

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

*“Where there is no vision, the people perish....”* Biblical scripture quoted by *Mr. Jon Gordon, consultant, author and motivational speaker at the Annual Conference of the Texas City Managers' Association, South Padre Island, June 8, 2012*

*“ ‘Begin at the beginning,’ the king said, gravely, ‘and go till you come to the end; then stop’ ”* *Lewis Carroll, The Change-Your-Life Quote Book, by Allen Klein*

## ***CITY MANAGER (Courtesy of Vince Capell, City Manager)***

### **City Picnic Photos (Courtesy of Rick Salinas and Gina Flores)**

***Commissioner Garcia and City Manager Capell serving as bookends to volunteer firefighters***



***Curious children wait with anticipation for their turn to ride on the vintage fire truck.***



### **Special Thank You No. 1**

The City Manager extends a special thank you to Naim Khan, David Mason, city mechanics and garage staff for saving the day when the electrical transformer blew at City Hall. These individuals, and others, were quick to transport the generator, ready it for use, and make the necessary connections to minimize the disruption and discomfort to customers and employees. Were it not for the good work of these employees it would have been necessary to close City Hall for the remainder of that day.

### **Special Thank You No. 2**

The City's outside auditor delivered a very positive report to the City Commission with respect to the City's unqualified "clean" audit opinion and improving financial condition as reflected in the City's Comprehensive Annual Financial Report (CAFR). The auditor's positive remarks are reflective of several years of good policymaking on the part of the City Commission and good execution on the part of City staff. Kudos to Finance Director Mark Rushing and his staff for leading this effort.

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

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

Recent activity (June 15-June 27) by Community Appearance Inspectors is as follows:

<b>Activity:</b>	<b>Results:</b>
Notices Sent- 98	Compliances- 65
Inspections- 80	Abatements- 3
Re-Inspections- 96	Court Cases- 1
Illegal Dumping Cases- 1	Referral to other Department- 7
Obsolete Sign Violations- 2	

*Community Appearance monthly performance measurements to be met- minimum 73 notices/61 compliance cases per month.*

**Compliances**

Below are photos of a recent example of success the **removal of** trash and debris and obsolete signage needed to achieve the City Commissions beautification goals:

**BEFORE**

**AFTER**



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Monday, July 9, 2012

## Community Appearance Activities

Progress was made in the establishment of a Citizens Collection Site in an effort to implement "Trash Off" events. The permit was approved by the TCEQ on June 26<sup>th</sup> allowing a designated site to be utilized for this purpose. This was a major step forward in the Community Appearance effort and will be an added program to our already aggressive community appearance efforts.

Jennifer Bernal attended the Keep Texas Beautiful state conference in San Antonio June 25-29. This was a great opportunity to share our accomplishments as a community and garner new ideas and partnerships for future initiatives.

## City-County Health Unit

Recent activity (June 1-June 26) by Health Inspectors is as follows:

<i>Activity:</i>	<i>Results:</i>
Notices Sent- 120	Compliances- 56
Inspections- 167	Abatements- 47
Re-Inspections- 90	Court Cases- 0
Sewer Inspections- 0	

## Private Property Cleanups

Staff continues to make meaningful progress throughout the city with abatement of large amounts of accumulated junk, furniture, trash, concrete, and high grass. Staff has completed, or nearly completed, the first three phases of clean up with each phase including ten of the worst property nuisances (in terms of quantity and appearance). Thirty abatements have already been initiated and completed with ten more scheduled for July (see table below). Follow up inspection will also be performed on these properties to ensure that they remain in compliance. City crews have started on Phase 4 so that by the end of July, city crews will have abated a total of forty properties over and above routine property abatement efforts. In order to accomplish this task, it is necessary to coordinate the work of several departments working together to achieve the goals for a more attractive city.

### 4<sup>th</sup> Phase (each phase includes 10 new properties)

<b>Property Address</b>	<b>Tentative Date of Abatement</b>
1324 East Fordyce	July 5, 2012
321 West Lott	July 11, 2012
907 East Huisache	July 6, 2012
510 Frances	July 11, 2012
617 East Nettie	July 16, 2012
521 West Lott	July 23, 2012
525 W. Lott	July 30, 2012
1210 East Richard	July 18, 2012
1129 East Yoakum	July 25, 2012
714 East Santa Gertrudis	July 31, 2012

**Staff Report**  
(A Publication of the City Manager's Office)  
Monday, July 9, 2012

Below are before and after pictures of private property cleanups.

**BEFORE**

**AFTER**

**6/7/12 City Crew Abatement of 1320 East Alice**



**5/30/12 City Crew Abatement of 128 West Ave A**



**5/30/12 City Crew Abatement of 430 South 2nd**



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(A Publication of the City Manager's Office)  
Monday, July 9, 2012

**BEFORE**

**AFTER**

**6/8/12 City Crew Abatement of 607 West Caesar**



**6/8/12 City Crew Abatement of 607 West Caesar**



**6/19/12 Abated by Owner of 703 East Ella**



**Staff Report**  
(A Publication of the City Manager's Office)  
Monday, July 9, 2012

**BEFORE**

**6/11/12/Abated by Owner 802 East Mesquite**

**AFTER**



**Police Department**

Junk/Abandoned Vehicle information was not submitted at the time of submittal of this report: NONE

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)***

**Texas A&M Kingsville/Newman Student Housing Development**

Mike Kellam, City Commissioners Dianne Leubert and Al Garcia, as well as City Manager Vince Capell, and Downtown Manager Bob Trescott attended the Land Exchange signing ceremony for this upcoming project. This is a major step in moving the project forward and symbolizes a full commitment by all the involved parties. Mike Kellam will continue to host bi-weekly development coordination meetings throughout the design phase into construction. This partnership/project will provide a need in one of the many identified areas of housing needs in Kingsville and will benefit all involved.

**Landscaped Corridor Pilot Program**

The TXDOT agreement authorizing the General Cavazos Landscaped Corridor project has been finalized and executed by both parties. Additionally, the quote requisitions have been distributed to all listed landscape suppliers and installers in the region. The quote submittals are due no later than 5pm on June 29<sup>th</sup>. Staff is hopeful the project will be fully underway during the month of July with completion shortly thereafter. Soon the transformation of this corridor will be completed and one of the main thoroughfares will set the standard for all thoroughfares in the future.

**TAMUK Municipal Engineering Course**

Mike Kellam met with the summer municipal engineering course students to discuss city planning practices and the close relationship the planning profession has with the engineering profession. The students had great questions and were very attentive. Mike Kellam is thankful to Dr. Stephen Nix for the opportunity to share and teach the inter-relatedness of the two professions, especially in a municipal setting.

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

## **TXDOT Update on Caesar Overpass**

Mike Kellam, Naim Kahn, Dick Messbarger and Glenn Jones met with the Interim District Engineer on June 28<sup>th</sup> to discuss the progress being made on the Caesar overpass project. This project was an excellent opportunity to meet the Interim District Engineer while also working to have effective communication regarding the mutual needs of the project. Future meetings will be held to maintain effective communication throughout the project construction up until completion.

## **Permitting**

The following permits were recently issued:

Remodel- 15, Electric- 5, Fire Inspections- 17, Mechanical- 12, Plumbing- 2, Roofing- 6, Residential Meter- 8, Commercial Meter- 3, Sprinkler- 1. *Total Permits: 72*

## **New Business**

Miss Fitmia Spiritual Counseling, located at 626 W. King Ave is now open for business.

## **Plan Submittals**

KISD has submitted the first phase of plans for site preparation prior to full submittal of plans for the new H.M. King high school.

## **Upcoming Plans**

Mike Kellam will again be participating in a Texas A&M University-Kingsville Municipal Engineering Course wherein we will be discussing the cooperative efforts of planners and engineers in the comprehensive planning of cities. Topics will include determining growth patterns and trends, future land uses and providing engineering principles to ensure adequate services are designed and/or built out in anticipation of the planned growth of the City.

Planning staff will be reviewing and researching 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.

## **RV Park Ribbon Cutting**



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Monday, July 9, 2012

## ***DOWNTOWN (Courtesy of Bob Trescott, Downtown Manager)***

### **Workshop**

Bob Trescott attended the Texas Main Street Summer Workshop in Brenham while featured sessions up redeveloping upper stories, reusing historic theaters, tax credits, events and the proper use of hotel occupancy tax.

### **Juneteenth**

Bob Trescott participated in the community's Juneteenth re-enactment and celebration along with Mayor Pro Tem AL Garcia.

### **Merger?**

The Kingsville Historic Downtown District Association and Kingsville Main Street continued their efforts to merge their functions. They had a membership meeting on June 26 and a meeting with representatives of the King Ranch - Ranch Hand Breakfast and La Posada to plan for fall events. There were also meeting with the TAMUK Student Government Association to organize a community-wide student discount program. We provided downtown directories to the hundreds of parents and students that attended Hoggie Days and Javelina Preview days over the last few weeks

### **Gap Analysis**

We have made a retail market "gap analysis" study to determine possible opportunities to meet local demand with local suppliers, filling gaps that are now being served in Corpus Christi and elsewhere. By way of brief summary, there's appears to be unmet local demand for:

- \$2 million in boat and RV sales
- \$1 million in home furnishings sales
- \$300,000 in books sales
- \$200,000 in office supplies
- \$125,000 in used merchandise sales
- \$1 million in vending machine sales
- \$150,000 in direct selling
- \$500,000 in specialty food delivery and food cart sales

### **Visit to Goliad**

On June 21, the City Manager and Bob Trescott accepted an invitation from Ms. Sereniah Breland, City Administrator of Goliad to visit that city. We compared notes on tourism, economic development, and downtown revitalization.

### **Former Wilson Hardware Building on Kleberg Ave.**

City staff met with the Dean of the Engineering College to develop plans for improvements and reuse of the old Wilson Hardware building on the corner of Kleberg Avenue and 8<sup>th</sup> Street as the Javelina Innovation Center. Dean Nix has offered the Javelina Innovation Building east wall for the location of a proposed downtown historical mural. The Dean has also developed a summer class for his students on Municipal Engineering in which City Management Staff are acting as instructors.



# Staff Report

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Monday, July 9, 2012

## **Survey of Historic Properties**

On June 25, the City Commission authorized the City Manager to enter into a contract with TAMUK for the survey of the City's Historic Resources under the terms of a Grant-in-Aid from the Texas Historical Commission (THC). That action will allow students, instructors and others to begin a process of documenting our historical resources. On a related note, Mr. Jim Glusing reported his progress on a related photographic documentation project and requested additional funding. He was requested to make a report to the City's Historical Development Board and to coordinate his efforts with those that are funded by the THC grant.

## **KCVB**

On June 18 and 25, the Kingsville Convention and Visitors Bureau (KCVB) Board of Directors met and voted to request cash awards for their retiring staff and voted to request the early termination of their contract to provide the City's tourism services. Since the City had advance notification of the possibility of retirement of KCVB staff, the City Commission voted on at their regular meeting on June 25 to approve a transition planning process for the continuation of municipal tourism services. The KCVB Newsletter for July 2012 contains a column by Carol Ann Anderson, Executive Director of the KCVB announcing the retirement of herself, Linda Scott, Mary Windham, and Pat Allison – the entire remaining paid staff of the KCVB. Bob Trescott has begun meeting with the KCVB staff and related City staff on continuity-of-operation issues, obligations, and arrangements for the City's Hotel Occupancy Tax-funded municipal tourism program.

## **HM King**

The HM King School Foundation is applying for a grant-in-aid to support renovation of the 1904 School. The Texas Historical Commission has approved the installation of new windows for that structure.

## **HEB Canopy Relocation**

Bob Trescott and Naim Khan continue to pursue the engineering and contracting planning for the possible partnership with HEP to develop addition customer parking for HEB while making their steel canopy available for relocation and reuse by the City.

Pat Allison of the KCVB is organizing the records and museum collection at the 1904 Train Depot and Bob Trescott and Naim Khan coordinated the performance of long-needed maintenance for that Depot Building.

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

### **Finance Administration Division**

We would like to say good bye and thank you for the service to the City to Chris Newton, Assistant Accountant II. He was in charge of processing the City's grant reimbursements and other special revenue. We wish him good luck in his future endeavors.

The Finance Director has been working 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. Grady Reed with HDR presented the current status to the City Commission on June 25, 2012. The City Commission voted to continue the feasibility study.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

The Finance Staff prepared the second draft of the FY13 budget packet for the City Manager's review to include capital projects funds, debt service and other funds. They continue to update the budget information 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.

The Finance Director is working 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.

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.

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.

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 completed the May financial reports by June 20, 2012. The June Quarterly Financial Reports should be completed in the later part of July with the more comprehensive financial analysis and will post them on the website as well.

The City's Comprehensive Annual Financial Report for FY11 may be found 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 Code Enforcement, Health Department and KISD.

From June 13, 2012 thru June 26, 2012, 158 new cases filed:

- The Kingsville Police Department filed 102 new traffic violations and 37 new state law charges. The City Code Enforcement and Health Departments filed 19 new city ordinances violations

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

There were 89 cases adjudicated prior to trial through these court orders honored by the court's presiding judge.

In the warrant department - Warrant Officer Davis executed 92 warrants during this period. To avoid an order of arrest, stop by the city court office to inquire about all options available for release of active warrant(s). You may also visit the city website: [www.cityofkingsville.com](http://www.cityofkingsville.com)

In the course of cases being settled during this period and prior to trial, execution of warrants, and payments, \$15,296.03 in court costs and fines were collected.

The Kingsville Municipal Court dates for the upcoming month of July is the 12<sup>th</sup> and 19<sup>th</sup>. 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 traffic citations.

## **Utility Billing Division**

The Utility Billing Department included the reminder that City Hall will be closed on 7/4/2012 in the billing statements that went out on the 6/20/2012 and 6/22/2012 billing statements. It read as follows:

CITY HALL WILL BE CLOSED ON JULY 4TH, 2012. NO RESIDENTIAL  
TRASH PICK UP CHANGE COMMERCIAL ACCOUNTS TUESDAY AND WEDNESDAY TO  
BE DONE TUESDAY

The red notice that went out on 6/20/2012 had a misprint on the due date. The correct due date was 6/27/2012 and not 6/20/2012. Procedures were set in place to catch such instances for future billings. The date of cutoff was correctly set for 6/28/2012.

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 next two regular billings.

The Collections Manager with the assistance of the Legal, Health, and Code Enforcement departments has continued to work diligently on the lien filing process for the Abatement of Noxious Matter outstanding bills. Eight total liens were filed on 6/22/2012 that totaled to an amount of \$13,629.58.

The Collections Manager attended the Beautification meeting on June 20th, 2012. In attendance were the City Manager, Health Director, Municipal Court Manager, Director of Developmental Services, the Community Appearance Supervisor, Chief of Police, City Engineer, and Main Street Manager. In this meeting the Abatement and Noxious Matter issues were addressed, as well as, any future sites being considered were discussed. The Health Director discussed the phase four addresses and what addresses were still pending completion. 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.

The Collections Manager mailed out the notification of waiver of interest letters out on June 19<sup>th</sup>, 2012. The Collections Manager is already receiving calls and some partial payments in reference to these

# Staff Report

(A Publication of the City Manager's Office)

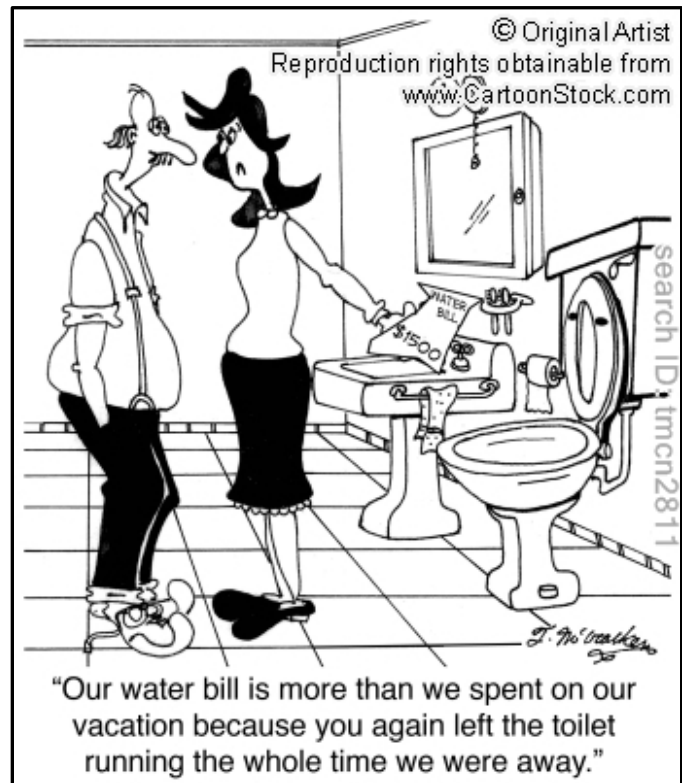
Monday, July 9, 2012

letters. 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.

On June 21st, 2012, the Finance Director met with the Collections Manager to discuss the Utility Billing Reconciliation to the GL. The Finance Director requested the reconciliation be done on a monthly basis vs. quarterly or annually. The Collections Manager is working on reconciling the following: water revenue, sewer (wastewater) revenue, landfill and garbage revenues, additional garbage fees, fire service revenue, ambulance billing revenue, paving lien interest, paving lien principal revenue, and vacant lot clearance revenue.

The Collections Manager continues to address any additional issues or other items such as special projects, reports, budget, and so forth 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)***

### **Kingsville Firefighters Talk to Kids**

On Tuesday, June 26, 2012, Firefighters gave a safety talk to a group of kids about the dangers of heat and how to stay cool during the summer months. This talk was held at First Baptist Church located at 312 W. King.

### **Fire Station II Coming Out Like New**

The construction at Fire Station II continues to be underway. All is progressing accordingly and everything is running smoothly. Attached are photos of the work in progress:

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012



## **Camera System for Kingsville Fire Stations**

Matthew Cazalas from Alarm Security and Contracting, Inc. out of Corpus Christi turned in a quote for a camera system to be installed at Central Fire station and Station II. The cameras will be for external use and will serve as a security measure. The quote is to install a total of twelve cameras combined for both stations. Eight cameras will be placed outside and around Central station and four will be placed at Station II.

## **Fire and EMS Response Statistics**

Fire/EMS crews responded to a total of One-hundred twenty-five (125) emergency calls between June 15, 2012 thru June 28, 2012.

## ***HEALTH DEPARTMENT (Courtesy of Yolanda Cadena, Health Director)***

### **Animal Adoption at Tractor Supply Company**

Tractor Supply Company at 2405 South Brahma Boulevard invited the City County Animal Shelter to participate in displaying animals for adoption on Saturday, June 16, 2012. Animals from the animal shelter were exhibited for adoption from 9:00am till 4:00pm. The event was a success and a positive reflection the of animal control division. 6 dogs and 6 kittens were on location for adoption. A total of 5 dogs were adopted during the event. Unfortunately no kittens were adopted. Tractor Supply Company has extended an invitation to have an adoption clinic at their facilities once a month. Beginning in July, animals will be displayed for adoption once a month during a Saturday from 9:00am to 4:00pm.

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012



### Nuisance Abatements

Equipment Operator continues to mow vacant lots, vacant residences, and vacant businesses throughout the city. Owners of properties have failed to comply with the notices to mow their property.

Below are properties that have been mowed by City County Health Unit staff (June 16-June 28):

426 East Alice	1103 South 11th	804 Wilson
SE Corner of Armstrong & Fordyce	NE Corner of Fordyce & Armstrong	Large vacant lot next to Colonial Arms Apts.
511 North 2nd	328 West Huisache	
217 Otis	400 Blk. West Caesar-8 lots	901 East Shelton
907 East Huisache	800 North 6th	625 West Richard
604 West Fordyce	Sen. Carlos Truan-50 ft. behind residences	

### Septic System Inspections

Staff has been conducting and finalizing inspections of the septic tanks and drain fields systems being installed by certified installers on properties submitted by Grant Works. Eight different properties in Kleberg County were selected by Grant Works to install on-site sewage facilities on private properties in Kleberg County. Five property owners from the original eight were selected based on income and met all the requirements and criteria of Grant Works. Once an inspection of the installation is approved a permit is issued to operate the system.

**Staff Report**  
(A Publication of the City Manager's Office)  
Monday, July 9, 2012



***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

Police Officer – 2 positions - Pending hire

Garage: Equipment Service Worker

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

Solid Waste – Sanitation: Equipment Operator II

Street: Equipment Operator II, Maintenance Worker – Pending hire

Wastewater: Plant Helper; Utility Worker; Plant Mechanic, Secretary (pending review)

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

Water Production – WP Operator

**New Employees - None**

**Promotions / Temporary Assignments**

Brittney Ledesma – Lead Telecommunications Operator

Benita Sanchez – Temporary Secretary - WW

Joel Ramirez – F/T Temporary

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

20+ years: Library - Robert Rodriguez; Sanitation – Noe Zamora and Chris Sanchez; Fire – Michael Garcia

**Retirements**

June 27, 2012                    Juan Garcia – Landfill Division

July 6, 2012                    Irene Ramirez – Sanitation Division

**Separations**

June 26, 2012 Juan Lopez – Street / June 29, 2012 / Vickie Fuselier – Wastewater, Gary Fuselier – Landfill / July 6, 2012 John “Chris” Newton – Finance

**Prescription Discount Program – National League of Cities (NLC)**

May 2012 – 49 prescriptions filled under this program utilized by a total of 22 individuals for a monthly savings of \$ 527.54. The average price savings was \$10.77 per prescription which translates to a 19.1% savings on prescriptions.

As of date, the program has been utilized by 1,514 individuals for a grand total savings of \$51,057.97 since the beginning of the program in August 2009. The plan has averaged a 20.6% savings in filling 5,588 prescriptions for persons in the Kingsville community.

**View from Above**

City Hall experienced a partial power outage on June 28.

Employee worked diligently to connect the generator - - purchased for just such an occasion.





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

### **Outreach Program Plans to Go Mobile**

Thanks to a generous donation made possible with help from Commander Willie Vera of the Narcotics Task Force, the Robert J. Kleberg Public Library has acquired a retired ambulance from the Kingsville Fire Department. The library will be converting the ambulance into a bookmobile to conduct outreach programs. With technology becoming prevalent in many areas of library service, the library is now including its various technology resources as part of its outreach program. Library Director, Robert Rodriguez, has assigned Joey Garcia, Information and Technology Librarian, to oversee the conversion of the vehicle. When in service, the vehicle will be called the *Robert J. Kleberg Express Library*. The Friends of the Library and the Woman's Club of Kingsville have been approached for financial assistance. The Friends are considering funding part of the expenses needed for painting the library's logo and other graphics on the vehicle's exterior, and the purchase of two rugged computer laptops. Joey Garcia will be approaching Dr. Larry D. Peel, from the Department of Mechanical & Industrial

Engineering at Texas A&M University Kingsville, in hopes of getting advice, direction or assistance from the engineering students on how to redesign the cabin's workspace to make it more conducive as a bookmobile. The library wants to retrofit the cabin to handle Wi-Fi technology, shelving for books, and cabinets for non-print media and equipment. The primary goal of the outreach program is to "go mobile" throughout its service area. The aim is to reach residents within Kleberg County who are not physically or financially able to visit the library. The library also wants to expand its current outreach programs to area residents and parochial and public school students.

One of the most important service sites will be Sarita, Texas in Kenedy County, as the community does not have a public library for its residents. Kenedy County Commissioners' Court pays the Kleberg Public Library an annual fee to provide library services to its residents. The library is looking for sponsors to assist with expenses for the conversion of the vehicle. Any interested individuals or organizations may call the library for more information at 361-592-6381. The public library extends a most sincere "thank you" to the city and county officials for their support with this project. **The *Robert J. Kleberg Express Library* is tentatively set to debut October 2013.**



### **Children's Summer Program Going Strong**

The 2012 Summer Reading and Activity Programs are going great and are already half way through, but more fun is still ahead for the participants. The young readers have truly outdone themselves with the new "score keeping" method of counting minutes read instead of the number of books. So far, eighty children have participated in the Ultimate Pizza Challenge, turning in a total of 183 reading logs. The Ultimate Pizza Challenge now stands at over 47,000 minutes read and the participants will very likely reach the goal of 50,000 by the end of June. Readers have until July 20<sup>th</sup> to turn in reading logs, so it's not too late to start reading, turn in a reading log, and be among those children who already qualify to attend the Ultimate Pizza Challenge Pizza Party sponsored by Pizza Hut. Just a reminder: Readers must have turned in at least one completed reading log to attend the reward Pizza Party scheduled for July 25. For more details, please call the library at 592-6381.

# Staff Report

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Monday, July 9, 2012

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

### **Saturday, June 16<sup>th</sup>, Officer Involved Motor Vehicle Accident**

A 1994 Blue Chevy Blazer, driven by Angela Luera Walker address out of Corpus Christi was driving south bound on 17<sup>th</sup> street approaching the intersection with King Ave. Ptlm. Eric Escobedo was driving his 2007 Black/White Dodge marked Police Patrol vehicle east bound on King Ave. approaching the intersection with 17<sup>th</sup> street. Independent witnesses confirmed that the vehicle driving by Ms. Walker was traveling south bound on 17<sup>th</sup> street with its head lights off. The vehicle made no attempt to stop at the stop sign for vehicle traveling south on 17<sup>th</sup> and proceeded into the intersection causing the collision with the marked police vehicle.

Officers arrived at the scene and determined that the vehicle driven by Ms. Walker had seven passengers including several small children. A 10 year old was Halo flighted due to head injuries. The accident was investigated by a Department of Public Safety Trooper who also located a baggie of marijuana in the passenger seat of the Chevy Blazer.

Blood was drawn from Ms. Walker to be analyzed for the presence of drugs or alcohol as the vehicle she was driving smelled of alcohol as did she. Charges will be filed at a later time due to injuries of the children that were in the vehicle.

Officer Escobedo suffered injuries from the accident and has remained under a physician's care. We all wish him a speedy recovery!

### **Tuesday, June 19<sup>th</sup>, 2012 Warrant Officer Frenzy**

Sr. Ptlm. Tomas Davis is back to full duty effective this week. He spent Monday, June 18<sup>th</sup>, 2012 researching the locations of several of our citizens who had outstanding warrants. On Tuesday, June 19<sup>th</sup> 2012 he single handedly served eight (8) municipal warrants totaling over \$12K in fines!

Great to have you back to working. Keep up the great work and in a short time with the assistance of the Patrol Division, as they have also stepped up their game, we will have a handle on all the warrants that are active.

### **Friday, June 22<sup>nd</sup>, 625 W. Richard, Copper Thieves**

Officers responded to a call of several juveniles in a house at 625 W. Richard that was vacant. Officers responded to the area to and three male juveniles ran from the residence. The subjects were chased to a second vacant home in the area. As officers approached the residence one of the juveniles dove through a window and all the juveniles again ran from the officers. The juveniles were finally captured at 530 W. Alice.

Officers at 625 W. Alice found that the wiring up in the attic had been removed and placed into a five gallon buckets. The suspects had also taken copper tubing from appliances in the attic as well.

Officers at 530 W. Alice obtained a consent to search and located a Marlin .410 Gauge Rifle along with a small bag of marijuana in the room where the juveniles were finally apprehended. The juveniles were charged with Burglary of a Building and Evading Arrest.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

## **Friday, June 29<sup>th</sup>, Promotions and Swearing-In**

KPD hosted a "Promotion and Swearing-In Ceremony" at the HEB Center located behind the Kleberg County Memorial Hospital. Ptlm. Brad Allen and Sr. Ptlm. Jorge Flores were promoted to the rank of Captain. The officers were presented with a letter of promotion and their significant others placed their new badges of office on the two new supervisors.

The festivities continued with the "Swearing-In" of new KPD Officers, Feliciano Reyna, Javier Aleman, Theresa De La Rosa and Tony Macias. Their significant others also placed the badge of office on the officers chest.

The ceremonies began with a welcoming of all those in attendance, followed by an invocation by the police chaplain. Attendees were served light refreshments consisting of cake and punch.

CONGRATULATIONS TO ALL WHO WERE HONORED!

## **New Field Training Program adopted by KPD**

KPD in continuing to strive for excellence has adopted a new Field Training Program. FTO Coordinator Joseph Michalski has taken best practices from the Field Training Program adopted by Texas Police Chief Association Recognition Program and combined those with sections applicable to our department and its officers.

The new program is structured as follows:

The sixteen (16) week training period for new officers shall be divided into four phases in which the officer will be rotated to each of the patrol shifts, whenever possible. Each phase has a duration as follows:

Phase I – Four (4) weeks / Phase II – Five (5) weeks / Phase III – Five (5) weeks /  
Phase IV – Two (2) weeks

Following the successful completion of the sixteen (16) week Field Training Program, qualified officers shall be evaluated weekly for an additional twelve (12) weeks by their immediate supervisor.

We are confident that this will lead to better more successful officers whose employment can be retained for a longer period of time.

Chief Torres wishes to recognize the knowledge and effort put forth by FTO Coordinator on this project. Thanks and keep up the great work!

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

### **Capital Improvement Projects**

Armstrong & Ailsie Street Overlay - 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

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

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.



## Crews working on Armstrong Paving Project

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 will be presented to the City Commission for approval. Contractor will start this project within a few weeks.

3000 feet of Sanitary Sewer Line - Installation of sewer line (12" and 8" PVC) and manholes on Young Drive is done. Expected date of completion of this project was the end of June, 2012. This project is done within the scheduled time.

Corral/ Santa Rosa Drainage Project – Contractor has completed digging the ditch. They are working on the installation of culverts. They have also started working on the curb & gutter on Santa Rosa and Santa Monica area. Total cost of



this project is \$217,666.15 which is funded through Certificate of Obligation 2011 fund.

Rehabilitation of Well #20 - Driller had finished the 24-hr pump test. New pump will be installed within a few weeks.

TAMUK Water line Project - Installation of 8" water line along Sage road from Armstrong to 2650 feet West was started on May 23. This project is completed.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

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 will be started on July 05

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 the project after the installation of water line for Franklin Welding.

New Water Well -The staffs talked to the consultant and went to NAS Kingsville on June 05 to meet with Public Works staff to discuss their water model. As soon as model developed for the City and as per the recommendation from the consultant, staff will select the location for the new water well.

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**

Online auction for the old vehicles, equipment and the ground storage tank on 6<sup>th</sup> & Avenue "B" is completed.

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.

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.

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.

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.

Staff met with CenterPoint Energy on May 17. This gas company is in the process of replacing all of their steel pipes in the City. This is a 4 to 5-year long project. They will start working on Phase 1 which encompasses the north part of the town.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

GIS Technicians have finished the City Street Light Inventory. It includes the Street light, pole number, and transformer. Staff received the street light inventory from AEP and now comparing City inventory with AEP inventory. GIS crews finished the water and sanitary sewer map and now they are working on updating the Storm Sewer map throughout the City.

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.

## **Street Division (June 11–June 22)**

Paving - Armstrong from King to Henrietta is done on June 29.

Sweeping - Crews finished Zone 13 and Zone 9; helped gutter crew in Zone 2.

Patching - Crews worked different zones, depending on the reports.

Alleys - Crews patched the following alleys with limestone: 609 East Nettie, 1115 East Ave B, 425 West Ave C, and 610 West Alice. The alley entrance on Johnston and 17<sup>th</sup> was scraped and limestone was added to potholes.

Curb and gutter - Crew finished Zone 1 and started working Zone 2. Crew worked on Santa Gertrudis Avenue close to Tranquitas Creek. They cleared high grass and trimmed trees hanging over by bridge. Crews worked Nettie and 10<sup>th</sup> and Nettie and 12<sup>th</sup> by creek.

## Clogged Inlet at 12<sup>th</sup> and Kenedy



Mowing and Weed Eating - Crews mowed grass on Corral Road from 6<sup>th</sup> Street to Bypass, Tranquitas Creek from Ave I to Bypass, North "Y", Sage Road from Young Drive to Armstrong, Armstrong from north City limit to Ave I, Young Drive from Corral to end of City limit, Nettie to Huisache from 3<sup>rd</sup> to 6<sup>th</sup> Street, the lot across Police Department, Franklin Adams from Caesar to Trant Road, 3<sup>rd</sup> Street from Huisache to Caesar, Highway 141 from King Ranch gate to May Street. Mowing was also done close to 19<sup>th</sup> Street where crews observed noticeable concrete in the creek believed to come from the company located there. Crews did weed eating on Alexander Ditch, Ailsie from 6<sup>th</sup> to Franklin Adams and 14<sup>th</sup> & Warren intersection. Crews also did weed eating and picked up papers on General Cavazos from 14<sup>th</sup> to Bypass.

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

Tree Trimming - Fallen tree on Santa Dolores, was cut and hauled to landfill by crew. Crew also trimmed low hanging branches near carwash on 14<sup>th</sup> and Alice.

Abatements - Issues of high weeds, trash, and tree limbs were addressed at: 217 Otis, 9016 Shelton, 1018 Lyndale, 708 West Ave C, and 721 East Ave D.

Miscellaneous - Crews replaced faded name plate sign on 1<sup>st</sup> Street and Lee, started setting paint markers on Santa Gertrudis in preparation for the painting of white lines between 6<sup>th</sup> and Armstrong, set up Family in Mourning signs at 517 South Williams, put new Crime Watch sign on 24<sup>th</sup> Street, marked street for No Parking signs on Bypass and King with orange colored stakes, set portable Stop sign on 6<sup>th</sup> and Kenedy during power outage and picked up sign when power was restored. Also, Terry's Electric worked on downtown corner lights. Approximately 10 to 12 lights were believed to be out because of the wiring on the light poles. Crews cleaned storm drains on Santa Gertrudis & Wells and Kenedy & 12<sup>th</sup> Street. Crews found the reason for the water draining very slowing at Kenedy and 12<sup>th</sup> was due to a break in the main line going east and west about 30 feet east of 10<sup>th</sup> Street. Water Division crews will help to repair this broken storm pipe.

Street Division crews removing a basketball court from the City Right of Way

**BEFORE**

**AFTER**



## **Wastewater Collection and Treatment Plant (June 11 – June 22)**

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; wasted in wedge wire drying beds; plant helpers mowed grass around Treatment Plant & Lift stations; operators cleaned equipment area at North Plant; worked with Radiant UV Systems to find out schedule for UV Project.

Wastewater Treatment South Plant - Operator cleaned clarifier troughs; operator shovel sludge from sand drying beds; wasted in wedge wires and sand drying bed; mowed grass around the plant; worked on UV lights; put new sand into drying beds; operator sprayed weed killer on brush and weeds along fence line; Called Perez A/C to check A/C unit installed at blower panel.

Wastewater Collection - Finished Young Drive Sanitary Sewer Line project; did 10 line locates for CenterPoint Gas; had 20 calls for sewer backups; abandoned manhole at 17<sup>th</sup> and Lee Street. Crew cleaned out manholes for rehab being done by Standard Cement. Crew cleaned out and hauled old

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

equipment to landfill from Trant Lift Station for rehab done by Pump Solutions. Construction crews installed clamp on ductile iron sewer main crossing Tranquitas Creek located at 17<sup>th</sup> and Lee Street and Tranquitas Creek at Santa Gertrudis and Flores Park. Replacement of 250 lf of main will have to be done in these areas. Crews also helped Street Department clear storm drain line at 12<sup>th</sup> and Kenedy Street.



**Contractors from Pump Solutions are working on Trant Road Lift Station Rehabilitation Project**

## **Water Production (May 29 to June 3)**

Water Well 20 - Alsay Inc. completed liner installation on 06/12/12. On 06/14, they had problems with agitator/isolation tool so they brought another one on 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. The flow test concluded at 11:00 a.m. with an hour recovery period to follow. Alsay Inc. provided permanent pump recommendation on 06/29.

South Texas Tank Services Annual TCEQ Tank Inspection - Two (2) tanks were cleaned and inspected (Ground Storage Tank # 21 & East Elevated Storage Tank); Two (2) tanks inspected (South & West) were unable to air lift due to low water levels in tanks. Inspection report should be ready by the first week in July.

Well #24 – Motor tripping on overload – waited on Friedel Drilling to send crew to pull well and evaluate the problem. Since Friedel is not responding, staff contacted Alsay and they would send the crews on the week of July 02. Total well production since first put in service – 453,000,000 gallons.

Routine job - Collected 13 routine Bacteriological Samples– Positive sample at 517 West Henrietta. All repeated samples were negative; collected 3 Construction Bacteriological Samples- West Sage Road; daily water system monitoring; delivered Ammonia to 5 sites; delivered Chlorine to 5sites.

## Water Pumped to Distribution (06/11/12-06/17/12) –

Wells – 39,667,000 gallons / Surface–28,769,000 gallons; 5,379,000 gallons for Ricardo bypass; Total 63,057,000 gallons / Average – 9,008,000 gals/day

Water Production worked on 2011 Water Quality Reports printed by Economy Printing and delivered them to the post office on 06/25/12. The reports are due to customers on July 1<sup>st</sup>. Economy Printing printed 7,000 reports.



# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

## **Water Distribution (06/18-06/24):**

Water Division Crews repaired 5-Main Breaks and answered approximately 25 Service Calls (meter leaks, cutoffs and backfills). Crews installed 400 feet of 2" line on the 1000 block of East Ella to replace the old 2" cast iron line. Crews also completed the last 100 feet of 8" water line and 1 ½ " tap on West Sage Road and assisted the Human Resources Department for the 8<sup>th</sup> Annual Family Picnic.



Water Division bought an Automatic Valve Exerciser machine which will save lot of employee time, make their job easier and also extend the life time of the larger size water valves.

## **City Garage (6/12-06/25)**

Maintenance Activities - 13 Oil changes on preventive maintenance - 48 Scheduled work orders; 44 Non schedule work; 8 Service calls; 2 Call outs; 9 New tires on heavy equipment and truck; 17 flat tires repairs and balance and 24 pending work orders.

Welder - 3 received work orders; 5 pending work orders; 5 non-scheduled work orders; 2 scheduled work orders and 2 service calls. Welder is also working on wash rack.

## **Landfill (05/28 to 06/08)**

Application for Citizen Collection Service permit was sent to Gulay Aki at TCEQ on 05/31/12. Gulay Aki sent the application to Mike Talbert with TCEQ permits section. The application was approved and sent to TCEQ Region 14 for final approval so that the permit can be issued. The City cannot start "Trash Off" until receive the permit. It should be received within the next 30 days. Per a conversation with an employee from Region 14, she will review as soon as possible and issue permit.

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 will be in conjunction with Ground Water Sampling Event.

1600 Young Drive is complete as far as the City can go. Next step is gaining TCEQ Superfund status for this site. Superfund coordinator, Mr. Omar Valdez finally returned our call. The all site NOV process must be exhausted then sent up to remediation before a site assessment and clean up can begin. Ms. Cunningham (TCEQ Region 14) requested all records pertaining to clean up of site. She also inquired about any immediate threat to human health and/or environment. The response given was if the City removes the stored paint, the immediate threat is null. P. Cunningham, through an email from

# Staff Report

(A Publication of the City Manager's Office)  
Monday, July 9, 2012

Hector Gonzales, indicated that she does not feel the paint is necessarily the City's problem. TCEQ will not step up to pay or clean up the stored paint. If the City wants to clean up the paint, that will be the City's decision. If the City does not decide to clean up the paint when TCEQ exhausts all avenues for remediation through the landowner, TCEQ will then clean up paint and petroleum contaminated soil. 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.

Naismith reports that Constraints Analysis will take several more weeks for it to be ready for review by the staff.

Semi-annual air deviation report was completed and sent in. Deviation report was needed due to late submittal of 2011 Annual Air Report. This was a deviation from permit requirements.

Letter received from TCEQ concerning GWSAP, permit mod is not complete. The City has until July 20<sup>th</sup> to correct this and sent to TCEQ office. Scot Collins has been notified and will be working through this.

Final Liner inspection of Sector 3 has been completed by Naismith. Inspection report was sent to TCEQ on 06/08/12.

## **Sanitation (June 19-June 26)**

Residential waste collected from June 11 thru June 22: 655,540 pounds; Commercial waste collected 618,560 pounds; Brush collected 85,320 pounds and construction debris collected 138,140 pounds.

Brush crews continued brush pick up in Zone 3 until June 28 and have been working on abatement projects. 1324 E. Fordyce and 907 E. Huisache have been abated. These properties are on July's abatement list. White goods was collected from Zone 3 on Friday, 06/29/12. June 04 will be started from July 02.

Kann Manufacturing informed us the new commercial garbage truck is scheduled to be ready and delivered on the 2<sup>nd</sup> week of July.

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

### **Purchasing**

The Purchasing Department opened bids on June 26, 2012 for Bid No. 12-37 Bar Screens. A total of four (4) bids were received and will be presented to City Commission on the next scheduled meeting.

A Pre-Bid meeting with location visitation for Water Production Generators, Bid No. 12-38, took place on Friday, June 22<sup>nd</sup>. The Assistant Public Works Director and Purchasing/IT Director visited all six (6) sites with four (4) potential bidders. Bids open July 3, 2012 at 11:00 a.m.

Collections for the Public Works online auction are nearly completed. As of Thursday, June 28<sup>th</sup>, a total of \$24,878.88 has been collected, less \$1,842.88 in auction fees; the City has netted \$23,036.00 thus far.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

## **Technology**

New Servers - Pertaining to our projects and tasks, we have made significant progress with the purchase of two (2) additional servers to operate the City's data center. These servers will operate on a highly sophisticated private cloud environment. This will have several key benefits including instantaneous deployment of servers and services: reduced overhead for IT and associated staff, increased speed, and reliability. In addition, we have added several industry standard software packages to our purchase including the MS-SQL server package, Business Analytics, and VM-Ware Vsphere. MS-SQL is the considered the standard database for most small to mid-sized business. It also seamlessly integrates with other business applications which includes Incode V.X, for example, requires it. MS-SQL also adds analytics which is a powerful reporting tool that can be used to extract data and generate reports with minimal effort. VM-Ware products are very popular among IT administrators and staff. They allow for the creation of virtual machine which has the same power of a standard server/desktop at a fraction of the cost. The new software will be installed into the servers in the coming weeks and migration will begin shortly after that. We will report regularly on our migration progress.

New Routing Network Infrastructure - In a related project, IT staff has created new routing for network infrastructure to take advantage of the coming changes to the data center. The new schema will allow us to deploy quick and efficient services to the different departments no matter the location. It will address the need for centralized and manageable storage and services. This will greatly increase speed in reporting and efficiency. Routing tables are very important because they determine the security and effectiveness of the network. In fact, we moved a large portion of data from the Engineering

department to a more efficient NAS server. The transition process was successful with minimal downtime to the Engineering department. Once finished, the new system will allow Public Works and Engineering to share data by dragging and dropping folders. In addition, IT staff is in the final phases of testing the mobile VPN and branch office VPN tunnels. In fact, several users have opted to work with the mobile VPN



tunnels. We hope that this endeavor is successful to allow users flexibility when working remotely.

Software for ESRI Arc-Server - In relation to the ESRI Arc-Server, with the aid of the GIS department, we have purchased and downloaded the software and have begun the planning phase for the deployment process.

# Staff Report

(A Publication of the City Manager's Office)

Monday, July 9, 2012

**In-Service Requests** - we have had several outages this week including: an email outage on June 23<sup>rd</sup>. No emails were lost during this time as it was unrelated to the incoming email server only the remote connectivity of end users. It was resolved that following Monday as the necessary staff on the SSL side was not available during the weekend. Also, the AV equipment in the Commission Chamber was not displaying properly and was corrected after several technicians reviewed the issue. We also experienced internet outages several times this week. Some mostly due to power failure when we moved the plug of the fiber cable to a different switch. Hopefully this will resolve the issue.

***SAFETY AND RISK MANAGEMENT (Courtesy of Vince Capell, City Manager)***

Police Chief Torres is staying vigilant over possible storm activity this hurricane season. The City Manager hopes to fill the vacant Risk Manager position quickly so that our various directors can return the duties that they have temporarily assumed.

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

<b>Regular Commission Meetings</b>	Monday, July 9 <sup>th</sup>	6:00 p.m.
	Monday, July 23 <sup>rd</sup>	6:00 p.m.
<b>Board Meetings (Commission Chambers)</b>		
Planning and Zoning Board	Wednesday, July 18 <sup>th</sup>	7:00 p.m.
Historic Development Board	Wednesday, July 18 <sup>th</sup>	2:00 p.m.
Zoning Board of Adjustments	Thursday, July 12 <sup>th</sup>	6:00 p.m.
Civil Service Commission	Tuesday, July 24 <sup>th</sup>	11:00 a.m.
<b>Board Meetings (Respective Location)</b>		
Kingsville Convention & Visitors Bureau	Tuesday, July 24 <sup>th</sup>	4:30 p.m.
Kingsville Housing Authority Board	Tuesday, July 24 <sup>th</sup>	12:00 p.m.
City/County Health Board	(3 <sup>rd</sup> week of every other month @5:30 p.m.)	
<b>Community Events &amp; Dates</b>		
Robert J. Kleberg Public Library	June 6 <sup>th</sup> – July 18 <sup>th</sup> , 2012	
Stories & Crafts – ages 5-11	Wednesdays	2:15 p.m. -3:15 p.m.
You Solve It! – ages 8-11	Wednesdays	3:30 p.m.-4:00 p.m.
Craft & Mystery Play – ages 12-17	Wednesdays	4:15 p.m. –5:15 p.m.
Weekly Movie for All Ages	Thursdays	3:45 p.m. –time varies
<b>Reminders</b>		
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	1	0
Civil Service Commission	1	0

**Staff Report**  
(A Publication of the City Manager's Office)  
Monday, July 9, 2012

Historic Development Board	0	0
Planning & Zoning Commission	2	0