants. All eight applicants were granted a new septic tank system for their resident. Everyone was briefed on overview steps for the onsite sewerage facilities installation. Discussion entailed what is expected from the installer and the residents during the construction of the systems. Permits, inspections, installations, change orders, and payments, and warranty of the system process were also discussed with everyone in attendance. It was noted during the discussion that all systems must be completed by October 5, 2012 in order to comply with GrantWorks contract.

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Mosquitoes

City County Health unit staff have been busy performing mosquitoes surveillances. Surveillance has been increased from once a month to every other week. Mosquitos' pools have been negative for West Nile. Staff will continue to monitor the activities of mosquitoes in Kingsville and Kleberg County. Staff has also been larvaciding all ditches throughout the city of Kingsville in order to prevent the larvae from becoming mosquitoes. Staff will begin to spray the city of Kingsville after the rain showers stops if weather permits. The Department of State Health Services urges the public to follow the protective measures below:

Protect yourself from the West Nile virus with the 4 D's.

FIGHT THE BITE

- 1 Stay indoors at Dusk and Dawn.** This is the time of day that mosquitoes are most active.
- 2 Dress** in long sleeves/pants, loose and light-colored clothing when outdoors.
- 3 Defend** yourself from mosquitoes by using an insect repellent that contains DEET, Picaridin, or Oil of Lemon Eucalyptus. Follow label instructions.
- 4 Drain** standing water in your yard and neighborhood. Also make sure that flower pots, water dishes, bird baths, and wading pools are properly drained so they are not breeding grounds for mosquitoes.

TEXAS Department of State Health Services www.txwestnile.org

HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Human Resources Director)

Did You Know?

Soft skills are desirable qualities for certain forms of employment that do not depend on acquired knowledge: such as COMMON SENSE, ABILITY TO DEAL WITH PEOPLE AND A POSITIVE FLEXIBLE ATTITUDE.

Announcements

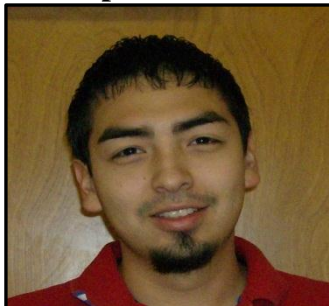
Active Vacancies

Garage – Maintenance Technician / Landfill – Maintenance Worker / Police – Police Officer
Street – Maintenance Worker / Water – Utility Worker. Individuals interested in serving on the Civil Service Commission please contact the City Secretary's Office at 361-595-8002.

Texas Workforce 'Choices' Program

The City of Kingsville is working with Texas Workforce on a program called Choices. Texas Workforce selects from individuals meeting certain criteria and places those individuals with an employer for approximately six weeks to learn and gain job skills. The City has received an opportunity to teach job skills to two individuals. The City is pleased to have the following individuals on board:

**Martin Nino assigned to
Municipal Court in Finance Dept.**



**Erica Caldera assigned to
Collections in Finance Dept**



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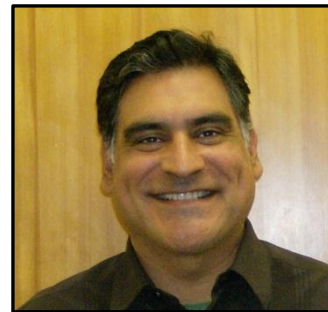
City of Kingsville New Hires.....Smiling faces for new City employees:



Aileen Escamilla
Customer Service Rep.
Collections



Jeff McFarland
Firefighter/Paramedic
Fire



Arturo Moreno
Assist. Accountant II
Finance



Judy Gonzalez
Temporary Admin. Assistant
Tourism Services



James Bryson III
Accounting Manager
Finance



Dionicio Perez
Building Inspector
Planning

Promotions / Temporary Assignments

Mary Valenzuela – City Secretary

Separations

Juan Perez – Maintenance Worker – Street / Jesse Cavazos – Utility Worker - Water

Outstanding Evaluations

Finance=1 / Municipal Court =1 / Police – Patrol=7 / Police-Communications=4 / Police-Invest =4
Public Works Admin.=1 / Fire=7 / Garage=1 / Street=2 / Health=1 / Water=1 / Water Production=1 /
Wastewater=5

General

HR staff preparing for 2012 Open Enrollment sessions for employee insurances scheduled for September 18th and 19th. In addition HR staff preparing for the 2012 Health Fair scheduled for October 3, 2012 for employees and their eligible dependents.

HR Director sitting in on planning meeting for TimeClock Plus implementation. HR personnel address employee issues daily in person, phone and by email.

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

Annexation Wrap Up

Mike Kellam is working with the City Secretary on the final reporting of the recent annexation of the Hawks Landing property and the surrounding tracts totaling 39.03 acres. The City Limit maps have been updated to reflect the addition of the area within the city limits. The new map will accompany the ordinance, municipal service plan and other documents which will be sent to state and county offices for an update to the taxing authorities, voting jurisdictions, etc. In addition to the increase in area, this will boost the population of the City. Estimates would show this to increase the population by an approximate 258 people, which translates to a 1% increase in population.

Newman Student Housing/Newman Center & Catholic Chapel Project

City staff held its bi-weekly coordination meeting with University officials, Diocese representatives and the Contractor's and engineers on September 13th. This project is in full swing as full plans have been submitted for permitting review, the minor subdivision plat has been submitted and approved, and the final touches are taking place on the closing of the land transfer. Given all this, the project is expected to be fully underway with shovels in the ground by October 15th. Once ground is broken, the anticipated completion date will be early July 2013. All involved parties are extremely excited to begin construction.

Website Project Update

Representatives from Imagine It Studios provided an update on September 12th regarding the progress of the website redesign. The website functionality has been mapped out and the graphic designer is working on the preliminary designs. It's anticipated that we should have a preliminary design plan in our hands by the week of September 17th as planned.

Permitting

The following permits were recently issued:

Remodel- 10, Electric- 16, Fire Inspections- 9, Mechanical- 9, Plumbing- 9, Roofing- 5, Residential Meter- 17, Commercial Meter- 1, Gas Inspection- 5, House Leveling- 1, Sprinkler- 1, Curb Cut- 1, Sign-1, New Residential-1. *Total Permits: 81*

New Business

Construction has begun on the PetSense location at the old Blockbuster Video building in the 800 block of S. 14th St.

Plan Submittals

Plans were received for the 92 unit Newman Student Housing Apartments at the corner of Retama St. and Corral Ave.

Upcoming Plans

The City/County Joint Airport Zoning Board will be meeting on September 26th to officially introduce the newly appointed board members and also to elect a Chairman of the Board. Glenn Jones will also be providing a brief report educating the board on NASK's mission and role the JAZB plays in

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securing the mission of the base. The meeting will be mostly informational with no additional action items.

The Planning & Zoning Commission will be meeting on September 19th to hold a public hearing for three requests. Two requests are city initiated rezonings. One request is for the recently annexed portion of the City (Hawks Landing and surrounding tracts) and another rezoning to clear up map discrepancies for the Newman Student Housing site wherein we have conflicting zoning designation on two separate maps. The third item will be for a Special Use Permit to allow an in home day nursery in a residential district. Full reports will be provided to the City Commission for review prior to ordinance consideration.

Mike Kellam will be attending the monthly Economic Development Council meeting on September 19th. At this meeting staff will be presenting an update on the City's efforts toward development recruitment, community appearance and other pertinent issues to economic development.

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

****UPDATE** CRIMES MIGRATION**

Don Whinery and Chris Muncy, Sam Houston State University personnel, were here at KPD since September 2nd to begin setting up for employee training of the new system as well as our in house computers for the migration to the new system on Wednesday, September 9th, 2012. Work is also progressing on installing programming on all computers including laptops used by officers in the field.

We have received training on the modules listed below:

Property	September 10 th , 2012	2:00 p.m. to 4:00 p.m.
CAD "Dispatch"	September 11 th , 12 th , & 13 th , 2012	8:00 a.m. to 11:30 a.m.
Records	September 11 th , 12 th , & 13 th , 2012	1:00 p.m. to 5:00 p.m.
Detectives "CIB"	September 14 th , 2012	8:00 a.m. to 12:00 noon

Training still to be conducted:

Patrol	September 17 th , 2012	1:00 p.m. to 5:00 p.m.
Patrol	September 18 th , 2012	8:00 a.m. to 12:00 noon
Patrol	September 18 th , 2012	1:00 p.m. to 5:00 p.m.

Wednesday, September 19 th	GO LIVE	9:00 a.m. to 10:00 a.m.
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If necessary CRIMES staff will hold additional trainings:

Patrol	September 20 th , 2012	8:00 a.m. to 12:00 noon
Patrol	September 20 th , 2012	1:00 p.m. to 5:00 p.m.
Patrol	September 21 st , 2012	1:00 p.m. to 5:00 p.m.

Staff Report

(A Publication of the City Manager's Office)

Monday, September 24, 2012

Sunday, September 16th, 2012, Kingsville, Texas

Kingsville Police Officers were dispatched to the area of 700 E. Shelton at approximately 3:41 a.m. involving shots being fired in the area. KPD Dispatch advised that several calls had been received at the PD with regards to the shots and the callers described a black Mitsubishi Eclipse whose occupants had fired the shots as the vehicle involved in the incident.

Officers arrived in the area and located the vehicle and initiated a Felony traffic stop on said vehicle. Contact was made with the occupants of the vehicle in the driveway of a residence located at the corner of 10th & Caesar. Subsequent to the traffic stop officers located shell casings in the street in the 700 blk. of E. Shelton and in the vehicle. Further investigation in the area also led to the discovery of 9MM handgun as well as an empty magazine for the weapon in the area.

Information received from witnesses indicated that a party had been ongoing in the 700 blk. of E. Shelton when a disturbance "fight" broke out between some females. The initial incident then led to the discharge of the firearm.

The driver of the vehicle, Jacob Brandon Trevino 27YOA, was subsequently arrested and charged with Deadly Conduct Discharge Firearm-Weapons PC22.05 a 3rd Degree Felony, Unlawful Possession of a Firearm by Felon PC46.04 3rd Degree Felony and Tamper W/Evidence with Intent to Impair PC37.09 a 3rd Degree Felony. Felisha Ramon 26YOA was also arrested on local warrants.

The investigation into the incident is continuing and we urge anyone with information to contact the Kingsville Police Department at 592-4311 or call CRIMESTOPPERS at 592-INFO or 1-800-698-1993. Should the information lead to an arrest or indictment of a person or persons it could earn the caller up to \$1,000.00 in cash.

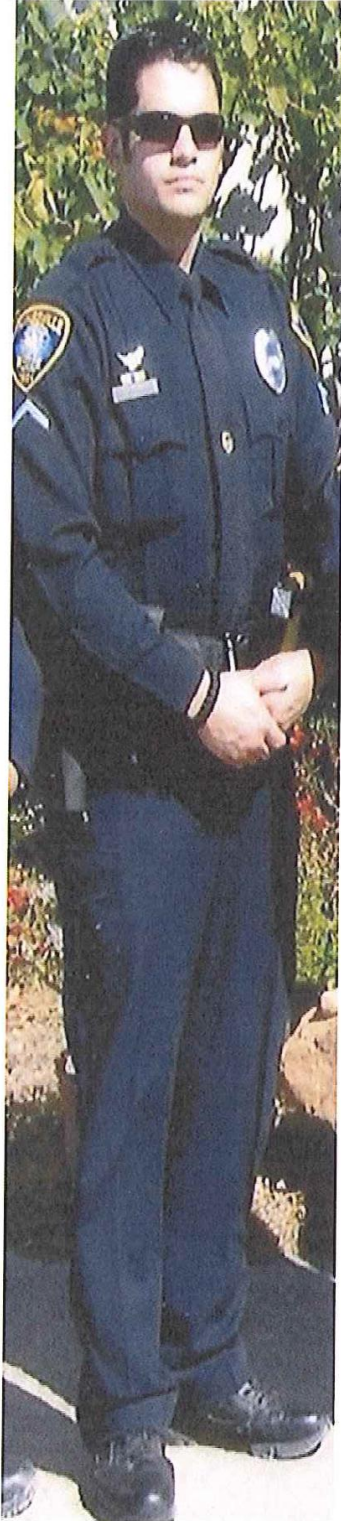
SNAPSHOT OF SHIFT NEWSLETTER CREATED BY SGT. TED FIGUEROA FOR HIS SHIFT IS INCLUDED BELOW AS WELL.

Staff Report

(A Publication of the City Manager's Office)
Monday, September 24, 2012

SENIOR OFFICER

ANTONIO CONTRERAS #96



SHIFT OFFICER OF THE MONTH

Senior Officer Antonio Contreras was hired with the Kingsville Police Department on October 07, 2002. At times I'll remind him about the day we first met and we still laugh about it years later. Officer Contreras has polished and refined his skills over the years and has become an asset to the department. As with most of us, he wears many hats. Despite a heavy workload, he is always ready for work and is a true professional.

I had the pleasure of being one of Tony's Field Training Officers at the start of his career and I saw early on that he was going to make a great police officer. During his years of service he has accomplished a lot and continues to excel at work. Tony has the honor of having been awarded the medal / ribbon for "Meritorious Conduct". He received the medal after he stopped a man from setting himself on fire.

Tony has been on the S.W.A.T. team for seven years. He is Basic SWAT Certified and has attended the advanced SWAT course. He holds a breacher certification and is a low light instructor. He along with the majority of KPD officers is also active shooter trained. As a ten year veteran of the force, he has seen his share of raids, violence, and people at their worst. With years of experience under his belt, he has developed his talent and understanding of police work and is now passing it along to new officers.

FIELD TRAINING OFFICER:

Tony is a Field Training Officer and has demonstrated his ability to be a good teacher. I have seen this first hand with his recent trainee Ptlw. Bianca Delarosa. She is half way through the Field Training Program and with Tony's guidance, they accumulated over 12 arrests on the mid shift during the five weeks he was training her. This was in addition to numerous

traffic stops and calls for service. Along with being a teacher he also understands the value of being a friend and mentor to the new recruits.

GANG INVESTIGATOR

Tony has been a member of the G.R.I.T. (Gang Recognition and Identification Team), for five years. As a gang investigator he has documented both street and prison gang members in our community.

He has also assisted with gang presentations to educate our teachers, neighborhood watch programs, and churches about gangs and gang prevention. He has attended local and state gang training and is one of the original members of the team.

ATTITUDE 101

During the month of August, I set some new goals for our shift. I asked the officers on the Mid Shift to step up to the task and they have. In the issues to follow, I will recognize each officer on the shift. John C. Maxwell in his book *Attitude 101*, wrote about how attitudes can make or break a team. He

points out that our attitude or outlook is a major key to success. He tells a story about two shoe salesmen that are sent to a remote region. When they arrive they find that not one person has shoes. The first salesman calls the home office and tells them he is going home because no one there wears shoes. The

second salesman calls his home office and tells them to send him many pairs of shoes as everyone there needs them.

Congratulations and a salute to one of Kingsville's finest, Officer Tony Contreras. Keep up the great work! The next issue of "The LAW" will be out at the end of September and I have asked for many pairs of shoes.

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Officer Tony Contreras receives the medal / ribbon for Meritorious Conduct from Chief Ricardo Torres in June 2007



Officer Contreras calling for EMS on scene at a large disturbance. August 2012



FTO Contreras and his trainee Officer Delarosa on the last day of training together.

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LISTED BELOW IS A SAMPLING OF ARRESTS OVER THE REPORTING PERIOD			
CONSUMPTION OF ALCHOHOL BY MINOR	1701 BRAHMA @ COWGIRLS	12	3740
CONSUMPTION OF ALCOHOL	208 S 14TH	12	3756
CONSUMPTION OF ALCOHOL	1300 W CORRAL #218	12	3758
CONSUMPTION OF ALCOHOL BY MINOR	406 N 6TH @ THE TEXAS RANCH	12	3727
CONSUMPTION OF ALCOHOL BY MINOR	406 N 6TH @ THE TEXAS RANCH	12	3728
DUI	6TH/KING	12	3653
DUI	208 S 14TH	12	3755
DUI/LOCAL WARRANT/ACCIDENT MINOR	621 E MESQUITE	12	3574
	730 W CORRAL / KWIK PANTRY	12	3584
DWI	13TH/DODDRIDGE	12	3753
EVADING	1510 E SANTA GERTRUDIS	12	3592
PUBLIC INTOXICATION	101 N HWY 77	12	3663
PUBLIC INTOXICATION	FRANKLIN ADAMS/AILSIE	12	3747
PUBLIC INTOXICATION	FRANKLIN ADAMS/AILSIE	12	3748
PUBLIC INTOXICATION	405 N 6TH	12	3757
PI	100 E SANTA GERT	12	3568
	115 UNIVERISTY BLD @LUAU	12	3569
PI	419.5 W KING AVE	12	3684
PI	809 W KING AVE	12	3729
PI	3RD/NETTIE	12	3732
POCS NOT IN PENALTY GROUP/TCIC	1900 N 14TH	12	3626
POM	325 S 14TH / AUTO ZONE	12	3577
POM	ARMSTRONG/NETTIE	12	3620
POM UNDER 2	5TH/KING AVE	12	3605
RESISTING, EVADING, ASSAULT ON A PEACE OFFICER, TAMPERING, POM UNDER 2	1100 N. ARMSTRONG	12	3634
TCIC HIT	2612 HWY 77 @ I HOP	12	3567
TCIC HIT	600 E MESQUITE	12	3572
TCIC WARRANT	800 N 2ND	12	3580

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TCIC WARRANT / POM	2ND / HUISACHE	12	3581
TCIC WARRANT ARREST	600 W HOFFMAN	12	3652
WARRANT - CITY	1115 E RAGLAND	12	3695
WARRANT - COUNTY	700 W ALICE AVE	12	3700
	725 E YOAKUM @ ADULT		
WARRANT - KSO	PROBATION	12	3636
WARRANT - LOCAL	11TH/SHELTON	12	3761
WARRANT - LOCAL/COUNTY	412 W AVE D	12	3726
WARRANT - TCIC	519 W HUISACHE	12	3737
WARRANT - TCIC	519 W HUISACHE	12	3738
WARRANT COUNTY	821 E WARREN/600 S 12TH	12	3686
	DICK KLEBERG PARK		
WARRANT COUNTY/LOCAL	SOFTBALL FIELD	12	3643
WARRANT COUNTY/THEFT/FAIL TO ID			
	409 E KLEBERG @ HEB	12	3739
WARRANT LOCAL	5TH/ SANTA GERT	12	3570
	700 E KLEBERG@ADULT		
WARRANT-KSO	PROBATION	12	3640
WARRANT-LOCAL/THEFT	409 E KLEBERG @ HEB	12	3746
	2415 E SANTA		
WARRANT-MUNICIPAL	GERT@OASIS:69	12	3598
WARRANT-MUNICIPAL	314 W 3RD (BISHOP)	12	3602
	100 N US Hwy 77@DAIRY		
WARRANT-MUNICIPAL	QUEEN (BISHOP)	12	3603
	510 S 14TH @		
WARRANTS - LOCAL	WHATABURGER	12	3720
WARRANT-TCIC/POM>2/FAIL TO ID	409 E KLEBERG @ HEB	12	3742

SOMETHING TO THINK ABOUT

"The most important skill to acquire is learning how to learn."

John Naisbitt

PUBLIC WORKS DEPARTMENT (Courtesy of Naim Khan, Public Works Director/City Engineer)

Capital Improvement Projects

Concrete Intersection Reconstruction Projects

Elite General Contractors, LLC has started 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,

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411 E. Lott and 530 E. Huisache. Currently the contractor is working on 8th and Johnston intersection which will be done by the week of September 17.

Street Improvement Projects

Street Division of the Public Works Department commenced with improvements on Armstrong Street on April 12, 2012 as part of a larger 2.4 mile Street improvement project along Ailsie Street (1.3 miles) and Armstrong Avenue (1.1 miles). The total cost of the project is \$507,147 paid from the City's FY 2011 budget surplus. The entire 2.4 mile project should be completed on or before the end of October 2012. Part of Armstrong Street from King Avenue to Huisache Avenue was done on April 27, King Avenue to Yoakum Avenue was done on June 15, Yoakum to Henrietta Avenue was done on June 30, Henrietta to Santa Gertrudis was done on July 20 and Huisache to Caesar was done on August 04. Crews finished Ailsie from Franklin Williams to 6th Street on September 13. Part of Ailsie from Loop 428 to General Cavazos will be started on September 17 and expected date of completion of this part of Ailsie is September 28.



Street Division crews



HMAC pavement reconstruction is done

Corral/ Santa Rosa Drainage Project – Contractor has completed the ditch work. Installation of the culverts has been completed. Currently they are installing Headwalls and Safety End Treatment. They are almost done with the installation of curb & gutter on Santa Rosa and Santa Monica area. Expected date of completion of this project is September 30.

South Waste Water Treatment Plant Secondary Clarifier – Bid tabulation and consultant's recommendation for the contractor selection were presented to and approved by the City Commission on March 26. Preconstruction conference was held on May 03. Installation of Bar Screens was not part of the project but the staff included that in Bid process to reduce the installation cost. Bid for purchasing of Bar Screens was done and selection of the contractor was presented to the City Commission and was approved on July 09. Contractor has started working on this project.

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Contractor working at South Treatment Plant Wastewater crews complete installation of sewer line for Golf Course on September 04.

9000 feet 12” PVC water line along County Road 1030 from Escondido Road to FM 772 - County Commissioners Court approved this waterline installation within County Right-of-way on November 02. Staff sent the “20 feet Temporary Easement” documents to the property owners. The City has received the signed copy of the easement document from all of the property owners. TxDOT has approved the permit. Crews will start this project on the week of September 17. Expected completion date is November 2012.

New Water Well –The staffs met with the consultant – HDR on July 12 and discussed in details about the data/information the consultant needs for the water model development for the entire City. Once the City water model is developed and the consultant provides his recommendation, staff will select the location for the new water well, elevated storage tank and ground storage tank. The City Commission approved the contract between the City and HDR Engineering on July 23. Staff has sent the necessary information to the consultant.

18” Water line on Kenedy Street connecting East and West Elevated Water Tanks – Field Survey and design work is done by the Engineering Department and is currently under review by the Public Works.

Public Works and Engineering

As part of several improvement and beautification projects at Public Works yard, concrete parking area in front of the City Garage is constructed, Fence slats are installed, Catwalk for the carwash is built and new Gas pumps have been installed.



New Gas Pumps



Catwalk for Car Wash

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Fence Slats Installed to Improve Appearance



New Pavement in front of the City Garage

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 drives 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.

Assistance on Private Property Clean ups.

Supervisors and the crews from Sanitation, Brush, Street, and Landfill are actively working with Community Appearance and Health Department to clean several worst illegal dumping sites as part of the beautification effort of the City. Contractor has removed the yellow paint from 1600 Young Drive which was one of the worst illegal dumping sites. This material will be disposed to an authorized dumping site.



Contractor is removing the Yellow Paint materials from 1600 Young Drive

Street Division (08/27-09/10)

Paving - Crews finished on Ailsie paving job from 6th Street to Franklin Adams.

Patching - Crews filled potholes at Kenedy from 6th to 14th Street, Elizabeth to Ailsie, Yoakum from 5th to 6th Street, Santa Monica to Santa Gertrudis, Shelly from Ailsie to General Cavazos Blvd., Ailsie from 14th to General Cavazos Blvd. and 13th Street from Lott to Fordyce; Worked on patch truck to get it ready for hot mix.

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Sweeping - Crews swept Zone 10 from King to Caesar; Armstrong to 4th Street and Armstrong to Caesar.

Mowing and Trimming - Crews mowed at Gregg's Short Stop on General Cavazos Blvd.; Bypass from Corral to King; ditch at Franklin Adams from Caesar to Ailsie and Caesar to 4th Street. Crews picked trash up on 77 Bypass from Corral to Santa Gertrudis and did maintenance in alley at 309 W. Ella and 529 W. Kenedy. Crews also cut down trees on Franklin Adams.

Miscellaneous - Crews placed barricades on 4th and Ella; installed Mourning signs at 1803 Oklahoma; picked up Mourning signs on Oklahoma and 800 block of E. Mesquite; installed "NO PARKING" signs at Wilson & Ave A, Wilson & Vela, and Wilson & Ella; removed and installed new posts for STOP signs on north and south side of Santa Gertrudis and 8th Street; installed Pedestrian signs with arrows on 6th and Nettie for crosswalk; replaced missing Speed Limit sign on Young Drive from Sage to FM Road; replaced Dead End sign on Lawndale and Lawrence Street; trimmed tree on blind corner on 13th and Kleberg; trimmed trees and high grass on Maple Circle; cut concrete on Ailsie and 6th Street; cleaned storm inlet on King from 14th to University Blvd.; cleaned curbs on King Street from 9th to 14th (southside); cleaned gutters on Johnston from Armstrong to 3rd, 3rd from Fordyce to Huisache, Fordyce from Armstrong to 3rd, 4th from Lott to Huisache, Frances from Kenedy to Johnston, Wanda from King to Johnston, William from Kenedy to Johnston, Lott to Lantana, Caesar from Armstrong to 3rd, Ragland from Armstrong to 3rd, Warren from Armstrong to 3rd, and Doddridge from Armstrong to 3rd; Mowed back of yard, picked up trash and helped patching crew in back yard barn; Weed killer was sprayed on Nettie from 12th to 6th, Ella from 12th to 6th, Ella from 6th to 8th, E. Ella from 8th to 12th, 8th from Ella to Santa Gertrudis and Santa Gertrudis from 6th to 7th. Crews also swept at Ailsie project, Ramirez Funeral Home on 7th, Ella to 9th, and Armstrong to 141.

Wastewater Collection and Treatment Plant (08/27-09/10)

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; repaired water line; repaired wheel on secondary clarifier bridge; replaced five 6" valve to sludge wedge wire drying beds; took dry sludge samples to be tested at Test America for TCLP.

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; CSA Contractors dug out dirt from proposed clarifier site; CSA moved materials to South Plant; took dry sludge sample to be tested at Test America for TCLP.

Wastewater Collection - Had 35 calls for sewer backups. Crews vacuumed sewer from manhole at King and 5th Street; installed 8" sewer main for Golf Course and cleaned up; line locates for Center Point; repaired main at 830 W. Kleberg.

Water Production (08/27-09/10)

All water wells are in operation; Dead-End flushing is complete; installed exhaust fan at NH3 building. Routine job: Collected 14 routine bacteriological samples; Daily water system monitoring; delivered Ammonia to 5 sites; delivered Chlorine to 5 sites.

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Water Pumped to Distribution (08/27-09/09) - Wells – 70,250,000 gallons; Surface–4,496,000 gallons; 5,668,000 gallons for Ricardo bypass; Total 69,078,000 gallons; Average – 4,934,000 gals/day

Water Production crew is mowing areas around Water well No. 20 at General Cavazos

Water Distribution (08/27-09/09):

Water Division crews repaired 23-Main Breaks and answered approximately 73 Service Calls (meter leaks, cutoffs and backfills). Crews finished installing 8” line at Private Road 2006, capped 4” line at LE Ramey Golf Course, and flow tested fire hydrants for the water model. Crews also repaired 2” main break at Stop ‘N Lube on the 900 block of E. King.

City Garage (08/28-09/10)

Maintenance

19-oil changes on preventive maintenance; 45-scheduled work orders; 44-non schedule work; 3-service calls; 2-call outs; 12-new tires on heavy equipment and trucks; 13-flat tire repairs and balances; 42-pending work orders.

Welder

12-received work orders; 4-pending work orders; 7-nonscheduled work orders; 3-scheduled work orders; and 2-service calls. Welder also worked on second Wash Rack.

Solid Waste

Landfill (08/27-09/10)

Staff made a conference call to the consultant regarding the Constraint Analysis for the permit amendment. This permit amendment will give extra life to the landfill. After the constraint Analysis is revised as per the City staff's recommendation, consultant will set up a meeting with TCEQ. The City staffs and the consultant will join the meeting. City's Groundwater Sampling and Analysis Plan has been approved by TCEQ. Landfill supervisor is working on reclaiming a lot of excess dirt in active area and also to increase the compaction ratio. Currently he is hauling dirt 1 day a week instead of 5 for the cover. Slope dress up is going well - about 1/3 done; no washouts happened during the last rain event.

Vendor has been contacted and a good price has been reached for new wind fencing which will be ordered on October 1st. Diversion berms are being put in on slopes to hinder erosion, delivery of new loader will be done within a couple of weeks.

Municipal Solid Waste (MSW) – 822.04 tons' dead animals - 0.71 tons, brush – 49.23 tons, concrete – 134.48 tons, dirt – 331.82, litter –0.27 tons, metal – 0.39 tons, Construction and Demolition – 231.35 tons, Tires – 1.34 and demolition 64.65 tons.

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Sanitation (08/27-09/10)

Residential waste collected from 08/27-09/10: 549,020 pounds; Commercial waste collected 674,100 pounds; Brush collected 11,420 pounds and construction debris collected 182,760 pounds. Brush crews collected Zone 4 and Zone 1.

Helping with Demolitions

Abatements were completed at 205 E. Richard, 409 ½ S. 7th and 609 ½ W. Nettie.

BEFORE

AFTER

609 1/2 W. Nettie



PURCHASING /TECHNOLOGY DEPARTMENT (Courtesy of David Mason, Purchasing Director)

Purchasing Division

Banking Contract

The Purchasing Department along with the Finance Department held the bid opening for RFP No. 12-42 Banking Services on Tuesday, September 11, 2012 at 1:30 p.m.

New Sign Machine Purchase

The Purchasing/IT Director met with the Public Works Director/City Engineer, the Assistant Public Works Director and the Street Foreman regarding the purchase of a new sign machine for the Street Department. After much research and quotes from different vendors, the Purchasing/IT Director with the approval of the City Manager decided to go with SignCAD and Evangeline Specialties to purchase the equipment.

Janitorial Services Bid for Police Department

The Purchasing Department is currently working on Janitorial Services bids for the Police Department and bids on EMS Supplies for the Fire Department.

Technology Division

TimeClock Plus Time Management System

The IT department worked on the backside of the installation process of TimeClock Plus time management system. The expected completion and final implementation date is November 30, 2012.



**New Look for City's
TimeClock Plus System**

Staff Report

(A Publication of the City Manager's Office)

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

Toddler Time Growing in Popularity

Every Thursday morning throughout the year, the library holds a story and activity time in the children's area starting at 9:30 a.m. The weekly story and activity time program is especially designed for the library's youngest patrons from birth through age five and lasts approximately one hour. The program has expanded from simple story reading geared for the very young, to a time of songs, crafts, sensory games as well as stories for all pre-school children, with parents and caregivers assisting with the activities. The various activities are designed to build pre-school developmental skills while providing an interactive time of learning, discovery, and fun. Anyone with a preschooler, toddler or baby is invited to attend the children's story and activity time program. Registration is not necessary - just come and be ready to have a good time. For more information, please call the library at 361-592-6381.



Teen Read Week Coming in October



Teens get ready! Teen Read Week 2012 is coming October 14th – 20th.

This year's theme is, "*It Came from the Library*". The theme will focus on monsters, zombie books and movies. The library has purchased a few new monster-inspired fiction books for the teens to help create the mood. The Children's Librarian is also making plans for several small contests and a zombie-themed teen party to take place during Teen Read Week. All of these spooky themes are just in time for Halloween. For more information, please

call the Children's Services Department at 361-592-6381.

Internet and Wi-Fi Services Upgraded

The library has recently made changes to its Internet and Wi-Fi services. After much public feedback and months of analyzing the use of the Internet within the library, the decision was made to upgrade the AT&T Internet service from DSL to U-Verse. This upgrade increases the speed and allows the library's public and staff computers to access websites that have streaming content to be viewed more quickly and heard more clearly. In addition, the library's Wi-Fi has now switched to an open Wi-Fi connection which eliminates timed connections and creating user accounts. These improvements are a welcome change for patrons who make a combined total of over 1,000 Wi-Fi connections each month. As technology transitions, the Kleberg Public Library's goal is to continue enhancing the library's electronic services to better serve the community. For more information on these and other electronic services the library offers, please contact the Information and Technology Services Librarian at 361-592-6381.



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

Completing Initial Safety and Health Training for all City Employees

The Risk Manager is in the progress of completing her Initial Safety & Health Training with all Department Heads and Employees. Another training session will be conducted on Friday September 14, 2012@ 9:30am and 1:30pm in the Commission Chambers.

Loss Prevention Training and Visit

Art Alvarez and Carlos Carrillo with The Texas Municipal League (TML) visited with the Risk Manager on September 11, 2012 to discuss Loss Prevention. Discussion during the visit was: TML Training materials to reduce loss, Reports to review on the City's Injury Analysis on departments.

"Are You In A Flood Zone?"

FEMA Representatives will be holding a Flood Risk Open House for Kingsville & Kleberg County September 26, 2012, Wed. 2:00 to 8:00 p.m. at Dick Kleberg County Park Recreation Hall; 501 East Escondido Road, Kingsville TX, Info: 361-595-8527. Risk Manager and City Engineer will be available for any questions.

City of Kingsville Fixed Assets

Mark Rushing, Arturo Moreno with the Risk Manager are currently working on distributing fixed asset lists for all city departments on September 19th. Once departments turn in their reports a physical inventory will be conducted by the Risk Manager and Arturo Moreno. In completion the fixed assets will be reconciled in the City's INCODE System.

Are We Ready to Respond?

The Risk Manager has purchased 14 Emergency Preparedness GO BAGS for the City of Kingsville, these bags will be filled with survival equipment from food and water, communications equipment, shelter and warmth necessities, Tools, Hygiene and Sanitation kits. The Go Bags will be utilized for Emergency Responders who will be deployed to Emergency situations in any Natural, Technological or Human Event.

Special Projects

The Human Resources Director and the Risk Manager are brainstorming a few "Special Projects", Recognition Safety Awards, Wellness Programs and Training & Development for Department Heads and staff.

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

Assisting County Constable with Cocaine Seizure

On Saturday, September 8, 2012 Kingsville Task Force Agent Arnold Salinas was called out to assist the Kleberg County Constable Precinct 1 Office with a possession of cocaine case. Deputy Constable Todd Burris seized a sizeable amount of cocaine during a traffic stop on U.S. Highway 77 and Trant Road in Kingsville, Texas. Special Agent Salinas took digital photographs of the vehicle and of the after-market compartment where the cocaine was located. Deputy Constable Burris removed 5 (five) bundles of cocaine from the vehicle's compartment. Agent Salinas also took audio/visual recordings of the Miranda Warnings to both females who were in possession of the vehicle. Deputy Constable Burris

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arrested both subjects: Cantu, Briseida and Benavides, Roxanna. Agent Salinas completed an inventory form and impounded the vehicle for the Precinct 1 Office. The vehicle was stored and secured at the Task Force impound yard, pending seizure.



Assisting U. S. Border Patrol No. 1

On Tuesday, September 11, 2012 Task Force Agents assisted our local U.S. Border Patrol Intel Group with visual surveillance on Kingsville area targets that are involved in smuggling undocumented subjects (illegal aliens). Task Force Agents conducted visual surveillance of vehicles and subjects throughout the City of Kingsville, Kleberg and Brooks County.

Assisting U.S. Border Patrol No. 2

A traffic stop was coordinated and conducted by marked Border Patrol Agents on FM 1118. The investigation lead to the apprehension of two (2) subjects actually involved in Human Smuggling and five (5) undocumented aliens.

Large Cash, Cocaine and Vehicle Seizure by Local Agent

On Wednesday, September 12, 2012 Kingsville **Task Force Agent Jason McGee** stopped a 2003 white Freightliner pulling a car hauler trailer with Florida registration on U.S. Hwy 77 and County Road 2150 in Kleberg County. Agent McGee stopped the vehicle for Speeding and Failure to Drive in a Single Marked Lane, traffic violations under the Texas Transportation Code. Agent McGee made contact with the driver of the vehicle who was identified by his Florida Driver's License as Carlos Ivan Reyes. The driver, a white Hispanic male, born in Brownsville, Texas, was the lone occupant of the truck. Agent McGee was given verbal consent to search the vehicle. Agent McGee located a man-made false compartment located on the outside exterior of the truck. Agent McGee searched the compartment and discovered \$207,000.00 in U.S. Currency and two (2) kilograms of Cocaine with a street value of \$40,000.



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(A Publication of the City Manager's Office)

Monday, September 24, 2012

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

One Month Status Report for New Tourism Department

It has been one month since the City combined Historic Preservation, Downtown Redevelopment and Tourism under a single department.



What we had learned in the months leading up to that combination was that everyone in Kingsville has a view on the City's tourism mission and functions; what we've learned in this month is that the answers are far more complex than what I had heard.

We are now in the process of researching the history, operations, mission, legal requirements and opportunities for the City's Tourism Department efforts.

You often hear that tourism is about "putting heads in beds" but that is just one measure of tourism. Our tourism can be a large, clean,

profitable industry that does increase hotel taxes, but also can significantly increase sales and property taxes.

Tourism development is economic development.

Tourism directly relates to missions of several of our largest stakeholders.

The King Ranch is increasing its commitment to its visitor business for history, birding, wildlife, etc. and we've all seen how the Navy has grown the Air Show.



The university has the mission of growing enrollment and serving constituencies. They know that attracting and serving visitors is part of their core mission. Some potential markets: alumni, parents of students, regional high school students and families, international students, etc. The university is upgrading programs and facilities and, just as campus housing is being renovated and expanded, visitor housing needs the same.



RV facilities are being developed and winter Texans are already on the prowl.

We have a history of hosting events, but some have fallen by the wayside. We will revisit the issues and opportunities of the various visitor pools, their interests, our assets and our resources to see what can be done in the future. Our attractions are diverse. Some are large and obvious, others appeal to

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smaller groups of dedicated fans. All are important and can be marketed. We need to study our events calendar and facilities to both capture business and to spread it throughout the year. We need to raise existing hotel occupancy throughout the year so that more hotel rooms are built – enabling our partners to host larger events.

We are also in the process of studying how three facilities fit into our mission and function: City Visitors Center, Depot Museum & Visitors Center, and the Conner Museum. By the way, I've learned that the simple sentence above with its straight forward intent can raise suspicions. All three facilities have complex relationships with transitions already in the works. All three are relying on shrinking pools of volunteers. Status quo is not an option; change is inevitable and we are interested in all views as we plan for the future. Also, all three facilities are important feature attractions.



We are exploring enhanced cooperation with the King Ranch's significant presences in tourism, historic preservation and downtown as well as with their presence in media and publishing.



We are exploring enhanced regional communication and cooperation within the tourism industry: Texas Tropical Trail, Texas Coastal Bend Regional Tourism Council and Visit Corpus Christi TX.

We are reviewing all media: printed and electronic and all existing contracts. We will be studying all levels of personnel needs: both City staff and volunteer. For now, staff is cleaning and reorganizing while managing the day-to-day operations. We will match needs to

resources and get the most "bang for the buck". When the Visitors Center is spic-and-span, we will host an open house.

MEETINGS, EVENTS AND REMINDERS (Courtesy of Vince Capell, City Manager)

Regular Commission Meetings	Monday, September 24th	5:00 p.m.
	Monday, October 8th	6:00 p.m.
Special Commission Meetings		
Board Meetings (Commission Chambers)		
Planning and Zoning Board	October 17 th	7:00 p.m.
Historic Development Board	October 17 th	2:00 p.m.
Zoning Board of Adjustments	October 11 th	6:00 p.m.
Civil Service Commission	tba	11:00 a.m.
Joint Airport Zoning Board	September 26, 2012	6:00 p.m.

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Board Meetings (Respective Location)

Library Board	Wednesday, October 17 th	4:00 p.m.
City/County Health Board	(3 rd week of every other month	@5:30 p.m.)

Events – TBA

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