

# City of Kingsville Staff Report

(A Publication of the City Manager's Office)  
Monday, April 22, 2013

**“No man is good enough to govern another man without the other's consent.”** Abraham Lincoln, [www.brainyquote.com](http://www.brainyquote.com)

**“The entire fruit is already present in the seed.”** Tertullian.  
[www.brainyquote.com](http://www.brainyquote.com)

## ***GOOD JOB AWARD!!!!***

*I would like to nominate Luke Stevens for the Good Job Award. Luke utilizes his staff efficiently to accomplish a task that helps move the city toward achieving the goal of improving community appearance while performing their regular duties. This can only be accomplished by a person who motivates employees to think beyond what they think can be accomplished. This FY13 the Sanitation Department has abated 21 properties and demolished structures on 22 properties. These are properties were identified as a nuisance or a health and safety hazard that owners refused or were unable to clean. By cleaning these nuisance properties promotes improved community appearance and increased safety for the adjacent owners. This has been accomplished without additional staffing while keeping on schedule with A challenging brush collection, garbage collection and adopt-a-truck programs. Luke is an outstanding leader and supervisor for the Sanitation Department helping the city move toward a safer and cleaner community.*



**Luke Stevens,  
Sanitation Supervisor**

*Bill Donnell, Assistant Public Works Director*

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

The City Manager welcomes new City Engineer/Public Works Director Charlie Cardenas to his team and to the City of Kingsville. We look forward to Charlie's contributions. / Vince has accepted an invitation from Dr. Stephan Nix, TAMUK, Dean of the Frank H. Dotterweich College of Engineering, to serve on the Engineering Advisory Council (EAC). / Vince has formed a Technology Team comprised of various City staff members who will focus on technology solutions for customer (internal and external) servicing issues.

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



### **Finance Administration Division**

The future of the accounting profession is bright according to the Bureau of Labor Statistics which projects a 16% increase in job openings by the year 2016. Much of this reflects the increasing complexity of corporate transactions, the introduction of Sarbanes-Oxley requirements after the Enron scandal and growth in government.

Vacant Accounting Position - The City of Kingsville is accepting applications for an Accountant II position in the Finance Department. The individual selected will be performing the following duties:

- prepares and submits monthly, quarterly and annual financial reports to state and federal agencies regarding assigned work.
- verifies and reviews accounting transactions, makes appropriate corrections, entries and adjustments to ensure accuracy of reports.
- prepares statements, reports and reconciliations
- enforces established finance related policies, procedures and regulations.
- uses sound judgment and accepted accounting practices, follows city policies and ensures compliance with all applicable state and federal regulations.
- complex accounting work
- maintains a variety of financial records
- performs related work as required

The right person will assist in the continued development and modification of internal accounting control policies, procedures and practices.

Grant Reporting - The Finance Department has been working with the Police Department to ensure all Grant reporting is current. The focus this week has been the Department of Justice Grant **2009-SB-B9-2813**, covering performance and financial activities for the period of January 1 – March 31, 2013. The report is **due Wednesday, April 14, 2013**. Failure to submit a Section 1512(c) report may result in OJP prohibiting draw down of funds for this award and other OJP awards; requiring return of any unexpended award funds; restricting eligibility for future awards; and/or suspending or terminating Recovery Act awards. Names of recipients who do not submit reports will be reported to the Office of Management and Budget (OMB) as well.

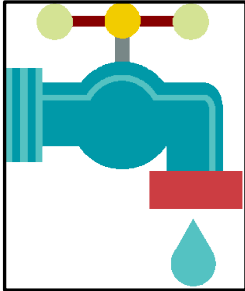
External Annual Audit - Luke Womack and his staff are in the final stages of their annual audit. The completion stage of the audit is of crucial importance. It is during the completion stage that the auditor reviews the evidence obtained during the audit together with the final version of the financial statements with the objective of forming the auditor's opinion. The analytical procedures performed at this stage of the audit are not different to those performed at the planning stage – the auditor will perform ratio analysis, comparisons with prior period financial statements and other techniques to confirm that trends are as expected, and to highlight unusual transactions and balances that may

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indicate a risk of misstatement. The key issue is that, near the end of the audit, the auditor should have sufficient audit evidence to explain the issues highlighted by analytical procedures, and should therefore be able to conclude as to the overall reasonableness of the financial statements.

## Utility Billing Division



Water Fact - One can survive about a month without food, but only 5 to 7 days without water.

[http://www.rdck.bc.ca/environmental/water/water\\_quick\\_facts.html](http://www.rdck.bc.ca/environmental/water/water_quick_facts.html)

Miscellaneous Accounts Receivable - The Collections Manager with the assistance of Customer Service Representative, Aileen Escamilla, will send out monthly invoices for the following on April 15, 2013:

Outstanding weed liens-582 / Demolitions-10 (payment agreement plans) / Other Sundry items-2

The Collections Manager continues to work on training Aileen Escamilla on the Accounts Receivable software and will ensure all sundry items are inputted as they are coming into the department. The Billing Specialist is currently cross-training Aileen Escamilla as well on the Billing process.

The Collections Manager will continue to provide a status on each set of invoices going out on a monthly basis as well as status on training.

Storm Water Fee - The Collections department would like to remind the public that the final passage of the Storm Water fee was approved by commissioners on September 17<sup>th</sup>, 2012 Special Meeting. The flat rate for residential services is \$1.25 month (\$15 per year) and for commercial properties it will be dependent on the number of ERU units per parcel using the Appraisal District information (provided by HDR Engineering). This fee became effective October 8, 2012.

Paving liens - On March 11, 2013 the Commissioners voted to extend the waiver of interest on paving liens for another year. The Collections Department will continue to accept principal payments through March 11, 2014. Property owners that have received a release of lien must record the release of lien at the Kleberg County Courthouse.

Payment Options - The Collections Manager does request that when calling in for a payment over the phone or paying in person that the correct paving job number is provided to the cashier for correct posting. The Utility Billing office does accept Visa and/or MasterCard, checks, money order, and cash. The Visa and/or MasterCard payment can be made over the phone at no cost to the customer. Once payment is received in full, a release of lien will be processed that must be recorded at the Kleberg County Courthouse.

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Water Billing Statements & Process - The Utility Billing Department sends out bills for four cycles/zones. Typically, cycle 1 is mailed out the first Wednesday of the month, cycle 2 on the second Wednesday of the month, the third billing cycle on the third Wednesday of the month, and cycle 4 on the fourth Wednesday of the month. The only change on this would be when there are five weeks in the month. The billing is then adjusted accordingly. The Utility Billing Department can bill you from 28-34 days of water use. The Meter Reader Technicians electronically read the meters in the City of Kingsville. The reads are then exported into our billing system and the Billing Specialist carefully reviews each account to ensure accuracy and when there is an alert, the Billing Specialist sends out a Meter Reader Technician to get a re-read and check the meter. The Billing Specialist reviews on an average 1,950 accounts per billing cycle. The Utility Billing Department staff works diligently to serve the public and each staff member is an important part of this billing process. From the Customer Service Representative at the window and answering the phone to the Meter Reader Technician out in the field, and to the Billing Specialist, all are an intricate part of the billing process for the City of Kingsville.

Meter Reader Stats – 287 service Orders were completed from 03/1/2013 to 3/31/2013. Service orders may include the following: New service, disconnect service, meter re-reads, meter swaps, check for leaks and meter testing Meter readers handle service orders as well as reading each billing cycle, working on repairs and maintenance of the meters, cutoffs/disconnects for non-payment, and other miscellaneous job duties. It is a demanding job especially during the hottest part of the year which in South Texas that is most of year. Hats off to Jerry Trevino, Meter Supervisor, and Manny Buentello, Meter tech, for a job well done and continual good work.

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

## **Municipal Court Division**



Court business during the period March 26, 2013 through April 9, 2013 - There were a total of 253 new cases filed: The Kingsville Police Department filed 161 new traffic violations, 2 parking violations and 31 new state law charges. There were 47 new Failure to Appear violations filed by the state prosecutors' office. The Health Departments filed 12 new city ordinance violations.

Prior and during the April 4, 2013 court hearing, there were 243 cases adjudicated by full payments, compliance dismissals and probation programs. A total amount of \$38,172.39 was collected. There were 20 new orders of arrest for contempt of court (failure to pay: payment plans and extensions orders). There were 82 (89 violations) warrant orders disposed by execution through the Kingsville Police Department and Warrant Officer T. Davis, Badge #25.

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Cases Heard in Open Court-During this Update - April 4, 2013, court hearing consisted of 199 cases (105 people), a total of 33 defendants and 6 inmates made their appearance in court. There were 19 cases closed upon full payment, 32 cases were setup on a payment plan and extension orders, 3 cases were dismissed upon compliance, 21 cases are pending before the court for further ruling, 2 are set for a trial hearing and 72 cases were forwarded to the warrant division for new orders of arrest for noncompliance of appearance.

Special Thanks - The Municipal Court would like to thank the Kingsville Police Department for the security provided for the court date of April 4, 2013; Officer D. Garza #75, Officer S. Benys # 73, Officer G. Gonzalez # 79 and Officer J. Michalski #91

Court Hearings schedule for April through July 2013 – *April 25, 2013 / May 9, 2013 / May 23, 2013 / June 6, 2013 / June 20, 2013 / July 11, 2013 / July 25, 2013*

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

***CITY-COUNTY HEALTH DEPARTMENT (Courtesy of Emilio H. Garcia, Director)***

**Food Service Inspections (April 1, - April 11, 2013)**

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

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

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

Butch's-96	Asian Buffet-96	Dollar General/N. 14 <sup>TH</sup> -96
Taiwan Family Restaurant-86	Dollar General/S. 14 <sup>th</sup> - 96	Dollar Tree Store-100

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CVS-91	Riviera ISD-100	Subway/Riviera-97
Snappy Food #12/Riviera-74	Boat & Net-92	Kleberg School-100
El Dorado-100	Mariachi House of Burgers-94	Yen Ching-90
Kingsway Leadership Academy-97	Kleberg County Nursing & Rehab-87	Family Dollar-90
KISD/Harvey School-95	Dixie Cream Donuts-100	Walgreens-96
Party Barn-96	Wal-Mart Grocery Store-96	Wal-Mart Bakery-100
Wal-Mart Meat Market-100	Wal-Mart Deli-100	Kings Inn-100

### Food Handler Classes

Health Department	9 Students	Regular Food Handler Class
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### Permitted Temporary Food Events

South Texas Fully Loaded	Concession Stand-Dick Kleberg Park
Flounder Dawg LLC-Mobile Unit	Food Sale in Riviera, Texas
Brahma Band Booster Club	Hamburger Sale
Irma Garcia	Fundraiser Chopped B-B-Q Sale
Kenny's Fun Land Carnival	Carnival food booths (2) Sale
Fuego Del Espiritu Santo Ministry	Chicken plate fundraiser Sale

### Environmental complaints

	Inspections	Certified Letters	Regular Mail	Re-inspections
Env-Animals-(Chickens)	4	3	1	0

### Training

On March 13 & 15, 2013 the Texas Department of State Health Services (Zoonosis Control) offered a 12 hour Animal Control Officer Basic Training Course. The training was in Corpus Christi, Texas at the Nueces Public Health Department. The training format included class lectures and a State Exam on the final day.

**Congratulations to Animal Control Officers Robert Puente, Ernest Espinoza and Health Director Emilio H. Garcia for satisfactorily completing the 12-hour training.**





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### Animal Shelter Food Donations

Our local Wal-Mart Store donated 160 pounds of dry dog food, a large bag of kitty litter, and a few cans of cat food. Thanks to Wal-Mart for your kind donation to our Animal Shelter. Wal-Mart also donated 130 pounds of dry dog food and 30 packs of wet dog food. Thanks for your generous donation to our Animal Shelter.



### Monthly Reports of Consumer Health Inspection Activities

Month	Food Establishment Insp.		Restroom Insp.	Food Handler Attendees	Day Care & Foster Homes	
October 2012	57		47	45	2	
November 2012	74		65	280	3	
December 2012	61		50	35	1	
January 2013	64		41	38	1	
February 2013	63		58	54	5	
March 2013	55		53	23	8	
<i>Animal Control</i>	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	March 2013
Dogs impounded	186	156	128	133	123	101
Dogs adopted	9	14	22	20	33	20
Dogs released	27	27	32	14	20	10
Cats impounded	120	89	56	65	75	71
Cats adopted	4	0	2	2	1	0
Cats released	3	0	3	1	3	1
Opossum in traps	69	91	42	45	38	62

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Other animals impounded	4	5	8	7	14	6
Other animals adopted	13	17	0	0	5	0
# of humans bitten	8	5	8	3	3	6
Animals observed 10 days	8	4	6	3	2	3
Warnings issued	2	9	0	0	0	0
Citation issued	9	10	20	16	19	7

<i>Vector Control</i>	<b>Oct 2012</b>	<b>Nov 2012</b>	<b>Dec 2012</b>	<b>Jan 2013</b>	<b>Feb 2013</b>	<b>March 2013</b>
Calls pertaining to bees	20	14	2	12	8	10
Removal of swarms	8	3	1	3	3	0
Site unable to abate	6	6	0	3	5	10
Mosquito surveillance	12	12	0	0	0	0

<i>Fees collected</i>	<b>Consumer Health</b>	<b>Animal Control</b>
Oct 2012	\$3,650.00	\$1,535.00
Nov 2012	\$1,848.00	\$1,100.00
Dec 2012	\$3,343.00	\$1,822.00
Jan 2013	\$2,590.00	\$1,240.00
Feb 2013	\$3,055.00	\$1,680.00
March 2013	\$1,865.00	\$805.00

### **National Animal Control Appreciation Week April 7 – 13, 2013**

This week we salute all of our Animal Control Employees for their hard work and unselfish devotion to animals. A big thank you for the work they do for the City of Kingsville and Kleberg County.

**Animal Control Officers: Robert Puente, Ernie Espinoza, Jesse Ybarra, Robert Hinojosa, Kennel Attendant, Teresa Orr and Animal Clerk, Jessica Montalvo.**





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## FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief)

*Reporting period 3/29–4/11/13*

### **Community Participation / Events**

Participation in Community Events Update - A Fire Department unit attended the Brush Country Children's Festival at the JK Northway facility on Saturday, April 6<sup>th</sup>. Personnel showed apparatus and answered questions from the public.



Special Events - Due to the increased number of simultaneous emergencies that are occurring within the City, the Fire Department will not be able to assign personnel or equipment to remain at the location of special events. The Fire Department and its personnel are happy to be involved in community events, but must remain available to respond to emergencies and ensure the fastest possible response times. Personnel may be requested for events through the Fire Chief's office. Daily staffing levels and training schedules may effect resource availability.

### **Training and Professional Development**

Station Drills - Fire crews participated in various training drills throughout the period including application of a new hose lay being tested on both engine companies.

Ropes and Rescue Systems - On April 1st, 3rd, and 8th, members of the Fire Department participated in a ropes and rescue systems class. The class reviewed basic knot tying, rope use and maintenance, and rescue tools. The use of rescue equipment such as ascenders, prusiks, rescue eight plates, prusik minded pulleys, stokes basket pre-rigs, and a pre-rigged hauling system. Securing of patients in the stokes basket, quick rescue loop, anchor systems, and "Z" rigs were demonstrated and practiced. The purpose of this training is to familiarize or update personnel on rope systems so that they can be used to rescue



persons. This was a basic course that will be given each year. More advanced classes will also be given to include anchoring systems. The Volunteer Fire Department also participated in ropes and rescue system training.



Confined Space and Trench Rescue Awareness Training - Personnel also attending training on basic confined space and trench rescue

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awareness. This is the basic level of training dealing with identifying these types of incidents and the hazards that surround them. The class includes methods for assessing the situation and actions that should or should not be taken by first responders. It also describes actions that can be taken to rescue persons without endangering rescuers. A brief overview of the detailed rescues that will need specially trained technicians was given to prepare rescuers to support those functions. FYI: A trench is an opening in the ground that is more than 5' deep and is taller than it is wide. Special techniques are required to rescue persons from trenches or confined spaces due to the fact that in years past more rescuers died than victims.

## **Planning**

Addressing Coordination - The Fire Chief attended an Address Coordination Team meeting with other City, County, University, and Council of Government representatives to improve street addressing in the City. Some streets have odd or even numbering on the wrong side of street, some addresses are not concurrent or inline with neighbors, and some streets don't have hundred block addressing that lines up with the other blocks. All of these issues mean a delay in fire or ambulance personnel reaching people that may need help and seconds count.

City/County Emergency Operations Planning - Emergency Management Coordinator Melissa Perez and Fire Chief Reed met with Brandi Ashby-Fisher, the State Emergency Management District Coordinator for our District. We discussed many things including hurricane planning and state responses to emergencies in our area.

## **Other Department Activities**

Officers Meetings - Currently, the Fire Chief meets with Captains, Lieutenants, Union officials, and program coordinators on the first and third Friday morning of each month. The meetings are open to all Department personnel to attend.

Committee Meetings (Newly formed committees meeting to address issues within the Fire Dept)

I. *EMS Committee* - Met with Medical Director Dr. Moore and Trauma Program Director Jessica Laplant. Committee discussed advanced paramedic training classes such as ITLS, ACLS, and PALS. We will look at budgeting for that training in next year's budget. Also discussed was patient care and responsibility when private carrier arrives on scene first. EMS mutual aid responses outside the City need to be documented and brought to the Fire Chief's attention. Discussion of patient status reports given over the radio versus using cell phones to make hospital contact.

II. *Fire Apparatus Committee* - This committee is focused on new procedures manual and training on Ladder Tower operations.



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Decided to place test hose load on both engine companies.

**III. *Equipment Committee*** - The committee is reviewing the Department's equipment list and items requested in the budget. A proposal was made to not purchase some new or replacement equipment and instead use the money to purchase wildland firefighting personal protective equipment (PPE). While fighting wildland fires, personnel currently must wear full bunker clothing used to fight structure fires. This thick clothing is designed to protect against conducted and convected heat, but causes firefighters to become fatigued quickly and is not appropriate for fighting grass or brush fires.

**IV. *Budget Committee*** - Committee is looking over the current budget with major concerns about maintaining staffing using overtime. Overtime is currently over budget and we are seeking solutions to stretch out funds to the end of the fiscal year.

**V. *Training Committee*** - Committee looking into classes and certifications for personnel. Waiting for Chief Reed to provide a training class template.

**VI. *Dispatch and Communications Committee*** - Dispatching procedures including terminology, 911 call taking, and response orders will be a priority with this committee. Discussion on base station radios and two tone paging was discussed. There was a review and discussion on radio and IT needs for a communications systems. Setting up Dispatch consoles and integration are also being considered.

**VII. *Policy Development & Review Committee*** - Discussions included new policy manual layouts, need for volume 2 index draft, code of conduct, and disciplinary procedures. A large amount of time was spent discussing hurricane planning. A draft policy for the fire department will be designed and used as a template for other City Departments to formulate a hurricane plan for the City's Emergency Operations Plan.

**VIII. *Uniform Committee*** - Committee members looked over Nomex uniforms from one vendor and considered options for uniforms. The committee was asked to look at other vendors and narrow down options for specifications. Pricing needs to be evaluated for the upcoming budget.

## **Fire and EMS Response Statistics**

Fire/EMS crews responded to **(24)** fire/other calls, **(124)** EMS calls, for a total of **(148)** emergency calls between March 29th and April 11th, 2013.

**Major Incidents- No major incidents**



## ***HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)***

### **Did you know?**

Did you know----- where the term "human resources" originated? It's actually a relatively new term which was originally called "welfare management" in the 1800's.

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### Events/Programs

HR Department is in the process of accepting applications for Entry Level Police Officers, deadline for submission is April 15, 2013 at 5:00p.m. Testing will take place Friday, April 19, 2013 at 9:00 a.m. at the Texas Workforce Commission, 1417 E. Corral. Applicants who pass the written test will then take the physical agility test that afternoon.

Third quarter training session of the City of Kingsville Professional Development Program scheduled for April 25, 2013.

### Workshops/Seminars

HR Administrative Assistant, Beth Greenwell attended a HR Professionals Seminar April 1-3, 2013. The seminar was sponsored by V. G. Young Institute School for Local Government HR Professionals and the Texas A&M Extension Service in College Station.

### Advertised Positions

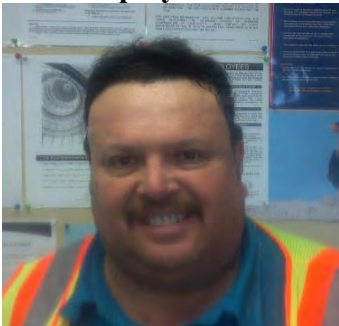
Assistant Accountant II – Finance  
Police Officer – Entry-Level  
P/T Temporary Library Assistant  
P/T GIS Technician-Engineering  
Telecommunications Operator-Police  
City Marshal-Task Force

### Promotions/Transfers/Changes

William Allen—Promoted to Police Sergeant  
John Crawford—Promoted to Police Corporal

### Retirements - 0

### New Employees



**LeRoy Lopez**  
Equipment Operator II-Landfill



**Charlie Cardenas**  
City Engineer/Public Works Director



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## **Separations**

Dustin Ley – Street Department

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

February 2013 – 40 prescriptions filled under this program used by a total of 17 individuals for a monthly savings of \$ 372.46. The average price savings was \$9.31 per prescription which translates to a 17.9% savings on prescriptions.

As of date, the program has been utilized by 1698 individuals for a grand total savings of \$55,770.60 since the beginning of the program in August 2009. The plan has averaged a 20.5% savings in filling 6,076 prescriptions for persons in the Kingsville community.

## **General**

HR staff continues to work with the Library Board to coordinate and schedule Library Director interviews. The Library Board members have conducted phone interviews with prospective candidates and will schedule in person interviews in May 2013.

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

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

### **Santa Gertrudis Landscaping Installation**

Mike Kellam contacted Border Link Landscaping upon the approval of the funding for the Santa Gertrudis tree planting within the existing medians. The Purchasing Department has also contacted them to finalize the contract for services as per the specifications and the written proposal that was accepted. Once this is complete the installation will be ready to begin. This is anticipated to begin during the week of April 29<sup>th</sup>. This will be another step in the overall landscaping corridor plan that was established nearly a year and a half ago, wherein we are focusing on the beautification of our major thoroughfares and gateways utilizing trees and other aesthetic improvements.

### **City/University Partnerships toward “Thermal Hotspots” and Subsequent Tree Planting**

The City is partnering with the University Department of Physics and Geography, specifically Brent Hedquist, Ph.D. Assistant Professor of Geography, wherein a grant was awarded to the University department, with support via a letter from the City, to conduct studies throughout the City to determine “thermal hotspots.” These are areas with minimal vegetation and large amounts of concrete, asphalt and rooftops which generate heat. The studies are underway and the grant facilitates the use and purchase of trees to offset the thermal temperatures to cool the areas. Additionally, the trees will serve a dual purpose of beautifying the City and ultimately increasing the quality of life on both fronts. This project is an exciting one that we are happy to be in partnership with the University.

### **Chamber of Commerce/City Partnerships toward Beautification**

Mike Kellam met with Chad Stary, Chamber of Commerce President, and Alice Byers, Chamber of Commerce Executive Director, to discuss partnerships regarding the beautification efforts within the



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City. The Chamber is committed to this goal in assisting the City and has formed a tree donation effort wherein they are soliciting donations to purchase trees that will then be planted by volunteers in strategic areas as delineated by existing City plans. A majority of these trees will be placed within the downtown planning area for continued beautification of our downtown. Currently, planning discussions are underway between the Chamber and Downtown Manager Cynthia Martin. We'll keep you updated as this program progresses.

## **Development Follow Ups**

Activity remains steady on the follow ups and new interest from the development community. Several multi-family prospects are continuing their due diligence; commercial development prospects have expressed interest as well as redevelopment of existing properties. As previously reported, the interest level is very high but the difference is it's not only interest but real ground work that is being displayed by the development community which shows a more serious interest rather than just "kicking the tires" as has been past practice. We anticipate being able to announce further developments over the next several months as further actions are carried out.

## **Building Services Division**

Permitting - The following permits were recently issued: Remodel- 16, Electrical- 13, Fire Inspections- 18, Plumbing- 9, Mechanical- 11, Roofing- 17, Residential Meter- 7, New Residential- 1, Commercial Building-3, Commercial Meter- 3, Gas Inspection- 4, Sprinkler/Irrigation- 7, House Leveling- 3, Sign- 2, Demolition- 4. *Total Permits: 120*

New Business - Credit Central, located at 1410 S. 14<sup>th</sup> Street has applied for permits and pending approval by the Fire Marshal for Certificate of Occupancy AND The Tot Spot, a large day care to be located at 1724 S. Brahma Blvd., has completed all the final inspections and has been issued a Certificate of Occupancy.

Plan Submittals -None to Report

Building Officials Report - Daniel Ramirez reports an increase in violations where people are living within RV's on private properties which is a violation of adopted ordinances. Proactive inspections and resident complaints have risen sharply and the Building Services staff is working diligently to remediate the violations while educating the public of the prohibition of this use within the city via our code of ordinances.

## **Community Appearance Division**

*Recent activity (March 27-April 10) by Community Appearance Inspectors is as follows:*

<b>Activity:</b>	<b>Results:</b>
Notices Sent- 65	Compliances- 50
Inspections- 124	Abatements- 14

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Re-Inspections- 75	Court Cases- 1
Illegal Dumping Cases- 0	Referral to other Department- 1
Obsolete Sign Violations- 1	

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

### Typical Violations & Compliances:

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

401 E Santa Gertrudis – Property Abated by City

**BEFORE**

**AFTER**



1020 E Santa Gertrudis – Property Owner Abated



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## Community Appearance Activities:

Community Appearance Operators have a new mower to help with the many scheduled property abatements. This will give us the opportunity to utilize both operators at different properties to keep up with the Inspectors abatements. Community Appearance is expecting the arrival of a skid loader later this month.



The skid loader will have a grapple attachment which will allow the removal of heavier debris such as couches, mattresses and concrete rubble which is what is mostly found on properties. Many thanks to Commission for approving the purchase of this equipment. This department will become more independent on abatements leaving brush and street crews more time to tend to their duties, we appreciate all their help with our cleanups.

## Demolition Initiative

The Building Division will present five dilapidated structures to City Commissioners at the May 13th meeting. The demo team plans to submit five structures to Commissioners for review on the last meeting of the month. A goal of 25 demos per fiscal year has been set and has been achieved. Great job Jennifer Bernal, Daniel Ramirez, Luke Stevens, Chris Sanchez & Brush Crew!

Demolition of dilapidated structures for FY '12-'13 - Commission Approved = 17 / Property Owner Agreement 17

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

<i>Date</i>	<i>Property Location</i>
<i>Pending</i>	519 N. 6 <sup>th</sup> St.- Awaiting re-hearing for Demolition Order Request
<i>Pending</i>	222 E. Huisache-Scheduled demo
<i>4/9/2013</i>	818 E. Richard- <b>Demolished</b>
<i>4/5/2013</i>	921 E. Yoakum- <b>Demolished</b>
<i>4/5/2013</i>	801 E Yoakum- <b>Demolished</b>
<i>Pending</i>	613 E. Ave C- Commission approved extension.—Property owner signed agreement
<i>4/4/2013</i>	401 W Johnston-Property owner agreement- <b>Demolished</b>



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(A Publication of the City Manager's Office)

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921 E Yoakum - Demo by City Crews

**BEFORE**

**AFTER**



### **Top Ten Priority Property Clean Ups**

Community Appearance Inspectors are following up on previous City abatements to ensure compliance since abatement. Additionally, inspectors have determined the properties, sent notices and obtained photos of those to be listed in the top ten clean ups for the 14<sup>th</sup> phase to be completed in May. As in the past, owners or occupants of the properties have failed to abate these nuisances after being noticed. The current top ten properties are as follows:

#### ***14<sup>th</sup> Phase***

<b>Property Address</b>	<b>Tentative Date of Abatement</b>
414 W Kenedy	5/1
1107 W Kenedy	5/2
630 E Shelton	5/7
607 E Shelton	5/8
326 W Kenedy	5/9
1239 E Kleberg	5/14
1247 E Kleberg	5/15
400 N 14 <sup>th</sup>	5/16
920 E Yoakum	5/21
1407 E King	5/22

501 W Ave D - Phase 13 "Top Ten" City Abated

**BEFORE**

**AFTER**

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929 W King - Owner Abated Sign

**BEFORE**



**AFTER**



### **Property Owner Abatements Increasing for “Top Ten” Monthly Private Property Cleanups:**

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



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Top Ten Phase #	#of Cleanups Conducted by property owner
PHASE 1	0 out of 10
PHASE 2	2 out of 10
PHASE 3	2 out of 10
PHASE 4	3 out of 10
PHASE 5	3 out of 10
PHASE 6	3 out of 10
PHASE 7	4 out of 10
PHASE 8	7 out of 10
PHASE 9	5 out of 10
PHASE 10	8 out of 10
PHASE 11	7 out of 10
PHASE 12	8 out of 10

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

**Marijuana, crystal meth and xanax pills lead to arrest**

A traffic stop on a 1997 green ford expedition was initiated by SLOT for a traffic violation. The vehicle was stopped in the back parking lot of Loves truck stop. Driver Saralisa Rosas 24YOA, arrested and claimed ownership of marijuana located throughout the vehicle. Total weight of marijuana was 22.6 grams. Also located in the vehicle were 16 z-bar "Xanax" pills. Ms. Rosas was charged with Possession of Marijuana and Possession of Controlled Substance.



Passenger Crystal Nicole Hernandez dob:24YOA arrested for Possession of Controlled Substance .08 grams of crystal meth located in her right sock. Both females were placed under arrest and transported to the Kleberg County jail.

**Compartments Lead to Vehicle Seizure**

A white Honda Pilot with a Mexico License Plate was stopped for numerous traffic violations. The driver displayed overly numerous behavior. The driver and passengers all had conflicting stories for their travel. Consent was given to search the vehicle.

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During the search of the vehicle it was found that the front driver, front passenger and second row seats all had after market compartments built into them. The seat backs as well as the seat bottoms had after market compartments.

The compartments were constructed with after market materials which consisted of, metal rods and materials which were welded extending the seats 2-3 inches. Brown carpet, speaker material and black strap material was then used to enclose the compartments.



The driver stated during an interview that he had transported narcotics for a Mexican Cartel Drug Organization multiple times. The vehicle was seized. All occupants released.

## **Communities in Schools**

Ms. Gloria Taylor provided a quarterly report for the charitable contribution of \$5,000.00 made by the Kingsville Police Department. No funds were expended on the project during the last quarter.

## **Arrest Log 3/29/2013 (From 9 pm to 7 am)**

8375: Traffic stop yielded two arrests: Mary King for City Warrants and Ramanda Garcia on a Nueces Co warrant for Interference with Public Duties.

8384: Juan Luis arrested for DWI. Refused the breath sample.

8394: Roberto Huerta arrested for DWI and provided a sample of 0.15 BAC.

8402: Leonard Garcia arrested for Public Intoxication at 7<sup>th</sup> and Richard.

8411: Aggravated Robbery at 809 W. King. Store clerk said he was outside when a male came from behind the store, carrying a pistol. Forced him into the store where clerk gave him \$150. Suspect fled when a customer arrived. Suspect is thin Hispanic male approximately 19-20 years old. He was wearing all black with an orange bandana over his face. No video was available.

8412: James Lambert arrested for Public Intoxication at 1100 W. Corral.

8413: Jesus Garza was beating on his aunt's front door. She did not want to answer. Garza was arrested for Consumption by Minor.

8420: Sergeant Cuellar (ret.) found a 2 or 3 year old boy walking in the street at 300 E. King at 5:20 AM. As of 7:15, the boy and CPS are still here. Nobody has reported him missing. All of our officers went through the nearby neighborhoods with no success.

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## **03/30/2013**

13-00008424 - 602 W. Nettie Criminal Mischief 08:30 Blue Saturn View had all four tires slashed.

13-00008426 - 418 W. Lee Burglary Vehicle 09:20 several items taken.

13-00008428 - 1129 W. Kenedy Found Property Satellite Dish

13-00008432 - Dick Kleberg Park another concession stand was broken into

13-00008435 - 522 W. Lee Burglary Vehicle unknown what was taken

13-00008443 - 603 W Alice Someone tried to break into the residence and damaged a door

13-00008445 - 5th/Ailsie damaged property neighborhood watch sign knocked over

## **03/30/2013**

13-8448 102 W AVE B two subjects arrested while spray painting graffiti under the bridge at 6<sup>th</sup> street by Kleberg School. Subjects arrested were Javier Gomez 17YOA and Brnadon Mohr 18YOA. Subject also confessed two an additional two properties, Alamo Concrete and Kleberg Elementary that they spray painted.

13-8474 DAY & NIGHT TCIC/CITY WARRANT RAMON RODRIGUEZ 33YOA

13-8476 2101 TRANT AGENCY ASSIST BORDER PATROL

13-8482 1517 VIRGINIA AMADEO RAMOS ASSAULTED CANDICE HAGLER ALSO WILL FILE FOR INTERFERENCE WITH 911

13-8498 2200 E LOTT DWI/POCS CIARA HARDIN 7-18-86

13-8501 830 E AVE C ASSAULT FELIPE NAVARRO ASSAULTED CELINA HERNANDEZ

*Saturday night to Sunday morning, 9 pm – 7 am:*

8474: Ramon Rodriguez was arrested for city and county warrants at Day & Nite.

8476: Sheriff's Dept caught some alien/drug smuggling locals. Their second vehicle was stopped by Officer Michalski on Golf Course Road. Case number for agency assist.

8482: Class C assault at 1517 Virginia. No arrest.

8484: Class C assault at 830 E. Avenue C, no arrests.

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8498: Clara Hardin arrested for DWI by Officer Garcia. Marijuana pipe and Xanax also found.

**March 31, 2013**

**Happy Easter!!!!**

13-8520 Burglary of a Vehicle- 429 E Santa Gert--- While inside the store someone took the purse out of the vehicle

13-8518 Criminal Trespassing- 521 W Lee---- Jacob Pankratz showed up on location wanted to give Stefanie Harman a hug and things out of hand. CTW was issued

13-8512 Criminal Mischief- 602 W Mesquite 2013 blk in color chevy was keyed and all 4 tires slashed...

13-8507 TCIC warrant—719 W Yoakum--- got a call saying a female was out a residence yelling. While on location found that female Kaitlin Harborth had TCIC warrants out of nueces county . Female was then transported to the jail..

13-8535 520 E Richard—Home owner called in adv that a male subject was intoxicated in her front yard saying that he was looking for a gun. Male juvenile 13 yrs of age was found in the front yard, officers adv that they believe that he was on something. Subject was taken to ER by ambulance.

**\*\*\*UPDATE\*\*\*\*\*Tuesday, April 02, 2013, Kingsville, Texas**

Investigators served a search warrant at the residence of a 15 year old male juvenile today. The juvenile was detained for the Aggravated Robbery at 809 W. King that occurred during the early morning hours of Saturday, March 30th, 2013. The store clerk said he was outside when a male came from behind the store, carrying a pistol. The male forced him into the store where clerk gave him \$150. The suspect fled when a customer arrived. The suspect was described as a thin Hispanic male approximately 19-20 years old. He was wearing all black with an orange bandana over his face. Video from the incident was sent to local and area media outlets and also disseminated via the Kingsville Police Department Facebook, Twitter, Nixle as well as CrimeStoppers. Several tips were received via these outlets leading to the detention of the suspect. Chief Ricardo Torres stated, "Thanks to the cooperation of citizens out in our community we were able to capture the suspect. The use of our partner outlets as well as social media has become a force multiplier for the members of our police department as we continue our criminal enforcement and investigation efforts."

The investigation into the incident is continuing and we urge anyone with information to contact the Kingsville Police Department at 592-4311 or call CRIMESTOPPERS at 592-INFO or 1-800-698-1993.

**04/03/2013**

**8912:** Daniel Gonzalez had a bail-out at 77 NB access road at Tranquitas Creek. Several ran eastbound through the brush. One was later located at Best Western. Vehicle driven to the PD. Comes out of Houston, will probably be reported stolen today.

**8913:** Agg Assault. Jose Rivera Jr showed up at the ER. He said that Tres Montalvo attacked him and hit him with a rock, where he received 13 stitches on his ear. Rivera gave little information but his father suspects that it has to do with the marijuana that he (father) turned in his son about last month.

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## **Palmer Drug Abuse Program (PDAP) Luncheon for Drug Free Walk**

Members of the Kingsville Police Department attended the luncheon at Dick Kleberg Part to kick off the annual drug free walk. The City of Kingsville supports the Palmer Drug Abuse Program by allowing the Kingsville Police Department to donate \$5,000 for this worthy cause annually.

**PDAP** is a fellowship of young people and parents who share their experience, love and understanding that they may solve their common problems and help others to recover from the effects of mind-changing chemicals.

**PDAP** is a spiritually based, twelve-step recovery program.

**PDAP** recognizes the tremendous power of peer pressure and provides the teen with a peer group that establishes love, acceptance, and mutual accountability due to the effects of mind changing chemicals.

**PDAP** also offers group discussions and individual coaching to parents. The parent group provides suggestions, experience, and understanding to parents concerning their role in dealing with their child's drug problem and helps parents learn to communicate more effectively with their children.

## **Promotional Ceremony**

On Friday, April 5th, 2010 at 3 p.m. the Kingsville Police Department hosted a ceremony to honor the promotion of the following officers:

Corporal William Bradley Allen to the rank of Sergeant  
Patrolman John Crawford to the rank of Corporal

The promotional ceremony took place in the Patrol Briefing Room and was followed by some light refreshments in the employee lounge area.

All department personnel, Citizens Police Academy Alumni members, Chaplains, as well as the spouses and family of the honorees were invited to attend

## **April 6<sup>th</sup>, 2013**

**9202:** Accident at 6<sup>th</sup> and Kleberg. Two taken to hospital with minor injuries.

**9212:** Theft of cell phone from Radio Shack display. Caught on video, value over \$500.

**9213:** Wal-Mart Loss Prevention saw male take kitchen knife and attempt to cut spider bands around a computer. When that knife didn't work, he opened an expensive pocket knife in sporting goods, returned to the computer and cut the bands. He put it in a shopping cart and exited the store, where he





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was met three officers. Jose Johnson of Alice was arrested. He has no ID so we contacted Alice PD who was very familiar with him. He was locked up for Theft > \$500.

**9225:** John Paul DeLaPaz was arrested for DWI. He gave blood and breath. Breath BAC was 0.14.

**9227:** Shotgun case (possibly stolen outside of Bishop) and tattoo kit (believed to be stolen the night before in Kingsville) recovered from 212 S. 7<sup>th</sup> after we responded there for a disturbance. House belongs to Cynthia Rawlinson and Martin Olvera Jr (the two whose son was found by Sergeant Cuellar (ret.) a few days back).

**9231:** Burglary of Habitation at 609 W. Avenue C. Victim blames kids on his block. Taken were **five handguns** and some money. Burglary occurred between 5 PM and 11:40 PM.

**9232:** Dispatched to Taco Bell for hold-up alarm. No hold-up just a new employee who pushed the wrong button. While there, observed Marcos Ayala behaving suspiciously. We patted him down, went through his belongings. After we released him, we realized he was shooting up heroin in the men's room right before our arrival. He could not be located. Case number is for Drug Paraphernalia.

**9244:** Country Luau bouncers called for a rowdy crowd that was at capacity. As Officer Brown walks in, an unconscious female is being carried out. Lauren Balderas was transported to hospital for alcohol poisoning.

**9250:** Extremely intoxicated Chad Creech is giving his girlfriend a piggy-back ride through the Country Luau parking lot at closing time. He loses his balance, has his hands behind himself holding her up and lands face first into the parking lot. He was Halo-Flighted (Halo-Flown) to CC with facial injuries.

**9251:** Fight in the Cowgirls parking lot at closing. One involved vehicle is stopped. Christopher Bueno has an obvious broken nose which has just occurred though he would not tell the officers who did it. Though he had \$1000 in city warrants, he was not arrested due to his obvious recent injury. Passenger Joe Perez has two Kleberg County theft warrants and one Bee County Theft by Check warrant. He was taken in.

**XXXX:** Clarissa Cantu was arrested for DUI.

Extremely busy night with many calls that did not require case numbers. Among them was a wrecked vehicle at the Javelina statue on campus. Drunken college student wrecked his jeep on a light pole that illuminates the Javelinas. Later learned that UPD will not handle it criminally, disappointing our officers.

UPD also called for disturbance in the parking lot. Officers saw the suspect vehicle and before our units could stop it, it pulled up at 1<sup>st</sup> and Lott and the front seat passenger took off running. The front

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seat passenger, Jonathan Davis, was quickly located as he was waving down officers for help. While running, he stepped in a hole and hurt himself. He was transported to local hospital. He ran because of a Nueces County POCS warrant. Unsure of his injuries. UPD arrived and talked to those involved but made no arrests.

Our officers arrived 15 minutes before Kleberg units to a major accident on FM 1355. A mule walked into the road and was struck by a northbound vehicle. Much of the mule's internal organs ended up inside the passenger compartment. Driver went to local hospital.

## April 10<sup>th</sup>, 2013

13-00009569 - 9:30pm Agency Assist/Minor Accident - We received a call from KSO advising that a BP Agent witnessed two vehicle loading up with undocumented subjs. An undercover unit follow one of the vehicles to the Burger King Drive thru. When they tried to stop the vehicles the driver backed into the vehicle behind it and the driver fled. None of the illegals got out of the vehicle. The driver was picked up at 12th/Lott, the illegals were picked up by BP and the veh was towed by Economy Towing. Report taken for accident fail to leave info

13-00009575 - 10:58pm Disturbance/Criminal Mischief Lori Isassi's window to her 2013 Dodge Avenger was broken. Offender Isaiah Salinas adv that it was an accident.

13-00009588 - 12:50am Burglary Vehicle Dalia Davila's 2013 Chevy Silverado was broken into while she was at Cowgirls Saloon. Thinks it was Ronnie Garcia. She requested a routine patrol earlier in the night for her house because he was seen roaming the area.

13-00009597 - 03:17am Assault Class A 1922 Shelly Cody Garza assaulted Justin Garza, no relation, was over a female Justin was not on location.

## Narcotics Search Warrant at 423 E. Ave D

Kingsville Police Department executed a search and arrest warrant on 04/09/2013 at approximately 12:00PM at 423 E. Ave D. Oscar Castellanos was arrested for POSC PG1>=4G<200G DFZ and POSC PG2-A=<2oz DFZ. Both charges are enhanced due to Oscar living within 1000 feet of Kleberg Elementary and Tiny Tots Day Care. Approximately 25.8 grams of Cocaine and 50 grams of Synthetic Marijuana were seized along with a digital scale and smoking pipe.



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### **WANTED**

#### **FUGITIVES - KLEBERG COUNTY**

If you have any information on any of these fugitives call Crimestoppers (361) 592-INFO; Kingsville Police Department 361-592-4311, <http://www.kingsvillepd.us/>; Kleberg Probation Department 361-595-8558 Ext. 102, [www.kcscd.com](http://www.kcscd.com). Crimestoppers offers a reward for information leading to an arrest or indictment.



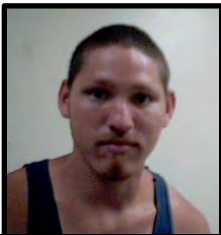
#### **MIRAMONTES, ESTABAN ELIZAR**

Hispanic Male, Born 10/17/1987 Height 6'00", Weight 160,  
Brown Eyes, Black Hair  
Charge: Harassment of Public Servant  
Motion to Revoke Felony  
Warrant# 08-CRF-0474



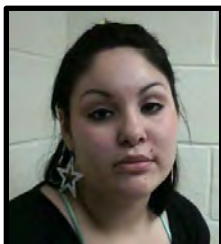
#### **ALVAREZ, JAVIER JOSE**

Hispanic Male, Born 02/02/1975 Height 5'07", Weight 220,  
Brown Eyes, Black Hair  
Charge: Burglary of Habitation  
Motion to Revoke Felony  
Warrant# 08-CRF-0349



#### **NUNEZ, III MIGUEL**

Hispanic Male, Born 08/04/1988, Height 5'08", Weight 150,  
Brown Eyes, Brown Hair  
Charge: Injury to a Child  
Motion to Revoke Felony  
Warrant# 11-CRF-0508



#### **RUIZ, VANESSA ANN**

Hispanic Female, Born 03/09/1986, Height 5'04", Weight 150,  
Brown Eyes, Black Hair  
Charge: Aggravated Assault with a Deadly Weapon  
Motion to Revoke Felony  
Warrant# 09-CRF-0199

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## **CORTEZ, RAMIRO**

Hispanic Male, Born 11/18/1975, Height 5'07", Weight 175,  
Brown Eyes, Black Hair  
Charge: Aggravated Assault with a Deadly Weapon  
Motion to Revoke Felony  
Warrant# 07-CRF-0501-2

All warrants active as of 04-04-13

### ***PUBLIC WORKS DEPARTMENT (Courtesy of Bill Donnell, Interim Director)***

#### **Capital Projects**

Concrete Intersection Reconstruction Projects - Staff is working on prioritization of the intersections to begin the bidding process.

Curb and gutter Projects - Engineering continues to prepare plans for valley gutter at 18<sup>th</sup> and Warren intersection. Also on Lee Street from 7<sup>th</sup> to 9<sup>th</sup> and 9<sup>th</sup> to 12<sup>th</sup>, plans are also in process for the replacement of 4,494' of curb & gutter. GIS Technicians are currently working on inputting sidewalk information into ARCMAP GIS.

Street Improvement Projects - Street department staff has started the paving season with the first project being Santa Rosa Dr. from Santa Cecilia to Santa Gertrudis Ave. This project was scheduled to be complete on April 11<sup>th</sup> but was delayed due to rainfall early Thursday morning. The new completion date on this project is April 24<sup>th</sup>. Then crews will move to Calvin Street and reconstruct base material and hot mix from 21<sup>st</sup> to the end of the cul-de-sac.

#### **Public Works and Engineering Division (03/25-04/07)**

Staff continues working on current year projects: 1) awarded bid for metal building at Wastewater North Treatment Plant, acquiring informal bids for welding shed at Public Works, various building for WP-8 windstorm is about 85% complete. Staff is also working on completing Wastewater SEP documents for TCEQ approval. Engineering staff continues the design and permit process for 18" waterline plans from east to west elevated tower, proposed cross walks, GIS mapping, property addressing and wastewater slipline projects.

#### **Street Division (03/25-04/07)**

Paving – Crews worked on Santa Rosa from Santa Cecilia to Santa Gertrudis.





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Sweeping - Crews swept on 11<sup>th</sup> from Yoakum to Kleberg, 10<sup>th</sup> from Yoakum to King, 9<sup>th</sup> from Yoakum to HEB, 8<sup>th</sup> from Yoakum to King, 7<sup>th</sup> from Yoakum to King, 6<sup>th</sup> from Yoakum to King, 3<sup>rd</sup> from Yoakum to King, Kleberg from 11<sup>th</sup> to 3<sup>rd</sup>, Santa Monica from Santa Gertrudis to Santa Rosa, Santa Cecilia from Santa Elena to Santa Rosa, Santa Maria from Santa Elena to Santa Rosa, Santa Fe from Santa Elena to Santa Rosa, Santa Elena from Santa

Gertrudis to Dead End, 6<sup>th</sup> from Corral to General Cavazos, 14<sup>th</sup> from Corral to General Cavazos, Corral from 14<sup>th</sup> to Yard, Armstrong from Corral to Caesar, Corral from Armstrong to 6<sup>th</sup> (south side only), King from Hwy 77 to 141 (north side only), King from University to Hwy 77, General Cavazos from 14<sup>th</sup> to 6<sup>th</sup>, Caesar from 14<sup>th</sup> to 6<sup>th</sup>, Underpass on Hwy 77 to General Cavazos, swept gravel on Huisache & 14<sup>th</sup>.

Gutters – Crews cleaned gutters on Ave F from 5<sup>th</sup> to Lantana Drive, Wells from Corral to Ave F, Wanda from Corral to Ave F, Ave C from 14<sup>th</sup> to 17<sup>th</sup>, Ave D from 14<sup>th</sup> to 17<sup>th</sup>, 16<sup>th</sup> from Ave C to Corral, 15<sup>th</sup> from Ave C to Corral, Mesquite from 13<sup>th</sup> to 16<sup>th</sup>, Ave A from 14<sup>th</sup> to 15<sup>th</sup>, Ave B from 14<sup>th</sup> to 17<sup>th</sup>, Ave C from 16<sup>th</sup> to 17<sup>th</sup> and on 16<sup>th</sup> from Ave B to Ave C.

Mowing - Crews mowed ditch on Loop 428 & 6<sup>th</sup>, ditch near entrance to A-R, ditch on corner of 6<sup>th</sup> & General Cavazos, Hwy 77 & King intersection, Tranquitas Creek from Armstrong to Ave I, Santa Monica medians, ditch on Santa Monica to Santa Elena, General Cavazos & 77 Bypass, Ailsie from 6<sup>th</sup> to Franklin Adams, Trant Rd from Business 77 to cemetery on Trant Rd, picked up trash on 77 & King (medians) and on 77 & Carlos Truan bridges.

General Cavazos Ditch

**BEFORE**



**AFTER**



Weed Killing – Crews sprayed weed killer on King from 5<sup>th</sup> to Bypass (south side), King from 77 Bypass and 12<sup>th</sup> (north side).



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Patching – Crews cold patched potholes on Franklin Adams, at 1215 E Yoakum, 10<sup>th</sup> between Richard and Santa Gertrudis, 13<sup>th</sup> Between Kenedy and Huisache, 15<sup>th</sup> between Lee and Henrietta also on 1<sup>st</sup> and Ave “B”.

Sign Shop - Crews checked locates on 17<sup>th</sup> & Johnston (not cleared), 10<sup>th</sup> between Kleberg & Yoakum (cleared), and 2<sup>nd</sup> & W Ragland (cleared); measured and cut pole for sign on 10<sup>th</sup> between Kleberg & Yoakum; picked up walk-along and took it to Santa Anita & Santa Rosa; tried to straighten a Stop sign on Santa Gertrudis & Santa Anita but couldn't because it was cemented in the ground; replaced a pole and anchor for a Handicap sign at Global Contact Services at Southgate mall (used same sign); replaced a pole on 2<sup>nd</sup> & W. Ragland (used same sign); removed pipes on King and 14<sup>th</sup> in front of Walgreens and another in front of McDonalds; picked up 4 barricades on 4<sup>th</sup> & W Ave B and 15 barricades from Saint Martin's parking lot on 8<sup>th</sup> & Santa Gertrudis; cleaned back of yard barn and removed all clamps from pipes and old signs; checked to see if locates were clear on 12<sup>th</sup> & Johnston, 10<sup>th</sup> by Fire Dept., 3<sup>rd</sup> & W Corral and on 2<sup>nd</sup> & W Warren; installed a Stop sign on Corral & 3<sup>rd</sup>; installed a One Way sign on 12<sup>th</sup> & Johnston; picked up brush on 9<sup>th</sup> & Ave B; picked up barricades at Armstrong & Alice; put manhole and cement on Armstrong & Alice; installed screws for light bulb covers on 7<sup>th</sup> & Kleberg; picked up forklift on 5<sup>th</sup> & Lee; picked up saw cutter from yard and delivered it to employees at Santa Gertrudis & Santa Rosa; used loader to remove an anchor and pipe damaged on 5<sup>th</sup> & Santa Gertrudis and installed new Stop sign.

Santa Gerturidis Creek  
(on Escondido)

**BEFORE**

**AFTER**



## **Water Production (03/25-04/07)**

STWA is out of service due to the booster pump breakdown. Water Production ordered 1500gpm pump and motor unit from Odessa Pumps original delivery of 04/12/13 is rescheduled to 5/31/13. Grounds are being maintained at four (4) well sites. All water wells are operational at this time. Community Service workers assisted with fence slat installation. Water Production met with STWA/HDR Engineering on 03/27/13 to discuss pump downsizing and controls at STWA location.

Routine job: Collected 0 routine Bacteriological Samples; collected 7 daily chlorine residuals; daily water system monitoring; delivered Ammonia to 3 sites; delivered Chlorine to 3 sites.

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Water pumped to distribution (03/25-03/31) - Wells – 34,960,000 gallons; Surface – 0 gallons; 2,555,000 gallons for Ricardo bypass; Total 32,405,000 gallons; Average – 4,629,000 gals/day



**Flushing water lines for increased residual.**

**Disinfecting Well #24 after pump repairs**

## **Wastewater Collection and Treatment Plant (03/25-04/07)**

Wastewater Treatment North Plant - Operators and helpers cleaned clarifier troughs and weirs; operators shoveled sludge from sand drying bed; Helpers and operators replaced UV lights; wasting in wedge wire and sand drying beds; plant helpers mowed grass around Treatment Plant; grit pumps working well, waiting to get grit screw motor repaired; Rabalais worked on lift station due to pump 1 not working; first quarter Bio-monitoring was completed; Mendez Welding sandblasted and painted crane to UV light modules.

Wastewater Treatment South Plant - Operator cleaned clarifier troughs; operator shoveled sludge from sand drying beds; wasting in wedge wires and sand drying bed; mowed grass around the plant; CSA installed RAS piping to clarifier; installed control panel for clarifier.

Wastewater Collection - Had 9 call outs for sewer backups. Crew hauled dirt from Police department to South Plant; hauled sludge from North Plant to Landfill; created pad for storage building; had power to new garage building checked by electricians; grease trap inspections; replaced ring and cover at 4<sup>th</sup> and Alice due to odor; cleaned wet well at 17<sup>th</sup> and Lee Lift Station; replaced sewer line at 210 Birchwood; sewer tap at 811 ½ E. Henrietta; replaced manhole lids at 604 W. Kleberg, 12<sup>th</sup> & Caesar, and at 1<sup>st</sup> & Kleberg St.

## **Water Distribution (03/25-04/07)**

Water Division Crews repaired 7 Main Breaks and answered approximately 70 Service Calls (meter leaks, cutoffs and backfills). Crews worked to isolate water so contractor could cut into 18" RCCP to install

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18"x16" tee and valve. Water Crews also installed 2" water line crossing to service south side on the 200 block of E. Trant Road. Crews continue to haul dirt to Landfill when possible and would like to thank Gary Munoz for his assistance in hauling excess dirt from CR 1030 to City Landfill. The Water Department is waiting on bids to start 18" and 20" valve replacement project.

### **City Garage (03/25-04/07)**

#### Maintenance

15 Oil changes on preventive maintenance; 40 scheduled work orders; 42 nonscheduled work; 13 Service calls; 0 Call outs; 13 New tires on heavy equipment and trucks; 21 flat tire repairs and balances; 23 pending work orders.

#### Welder

1 received work order; 6 pending work orders; 12 nonscheduled work orders; 3 scheduled work orders; and 7 service calls. Welder also helped Garage with Unit 9303, worked on 3 yard dumpster and Waste Water trailer.

### **Landfill - (03/25-04/07)**

The Scraper is still in for repairs. Landfill crew mended sagging fences and continue general cleanup of facility. The Landfill department also hired a new employee, LeRoy Lopez to fill the Operator II position.

Trash – 863.31 tons; Brush – 109.67 tons; Concrete (commercial and residential) – 53.81 tons; Construction and Demolition (C & D) – 627.08 tons; Dirt – 991 tons; Litter – .72 tons; Metals - .27 tons; Tires – 2.97 tons

### **Sanitation - (03/25-04/07)**

Residential waste collected from 03/25-04/06– **523,800** pounds; Commercial waste collected **835,252** pounds; Brush collected **81,484** pounds and construction debris collected **94,666** pounds. Brush crews collected Zone 3 and Zone 4 and worked on abatements when possible, weather permitting. White goods were also collected in Zone 3. The Sanitation department collected for the City in preparation of the Easter holiday. The yard behind the warehouse was cleaned and over 21,000 pounds of debris was removed and disposed of. The Sanitation department was also able to continue with beautification efforts on the Public Works facility by painting trim. These efforts will continue as time allows. Demolitions were completed at 401 W. Johnson, 801 E. Yoakum, and at 921 E. Yoakum. Illegal dumping on Escondido Road was cleared by the Sanitation department. It is our goal to help clear FM 1717 of paper debris along the roadway. The Sanitation department had two (2) vehicles out of service and was relying on Danny's left-handed commercial vehicle to help out with the attachment. Commercial had one regular truck down and relied on Unit 306 and Unit 3003. It was a long collection day for both residential and commercial collection.



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401 W. Johnston Demolition

**BEFORE**

**AFTER**



Illegal Dumping on E. Escondido Road

**BEFORE**

**AFTER**



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

**Purchasing Division**

Purchase Orders

For the period of 03-27-2013 through 04-11-2013, 105 purchase orders were issued totaling over \$292,000.00.





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PCard Totals - PCard purchases for period ending March 27, 2013 were over \$31,200.00. A total of 397 transactions were processed. As a reminder, purchases must be for necessary and authorized public purposes and not for private use. All original receipts and backup for purchases must be attached and turned in with your PCard statement.

Public Works Network Infrastructure Proposal - The Purchasing/IT departments held the opening for RFP No. 13-10 Public Works Network Infrastructure Proposal on 04/09/2013. One proposal was submitted for this project. This proposal will be going out for re-bid.



Purchasing/IT Meetings - The Purchasing/IT Director, David Mason, met with Chief Ricardo Torres, to discuss the bid process and specifications for a fence project for the Kingsville Police Department. The Purchasing/IT department is currently working on gathering all necessary paperwork for this bid. The Purchasing/IT Director also met with the Tourism and Finance departments to discuss budget and proper general ledger account coding for the Tourism department. Those in attendance for this meeting were: David Mason, Purchasing/IT Director, Bob Trescott, Tourism Director, Judy Gonzalez, Administrative Assistant II, Mark Rushing, Finance Director, Sally Saenz, Accountant II-Accounts Payable, James Bryson, Accounting Manager, Teresa Vasquez, Accountant II and Gracie Gonzalez, Administrative Assistant II.



## Technology Division

IT staff have been very active these past few weeks. Tony Verdin, IS Technician, began the process of receiving accreditation from Microsoft. CONGRATULATIONS TONY ON RECEIVING A PASSING GRADE OF 794/900! WAY TO GO!!! This is the first in a three test series that dives into a person's comprehensive ability to understand and operate windows servers. The other tests will be done over the course of the next few months. The IT staff has examined and begun the remediation process of the issues at the Tourism, Muni-Court, and Public Works areas. IT staff hopes to have a majority of the issues resolved within the next few weeks. The IT department has added several new computers across the network, most notably Muni-Court and the incoming City Engineer. IT staff has

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also begun the process of upgrading all of the servers to the new sans solution. In addition, IT has added the Fire department users to Exchange and will begin training for this new system next week.

## ***R.J. KLEBURG PUBLIC LIBRARY (Courtesy of Ruth Valdez, Interim Director)***

### **Fun Fact Tidbit**

**Did you know?** Americans go to school, public, and academic libraries more than three times more than they go to the movies.

### **Library Holds Second Annual Easter “Egg-stravaganza”**

The Toddler Story Time held its second annual Easter “Egg-stravaganza” on Thursday, March 28<sup>th</sup> in



the children's area and the library's courtyard. This event is a way for the pre-school age children to celebrate the Easter holiday with stories, songs, and an egg hunt designed just for them. The festivities began with the reading of several Easter-themed books, including *It's the Easter Beagle*, *Charlie Brown* by Charles Schultz, and *Easter Bonnet Parade*. The participants were surprised and excited by a special visit from

the Easter Bunny who posed for pictures with the children. Then the party moved outdoors to the courtyard area for an egg hunt and more photos with the Easter Bunny. At the conclusion of the egg hunt, there was a drawing for an Easter basket filled with candy and other goodies designed and donated by Mary Ann Escamilla. The plastic eggs and candy for the egg hunt were donated by Family Dollar Store in Bishop. The event ended with refreshments of cupcakes and fruit juice and happy pre-schoolers leaving with smiles and baskets filled with colorful eggs.

### **Special Pajama Story Time in April**

The monthly Saturday Story Time for April had a special theme: Come in your pajamas! Sixteen children and twelve adults gathered in the children's area of the Kleberg Public Library April 6<sup>th</sup> at 10:00 a.m. to hear a selection of bedtime stories. Six Texas A&M University – Kingsville students representing the Gold Key Honor Society and the National Students Speech-Language Hearing Association were present and participated in the story time as well. These young men and women will be volunteering at several children's programs in the future. Stories read included *How Dinosaurs say Goodnight*, *Interrupting Chicken*, and others. The children were led in singing several favorite songs and the event closed with children telling of their “bedtime rituals” at home with family.



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## ***RISK MANAGEMENT (Courtesy of Melissa Perez, Manager)***

### **Employee Recognition and Safety Committee Meeting – April 4-2013**

The ERSC met on Thursday April 4<sup>th</sup> at the Public Works Building at 1:30pm. Six committee Members attended to include; Carol Rogers Public Works Administrative Assistant, Mark Frost Kingsville Police Department, Melissa Perez Risk Manager, Joey Garcia Library, Emilio Garcia Health Director and Alan Strohan. Committee met to review and discuss Workers Comp Employee Injuries and Claims. The WC Injuries and Claims were from February and March. With workers comp injuries employees will be found to have had either a Preventable or Non-Preventable Injury. In some cases if the employee had prior Safety Training which could have prevented the injury he is found to have had a Preventable Injury. Safety Training is conducted monthly to all Public Works employees on Proper lifting, Safe Driving Habits, Wearing your PPE-Personal Protective Equipment etc. The ERSC do a great job reviewing all the injuries and claims. The next meeting Is scheduled for June 2013.



### **Emergency Management Meeting with Joey Reed & Brandy Fisher – April 9-2013**

Brandy Ashby Fisher DPS Emergency Management Coordinator, Joey Reed Kingsville Fire Chief and Melissa Perez Kingsville Risk Manager met at the Kingsville Fire Department on April 9<sup>th</sup> at 3:00pm to discuss City wide Strategies for Emergency Response for the City of Kingsville and surroundings areas. This is a weekly regular Meeting that the Fire Chief and Risk Manager has every week, this week Ms. Ashby was invited so that we could Address certain Emergency issues with her and get her professional input and opinion. The meeting lasted over Two hours, there was not enough time to talk and review every issue. Some areas that were brought up were: Public Safety, First Responders and their roles and radio communications. Brandy will be invited again very soon, It was great having her with us.



### **Heat Awareness Training conducted on Heat Awareness for Public Works – April 10-2013**





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Heat Training was conducted with Public Works employees from the Wastewater, Street, Garage, Sanitation, Water and Landfill Departments. As usual employees rolled in to get their breakfast provided by Bill Donell Asst. Director of Public Works and Melissa Perez Risk Manager. Kolaches, Donuts, Orange juice and Coffee was served. The Safety Topic for April was "Heat Awareness". We are in South Texas and Temperatures not can but, will get really Hot!! The Hot Temperatures start early way before Summer begins. It is imperative that all city employees working inside or outside to be trained on Heat Illnesses and Prevention of Heat Exhaustion, Heat Cramps and Heat Stroke. The main thought that was said at the Training was that Heat Stress and Illness is 100% avoidable and preventable as long as you recognize the signs and take proper precautions. Stay Hydrated, Drink Water, Water, Water, Take breaks and be responsible enough to take a break or go under a shaded area if you start feeling dizzy or nauseous. Your Safety and Health is very important

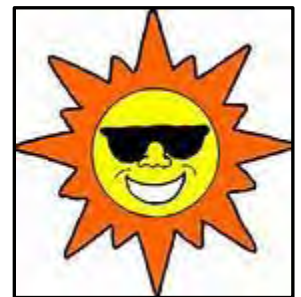
## **Training to be held in Alice Texas on April 24-2013 "Vehicle Operations for Public Entities"**

Smart Driving is both an attitude and a skill. Awareness of hazards and good decision making can go a long way toward protecting your safety and the safety of others. This Training Topic will focus on exposures that public entity employees face in their daily driving. Public entity employees lose their lives and suffer disabling injuries each year. Since 2006, over 2900 employee injuries as a result of driving motor vehicles were reported to the Pool, with workers Compensation, auto liability, and auto physical damage losses of over \$106 million. Distractions, high speeds, impaired or careless driving, and not using safety belts threaten every driver, regardless of how careful or how skilled. The Goals and Objectives for the Training will be: Focus on safe driving procedures that drivers can realistically apply to daily driving. City Employees can register online: | [www.cevent.com](http://www.cevent.com)



## **Monthly Training is scheduled for City Departments on April 29-2013**

Heat Awareness - Risk Manager Melissa Perez will be conducting Safety Training for all City of Kingsville Departments on April 29<sup>th</sup> at City Hall Commission Chambers. Employees can attend the 9:30am or 1:30pm class. That time is near when the Sun drives down with a vengeance on everyone. There is no relief sometimes from the sun and heat, all you can think about is just staying cool. Drinking plenty of water and taking more cool showers. But we all have to be aware of Heat Illness like Heat Exhaustion, Heat Cramps and Heat Stroke, we can prevent all of these



Illness if we just are Aware of the symptoms when they come along. Just as exhaustion can make you feel sluggish or lose track of what you're doing, severe heat and dehydration can hinder your physical performance and mental alertness. Take breaks, drink plenty of fluids, and be responsible enough to see the signs and stop what you're doing if you start to feel disoriented.



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## **Why is Safety Training so Important in the Workplace?**

It is very important that all employees and supervisors attend the Monthly Safety Trainings, the information discussed whether it is a Video or Classroom discussion is great information to take back to your Department and train your staff. It is also important to ensure to rotate your staff so that they can attend the Training as well. Everyone has busy schedules but it is vital to take time to attend

Safety Trainings Monthly. Safety Training is beneficial to all employees for the reason that it saves money by decreasing work-related injuries, it increases productivity and Morale is higher when Employees feel they are working safe and are being trained. When workplace safety is a high company priority, and the workers are properly trained, they feel more comfortable and confident in their job.



## ***TASK FORCE (Courtesy of Guillermo "Willie" Vera, Commander)***

### **PDAP Kick Off Luncheon**

On Wednesday April 03, 2013 Kingsville Task Force Commander Willie Vera attended the Palmer Drug Abuse Program's kickoff event luncheon. This annual luncheon is held to kick off the Drug Free Walk event and fund drive. The luncheon was attended by PDAP supporters and donors at the Dick Kleberg Park Pavilion. Attendees enjoyed a light lunch and fellowship.

### **Border patrol "Real" Program Graduation Ceremony**

Also on Wednesday April 03, 2013 Kingsville Task Force Commander Willie Vera was a guest attending the U.S. Border Patrol graduation ceremony for their R.E.A.L. program in Kingsville. Rewarding Education, Attitude, and Leadership Skills (R.E.A.L.) focuses to guide and mentor "at risk" young adults to make positive and responsible life choices during the eight week course. Graduates of the program were presented awards and all attendees enjoyed an event meal and a cake desert.

### **Vehicle Used for Narcotics Trafficking Seized**

On Monday April 08, 2013 at approximately 3:10 pm Kingsville Task Force Agent Jason McGee conducted a traffic stop on a 2002 Chevy Tahoe for speeding on U.S. Highway 77 south bound at County Road 2170. During the traffic stop Agent McGee observed severe nervous behavior from both the male driver and the female passenger. During a consensual search of the Tahoe Agent McGee discovered a false compartment in the floor of the vehicle. The compartment was located behind the front seats and extended the width of the floor board. During an interview with the driver, he admitted he had utilized the compartment in the Tahoe to smuggle 65 pounds of marijuana from the Rio Grande Valley area to Corpus Christi, Texas the day before. The Tahoe was taken to the Task Force impound lot pending seizure. Both subjects were released pending further investigation.

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## **Chapter 59 Asset Sharing Funds with Local Agency**

On the morning of Monday April 08, 2013 Kingsville Task Force Commander Willie Vera presented Kleberg County Constable Precinct 3 Cid Zavala with two checks totaling \$39,632.24 during Kleberg County Commissioners Court's regular session. The asset sharing between agencies is in accordance with an existing asset sharing memorandum of understanding for Chapter 59 seized funds. County commissioners were delighted with the additional funds to Kleberg County being provided by these agreements.

## **Selection of New Administrative Assistant**

On Tuesday April 09, 2013 Kingsville Task Force Command Staff with the assistance of Mrs. Sandra Guzman, Administrative Assistant to Kenedy County Sheriff Rey Salinas, conducted an interview process for the selection of a new Task Force Administrative Assistant. Our current administrative assistant, Ms. Anita Stewart, will be retiring on April 30, 2013.

Four outstanding City of Kingsville current employees interviewed for the position. Ms. Kathy Rios, a Lead Dispatcher with the Kingsville Police Department, was selected by the interview panel. CONGRATULATIONS Kathy!

## **Agent & K-9 Partner Recertification Through the National Narcotic Detector Dog Association (NNDDA)**

On Wednesday April 10, 2013 Narcotics Agent and NNDDA certified instructor Steve DeLaCruz from the Calhoun County Sheriff's Office in Port Lavaca came to Kingsville to conduct canine recertification for the Kingsville Task Force K-9 Units. Task Force Agents Richard Kirkpatrick and Ruben Villalobos with K-9 Partners Apollo and Gator respectively, satisfactorily completed the certification standards of the NNDDA. GOOD JOB!

## **KTF K-9 Units Assisting KISD with a Drug Free School Environment**

On Friday April 12, 2013 Kingsville Task Force K-9 Units assisted H.M. King High School administrative staff with K-9 searches of the school campus. The collaborated effort is to maintain a

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safe and drug free school environment for all students and staff. Task Force K-9 Agents Kirkpatrick and Villalobos spent most of the morning searching areas of interest for school administrators. Happy to report nothing was detected by Agents and K-9's.

## ***TOURISM SERVICES DEPARTMENT (Courtesy of Bob Trescott, Director)***

### **Downtown Park and Pavilion**

TAMUK Engineering students are working with us in designing a bike trail from campus to the downtown, via Santa Gertrudis Avenue and 5<sup>th</sup> Street with a terminus at the Downtown Park and Pavilion.

The pavilion has been set and secured. The concrete will be allowed to cure. We are researching the next site improvements and will work with the new Public Works Director and others on their implementation. We are working on developing rules for use of our downtown facilities.

### **Downtown Facelift Project**

Cynthia Martin and KingsvilleNow volunteer Patti Trujillo have completed the Downtown Facelift Manual for their first city block, between Kleberg and Yoakum and between 6<sup>th</sup> and 7<sup>th</sup>.

Work continues on staff and volunteer planning and projects for the Downtown Facelift. Planters, painting and clean-ups continue. We are researching awning improvements/replacements.

### **Last Weekend in April**

We are assisting with several events over the last weekend in April. It is the tenth annual Ride on the Wild Side bike ride; there is a cricket tournament at Dick Kleberg Park; there is the 22<sup>nd</sup> Annual Wildhorse Desert Roundup (formerly Olde Tyme Faire); there will be a Palmer Drug Abuse Program Walk, etc.

### **Fourth of July Downtown**

We are planning ceremonies, a historic program and children's activities for downtown on Thursday, July 4, 2013.

- Presentation of colors and flag raising ceremony between bank and Post Office
- Historical presentation at Depot
- Kiddie bike, wagon and pet parade from Depot to Pavilion

Additionally, I understand that the Navy is challenging the City to a reprise of the July 4 softball competition and that they may offer to host it, on base.

### **Kleberg County Centennial**

The County marks several centennials this year: February 27 – legislature creates county; June 27 - election held; August 23 - officers sworn in.

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Judge Escobar has appointed a committee to arrange for a celebration. At their first meeting they scheduled a celebration for Labor Day weekend (August 31 – September 2).

Discussed were:

- Flag ceremony with color guards
- Pop up tents with community displays
- Dedicate Downtown Mural
- Dedication of portrait of Robert J Kleberg, the veteran of San Jacinto, with family present
- Art contest
- Parade around courthouse grounds
- Activities and Cook-off at JK Northway

### **Regional Cooperation**

We met with the CEO of the Corpus Christi CVB to plan for regional cooperation.

### **Downtown Mural**

We continue to work within our mural approval system and are pursuing a rendering that we can bring before the City Manager and the City Commission. We are revising the contract as required. And we are reviewing possible installation sites. We intend to bring our updates to the Commission as a package rather than in dribs and drabs.

### **Historic Preservation**

We are researching three potential projects that celebrate our Hispanic heritage: Cost and considerations for giving a designation to a main roadway; costs and considerations for marking street signs with original street names in an older neighborhood; Costs and considerations for designating and marking the historical status of the Richard Avenue/7<sup>th</sup> Street district.

Cynthia continues to work with the building department on reviews of proposed building work in the historic district and continues to support the HM King renovation project.

We are working with potential investors on purchase and renovation of historic buildings downtown. We are refining the processes for the designation of local historic landmarks, provision of historic preservation façade grants, and historic preservation tax abatements, and other assistance.

Our university partners will make a presentation on the continuing historical resources survey to the City Historic Development Board at its next meeting.

### **Wayfinding**

We have to revive the engineering and design portion of our wayfinding project, having lost the support of our Engineering School graduates due to their having been hired away. We have designed and built a prototype pedestrian wayfinding kiosk as a first step in providing passive visitor information at strategic locations around town.



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## Event Planning and Event Management

We are revisiting and refining City procedures for planning for and supporting events in public spaces and rights-of-way.

### Planters



### Wayfinding

Kiosk Prototype



### Project Facelift

Project Documentation



### More about the Pavilion

Many exciting things are happening at the Pavillion (former HEB Cannopy). See photos below and letter from HEB explaining how this project got off the ground than back to the ground (literally):



Pavilion Located



Pouring Concrete

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Engineer and Contractor



Awaiting Next Step

*To: City of Kingsville*

*Attn: Bob Trescott, Tourism Director*

*Subject: Donation of Surplus Overhead Canopy from the HEB Store in Kingsville Texas*

*When the H-E-B store in Kingsville was rebuilt years ago, it included an approximately 25 feet by 100 all-steel overhead shade canopy that extended perpendicularly from the front of the building westward into the parking lot. It was outfitted with tables and some coin-operated rides for small children.*

*Store management did a study and determined that removal of the canopy would result in 20-plus close-in parking places. The original proposal was for the demolition, removal and scrapping of the steel canopy structure.*

*When store management inquired of the City's downtown manager about landscaping and other issues related to the repaving that the proposed project would entail, the Downtown Manager (now tourism director) inquired as to whether H-E-B would consider allowing the canopy to be removed as a whole and donated as is to a downtown City property for use as a shade pavilion.*

*H-E-B agreed and in October of 2012 a house mover detached the structure from its anchors and from its attachment to the store building, placed it on wheels as a unit and moved it several blocks to a City-owned lot – at City expense. The City would maintain, support, and be responsible for the canopy on an on-going basis.*

*H-E-B is happy to contribute to our many loyal Kingsville customers and we enjoy participating in downtown events and projects.*

*Thank you,*

*Regina Garcia*

*Public Affairs Manager- Gulf Coast Region*

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Some of the things remaining to be completed at the Pavillion site are:

Still to be accomplished are several projects needed to make it visitor ready as follows:

- Having the Commission accept the gift from HEB
- Removing the I-beams from the structure when concrete footings are cured.
- Grinding, filling, priming and painting the areas damaged in the move.
- Power washing
- Pouring a concrete slab under the pavilion
- Bringing in electrical service
- Providing lighting
- Designing landscaping, hardscape and parking

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

### **Regular Commission Meetings (Commission Chambers)**

Monday, April 22, 2013	6:00 p.m.
Monday, May 13, 2013	6:00 p.m.
Tuesday, May 28, 2013	6:00 p.m.

### **Special Commission Meetings (Commission Chambers) TBA**

### **Municipal Court Dates (Commission Chambers)**

Thursday, April 25, 2013	3:00 p.m.
Thursday, May 9, 2013	3:00 p.m.
Thursday, May 23, 2013	3:00 p.m.

### **Board Meetings (Commission Chambers)**

Planning and Zoning Board	Wednesday, May 15, 2013	7:00 p.m.
Historic Development Board	Wednesday, May 15, 2013	4:00 p.m.
Zoning Board of Adjustments	Thursday, May 9, 2013	6:00 p.m.
Civil Service Commission	TBA	11:00 a.m.

### **Board Meetings (Respective Location)**

Library Board	Wednesday, May 8, 2013	4:00 p.m.
City/County Health Board	(3 <sup>rd</sup> week of every other month @ 5:30 p.m.)	

### **Special Events**

City of Kingsville Public Works Department will be having a Blood Drive  
Wednesday, April 24, 2013 7:00 a.m. – 9:00 a.m. 1300 E. Corral

### **Holidays**

Memorial Day - May 27, 2013  
City Departments will be closed in observance of Memorial Day

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### Reminders

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

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