

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

“Instead of worrying about the future, let us labor to create it.” Hubert H. Humphrey, Little Budget Book by Len Wood.

“Watch out for the emergencies. They are your big chance.” Fritz Reiner, Little Budget Book by Len Wood.

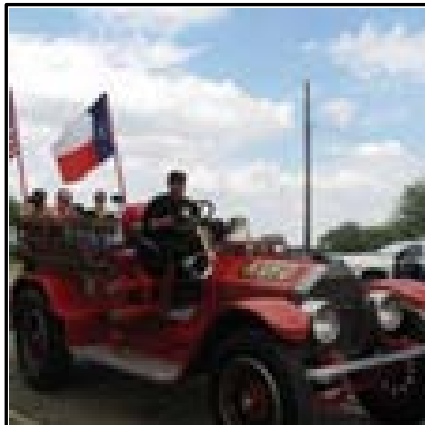
CITY MANAGER (Courtesy of Vince Capell, City Manager)

KISD hires new Superintendent

Congratulations to KISD School Board for hiring new Superintendent Edward Blaha. Mr. Blaha started his employment with KISD on Wednesday, July 11th.

More Thank You's and Photos from City Employee Family Picnic

Thanks to Diana Gonzales, Beth Greenwell and others for their great work and extra effort for a very enjoyable picnic. Photos below are provided courtesy of Volunteer Fire Chief Rick Salinas and Municipal Court Clerk Gina Flores. Photos made fuzzy by the City Manager.



Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012

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

Inspection and Abatement Activity
Recent activity (June 27-July 11) by Community Appearance Inspectors is as follows:

Activity:	Results:
Notices Sent- 112	Compliances- 98
Inspections- 250	Abatements- 4
Re-Inspections- 152	Court Cases- 13
Illegal Dumping Cases- 2	Referral to other Department- 5
Obsolete Sign Violations- 5	

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

Compliances

Below are photos of the removal of trash and debris and obsolete signage initiatives that improve the appearance of Kingsville. So far as we know the City's effort to remove old, unsightly and potentially dangerous signage has never been attempted, at least not anytime during the last few decades.

BEFORE



AFTER



Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Community Appearance Activities

Working on Trash Off Event

Progress continues in efforts to implement "Trash Off" events. As previously noted, the permit was approved by the TCEQ on June 26th allowing a designated site to be utilized for this purpose. Community Appearance staff is planning to hold their first "Trash Off" event in mid to late August.

Demo Team

Jennifer Bernal is coordinating the "Demo Team" in an effort to prepare another set of sub-standard structures ready to be considered for demolition. Many of these structures are under investigation noting the conditions of the structure and providing proper notice of the violations. Some property owners have made contact with the City as we continue to work to provide a partnership agreement between city and property owner to demolish dilapidated structures on their property, wherein the cost incurred by the City is paid back by the property owner.

Advertising Blast Coming

Public Works and Planning, specifically the Community Appearance division, are working on advertising blast for the newspaper and direct mailing reminding citizens of common code violations and services that are provided by the City to assist in property maintenance such as the free landfill services available. The intent is to educate the public of the property maintenance requirements and also make them fully aware of ways they can maintain their properties.

City-County Health Unit

Notices and Abatement Activity (June 28 – July 11):

<i>Activity:</i>	<i>Results:</i>
Notices Sent- 114	Compliances- 49
Inspections- 130	Abatements- 27
Re-Inspections- 127	Court Cases- 0
Sewer Inspections- 0	

Private Property Abatements

Staff continues to address properties that have accumulated large amounts of junk, furniture, trash, concrete, or high grass on their premises. Phases one, two and three (about 30 of the most unsightly nuisances in Kingsville) have been completed since April 2012. Several departments are working together to achieve a more attractive city. Staff will proceed with the cleanup of the next ten properties (Phase 4) involving properties which owners or occupants have failed to abate the nuisance. The next ten (eleven) worst are as followed:

Phase 4 – Next Worst Ten

Property Address	Tentative Date of Abatement
1324 East Fordyce	July 5, 2012-Abated 6/18/12
321 West Lott	July 11, 2012-Abated 7/11/12
907 East Huisache	July 6, 2012-Abated 6/20/12

Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012

510 Frances	July 11, 2012-Abated 7/10/12
617 East Nettie	July 16, 2012
521 West Lott	July 23, 2012-Abated 7/6/12
525 W. Lott	July 30, 2012-Abated 7/6/12
1210 East Richard	July 18, 2012
1129 East Yoakum	July 25, 2012
714 East Santa Gertrudis	July 31, 2012
517 West Lott	July 23, 2012-Abated 7/6/12

BEFORE

AFTER

7/6/12--City Crew Abatement of 517 West Lott



6/28/12--City Crew Abatement of 426 East Alice



Staff Report
(A Publication of the City Manager's Office)
Monday, July 23, 2012

BEFORE

6/6/12-City Crew Abatement of 816 East Doddridge



AFTER



6/28/12-Owner Abatement of 1418 East King



6/28/12-Owner Abatement of 1418 East King (Cont...)



Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Police Department

Junk/Abandoned Vehicle information was not submitted at the time of submittal of this report:

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

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.

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

Landscaped Corridor Pilot Program

Staff selected the contractor from the list of those that submitted quotes and the notice to proceed for the corridor landscape plantings along General Cavazos has been sent out. Border Link Nursery & Landscape out of Harlingen, TX will be performing the work. They are scheduled to begin the week of July 16th and intend to have the project completed in two weeks. They have been given the full set of design plans to ensure proper planting as approved within the agreement with TXDOT. The contractor is so excited about this project and the transformation he indicated he is devoting all his resources, staff and equipment, to this project to ensure a high quality finished product and a quick turnaround. We certainly share the enthusiasm.

Proposed Residential Development

A formal preliminary plat has been submitted for consideration of a 90 lot subdivision entitled "Jalisco Ranch" on Carlos Truan Blvd. The development is proposed to be constructed in phases and is slated to provide for a three tiered range of homes pertaining to price and square footage. Additionally, the development proposes a boulevard type street running through the development as an added design feature which meets a goal and objective of the Comprehensive Housing Plan. This proposed development is slated for the July 18, 2012 Planning and Zoning Commission and will come before the City Commission shortly thereafter.

Dumpster Enclosure Pilot Project Complete

The Dumpster Enclosure Pilot project was completed on July 13th and appears to be, by all accounts, a rousing success. Dumpster enclosures have produced instant and noticeable visual improvements along some of Kingsville's major thoroughfares resulting in numerous positive comments from residents. A special screening project and the addition of decorative rock at the highly visible and unsightly back of the retail facility at Ailsie and S. Brahma has significantly improved the appearance of that property. If approved by the City Commission, this program will continue using funding from the Sanitation Division. Staff is developing a proposal for the City Commission that if approved will finish out the remaining dumpster enclosures.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

BEFORE

Backside of Retail Development at Ailsie and S. Brahma (S. 14th St.) Blvd.



AFTER



Texas A&M Kingsville/Newman Student Housing Development

Progress continues on the site and architectural design for this project. The Newman's engineers and architects have been in contact with staff while working on the project. It's anticipated an initial plan submittal will be made in early September for review. We continue to communicate with all involved parties at our bi-weekly meetings and it is intended the construction will begin in early to mid-October.

Permitting

The following permits were recently issued - Remodel- 15, Electric- 19, Fire Inspections- 11, Mechanical- 8, Plumbing- 10, Roofing- 6, Residential Meter- 6, Commercial Meter- 4, Gas Inspection- 4, Demolition- 4, House Leveling- 2, Sign- 1, New Residential- 2. *Total Permits: 96*

New Business

Los Fuentes Mexican Restaurant, to be located at 418 N. 6th Street, has applied for permits and are awaiting final inspections prior to Certificate of Occupancy issuance.

Plan Submittals

The Chinese Royal Buffet and Dollar Tree plan submittals are well into review and are near permit issuance to begin construction. Final revisions should allow this in the coming week pending the resubmittals by the design professionals to clarify a few design requirements.

Upcoming Plans

Landscaping Code - Planning staff will be reviewing the landscaping code to strengthen and enhance the current language while also provide additional policy in the ongoing maintenance of the landscaped areas. This review has already been underway, in conjunction with the review of our development codes in relation to requiring certain design features in new development.

Building Official Vacancy - Review of applications for the Building Official position is underway. This position is open until filled and careful review of the application will take place to ensure the position is filled with a Qualified candidate that will provide a proven skill set to the City staff.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Signage Code - Planning staff will continue to review and research the sign code relating to exempt signage and political signs. In addition to this staff will review the entire sign code section to determine whether additional updates are needed for clarification and to keep up with an ever-changing environment.

DOWNTOWN & TOURISM (Courtesy of Bob Trescott, Downtown Manager)

Event Coordination

Bob Trescott has been spending time with the Boards of the Kingsville Historic Downtown District Association and Kingsville Main Street in planning for coordinating all downtown events throughout our schools' Fall Semesters. King Ranch management, TAMUK Student Activities and others are involved in these efforts. Emphasis is being placed on:

- Having a downtown TAMUK homecoming parade (which was not held last year)
- Building a weekend Cowboys & Cowgirls Festival around the King Ranch - Ranch Hand Breakfast.
- Supporting the organization that coordinates the La Posada events.

Tourism Services Transition

Bob is also spending much of his time in developing and implementing a transition plan for the City's Tourism Services. Kingsville Convention and Visitor's Bureau's staff is retiring and its board requested that its contract with the City be terminated as of August 8, 2012.

A retirement party was organized and hosted by Alice Byers and Susan Ivy and speakers included Mayor Fugate, County Commissioner Rosse, and former City Commissioner Stanley Laskowski.

4th of July Celebration

Extensive Fourth of July festivities were held on the Naval Base, with a golf tournament at L E Ramey Golf Course and a softball game at Dick Kleberg Park. In future years we hope to return to more cooperation on those festivities with more of the activities being held in the City itself. Note that the Fourth of July is the birthday of the City and the Navy Base as well as of the Nation.

Working with TAMUK Engineering Students

City staff and officials continue to support the College of Engineering's summer school course on Municipal Engineering.

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

Finance Administration Division

Accounting Position Opening

The Finance Department has an opening for the Assistant Accountant II position. The job duties include grant reconciliations and reimbursement requests, other special revenue reconciliations and special projects as needed.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Stormwater Utility Implementation

The Finance Director continues to work with the Collections Department, HDR, the City's outside consultant, City Attorney, City Engineer, and the City Manager on the Storm Water Rate Feasibility Study. The City Commission voted to continue the feasibility study on June 25, 2012.

FY2013 Proposed Annual Budget Under Construction

The Finance Staff prepared a preliminary budget packet of the FY13 budget packet for the City Manager's review to include capital projects funds, debt service and other funds; the Supplemental Expenditure, Personnel, and Capital Outlay Requests forms with summaries; and the salary schedule summary for all personnel expenses. They continue to update the budget packet as more information is gathered by the Finance Director, City Engineer/Public Works Director, Human Resources Director, Interim Fire Chief, Police Chief and other sources for salary updates, grant budgets and other budget information.

Making Sure the CVB Transition is Accounted for Properly

The Finance Director continues to work with the Downtown Manager to ensure a smooth transition for the transfer of temporary duties of the Kingsville Convention and Visitor's Bureau. The Finance staff is assisting in this process.

Working with the City's Financial Advisor

The Finance Director with the City's investment advisor, First Southwest, continues to monitor the status of the IRS arbitrage returns that were filed. The final outcome was presented to the City Commission at the March 8, 2012, commission meeting with a positive response from everyone. The IRS review and approval process normally takes from 4 to 5 months. The Finance Director has continued meeting and working with First Southwest, the City of Kingsville's financial advisor, to discuss various continuing disclosure and compliance requirements, bond refinancing alternatives and market condition, which is an on-going process.

New Time Clock System

The Finance staff continues to train on the new time and attendance system software. The time clocks will be tested by mid-July to ensure they work before setting them up at the various City locations. The Health Department will serve as the Beta testing site for the new time clock system starting mid-July. The plans are to have the training completed and implementation of the system by July 2012, and going live with the new system in July or August 2012, if all goes well.

Important Staff Projects

The Finance staff have worked together to ensure that payroll was processed and their other daily functions are current, including assisting various departments in grant reporting and the new budget input process. The Finance Director and the Collections Manager have been working on the EMS Billing Rate Study which involves reviewing and analyzing EMS rates to ensure the rates cover the EMS expenses. The Finance staff plans to complete the June, 3rd quarter financial reports by the end of July 2012, which will include a more comprehensive financial analysis and will post it on the website as well.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

CAFR Available

The City's Comprehensive Annual Financial Report (CAFR) for FY11 may be found at the City's Library in the reference section or on the City's website at the following:

<http://www.cityofkingsville.com.php5-21.dfw1-1.websitetestlink.com/joomla/index.php/audit-reports/finish/53-audit-reports/423-audit-report-2011>

Municipal Court Division

The Kingsville Municipal Court operations consist of traffic, state, and city offenses filed by the Kingsville Police Department, City Community Appearance, the Health Department and the local School District.

From June 27, 2012 thru July 11, 2012, there were a total of 220 new cases filed. Of these new cases, the Kingsville Police Department filed 170 new traffic violations, 38 new state law charges and the City Community Appearance and Health Departments filed 12 new city ordinance violations. Before a court trial hearing, there were 172 cases adjudicated with 354 warrant orders executed and resolved. In the course of cases settled through the court, with the execution of warrants and payment plan orders, a sum of \$30,097.02 was collected during the period of June 27, 2012 and July 11, 2012.

July 12, 2012 court session included 114 (82 people) cases to be heard. On this day of court, prior to court session, there were 2 closed by full payment, 3 payment plan applications, 4 cases reset to a new court date and two pending for further prosecution. In the court hearing, there were 41 cases heard (30 people), which also included two walk-ins. Following the July 12, 2012 court session, 30 (64 cases) warrants were issued. Special Thanks to the Kingsville Police Department for the court security by these Officers: Crawford #83, Webb #76 and Grant #94

The next court hearings will be: July 19, 2012 at 3:00 p.m., August 2, 16, & 30, 2012 at 3:00 p.m.

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.'

Website: www.cityofkingsville.com

Utility Billing Division

Helping Other City Departments

The Utility Billing Department continues to include the "2012 Great Texas Warrant Roundup" flyer provided by the Municipal Court Department and Officer Davis. The same flyer will be included in the billings for 7/11/12 and 7/18/12.

Filing liens

The Collections Manager with the assistance of the Legal, Health, and Community Appearance department has continued to work diligently on the lien filing process for the Abatement of Noxious Matter outstanding bills. Ten more notification letters were mailed out on 7/9/2012.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Working Together To Achieve More

The Collections Manager attended the bi-weekly Beautification Board meeting on July 11th, 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, City Engineer, and Downtown Manager. In this meeting the Abatement and Noxious Matter issues were addressed, as well as the status of any properties that were recently abated. The Health Director discussed the phase four addresses and what addresses were completed. Several other issues were discussed that included the commercial dumpster enclosures, the street improvements, and the favorable customer response to what beautification projects have been completed so far. In addition, the Community Appearance Supervisor discussed upcoming projects that will serve as public service announcements concerning citizen information pertaining to different departments and what services they offer. The teamwork atmosphere was very positive and the feedback coming from the different departments brought on favorable outcomes. Also the Collections Manager provided information on the process for back taxes owed on some of the abated properties. It was discussed that further research will be done and the Collections Manager discussed the issue with Tax Assessor-Collector on 7/12/12. The Tax Assessor-Collector suggested the City call their legal representative that handles all delinquent tax properties, Linebarger, Goggan, Blair, and Simpson, LLP. The Collections Manager passed this information to the City Manager for his review and refers to him for further action.

Paving Liens

The Collections Manager mailed out the notification of waiver of interest letters out on June 19th, 2012. The Collections Manager continues to receive calls and some partial payments in reference to these letters. The partial payments are being made until the complete paving lien is paid in full by the March 12, 2013 deadline. The Collections Manager opens up a file and attaches any receipts that provide proof of payment and will review them on a monthly basis to ensure that balances are up to date. Any interested parties that received a letter and have questions are encouraged to contact the Utility Billing Department and ask for the Collections Manager at 361-595-8033.

The Collections Manager requests that when customers call 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.

Vacant Position

On July 12, 2012, we bid a well wished farewell to Rosa Vela, Customer Service Representative. She moves on to another opportunity and we again wish her well. The open position was closed on July 13, 2012. The Collections Manager will look forward to interviews the week of July 16th, 2012.

Other Billing Activities

The Utility Bills were returned to its regular comment since there are no holidays or special pick up schedules:

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

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

Community Participation/Events

It's that time again, and the Fire Department is gearing up to participate in the National Night Out event which is scheduled to be held October 2, 2012. The Department is currently working with the Kleberg County Sheriff's Office to assist in coordinating this event and making it another successful year.



July 2, 2012---assisted County officials with a fire drill at the Kleberg County Courthouse. July 4, 2012---Firefighter D Patton assisted Kingsville NAS with this year's fireworks display. Kingsville NAS requested a brush unit to be on location as a safety precaution.

Burn Ban and Control Burns

Saturday, July 7, 2012 - Effective this date, a ninety (90) day burn ban for Kleberg County will be activated. This includes control burns and no one should be granted or allowed to burn during this period. Residents will be notified if and when the burn ban will be lifted.



E.O.C Information

Interim Fire Chief Carrion is currently working with Police Chief Torres in updating the E.O.C annexes. Fire Department will be responsible for annexes "Q" Haz-Mat, and "R"- Search and Rescue. Annexes F & D will also be assigned to the fire department. Chief Torres was able to complete annexes "F"-Firefighting & "D"-Radiological protection in which he forwarded to Chief Carrion. Chief Carrion and his staff will be reviewing the above annexes and be making any necessary changes if needed.

Agility Testing

Friday, July 13, 2012,--- A total of four (4) applicants applying for the Firefighter/EMS positions will be taking the physical agility test set for this day at 2:00pm. The agility will be conducted at the Wild Horse Mall located at 1601 US Hwy 77. We wish all the applicants good luck and hope that each one passes their agility test!!!



Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012



Grant Match to be Requested for Cardiac Monitors

Chief Carrion and Engineer Felix Camarillo are working on a proposal for the request of funds to cover the sharing costs on the twelve (12) lead cardiac monitors. Some minor changes have been made and we are hoping to get this proposal in on time to have this item placed in the agenda set for

Fire and EMS Response Statistics (Monday, July 16, 2012)

Fire/EMS crews responded to a total of one-hundred three (103) emergency calls between June 29th thru July 12, 2012.



Letter of Appreciation

The Fire Department received an appreciation letter from Luke Stevens, Sanitation Supervisor on behalf of Lieutenant Terry Valentine and Firefighter Daniel Velasquez. Mr. Stevens took a minute out of his busy schedule to acknowledge his appreciation for these employees. Please see below:

Dear Chief Carrion,

I just wanted to take a minute and tell you about two men who work for you. Daniel Velasquez and Terry Valentine are special employees in my book and even more importantly- my daughters, Maria and Anna thought they were terrific.

On Saturday the 30th of June I brought my two girls to the Fire House to take a look at all the equipment. Daniel volunteered to give them a tour that impressed all of us. He showed them the ambulances, the ladder truck, the fire engines and all of the special equipment. Terry gave the girls coloring books and hats and helped on the tour by letting the girls shoot a fire hose. They even showed them the kitchen area, the fire pole, and the weight room.



The enthusiasm and, more noticeable to me, the sincerity of these two men was impressive and my girls and I really enjoyed the first class treatment. Employees like these two are what makes a department special and I just wanted to add my two cents and tell you how lucky you are to have them. Please pass

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

along my sincere appreciation for a job well done! Thank you for allowing them to talk to the girls and making it a very special day. Submitted by Luke Stevens, Sanitation Supervisor - City of Kingsville

HEALTH DEPARTMENT (Courtesy of Yolanda Cadena, Health Director)

Weed Control (June 28 – July 12)

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:

429 West Kenedy	502 East Alice	324 East Henrietta
513 West Warren	200 East Ragland	220 East Richard
210 East Richard	618 West Fordyce	306 East Richard
725 East Hoffman	600 Block West Ragland	326 Briarwood
426 East Alice	523 West Lott	527 West Lott
517 West Lott	510 Frances	321 West Lott

Food Service Inspections

Food Service inspections are again being conducted. Recently hired inspector has been thoroughly trained and will continue to conduct inspection on a quarterly schedule.

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 noncritical violations are 3 points demerit violations.

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

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

Dixie Cream Donuts-97	Harrel's Drug Store-97	K-2 Food Mart-68
Kingsville Bakery-87	Kleberg County Jail-97	McDonald's(14 th)-93
Taqueria Martinez-100	Whataburger(14 th)-94	Taqueria Jalisco-87
Donut Palace-90	Los Cabos De San Lucas-88	El Corral-87
Lydia's-87		

Animal Control...When Pets Travel

Traveling with Pets Summer is here, and it's time to make plans for that summer vacation. While making travel arrangements, don't forget to make plans for pets as well. If you will not be bringing

Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012

your pet with you on vacation, be sure to look for a reliable pet-sitter or boarding facility to care for your pet while you are gone.

If you are bringing your pet with you and you are traveling by car, stick to your regular feeding routine, stop every two hours for exercise, and never leave your pet unattended in a vehicle.

While driving, make sure cats are confined to a cat cage or carrier and dogs are either in a carrier or attached to a seat belt harness in the back seat. If your dog will be riding in the back of a truck bed, confine it in a kennel that is fastened securely to the truck bed. Remember, pets should never be allowed to ride loose inside a vehicle or ride with their heads outside the car window. This is dangerous for both the driver and the animal and could cause an accident.

If you are traveling by airplane, make sure you check with the airline regarding regulations for pets. Most airlines require an animal health certificate issued within 10 days prior to travel. Depending on the size of the animal, some airlines will allow pets to travel in specially designed carry-on luggage that will fit under the seat. Larger animals may be allowed to ride in kennels in the cargo hold. Also, ask your veterinarian for specific feeding instructions for your pet prior to the flight.

Some important tips to remember when traveling with pets:

- Always make sure your pet is properly identified with a current tag
- Carry proof of rabies vaccination and a current health certificate when crossing state and international borders;
- Keep a photo of your pet for identification in case your pet is lost
- Make sure kennels are in good condition to prevent escape, and label the kennel with your contact information
- Bring along favorite food, toys, and bedding to make your pet more comfortable.

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

Announcements

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

Status of Vacancy Announcements

Planning - Building Official

Risk Manager

Firefighters – 2 positions

Garage: Equipment Service Worker

Solid Waste – Landfill: Landfill Supervisor, Equipment Operator III, Equipment Operator II

Street: Maintenance Worker

Wastewater: Plant Mechanic, Secretary(pending review)

Water Production – WP Operator

New Employees

Derrick Pedraza-Police Officer, Antero Garcia – Maintenance Worker (Street), Monica Benavidez – Telecommunications Operator (Police), Sidney Passmore – Equipment Operator II (Landfill), Juan

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

DeLosSantos – Plant Helper (Wastewater), George Vega – Police Officer, Ramon Chavez – Equipment Operator II (Street), Jesus Garcia (Equipment Operator II – Temporary (Landfill)

Promotions / Temporary Assignments

William Allen – Corporal (Police)

Jorge Flores – Corporal (Police)

Jose Chapa – Lead Telecommunications Operator (Correction)

MaryAnn Trejo – Code Enforcement Officer (Community Appearance)

Retirements - None

Separations

July 13, 2012 Rosa Vela – Finance Collections, Kyle Schuster – Streets

July 6, 2012 Jessica Garcia – Engineering

July 3, 2012 Steven Buentello – Police Communications

June 28, 2012 Abel Carrillo - Planning

General

HR personnel address employee issues daily in person, phone and by email.

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

Fun Fact Tidbit

Did you know that Texas colleges and university librarians answer an average of 93,584 reference questions in a typical week? That's more answers than people living in Galveston!

Summer Program Concludes with Celebrations

To date, participation in the summer reading program has been wonderful this year, with a total of 112 children having turned in reading logs (so far) this summer, for a combined total (so far) of 66,860 minutes read. That's a lot of minutes and lots of pages read this summer! The library wishes to congratulate and thank all of the children who participated and exceeded the target goal of 50,000 minutes. Children still have until July 20th to turn in completed reading logs and qualify to attend the Pizza Party sponsored by Pizza Hut.

As the Kleberg Public Library's Summer Reading and Activity Program winds down for 2012, the Children's Librarian is currently working on the last two remaining activities. The annual End of Summer Party will be on Wednesday, July 18th, at 2:00 p.m. in the Community Life Center located at the corner of West Yoakum and Fifth Street. This year the library will present an entertaining magic show performed by The Magic Dork, John O'Bryant, from Dallas. Upon learning of John's magic show, the children became very excited and are looking forward to his visit. Everyone is invited to attend this event, and light refreshments will be served following the performance.

The last activity planned for the summer is the Pizza Party to be held July 25th at 3:30 p.m. and will also be held at the Community Life Center. Just a reminder: Children must have turned in at least one reading log to attend the Pizza Party on July 25th. Attendance vouchers are strictly required at the door. Vouchers will be available at the Children's Services Department beginning July 19th. Each

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

voucher will admit one child and one adult to the party. This Pizza Party is a great way to reward all of the participants of the Summer Reading Program and promises to be a fun-filled event for the children and their parents.

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

Tuesday, July 3rd, 2012 Belligerent Drunk Breaks Window after Being Asked to Leave

Officers responded to 304 E. Richard, Day & Night in reference to an intoxicated subject being asked to leave the bar. The male became belligerent but walked out of the establishment. As he was walking away he picked up a brick located outside of the business and threw it through the front window.

Officers arrived and placed Arnolando Rodriguez Salinas 46YOA under arrest for Public Intoxication. He was also charged with Criminal Mischief and transported to the Kleberg County Jail where he was incarcerated.

Wednesday, July 4th, 2012, Accident Minor, Aggravated Assault W/Deadly Weapon, DWI

Arthur Garcia 29YOA was arrested after striking a parked vehicle at 833 E. Ailsie, Barcelona Apartments. Mr. Garcia was met outside by a group of young people who had reported the accident. Mr. Garcia was attempting to leave the scene of the accident and called a friend to come and pick him up. Officers arrived at the location and conducted their investigation.

The officers discovered from the witnesses that Mr. Garcia had made statements placing them in fear for their safety as he brandished a knife. The officers also determined that Mr. Garcia was intoxicated as well. Mr. Garcia was charged with Aggravated Assault W/Deadly Weapon as well as Driving While Intoxicated. He was transported to the Kleberg County Jail where he was booked and incarcerated.

Wednesday, July 4th, 2012 Don't Mess with This Wife!

Officers responded to 431 W. King and contacted the victim. She explained to officers that her husband, Glenn Becker 31YOA, had been drinking all day for the holiday. She said that she went outside to tell him to come in and he refused. He became belligerent and knocked her to the ground. The victim said she was much smaller than Mr. Becker and was concerned that he would assault her. She reached over and grabbed an empty beer bottle striking him over the head which gave her enough time to come into the residence and call 911.

Mr. Becker was so intoxicated that he could hardly speak. Mr. Becker was placed under arrest for City Warrant Capias Pro Fine for \$1,100.00, County Warrant for DWI for \$500.00 and Assault family violence. Mr. Becker was transported to the Kleberg County Jail where he was booked and incarcerated.

Wednesday, July 10th, 2012 Juvenile Burglars Detained

Neighbors of the resident at 210 E. Fairview Dr. called police when they noticed several juvenile males breaking into the residence. Officers arrived on location and after a short foot pursuit made contact with several juveniles. One of the juveniles dropped a watch as he walked towards the officers. He later admitted that the watch had been taken from the residence. A second juvenile had a "Sniper" knife in his possession which had also been taken from the residence. Three juveniles were detained for Burglary and transported to the Kingsville Police Department where they were processed.

Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012

Officers were able to recover 2 Labonte Collector Cars, 2 Elite Collector Car, 2 Phillips speakers, 2 "Relic" watches, victim's Texas Driver's License, 2 marine sniper knives, and 2 rifle magazines with rounds.

Table for Crime Trends for June 2012

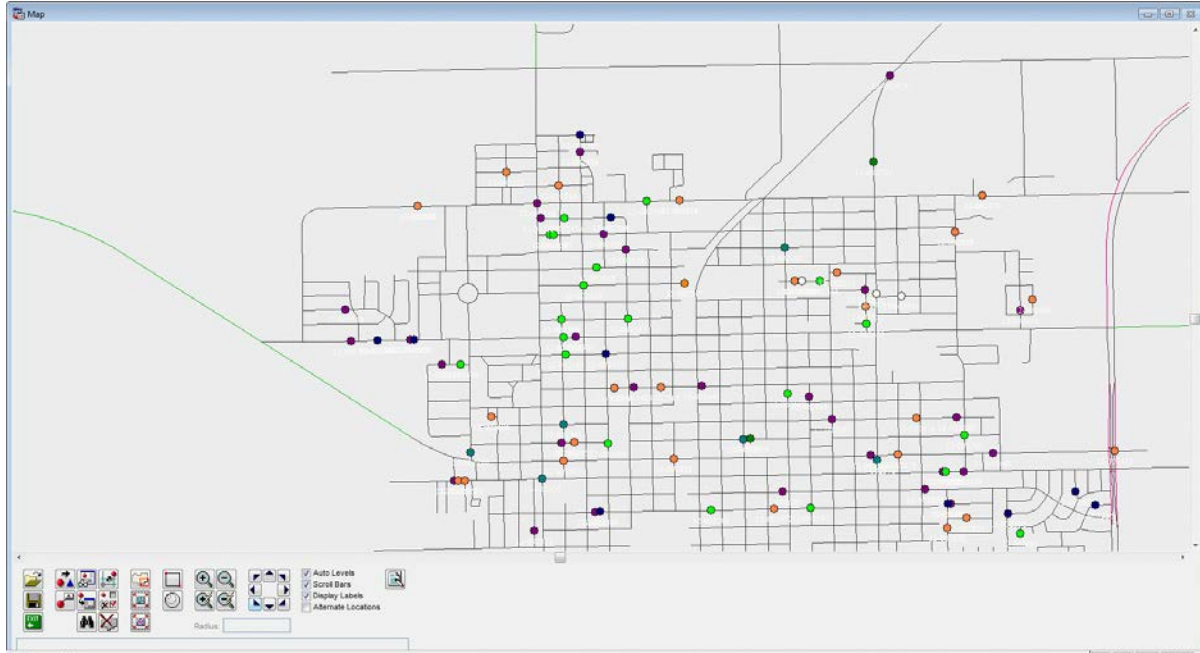
The screenshot shows the 'Incident Location Analysis for KPD' software window. It features several sections for configuring data analysis:

- Date Range:** Includes radio buttons for Day, Shift, Week, Quarter, Bi-Week, YTD, Month (selected), and Other. It also has input fields for Month (6) and Year (2012). Start and end dates are set to 06/01/2012 00:00 and 06/30/2012 23:59 respectively. A checkbox for 'Include comparison data from previous year' is present.
- Offenses:** A list of offense types with checkboxes, all of which are checked: Homicide, Sexual Assault, Robbery, Aggravated Assault, Simple Assault, Burglary, Theft from Motor Vehicle, Other Larceny, Motor Vehicle Theft, Arson, Criminal Mischief, and DUI.
- Geographic area:** A series of dropdown menus for Zone, District, RptArea, Sector, Beat, and RD.
- Buttons:** 'Create' and 'Exit' buttons are located at the bottom right.

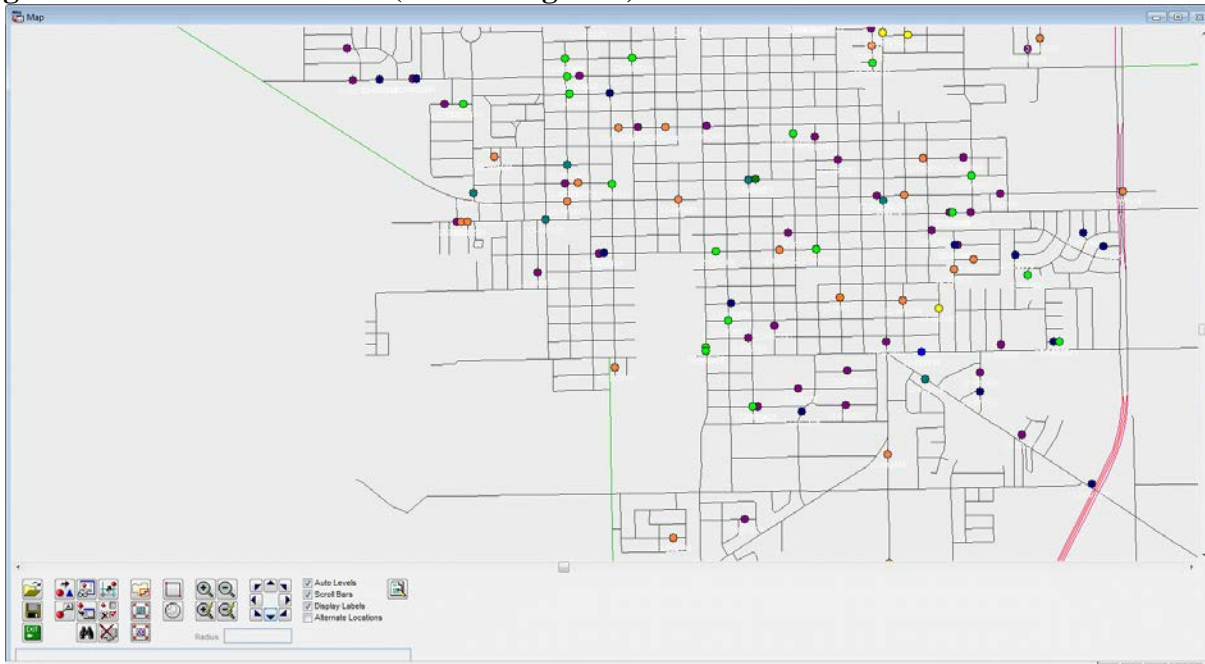
Staff Report

(A Publication of the City Manager's Office)
Monday, July 23, 2012

Images of Crimes for June 2012 (North Kingsville)



Images of Crimes for June 2012 (South Kingsville)



"The police are the public and the public are the police; the police being only members of the public who are paid to give full time attention to duties which are incumbent on every citizen in the interests of community welfare and existence."

- Robert Peel

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

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

Capital Improvement Projects

Concrete Street Reconstruction and Repairs

Bid (#12-39) for reconstruction/repair of ten worst concrete pavement areas in between 6th to 14th Street and Kenedy to Ragland was published in the local newspaper on July 08 and next one will be published on July 15, 2012. The contractors attended the mandatory pre-bid meeting on July 12. Staffs marked the areas with orange paint to delineate the limit of the construction. Following areas have been included in the bid – 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. Bid will be opened on July 24 and presented to the City Commission for approval. The funding source for this project is Certificate of obligation 2011 general fund.



Contractors attended the pre-bid meeting



Staff is marking the areas to be repaired

Street Division 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, from King Avenue to Yoakum Avenue was done on June 15, and from Yoakum to Henrietta Avenue was done on June 30. The current phase of work on Armstrong extends from Henrietta to Santa Gertrudis will be done by July 20.

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 will start this project within a few weeks.

Corral/ Santa Rosa Drainage Project – Contractor has completed the ditch work. Installation of the culverts has been completed. They have also started working on the



Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

curb & gutter on Santa Rosa and Santa Monica area. Expected date of completion of this project is August 17. Total cost of this project is \$217,666.15 which is funded through Certificate of Obligation 2011 fund.

Rehabilitation of Well #20 - Alsay, the driller had finished the 24-hr pump test. New pump will be installed as soon as the funding is available. Budget amendment will be presented to the City Commission on July 23.

1200 feet of 8" Water line on Young Drive for Franklin Welding - As per the discussion with the City and the Franklin Welding staff, there will be a 50% cost sharing between the company and the City for the installation of water line. The agreement was presented to the City Commission on May 14 and was approved. This project has been started and will be complete in the week of July 16.

Installation of about 800 feet of 8" water line on the south side of Private Road 2006 - will be the next project for the Water Division if it is approved by the City Commission on July 23. This is an effort, approved in concept by the previous City Commission, to connect to city water in an effort to assist a property owner (Mr. Steve Childers) who resides in the outer reaches of the city limits whose well is failing and who is in desperate need of a replacement water source.

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. This project will be started on the 1st week of August. Expected completion date of this project 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. Since the NASK water system is directly connected to the City Water system, inputting their data in the City water model is very important for the correctness of City water model. The consultant and the staff had made several attempts to get the water model from NAS-Kingsville but have not yet received anything. 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.

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

Proposed New Driveway for Police Dept. on King Ave. - Staff met with TxDOT regarding a driveway on SH 141/King Avenue, East of Police Station. Engineering Department finished the designed work and submitted to TxDOT for permit.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Assist Provided 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.

321 W. Lott



510 Frances



Pilot Program for Dumpster Enclosures

City is installing dumpster enclosures at several locations as part of the City's beautification effort. Sanitation Division supervisor Luke Stevens is helping Code Enforcement Division and working as the project manager for this project.

14th (S. Brahma) and Ailsie



Kleberg Elementary



Street Light Replacement Program - 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 number of burned out street lights is going down (November 2011-81, December 2011 – 61, February 2012 – 41, March 2012 – 33, April 2012- 29, May 2012-25, June 2012-21) because of prompt action of the staff and AEP.

Storm Sewer Mapping with GIS - GIS Technicians have finished the water and sanitary sewer map and now they are working on updating the Storm Sewer map throughout the City.

Fleet Tracking with GPS - Contract is executed with Network Fleet for the installation of GPS System in the City vehicles and the installation of GPS units in the City vehicles is started.

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Street Division (July 02- July 06)

Paving - Crews worked on Armstrong and Henrietta intersection and currently working on north of Henrietta to Santa Gertrudis.

Sweeping - Crews worked Zone 1 and Zone 10.

Patching - Crews worked different zones as per the reports.

Mowing - Crews mowed Shelly Street; picked up papers and did weed eating from Ailsie to General Cavazos, Carlos Truan Boulevard from Bypass to NAS-Kingsville, underpass at King and US 77, started Caesar ditch, and Tranquitas Creek at 10th Street.

Miscellaneous - Crews picked up barricades from street closures on 11th Street & Richard and Henrietta & 13th Street. The Kenedy and Bypass Truck Route sign was bent but couldn't be removed, have contacted locate service. Crews replaced STOP sign on Kenedy Avenue and May Street. Crews also trimmed branches around that corner; picked up papers at Carlos Truan Boulevard & US 77 Bypass, and General Cavazos & Brahma Blvd. intersection.



Street Division crews picked up the trash from General Cavazos and Brahma Blvd.

Water Production (July 3 – July 10)

Water Well 20 - Alsay Inc. completed liner installation on 06/12/12. On 06/14, they had problems with agitator/isolation tool so had another one location on 06/18. Alsay Inc. did sonar on well on 06/21, installed test pump on 06/22 and started well test on 06/25, which was completed on 06/26. Alsay Inc. submitted new pump recommendations on 06/27/12 with 750gpm, pump setting at 440 ft. at a cost of \$47,000.00. Staff is waiting for the additional funding to complete the project. Estimated total project cost is \$131,926.25.

South Texas Tank Services Annual TCEQ Tank Inspection – Two (2) tanks were cleaned and inspected (Ground Storage Tank #21 & East Elevated Tank); Two (2) tanks inspected (South & West) were unable to air lift due to low water levels in tanks.

Well #14 – Booster motor failure 07/12/12, has been repaired and this well is on line now.

Well #24 – Motor tripping on overload – Continued to wait on Friedel Drilling to send crews to pull well and evaluate the problem. Total well production since first put in service – 453,000,000 gallons. Since Friedel never showed up, Alsay Inc. checked well and determined problem on 06/26/12. They determined problem which was in the soft starter not the well motor. Both are now operational.

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

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Water Pumped to Distribution (06/26-07/08) - Wells – 48,821,000gallons; Surface–17,748,000 gallons; 6,322,000 gallons for Ricardo bypass; Total 60,247,000 gallons; Average – 4,303,357 gals/day

Water Distribution (06/25-07/08)

Water Distribution Crews repaired 13-Main Breaks and answered approximately 73 Service Calls (meter leaks, cutoffs and backfills). Crews were delayed in installing fire hydrant at 200 W. Yoakum due to Operator cutting two main telephone cables while digging that were not marked. Water Department received the valve exerciser 06/29/12 and boring attachment for Bobcat MT-55 on 07/05/12. Currently water crews are working on installing 8” water main for Franklin Welding.

City Garage (06/26-07/09)

Maintenance Activities - 8-Oil changes on preventive maintenance; 47-scheduled work orders; 46-non schedule work; 14-service calls; 1- call out; 1- new tire on heavy equipment and truck; 3-flat tires repairs and balance; 31-pending work orders.

Welder - 6-received work orders; 6-pending work orders; 7-non-scheduled work orders; 6-scheduled work orders; and 2-service calls. Welder is also working on Wash Rack.

Solid Waste

Landfill

Application for CCS permit was approved and sent to TCEQ Region 14 for final approval so that the permit can be issued. “Trash Off” for the citizens cannot be started until the permit is approved. It should be received within the next 30 days. SEP funds may be used for these “Trash Off” events. There is a balance of \$31,761.13 in the SEP fund. SEP administrator will allow reimbursement of up to three (3) City employees and a frontend loader for these events. The frontend loader will be reimbursed at the rate of \$50.00 per day and the employees at normal pay rate, not overtime rate.

TCEQ has moved the landfill inspection to July - No date has been set. The inspection was supposed to in conjunction with Ground Water Sampling Event.

1600 Young Drive Paint Removal - Cost for pickup and delivery to U.S. Ecology is \$5,046.00 through Miller Environmental. The cost for disposal is estimated at \$2,264.00 through U.S. Ecology for a grand total of \$7,310.00.

Letter received from TCEQ concerning Ground Water Sampling and Analysis Plan (GPWSAP) - It needs to be corrected by July 20th and send to TCEQ office. Scot Collins with Naismith Engineering has been notified and is working through this.

City's landfill consultant Naismith Engineering is collecting the Ground water samples



Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

Sanitation (07/03-07/10)

Residential waste collected from June 26 thru July 3: 669,200 pounds; Commercial waste collected 621,600 pounds; Brush collected 78,980 pounds and construction debris collected 97,680 pounds.

Brush Crews - worked Zone 4 and collected white goods from this Zone on July 13. They will be working at Zone 1 from July 16 to July 27.

A new commercial garbage truck - will be added soon in sanitation route. Kann Manufacturing has informed the staff that new commercial vehicle is on its way to Kingsville.

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

Purchasing Division

Bids in Process

City staff in all departments is working hard to initiate or complete all projects and initiatives budgeted for FY2012. The Purchasing Division held a Pre-Bid Meeting/Walk-Thru on Thursday, July 12, for Bid No. 12-39 Concrete Paving Improvement Project. This bid is scheduled to open July 24th at 1:30 p.m. Three (3) potential vendors along with the Purchasing Director, the City Engineer, members of the Engineering Staff, and the Street Department Foreman visited ten (10) individual locations to ascertain the exact scope of work necessary. The Purchasing Department is currently working with the Engineering Department on Bid No. 12-40 Ailsie Drainage Improvement Project.

Purchasing (P) Card Activity

Purchasing (P-Card) Card total purchases for period ending June 26, 2012 were \$33,128.43, down about \$7,000.00 from the previous month. A total of 279 transactions were processed.

Technology Division

VMware/Electronic Time Clocks/Fuel Monitoring System

In our task and projects, the IT Division is continuing to make progress in the VMware environment establishing and configuring the high availability which will allow the IT staff to resolve server issues with a high level of sophistication. In fact, our new environment allowed us to migrate the time clock data to a preferred location with no impact to the end-user. This is a vital role that our new VMware environment plays now and in disaster recovery scenarios. In our network security realm we were able to apply additional licenses to our firewall to expand its security and reporting features. Currently, IT staff is working on several issue resolutions including how to establish a connection with the fuel monitor system and also the most efficient way to deploy the time clocks at remote locations.

Responding to Employee Service Requests

In our Service Requests, there were several minor issues regarding the website. Several users were unable to locate files within the network and users experienced unexpected issues with their computers at the public works building. Also, a new user computer was setup in the Community Appearance building to accommodate their temporary worker.

RISK MANAGEMENT (Courtesy of Vince Capell, City Manager)

The City Manager has selected five candidates to interview for the vacant Risk Manager position and is hopeful that he will be able to fill this position soon. The current duties of this position are being

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

temporarily assumed by Police Chief Ricardo Torres; Interim Fire Chief, Roel Carrion; HR Director, Diana Gonzales; and Public Works Director, Naim Khan. Thanks to everyone for helping out.

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

Vehicle Impound Lot Upgrade

On July 02 – 06, 2012 the Kingsville Task Force's impound lot received a much needed makeover. With the gracious assistance of Kleberg County Commissioner Pct. 3 Roy Cantu and staff, the impound lot was scraped, leveled and a new caliche foundation was laid. All seized vehicles were previously moved and the impound lot had received a spray over with a commercial weed killer.



Agency Assist - Immigration & Customs Enforcement (ICE)

On July 03, 2012 Kingsville Task Force Agent Garcia received a request for assistance from ICE Brownsville in locating a male subject residing in Kingsville. The Kingsville resident's last known address was at the Apple Creek Apartments on South Brahma Blvd. The subject, Eugenio Sanchez Saenz, was involved in a child pornography case being investigated by ICE Agents. Agent Garcia conducted surveillance and gathered intelligence on the wanted subject. The information was provided to ICE Agent Mirino, who obtained a federal indictment for Child Pornography on Saenz. On Thursday, July 5th, subject Saenz was arrested by ICE Agent Mirino in Kingsville.

Utilizing Kleberg County Sheriff's Office Operation Stone Garden 2010 Overtime Monies

On July 11, 2012 Kingsville Task Force Agent Ruiz conducted a traffic stop on a Silver Mazda M3 traveling northbound on U.S. Highway 77 at South Creek, for a moving traffic violation. The vehicle's driver was contacted by Agent Ruiz and he then noticed two passengers in the vehicle whom were later determined to be Undocumented Aliens. Agent Ruiz asked the driver for his keys and placed them on the hood of the vehicle. He then placed the two undocumented aliens and the driver, Maxwell Bocanegra (a U.S. citizen residing in Corpus Christi), in hand restraints. The U.S. Border Patrol was contacted and they took custody of all three subjects. The subjects were then transported to the Sarita Checkpoint for processing. The Kingsville Task Force took custody of the vehicle and it was secured in the Task Force's impound yard.

Narcotics & Human Trafficking Enforcement on U.S. HWY 77

On July 12, 2012 Kingsville Task Force Agent McGee conducted a traffic stop on an Americano Bus (a commercial bus line owned by Grey Hound) for a traffic violation. During a consensual encounter with two individuals on the bus, Agent McGee believed both subjects were in the United States

Staff Report

(A Publication of the City Manager's Office)

Monday, July 23, 2012

illegally. U.S. Border Patrol Intel Agents were requested at the scene. Both subjects were interviewed by BP Agents and it was determined that at least one of the male subjects was a brush guide. That individual had been arrested for possession of marijuana over 300 lbs. and been deported from the United States at least four times. Both subjects were taken into custody by the U.S. Border Patrol.

MEETINGS, EVENTS AND REMINDERS (Courtesy of Edna S Lopez, City Secretary)

Regular Commission Meetings	Monday, July 23 rd	5:00 p.m.
	Monday, August 13 th	6:00 p.m.
Special Commission Meeting	Thursday, July 26 th	5:00 p.m.
	Tuesday, August 7, 2012	5:00 p.m.
Board Meetings (Commission Chambers)		
Planning and Zoning Board	Wednesday, August 15 th	7:00 p.m.
Historic Development Board	Wednesday, August 15 th	2:00 p.m.
Zoning Board of Adjustments	Thursday, August 9 th	6:00 p.m.
Civil Service Commission	Tuesday, July 24 th	11:00 a.m.
Board Meetings (Respective Location)		
Kingsville Housing Authority Board	Tuesday, July 24 th	12:00 p.m.
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.)	

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	2	0
Civil Service Commission	1	0
Historic Development Board	0	0
Planning & Zoning Commission	2	0