

City of Kingsville Staff Report

(A Publication of the City Manager's Office)

Monday, September 9, 2013

“Great minds have purposes; others have wishes.” Washington Irving. www.inspirational-quotations.com

“It's hard to beat a person who never gives up.” Babe Ruth. www.inspirational-quotations.com

FOCUS ON EMPLOYEES (Courtesy of Vince Capell, City Manager)

Good Job Award!!!



*I would like to nominate **Manny Buentello** for the Good Job Award. Manny has been working hard to learn his Building Inspector's duties while also filling in for Daniel Ramirez, our Building Official, who is away from work on an authorized absence. He has been very busy visiting multiple construction projects as well as noting issues discovered in the City. He has been reporting back to the Planning Director to ensure that his duties are being handled correctly and efficiently. Manny has been getting with the Planning Director as well as the City Engineer to ensure that City specifications and ordinances are met. He had been handling himself professionally and has been doing a good job since he has joined the Planning & Development Services Department in June.*



*This is a good example of how an employee in a new position can lead by example under less than ideal circumstances. **Robert Isassi, Director of Planning and Development Services***

Let's Remember & Recognize Our Award Winners!!!

2012 Safety & Recognition Awards

Jennifer Bernal – Employee of the Year

Task Force Department – Injury Free Award

Avelino “Java” Valadez – Safety Hero

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2013 Good Job Awards

Manuel Buentello	Planning – Bldg. Regulations	9/09/13	Good work under difficult condtions
Mike Tamez	Task Force	8/26/13	Impressing others statewide
Jeremy Loftin	Task Force	8/26/13	Impressing others statewide
Ruben Villalobos	Task Force	8/26/13	Impressing others statewide
Richard Kirkpatrick	Task Force	8/26/13	Impressing others statewide
Valerie Valero	Publice Works – Engineering	8/12/13	Leadership & initiative
Chris Sanchez	Public Works - Sanitation	7/22/13	Exceptional performance
Teresa Orr	City/County Health Dept.	7/08/13	Going the extra mile/compassion
Carol Rogers	Public Works & Risk Mngt.	6/24/13	Commitment to work & coworkers
Myrna Barrera	R.J. Kleberg Public Library	6/10/13	Helpful and welcoming to all
Theresa Cavazos	Planning - Administration	5/28/13	Fundraiser for PDAP
Norma Cavazos	Finance / Accounting	5/13/13	Payroll processing excellence
Luke Stevens	Public Works Sanitation	4/22/13	Assistance to other departments
Capt. Roel Carrion	Fire Department	4/08/13	Selfless service as Interim Chief
Jessica Storck	Planning & Development	3/25/13	Customer service excellence
City Employees	City of Kingsville	3/11/13	Assist. Com Ken Starrs' fundraiser
Chuck Jennings	Tourism	2/25/13	Working effectively with Sheriff
Cpl. Jorge Flores	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Javier Aleman	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Henry A. Cantu	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Allen Brown	Police Department	2/11/13	Prompt/caring customer response
Cindi Flores-Falcon	Communiuty Appearance	1/28/13	Resolving a neighborhood problem

CITY MANAGER (Courtesy of Vince Capell, City Manager)

City Manager to Attend Public Investments Conference

Because the City Manager is an investment officer for the City of Kingsville, he is required to attend an "Investment of Public Funds" Conference sponsored by the Texas Municipal League. The City Manager is scheduled to attend this two-day conference in Galveston on Thursday and Friday, September 5th and 6th.

Budget Workshops in Process

The City's four scheduled budget workshops with the City Commission have been completed. Additional workshops may or may not be scheduled and the Public Hearings on the FY2014 budget and tax rates are still in process. Final ad valorem tax rates and the FY2014 budget are set for final adoption on September 16, 2013.

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

Food Service Inspections (August 16, 2013-August 30, 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.

Best Western-88	Valero Corner Store-100	Love's Truck Stop-100
Holiday Express-91	HEB-Sushiya-100	Arby's-100
IHOP-93	HEB-Bakery-97	Silver Spur Kitchen-76
Dairy Queen/Riviera-100	HEB-Meat Market-100	One Stop Hwy 77-87
Burger King/Riviera-85	HEB-Seafood Market-100	Whataburger/HWY77-93
Beto's Community Store-100	HEB-Deli-100	Javelina Mart-92
Burger King-91	HEB-Grocery Store-93	Amigo Food Mart-86
V&J Food Mart-85	Speedy Stop-100	L&M Superette-91
Hampton Inn-100	Riviera Food Mart-68	Stripes #2201-92
Little Caesar's Pizza-90	Taco Bell-97	Domino's Pizza-97
KISD/Gillette School-100	El Corral-97	Yen Ching-80
KISD/Harrel School-100	El Tapatio/Ricardo-86	Agave Jalisco/Riviera-82
Dairy Queen-97	Big House Burger-80	Subway/Armstrong-100
Los Cabos de San Lucas-65	Kleberg County Jail-93	Kentucky Fried Chicken-90
Popeye's Fried Chicken-73		

Food Handler & Fundraiser Food Handler Classes

Health Dept. Food Handler Class	7 Students	Regular Food Handler Class
Health Dept. Fundraiser Food Handler Class	42 Students	Fundraiser Food Handler Class-TAMUK Students Organizations

Permitted Temporary or Permanent Food Events Mobile Unit

Glenda's Gorditas & More	Temporary Food Event-Kleberg County Centennial
Bishop Youth Football League	Temporary Food Event-Hamburger's Sale

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Animal Shelter Food Donations

Our local Wal-Mart Store donated 100 pounds of dry dog food. Thank you Wal-Mart for your generous food donation!!! Another big dog and cat food donation from Wal-Mart Store 150 pounds dry dog food, 3 boxes of dog treats, 18 cans of dog food and 20 pounds of dry cat food. **Thank you Wal-Mart?**



Animal Control-Pet Adoption Day

The City-County Health Department-Animal Control Division recently held their monthly Pet Adoption Day at our local Tractor Supply Company. The event was on Saturday, August 17, 2013 from 10:00 am to 2:00 pm. Several dogs and kittens were displayed for the public to see and pet. Three lucky dogs and one kitten were adopted and went to a forever home, congratulation to the 4 pet adopters. One person also donated \$10.00 to our Animal Shelter. Thank you for your monetary donation. Tractor Supply Company was celebrating Pet Appreciation Week. They were offering all types of discounts for dog and cat food, kennels, collars and leads, pet barns, dog toys, pet beds and animal care products. **Pictured are Teresa Orr, Kennel Attendant and Jessica Montalvo, Customer Service Representative** who are waiting and ready to adopt out our pets. Thank you Jessica and Teresa for what you do.



Doggies and kittens waiting to be adopted

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Peter C. Paredez, an employee with Tractor Supply Company adopted this white male mixed lab puppy. He is going to a forever home to be cared for and loved.



These young children were with their parents at Tractor

Please join us at our next Pet Adoption Day

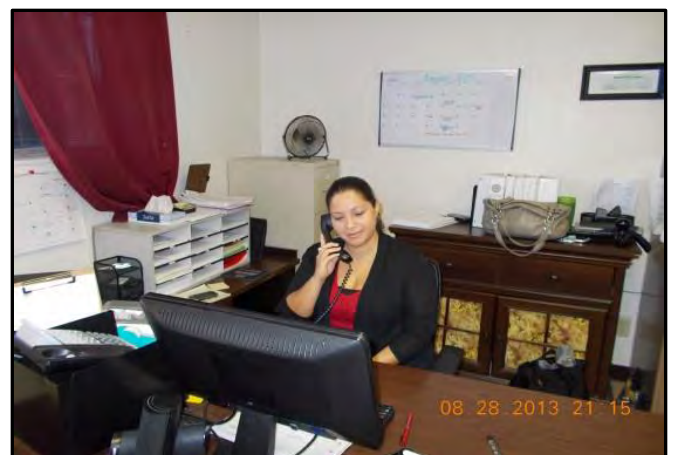
Saturday, September 28, 2013 / 10:00 a.m. to 2:00 p.m. / Tractor Supply Company
2405 S. Brahma Blvd/ / Come by and see our variety of dogs and cats! / Adoption fee is \$20.00 and a \$15.00 refundable vaccination fee / For questions please call the City-County Health Department @ 361-592-3324

City-County Health Board Meeting

The City-County Health Board met for their bi-monthly meeting on August 22, 2013 at 5:30 p.m. The meeting was held at the City-County Health Department. It was attended by Board Members Judy Anthony, Joni Harrel, Ben Salinas, Dr. Eddie Sanchez, Emilio H. Garcia, Health Director and Thelma Trevino, Administrative Assistant II. Members absent were Otis Myers and Karen Tallant. The board reviewed the monthly reports for May, June and July. Items reviewed and discussed were food establishment inspections, animal control services, vector control (bees), and onsite sewage facilities. The board approved all monthly reports as presented. Our next Health Board meeting will be October 24, 2013 at 5:30 p.m.

New Employee

The City-County Health Department would like to welcome our new **Administrative Assistant II, Monica Longoria**. Her first day on the job was Tuesday the 27th. She is currently going through training and is being brought up to speed with the daily activities of the Health Department.



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On the Job Training

Thelma Trevino, former Administrative Assistant II for the Health Department, is explaining the Kleberg County purchasing software to Monica Longoria. **Thelma Trevino** will be training Monica for the next couple of days. Thelma's last day at the Health Department will be Friday, August 30, 2013. The Health Department Director and Staff would like to wish Thelma Trevino good luck in her new job as the new Administrative Assistant II for the Purchasing & Technology Department. It's been a pleasure Thelma!



Vector Control-BEES

Animal Control Officer Robert Puente is abating a swarm of angry bees in a hollow mesquite tree trunk. The gentleman who mows the property called the Health Department to inform us he was attacked by some bees while mowing the property. The man was stung several times but is ok. Bees are very active now due to the hot summer days. It is very important that you inspect your property for any signs of bees prior to you mowing, weed eating or making any loud noises that could agitate a swarm of bees.



FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director)

Finance Administration Division

Did you know? - In the City Manager's Proposed Budget, FY 14 Revenues are expected to increase \$4,595,917 (11%) from \$40,832,514 to \$45,428,431. The increase is due to higher transfers in and drawdowns of fund balance to complete projects financed by bonds issued in previous years. Additional information pertaining to the City's Budget can be found on the City's website at www.cityofkingsville.com under the proposed Budget category.

Budgeting - The Finance Department compiled and submitted the final draft of the City Manager's proposed budget on Friday August 23rd to the City Commissioner's and Director's for their review. Budget workshops to discuss Departmental requests with Commissioner's are scheduled for August 26, 27, and September 3, 4. Notice of the budget was provided to the local newspaper, local television station, and announced on the City's website. Copies for public viewing are available on the City's Website at www.cityofkingsville.com, at the local library, and in the City Secretary's office. Once the Commission makes its recommendations on the Budget it will go through two Public Hearings. The Budget has to be passed before the City's Fiscal Year End of 9/30/2013.



City Manager's
Proposed Budget
FY 2013-2014

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Financial Statements - On Monday, August 26th, Finance provided the various City Departments with their monthly financial statements for July 31, 2013. Directors will be reviewing their financials and preparing budget transfers as needed. If your Department needs assistance in preparing a budget transfer please contact the Finance Department.

Fiscal Year End - The Finance Department has been preparing for the City's Fiscal Year End of September 30, 2013 by ensuring that reconciliations to various City subsystems are current and that any needed adjusting entries are posted. Additionally, General Ledger accounts are being reviewed to ensure that they accurately reflect the activity for the current fiscal year.

Funding Capital Projects - The Director of Finance has been working closely with the City Manager and First Southwest in developing various funding scenarios to fund capital projects and major infrastructure repairs and maintenance over the next 10 years.

Medical Insurance Plan Changes - In 2012, several benefit changes were presented to the Commission for consideration in an attempt to control rising costs of out-of-area medical claims, generic and brand prescription expenses, and stop-loss insurance premium costs. The approved changes in prescription drugs resulted in claims savings of approximately \$202,449 this year and should continue to offer annual savings of approximately \$88,079.

At the August 26th Commissioner's meeting several new insurance changes were presented for consideration. The proposals that were approved relate to Cash-pay incentives, elimination of Plan B, and the use of patient support services.

Cash-Pay Incentive - This option is intended to encourage plan participants to inquire about the cost of services received in or out of the area in an attempt to determine if the provider being utilized offers a better price for "cash price" over the PPO. The program is an option for Entrust to shop the "Cash Price" if the City pays for the procedure in cash (not out of the employee's pocket) in advance of the procedure. The additional benefit to the employee in so doing this will qualify the City to waive the co-pay/deductible that the employee would have been required to pay. The projected savings to the plan by implementing this change totals \$46,886 annually assuming the current increased usage of out-of-area providers. It's a win-win for both the City and the employee.

Patient Support Services - In order to assist plan participants with the medical claims cost-savings option that was presented, the use of a Patient Support Program was approved. This added benefit to the employees will cost the City an additional \$4,500 annually. The program is voluntary and free to the employee. The projected savings to the plan by implementing this change could total \$13,500. Again this is a win-win for both the City and the employee.

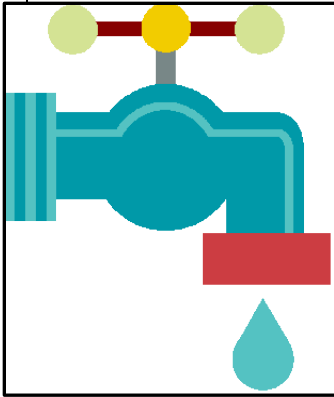
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Elimination of Plan B - To simplify administration and communication to staff as well as obtain cost savings the City decided to eliminate the Plan B option.

Utility Billing Division



Outdoors:

An irrigation system should be checked each spring before use to make sure it was not damaged by frost or freezing.

- An irrigation system with pressure set at 60 pounds per square inch that has a leak 1/32nd of an inch in diameter (about the thickness of a dime) can waste about 6,300 gallons of water per month.
- Check your garden hose for leaks at its connection to the spigot. If it leaks while you run your hose, replace the nylon or rubber hose washer and ensure a tight connection to the spigot using pipe tape and a wrench.

Leak Detection:

Check your water meter before and after a two-hour period when no water is being used. If the meter does not read exactly the same, you probably have a leak.

- One way to find out if you have a toilet leak is to place a drop of food coloring in the toilet tank. If the color shows up in the bowl within 15 minutes without flushing, you have a leak. Make sure to flush immediately after this experiment to avoid staining the tank.

<http://www.epa.gov/WaterSense/pubs/fixleak.html>
<http://www.washoecounty.us/water/wtrconservation/sage.htm>

Reminder - All roll outs must be out by 7 a.m. for trash pickup. Once your roll out has been serviced, it must be removed immediately from the curb or street. See the following City Ordinance:

Sec. 5-1-35. When collections made. B) For customers served by city roll-out containers, the time for placement of city roll-out containers shall be 7:00 a.m. on the date of collection and removed from the street or curb by 8:00 p.m. on the date of collection. (1962 Code, § 8-5-13; Ord. 93005, passed 4-12-93; Ord. 2001-06, passed 2-26-01; Ord. 2006-18, passed 4-17-06; Ord. 2008-09, § 1, passed 2-11-08)

For all Sanitation Related Issues please call 361-595-8094.

For Community Appearance issues (high grass, trash, etc.) please call 361-595-8093.

Water and Waste Water Rate Increases - On August 12, 2013 the Commission approved a Water rate increase of 1% and a Waste Water Rate increase of 3%. The updated rates will go into effect August 28th, 2013. The first bill pertaining to the increase will be mailed out September 4th, 2013. The increase is in accordance with a funding model designed by HDR Engineering with the goal of implementing gradual increases to pay for required infrastructure costs in the Water and Waste Water Departments in small increments instead of having large increases all at once.

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Meter Tech Stats for July 2013

New service: 147

Disconnect service: 151

Disconnect for non-payment: 737

Check for leak: 36

Thank you again Jerry Trevino, Supervisor Meter Tech, and Bisente Zamora, Meter Tech for your continual hard work.

Promotion - Effective 8/9/2013 Aileen Escamilla was promoted to Customer Billing Specialist, please join me in congratulating her on her promotion. Aileen has proven to be a valuable team member of the Collections Team.

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 Methods - 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.

Municipal Court Division

Special Reminder 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. Now available on the city website is the option to pay for any outstanding balances due to the court, including active warrants or payment plans and extensions.

Municipal Court Schedule

Inmate Court Session	August 29, 2013	September 12, 2013	September 26, 2013
Regular Court Session	August 29, 2013	September 12, 2013	September 26, 2013
Pre-Trial	August 29, 2013	September 12, 2013	
Trial-Bench	September 26, 2013		

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FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief)- 8/16/13 to 8/30/13



Fire Department Mission Statement

Safely respond to fire, medical, and other emergencies. Provide public safety education and prevention programs to protect our community because we care.



Participation in Community Events Update

KISD Community Fair and Parade - A Fire Department company participated in the KISD Community Fair and parade on August 16th.

County Centennial Planning - The Fire Chief attended a meeting for the County Centennial celebration activities. During much of the Centennial celebrations, the Fire Department will be posting a fire engine at the JK Northway location when resources are available. There will also be a fire engine in the parade on Saturday morning if resources allow.

Training and Professional Development

Station Drills - Fire crews participated in various training drills throughout the period including fire hydraulics, fire stream management, ambulance familiarization for new employee, driver training on Tower 1 and ERT.

EMS Training - New employee protocols familiarization.

Personal Protective Equipment (PPE) Advanced Inspection Training - Personnel assigned to the B and C shift were trained in the advanced inspection of Morning Pride PPE. Webinars were conducted where personnel were trained to inspect PPE per NFPA standards and state fire commission requirements.



Planning

Fire Department Budget - Much of the period was spent working on a detailed break down of current Fire Department budget expenses and future needs. The Department is still in the process of re-organizing the needs by priority. The Fire Chief made budget presentations to the City Commission during workshops held on August 26th and 27th.

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Pre-Fire Plans - Pre fire plans were conducted on 2 locations in the City. A pre-fire plan is conducted by firefighters so that they will be more familiar with more complicated or more hazardous types of locations. This allows firefighters to know the layout, special hazards, and tactics needed prior to responding to the locations for an emergency.

Other Department Activities

Local 2390 Bargaining Agreement Negotiations - Bargaining agreement talks between the City and Firefighters Local 2390 are ongoing.

Apparatus Repairs

Engine 2 still has a severe water leak, the part is expected to be repaired on August 30th. Medic 2 was returned to the fire department again. Air conditioner was repaired, but nothing was found wrong with drive train. The medic unit its being checked out to see if it is operational.

Fire and EMS Response Statistics

Fire/EMS crews responded to (13) fire/other calls, (101) EMS calls, for a total of (114) emergency calls between August 16th and August 30th , 2013.

Major Incidents



August 26th, Whataburger Fire, 510 S. 14th Street. The emergency call was dispatched at 10:38 p.m. and the first engine arrived at 10:41 pm. The fire was called under control by 10:50 pm. Fire units were on scene for almost one hour. There was damage to the upper and lower roofs including the Whataburger sign on top of the building. There were no injuries reported and the restaurant was closed following the fire. This is the second roof fire at the location in the past 4 months.

Firefighters removing smoke from the building and checking for hidden fire on the roof.

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HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Do you know an interesting HR Fact?

The percentage of Texas college undergraduates working full-time year round is 20.0%-24.9%. The US average is 19.6%.

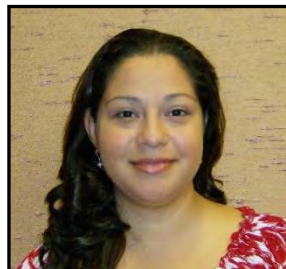
Advertised Positions

Finance – Director
Fire - Firefighter/Paramedic
Library - Library Director
Landfill – Equipment Operator II
Street – Equipment Operator II
Street - Supervisor
Water – Utility Worker

New Employees



Daniel Barrientes
Equipment Operator II
Sanitation



Monica Longoria
Admin. Assistant II
Health Dept



Jessica Rodriguez
Volunteer
Planning Dept.

Promotions/Temporary Assignments

Kristina Phillips – Code Enforcement Officer – Community Appearance

Separations

Gonzalez, Gracie - Purchasing
DeLuna, Adolfo – Water
Rebecca Hogg - Police

Retirements

08/28/2013 Avelino Valadez – Street Supervisor

Milestone Anniversaries – 5, 10, 15, 20+, 30+ years

September

20+ years: Jose Garcia – Water, Jerry Trevino – Utility/Meters, Steve Palacios – Fire

30+ years: Jose Flores – Sanitation; Rudy Mendez - Wastewater

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General

HR Department is coordinating this year's open enrollment sessions for health and supplemental insurance as well as this year's annual health fair. Planning has commenced for the annual employee and family appreciation event. The Employee Recognition and Safety Committee will be assisting with the event. More details to follow.

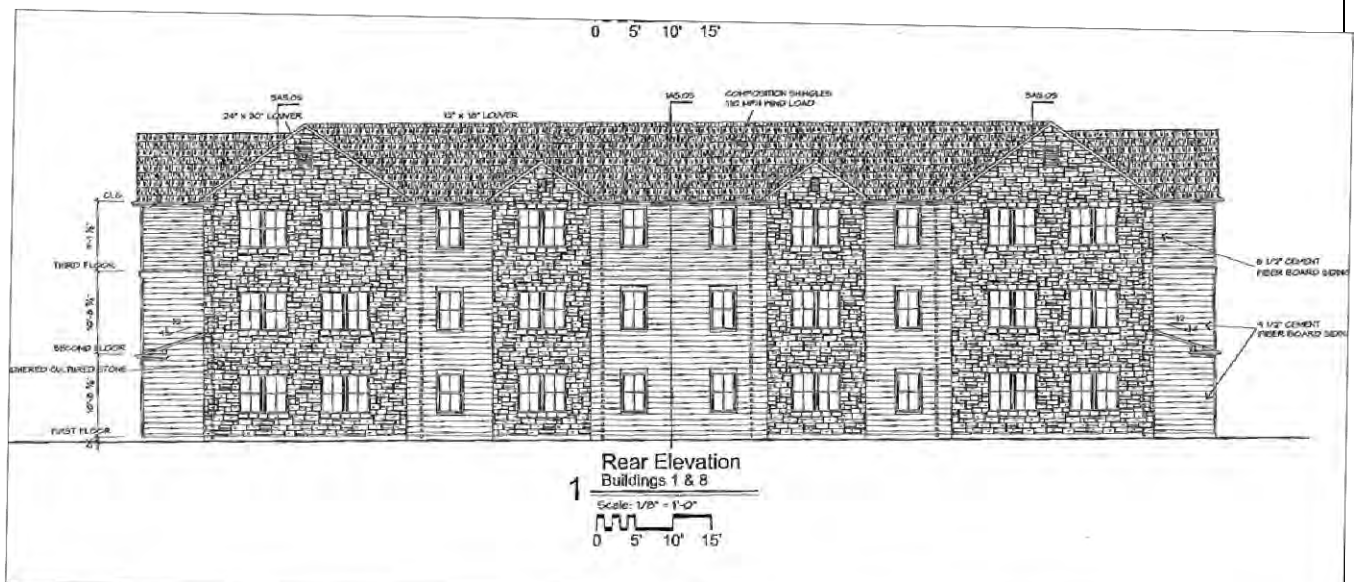
Contract negotiations continue with both the Fire and Police associations.

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

PLANNING AND DEVELOPMENT SERVICES (Courtesy of Robert Isassi, Director)

Western Sky Apartments

A new apartment complex is coming to Kingsville! Forest Development, Inc. has submitted plans for City review this week. The apartments are named Western Sky Apartments and will contain 192 units of one and two bedroom apartments. They will sit on 10 acres of land located on Golf Course Rd., behind the IHOP and Holiday Inn. The proposed apartments will have a swimming pool, community building, garages, and a dog park. Once reviewed and approved, construction is expected to begin this year.



Old H.M. King High School Renovations

The architect for the high school renovation project is scheduling a structural engineer to come in and work with repair contractors to make internal structural repairs. The engineer was supposed to have started last week but due to scheduling conflicts, this action has been delayed. The City will be expecting work to continue as soon as the architect returns to town.

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Due to some sight distance issues, we have requested that the fence line along King St. to be moved back to minimize obstructions. We have also requested that the main entrance be moved to 2nd St. so as to not slow King St. traffic with turning vehicles. We expect this to be done next week.

6th Street Team

The 6th Street team met and discussed the long-term plan for Downtown Park, between Yoakum & Lee Ave. We will be working with TAMUK College of Architectural Engineering students to render some of our ideas and provide some options to discuss and ultimately approve. Concrete slab work under the canopy should begin late next week.

TAMUK Senior Design Projects

The Planning and Engineering Departments have recently provided a number of potential senior design projects to Dr. Nix for senior engineering students. Some of the proposed projects include plans for 6th St. and Richard Avenue improvements, bike lanes along Santa Gertrudis, and a bike trail through Tranquitas Creek.

Building Services Division

Residential Remodel	7	Demo	0
Commercial Building	1	Electrical Remodel	5
Mechanical	5	Moving	1
New Residential	2	Fire Inspection	7
Cert. of Occupancy	1	Gas Inspection	10
Commercial Meter	3	House Leveling	0
Plumbing	4	Residential Meter	5
Re-Roof	2	Sprinkler	1
Sidewalk	0	Sign	4
TOTAL INSPECTIONS	58		



New Business

- Marshall Hot Dog Stand – temporarily located at 200 E Kleberg (City Hall)
- Angels of God Home Health – 117 N 7th
- Wild Life Skate – 1321 S. 6th Pending Fire Inspection
- Do More Wireless – 700 E 14th Pending Fire Inspection

Community Appearance Division

Community Appearance Code Enforcement Officers received an Illegal Dumping Evidence Kit that was put together by the Coastal Bend Council of Governments and Texas Commission on Environmental Quality (TCEQ). Inside these kits are everything needed to collect evidence on illegal dumping; including an *Officer's Guide to Illegal Dumping* to help with the procedures. This will be an

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vital tool in our cases which will go forward to the Kingsville Police Department. Thank you TCEQ & Coastal Bend Council of Government.



Code Enforcement Activity - Recent activity (August 15-August 28) by Community Appearance Inspectors is as follows:

Activity	Results
Notices Sent- 35	Compliances- 231
Inspections- 29	Abatements- 25
Re-Inspections- 258	Court Cases- 0
Illegal Dumping Cases- 0	Referral to other Department- 1
Obsolete Sign Violations- 0	Placards Posted- 12

Violations & Compliances - Below are photos of recent examples of success in the removal of trash and debris due to our Community Appearance Division efforts:

510 Frances – Community Appearance Abated

BEFORE

AFTER



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317 N 3rd – Community Appearance Abated

BEFORE

AFTER



Rail Road ROW 6TH & Santa Gertrudis – Community Appearance Abated



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Community Appearance Activities

5th & Lee Concrete Intersection Reconstruction - The street repair at the intersection of 5th & W. Lee is complete. Crews informed staff that they will let the concrete settle in and dry completely before the road opens.



New Signage At Community Appearance Office - The new signage for the Community Appearance & Recycling Center is taking shape. Staff expects completion by the end of next week.



Cleaning up Main Traffic ways – Community Appearance is turning their focus on major thoroughfares once again. Code Officers are personally contacting businesses as well as homeowners along the streets to reach compliance. **Red placards** will be placed on vacant lots that are placed on vacant lots that are overgrown. Community Appearance staff will team up with street crews to address all issues and violations.



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Newly Planted Trees on W. Santa Gertrudis - The trees along Santa Gertrudis have been mulched and are now under the city's care. They will require at least once a week watering.

Demolitions

The Building Dept. will present five dilapidated structures to City Commissioners for review on the last meeting of each month. A goal of 25 demos per fiscal year has been set and has been achieved! 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:

Commission Approved	17
Property Owner Agreement	31

<i>Date</i>	<i>Property Location</i>
<i>Pending</i>	519 N. 6 th St. - Awaiting re-hearing for Demolition Order Request
<i>Pending</i>	103 ½ S 2 nd - Property Owner Agreement <i>pending tentative demo date</i>
<i>Pending</i>	422 S 18 th - <i>Pending tentative demo date</i>
8/21/13	604 E Richard - Voluntary Demo
2/26/13	1221 E Huisache

1221 E Huisache – City Crews Demo

BEFORE

AFTER



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423 W Ave D – Demo by City Crews (Voluntary Demo)



Cumulative count of abatements conducted by the property owner 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.

Top Ten Phase #	#of Cleanups Conducted by property owner	Top Ten Phase #	#of Cleanups Conducted by property owner
PHASE 1	0 out of 10	PHASE 12	8 out of 10
PHASE 2	2 out of 10	PHASE 13	9 out of 10
PHASE 3	2 out of 10	PHASE 14	6 out of 10
PHASE 4	3 out of 10	PHASE 15	9 out of 10
PHASE 5	3 out of 10	PHASE 16	9 out of 10
PHASE 6	3 out of 10	PHASE 17	8 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		

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

Tri-County Alliance

Kingsville citizens may have noticed a large police presence on Thursday night, August 29th, 2013 from 7pm to about 3am. The Tri-County Alliance is made up of Brooks County Sheriff's Office, Jim Wells County Sheriff's Office, Kleberg County Sheriff's Office, Falfurrias PD, Premont PD, Alice PD, Kingsville PD and Customs & Border Protection Intelligence Agents. The participating agencies were targeting gang members, human traffickers as well as narcotics traffickers.

A total of 10 criminal apprehensions occurred here in Kingsville including the arrests of 6 fugitives as well as the identification of a gang member. Chief Ricardo Torres thanks all of the participating agencies for their assistance in apprehending criminals within our community.

Kingsville PD Participation in Kleberg County Centennial

Officers of KPD will be assisting with security duties during the Kleberg County Centennial Celebration being held on August 30th, & 31st, 2013 at a cost of \$2,237.95. A total of 10 supervisors and officers will be assisting during the concert, barbeque and other events during the evening hours.

The parade for the event will be held the morning of Saturday, August 30th, 2013 and will stage in the area of the "Train Depot." The parade will travel east to the courthouse, around it and end at the corner of 11th street & Yoakum. KPD personnel will lead the parade as usual.

ATT Upgrades

KPD personnel continue to work with ATT personnel to correct issues with regards to billing regarding recently acquired cell phone and air card services. Staff is also working with ATT regarding upgrading our internet connection from our current 6 meg connection to a 50 meg connection improving our internet speed.

Landscaping & Building Improvements

Last year as a result of budget savings the City of Kingsville Commission with the assistance of City Manager Vince Capell approved a watering system and new landscaping for the Kingsville Law Enforcement Center. The investment in this area to beautify the building was right at \$40,000.00. In order to maintain yard, landscaping and monument styling signage maintenance of these areas must continue.

OPTION B

POLICE

Clarendon font

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The monument signage the old letter, which were falling off the sign, are being replaced with new lettering that will match the font and type of letters as those of the sign located into the entry points of the city constructed by TX Dot a few years ago. (See example above.)

Regarding landscaping our landscaping vendor has raked up old mulch from the flower beds, tilled the soil, will install material so weeds don't grow and will be putting in new red mulch to enhance the beauty of the grounds.

KPD Participates in Back to School Event Friday, August 16th, 2013

KPD officers participated in welcoming KISD students back for another school year. The officers had a display made up of the tools used during daily patrol duties as well as specialty equipment used by the Special Weapons and Tactics unit. Shown in the photograph are Reserve Officer Alex Perez, Sr. Ptlm. Ricardo Salinas and Criminal Investigator Daniel Gonzales.



Drive by Arrests

Officers were dispatched to the area of Brookshire Park by Gillette Intermediate School during the early morning hours of Sunday, August 18th, 2013. Nicholas Trevino, Aaron Chapa and Jay Michael Meza were arrested in conjunction with this incident. Subsequent to the investigation officer required two firearms from the individuals who had fired in the direction of some vehicle where several subject had been standing.



The involved parties were charged with Aggravated Assault and placed in jail at the Kleberg County Sheriff's Office. Fortunately none of the bullets that were fired struck anyone but, a vehicle was struck in the door just a few inches where a subject had been sitting in the vehicle.

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PUBLIC WORKS DEPARTMENT (Courtesy of Charlie Cardenas, Director)

Engineering (08/17-08/30)

The Engineering Department say farewell to Mr. J.R. Cavazos (GIS Technician). J.R. has been a part time technician for several seasons and his work has included, sidewalk inventory, address changes and set up of the city's GIS system. He is a senior at TAMUK majoring in Geology and graduates this December. Thank you J.R. for your hard work and GOOD LUCK. Engineering has been helping with the street reconstruction efforts. Other than survey's engineering also helps with quality control and inspection of the construction of the roadway.



Street Division (08/12-08/30)

Road Construction – Crews completed to set limestone, water and rolled on Sage Rd. Crews set 900' of blue tops, cut east side of road from hill, graded blue tops, filled in some low areas, bladed edges, took shots to set new grades and used 236.31 tons of limestone on Project #41, on Sage Rd. Crews sprayed weed killer and emulsion oil. Then crews seal coated Sage road in preparation for placement of Hot Mix. Crews Started to place hot mix on Sage Road and should be complete by September 3rd 2013. Roadway construction on Franklin Adams/CR 1030 should start on September 3rd as well.



Sweeping - Crews swept on:

- 16th St
- 1100 E. Huisache Ave.

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Mowing - Crews mowed:

- General Cavazos near Gregg's Stop and Shop and ditch
- 6th St. from Trant Rd. to City Limit Sign
- General Cavazos from Hwy 77 bypass to NAS
- Hwy 77 at Corral, Santa Gertrudis, King, Carlos Truan Blvd.
- 17th St and General Cavazos Blvd.
- 14th St from Corral to City Limits sign
- North Armstrong from Corral to Ave I
- 6th St. from Escondido to City Limit Sign
- 6th St. from Nettie to City Limit sign
- Creek on Corral from Bypass to 14th St.
- 17th St. to Hwy 77 Bypass
- Caesar Ave and 24th St.
- 600 block of Ave H
- Ditch near W. Armstrong
- Ditch on W. Sage Rd
- Tranquita Creek from 14th to Ave D
- FM 1717 From General Cavazos to Dick Kleberg Park
- Railroad Rd. from Ave B to Ave D
- Armstrong from 1355 to Ave I
- Young Drive from Corral to 1355
- Corral West of Armstrong
- Santa Rosa St
- Hwy 141
- Kenedy Ave west of May St.
- Johnston Ave west of College Place
- Franklin Adams from Caesar Ave. to General Cavazos
- General Cavazos Blvd. from 6th St to Franklin Adams

Gutters – Crews cleaned gutters on:

- Completed Zone 5 (Santa Gertrudis to Caesar and 14th to the East of Hwy 77)
- Half of Zone 6 from Henrietta to King (on the Southside)
- Cleaned drains in Zone 4 (Corral to King and 14th to East of Hwy 77).
- Clean drains Zone 5 (Santa Gertrudis to King and 14th and Hwy77 going East
- Cleaned drain in Zone 12 (King Ave to Caesar Ave and 14th St to FM 2050)
- Henrietta from 13th St to 14th St.
- Lee Ave from 14th St. to 6th St.

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- Alice St. from 6th St to 11th St.
- 7th St., 8th St., 9th St., 10 St. from Henrietta to Alice
- Alexander from 6th St. to 14th St
- Miller from 6th St to 11th St.
- 7th St from Ailsie to Miller
- Elizabeth from 7th St. to Loop 428
- Shelton from 6th to King Ave
- 11th St from Ailsie to Shelton
- Miller from 11th St. to 14th St.
- Richard Ave. from 6th St to Dead End
- 8th St., 9th St., 10th St., 11th St., 12th., from Lee Ave to Santa Gertrudis
- Lee Ave. from 12th St. to 14th St.



Weed Killer – Crews sprayed weed killer on:

- Santa Gertrudis from US 141 to US 77
- Trant Rd. from 6th to 14th St.
- Armstrong from Caesar to Corral
- Corral to Ave C (east side of the street)
- General Cavazos from 14th St to Golf Course Gateway
- Armstrong
- Caesar
- Ave I
- Completed Zone 10

Weed Eating

- Escondido St from 6th St to FM 1717
- 6th St from General Cavazos to the City Limit Sign
- From the Y to the Feed Store
- Ave B from 6th St to 10th St.
- Santa Gertrudis Creek
- 17 St walkway

Patching – Crews patched and filled in potholes:

- 19th St and King Ave.
- East Corral.
- Armstrong and Santa Rosa (water patch)
- 200 – 300 Block W. Huisache
- 1420 Lawndale

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- King Ave. and Wells St.
- East Nettie Ave.
- Santa Gertrudis and University Blvd.
- 401 Nelda
- 407 Nelda
- All along Young Drive
- 300 block of S. 25th St.
- 732 W. Pvt. Rd. 2006
- Brahma Blvd. to Escondido Rd.
- Allen Drive to Escondido
- Jamilee St. to Escondido
- 8th St and Caesar Ave.
- 1409 Railroad
- Kleberg and 15th St.
- Louisiana Ave and 22nd St.
- 600 W. Ave I
- 600 W. Ave H
- 800 block of E. Hoffman
- 416 W. Henrietta
- Behind Santa Gertrudis Academy High School
- Kenedy Ave. from Armstrong to West Dead End
- Trant Rd. from 6th St. to FM 1030
- 200-300 block of W. Huisache Ave. from Armstrong to Kenedy Ave.
- 6th St to Ave D
- Ave C to 2nd St.
- Ave A from 13th St to 12th St.
- 10th St. and Kenedy Ave.
- 6th St and Ella Ave.
- Huisache Ave. from May to Armstrong
- 11th St from Caesar to Alexander
- Louisiana from Colorado to 23rd St.
- Alice Ave from 6th St. to 3rd St.
- 800 block of W. Lee
- Pasadena Ave.
- Lawrence St.
- 11th St and Shelton Ave
- 13th St. and Hoffman Ave
- Elizabeth Drive
- Circle Drive
- Annette Drive

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- Intersection of Ailsie Dr and Annette
- 15th St
- 10th St. from 12th to Fordyce Ave.
- 800-900 block of S. 12th St.
- 16th St. from Caesar to Johnston
- 12th St. from Santa Gertrudis to Ave C\
- 300 block of S. 25th St.
- 307 N. Pasadena
- 16th St. between Caesar Ave and Johnston Ave.
- Alice Ave. from Railroad to 3rd St.
- 300 block S. 25th St.
- 700 block of E. Hoffman
- 800-900 block S. 12th St. by Flores Park
- Alice Ave between 5th St. and 6th St.
- 6th St. north of Corral Ave. by the Y
- 1227 W. Kenedy Ave
- 800 block of W. Lee
- 307 S. 25th St
- 12th St. from Santa Gertrudis to Ave C
- Chamberlain Cemetery on W. Caesar Ave. and Armstrong
- 1900 block Louisiana
- 12th St from Santa Gertrudis to Ave B
- 1100 block of Fordyce

Miscellaneous

- Picked up trash on Corral at the Bypass and Santa Gertrudis at Bypass.

Sign Shop –

- Signs and Cones
 - Picked up mourning signs of E. Ave A.
 - Trimmed trees on Sage Rd. and the 700 block of E. King
 - Set up and picked up barricades for parade on Kleberg from 5th St to 3rd Sr.
 - Put up a sign on 18th and Lott.
 - Took walk behind saw to Santa Gertrudis
 - Installed a 15MPH speed limit sign on Lantana Ave and Richard Ave. and removed sign from pipes at the yard.
 - Took 3 barricades to South Gate Mall behind Big House Burgers.

Crosswalks-

- Checked crosswalks on Ailsie Ave. and Annette Ave.
- Caesar Ave and 10th St.

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- Armstrong Ave and Warren Ave.
- Kenedy Ave. and 17th St.
- Installed 2 crosswalks on 18th St and Kenedy Ave.

- Miscellaneous

- Installed water gauges on Escondido Creek and on Tranquitas Creek on W. Ave D.
- Removed 2 batteries from school sign on 17th St. and Ave B
- Checked locates on Lee Ave and 19th St. and on 19th and Kleberg Ave.

Water Production (08/12-08/24)

Water Production continues with fence slats installation at Well 24 and West Tower. The Water Production Dept. provides grounds maintenance to six well sites. Mechanical seals for booster pump at well 20 are leaking. The pump will be removed from service the week of 8/26/13 for repairs and backup pump will be installed in its place. Pump and motor maintenance was completed on 8/26/13. Next maintenance is scheduled for February 2014.

Routine job: Collected 12 routine Bacteriological Samples; collected 14 daily chlorine residual, delivered Ammonia to 63 sites; delivered Chlorine to 6 sites.

Water pumped to distribution (8/12 – 8/24) - Wells – 30,510,000 gallons; Surface – 34,457,000 gallons; 4,288.000 gallons for Ricardo bypass; Total 69,255,000 gallons; Average – 4,946,785.71 gals/day

Wastewater Collection and Treatment Plant (08/12-08/24)

Wastewater Treatment North Plant – Got secondary clarifier bridge back online. Operators and helpers cleaned clarifier troughs and weirs. Operators shoveled sludge from sand drying bed; Helpers and Operators replacing UV lights. Helpers and Operators wasting in wedge wire and sand drying beds; Plant Helpers mowed grass around Treatment Plant. Operators did trial run on bypass gate valve. C&D Electric installed Turblex blower motor. Robert Mendez (Contractor) finished installing bypass gate valve.

Wastewater Treatment South Plant - Operator mowed grass, cleaned clarifier troughs and shoveled sludge from sand drying beds. 3&1 MGD wasting on drying beds. Crew is wasting in wedge wires and sand drying bed. Crews are rescheduling taking BioMonitoring sample for a later date. Plant Helpers are mowing grass around Treatment Plant. A trail run was done on bypass gate valve. C&D Electric installed Turblex Blower motor. Robert Mendez Contracting, finished reconnection the wiring to the blower motor. New Turblex Blower is back on line. Contractor (CSA) is finishing South Plant secondary clarifier.

Wastewater Collection – Had 6 call outs for sewer backups and 10 line locates; 1- new sewer tap at 704 E. Fordyce Ave.; 1 – Clean out cap repair at 1205 E. Doddridge; 1 – Manhole repair at Maple Circle and Franklin Adams; Replaced sewer service line at 1514 E, Fordyce Ave.; A sewer service repair was done at 1303 E. Kleberg. Crews cleaned and reworked valves at the 3MGD Plant and put caliche in the alley at the 1300 block of East Kleberg. Crews cleaned sewer line and main at 520 W, Caesar and on 14th St. from Lee to Henrietta. Crews opened a manhole on 14th St. between Alice and Yoakum. Crew

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took dirt from Warehouse to 1 MGD Plant. Unloaded shed parts at 3MGD Plant. Helped replace bypass valve at 3MGD Plant.

Water Distribution (08/12-08/30)

Water Division Crews repaired 7 Main Breaks and answered approximately 72 Service Calls, 42 Locates, 6 – Service line leaks, 2 – Water Turn On's, 1- Low Pressure, 16 – Backfills, 3 – Customer Side Leaks

Water crews made a 2" Tap at the Rodeway Inn Motel and a 2" Tap on Caesar and Hwy 77. Crews hauled dirt to Water Well #23 to level out area around generator. Water crews are in the process of repairing 2 fire hydrants one on CR 1028 and another one at 1600 W. Johnston. Marco Jimenez and Luis Bautista attended Water Safety Training in San Marcos, Texas. During this period, crews repaired a 12" water main break on Caesar street. Fire Hydrants needed to be flushed to maintain a low water pressure, so that crews can repair the leak.



City Garage (08/12-08/24)

Maintenance - 11 Oil changes on preventive maintenance; 42 scheduled work orders; 53 nonscheduled work; 7 Service calls; 1 Call out; 14 New tires on heavy equipment and trucks; 25 flat tire repairs and balances; 30 pending work orders. Replaced broom head on Sweeper Unit 545 and replaced pistons on Unit 575.

Welder - 2 work order; 4 pending work orders; 14 nonscheduled work orders; 1 scheduled work order; and 3 service calls. Welder is working on the storm drains.

Solid Waste (08/12-08/24)

Landfill - (08/12-8/24)

Landfill crew continued litter clean up in and around facility. The Magnet Trailer is being used to pick up nails around the facility and on the roads leading to the Landfill. Holt Cat brought D6-T Dozer after repairing the undercarriage work and took back the rental Dozer. Completed the LMOP Landfill Profile Form wanted by the EPA for their Methane Program. Santa Anita Reclamation Project is going to bring 2 tire trailers to the Landfill. We hired a new Equipment Operator II, and he will be starting in about a week. We received a 1" of rain, (no discharge on any of the outfalls). The Landfill started on a new lift on (Site X-Y/10-11) as the fill sequencing continues. NPE took the Brush Tractor to get looked at the small drive shaft is going bad. NPE brought a loaner to use until they could return our Brush Tractor. The Excavator is back in service.

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Trash – 808 tons; Brush – 209 tons; Concrete (commercial and residential) –11 tons; Construction and Demolition (C & D) – 207 tons; Demo Houses – 161 tons; Metals – .27 tons; Tires – 1.1 tons; Recycled Tires - 17 Tons; Tire Quartered – 5.47 tons; Sludge –0 tons; Litter - .23 tons

Sanitation - Residential waste collected from 08/12 – 8/24– **528,820** pounds; Commercial waste collected **769,500** pounds; Brush collected **44,400** pounds and construction debris collected **66,560** pounds. The Brush crew finished Zone 1 and has started in Zone 2. We are working on abatements and demos when possible.

Working with Community Appearance on Demolitions - The Brush Tractor is back in operation and demolitions were complete a 328 W. Huisache, 618 E. Ave C, 423 W. Ave D, 1107 W. Kenedy, 604 E. Richard, 517 E. Corral and a large concrete water tank at 6th and Corral. A demolition is currently underway at 1221 E. Huisache.



Working with Community Appearance on Dumpster Enclosures - Construction continues on several enclosures. Notable enclosures are behind Café 5, Harrel Drug Store and in the Wal-Mart parking area. Approximately 74 of the enclosures have been constructed. All abatements for the month of July have been abated. Sanitation has been helping Community Appearance finish small abatements as needed. Recycling for the month of July totaled 27.1 tons from the recycling center taken to Corpus Christi.

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

Purchasing Division
Director Gone Fishing

Technology Division

Incode Version X - The IT department has been working with James Bryson in the Finance Department and the Incode vendor to develop the new Incode version X server. This product is much more than an upgrade it represents a platform change from the antiquated financial system that we are using now. On the surface it is a big UI upgrade providing a better end user experience while maintaining the backend functionality. However, the advantages go much further due to the expandable nature of the underlying

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platform it will provide better reporting and allow for vendor based, third party plugins, and increase security by modular intuitive permission settings. We have completed the initial stages of uploading the current data sets and built the new server. The next step of the project is to convert the chart of accounts (Finance Department) and wait for the vendor (Tyler Technologies) to convert the data. According to the schedule laid out by Tyler Technologies we are progressing on time.

Big thanks to administrative staff for their foresight to build technologies on future resilient platforms which aid greatly in the development of this server. The total work time to build and load the software lasted a little over 25 hours' work time. The specific customization by the vendor is what occupied the most of this time. Also the installation required close attention from the IT staff as we had a few issues but were able to resolve them. The IT staff was very pleased with the professionalism of the vendor development team and their understanding of our environment.

Along with the server set up they have installed the lab test environment IT staff looks forward to learning and educating users on the new system. Documentation on the features of the new system will be made available to staff in the coming weeks.

Activity	Resource Responsible	Schedule Dates
Initial Data Pull (to convert GL/balances)	Client	7/29/13
Financial Chart of Accts and Segmentation begins (non-billable)	Jenna	7/29/13
Deadline for COA and Segmentation completion	Client	9/6/13
Reporting work with updated COA begins (non-billable)	Jenna	Begins 9/6/13
<u>Deadline</u> for converted GL, balances, & COA	Programmer	9/6/13
Remote Data Analysis and Setup – Week #1	Doug G	Week of 9/9/13
Remote Data Analysis and Setup – Week #2	Doug G	Week of 9/30/13
Updated data pull & <u>deadline</u> for fixing all MDAP errors	Client	10/28/13
<u>Deadline</u> for initial full conversion	Programmer	11/8/13
GL, AP, FA, PU Onsite Consult – Week #1	Doug G	Week of 11/11/13
Personnel Mgt, Parallel Payroll, ESS, Onsite Consult – Week #2	Doug G	Week of 11/18/13
Remote Conversion work	Client	Begins 11/25/13
RCA assistance week (non-billable)	Doug G	Week of 12/09/13

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Conversion <u>deadline</u>	Programmer	TBD 2014
Final Data Pull	Client	TBD 2014
LIVE GL, AP, FA, PU, PA	Tammy	TBD 2014
LIVE Personnel Management, ESS, Time clock	Tammy	TBD 2014

GIS Server - The IT department has been facilitating the communication between Timmons (GIS) and Engineering. They have received the order to begin the work on the GIS server. We will have our kick off meeting next week. This project will increase capabilities to produce and develop mapping. It will greatly increase our ability to connect with developers and inform citizens. Timmons Group has us slated for a four month development cycle. This cycle will start shortly after the kick off meeting. We will closely monitor their development process and regularly report. We arbitrarily elected Tony Wilson, Jessica Storck, and Valerie Valero to be the test group for end-user training.

Fire Department Phone System - The IT department is currently working with vendors to accommodate the needs of the fire department phone system. The system requirements that were set forth are as follows:

Fire Administration Group

There should be three phone lines that ring on all three phones or a main number that will ring on all phones in Fire Admin. Ability to put a call on-hold and picked up on another phone in that group. Ability to page within Fire Admin and FS1 groups, and individual extensions throughout the fire department.

Fire Station 1 Group: (FS1) (Need 3-4 phone lines with 10 extensions)

There are 3-4 phone numbers that will ring on all FS1 group phones or there is a main number that will ring on all phones in FS1 group, this may be a stand-alone number or the Captain's office number. There are 10 phones (extensions) in FS1 group. Ability to put call on hold and pick up on another phone in that group. Ability to page within FS1 and Fire Admin Groups,

Fire Station 2 Group: (FS2) (Need 3 phone lines with 5 extensions)

There are 3 phone numbers that will ring on all 5 extensions or there is a main number that will ring on all phones in FS2 group, this may be a stand-alone number or the main day room phone number. There are currently 3 phones, but we will need two more. Must have one separate line that rings on all phones and is dedicated incoming line for 911 calls from Fire Dispatch. Different ringer on this phone line. Ability to put call on hold and pick up on another phone in that group. Ability to page phones within FS2 group, and individual extensions throughout fire department.

Fire Dispatch Group: (Need 6 phone lines, with 3 extensions)

There are 3 dedicated incoming phone lines for emergency calls from different originations. (For the time being, when calls are received on these 3 lines, a buzzer is activated at FS1. This will eventually be changed.) Each line should have a different ringer.

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There are 3 other non-emergency phone lines for admin, emergency overtime, and information calls. These lines are used for incoming and outgoing calls.

All 6 phone lines should be on each of the 3 extension phones. Any call to any of the 6 phone lines will ring on all 3 phones in Fire Dispatch Group. Phones in this group need a display, or side car with display and lights, that will show at least 12 or more pre-designated speed dial numbers for quick notification in an emergency. I can provide a list. Ability to page within all fire department groups, and individual extensions throughout the fire department. Ability to put a call on hold and pick up on another extension. Phones need headphone, wireless, and interconnectivity capabilities. Ability to have multiple calls in waiting or queue. Possibly show callers in queue on computer screen?

Currently, the vendors feel that they will be able to accommodate these features. We will begin working with internet service providers to supply a decent internet connection. We are hopeful to have their requirements met within the next few months. The system that we are looking into getting is an internal highly configurable system that will provide robust customization for the needs of the city.

Desktop and Support - IT staff has completed the new configuration of three computers. These computers are replacing aging computers in sanitation, municipal court, and an additional computer at collections department. In addition we upgraded a few network devices at the data center and increased our capabilities as a result. This seemed to resolve some connectivity issues different users were experiencing.

The IT department is finishing up the upgrade to the anti-virus system. We purchased a new license structure. Under this structure we are able to cover all pc/laptops/servers and email under a single license. Doing so saved the city about 10% on the renewal. In addition, we received the top of the line product offered by the vendor that included anti-malware, firewall protection and centralized reporting. The centralized reporting feature will greatly aid in the removal and containment of future virus or malware outbreaks. It is encouraged that each person to have at least one backup copy of their information.

We will now host software training in the newly renovated IT room. IT staff has cleared out a majority of the old antiquated equipment and added a conference table, white board. Also, David Mason ordered three laptops for this project. Along, with our current stock of spare laptops we should be able to accommodate up to six user training classes.

This is due in large part to the changing of the Incode platform along with other approved software's such as GOV QA (work order/ issue resolution software) and the new GIS server. This is a great tool for user education!



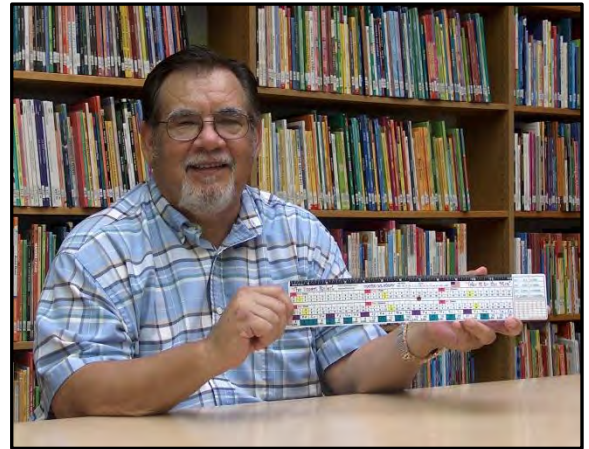
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R.J. KLEBURG PUBLIC LIBRARY (Courtesy of Ruth Valdez, Interim Director)

Smart Ruler® Inventor to Visit The Library

The library will be hosting Max Peña, inventor of the Smart Ruler®, on Saturday, September 14, 2013, at 10:00 a.m. This is the second time Mr. Peña will be presenting the Smart Ruler® at the library. Mr. Peña is a native of Kingsville and currently lives in Corpus Christi, Texas. He is an educator with over 25 years of experience as a math tutor. During the presentation, Mr. Peña will talk about his experiences as a computer teacher at Hamlin Middle School in Corpus Christi. He will also discuss what inspired him to create this ruler. The Smart Ruler® is an innovative math tool that can help individuals overcome the challenges they face with everyday arithmetic problems. Mr. Peña will demonstrate how the Smart Ruler® works and the different techniques that can be used to solve various calculations. The Smart Ruler® can be utilized as an alternative to a calculator. It can benefit any individual tackling basic or higher-level mathematics skills. Everyone is welcome to attend this educational presentation and learn how to rule over those math problems.



See The Universe at The Children's Department

The Children's Department has a new look with the completion of an outer space theme. Since the beginning of June, the library has been steadily adding outer space visuals to the Children's Department to give children, parents, and visitors an imaginative view of the universe. The theme was selected to inspire children to explore science and space. Library Assistants Amanda Cruz and Krystin Torres have been designing and building educational mobiles from scratch. The solar system display has come to life as the first piece was installed. The three-dimensional mobile of the solar system includes planets, stars, and asteroids. The planets are hung in their proper positions as they appear in our galaxy. The second segment of outer space is a galactic alphabet. This segment encourages children to learn their ABCs, as well as to read. The alphabet has space characters, rockets, and planets representing each letter. Patrons have complimented the staff on the new look. Children are in awe when they first see the solar system display, and enjoy pointing out the various planets to family and friends. Additional galactic visuals are being planned as the universe expands. Everyone is welcome to come by to experience the library's "out of this world" children's area.



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RISK MANAGEMENT (Courtesy of Melissa Perez, Manager)

Monthly Training at Public Works Topic: PPE-Personal Protective Equipment

Monthly Safety Training was conducted at the Public Works Building on August 22nd. Several public works employees and supervisors attended the training, as always employees were treated with donuts, coffee and juice while arriving. The Topic for August was on Personal Protective Equipment. Some areas of discussion were; Identifying the types of PPE required for each job, Safety Vests are always required when working out in the community, Safety glasses should always be ANSI Certified. Wearing of PPE also keeps employees working safe and injury free.



Risk Manager visits the Landfill with Pete Pina Interim Landfill Supervisor

The Risk Manager visited the landfill on August 21st with Interim Landfill Supervisor Pete Pina. The Risk Manager makes it a point to visit as many departments as possible every few weeks to discuss any safety concerns or issues with the supervisors, whether it be injuries or accidents. Pete Pina is doing his best to ensure Safety Training is being conducted within his department and to conduct spot training or any specialized training if needed on equipment and its drivers. Pete is doing a great job and is always thinking of new ways to make the department and its employees safer.



City Employees participate in The Run or Dye 5K in Corpus Christi - August 24th

Pictured from left to right; Courtney Alvarez; City Attorney, Melissa Perez; Risk Manager; Mary Valenzuela; City Secretary. Other City Employees not pictured who participated were: Cyndi Flores; Community Appearance, Haydee Padilla and Angie Roy from the Police Department.

The Run started at about 9am and ended about 10:45am.

Courtney, Melissa and Mary finished the 3.1 miles under an hour. It was a lot of fun and everyone



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wants to participate again next year.

Claims and Liability Losses are going down for the City of Kingsville

Risk Manager Melissa Perez just recently turned in the City's Property Schedule for 2013. The Risk Manager slowly reviewed the city's assets to ensure accountability. After just receiving The updated property schedule, Georgina Ybarra Texas Municipal League Representative just informed the city that we will be seeing a return of equity in this years contribution of over 40,000 dollars total. In the year 2012 equity was returned in the amount of 5000 dollars. It's a big difference. It has to do with hard work that all city employees contribute to, it's a Team Effort. Lets keep up the Good work for next year.

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

Annual Narcotics Training Conference

On August 19th through the 23rd, 2013 three Kingsville Task Force Agents attended the annual Texas Narcotics Officers Association (TNOA) conference held in Dallas, Texas. Agents Joe Luna, Arnold Salinas, and Ruben Guajardo received a variety of training courses geared for the narcotics officer. The conference was sponsored by the District Attorney's Office.

Abandoned and Seized Vehicle Auction

On Saturday August 24, 2013 the Kingsville Task Force joined the Kenedy County Sheriff's Office in Sarita, Texas for a vehicle auction. A variety of abandoned and seized vehicles from both agencies were sold to auction attendees. The Kingsville Task Force auctioned 18 units for a gross amount of \$44,800.00.

K-9 Handler and K-9 Partner Get Recertified

On Tuesday August 27, 2013 Kingsville Task Force Agent Ruben Villalobos and K-9 Partner Nitro got recertified by The National Narcotic Detector Dog Association, Inc., (NNDDA). A U.S. Border Patrol Certified NNDDA Instructor recertified Ruben and Nitro in various narcotics detection methods.

City of Kingsville 2013-2014 Budget Process

On Tuesday August 27, 2013 Kingsville Task Force Commander Willie Vera presented its 2013-2014 annual budget to the City of Kingsville Commission. The Task Force budget was received favorably by the City Commission.

TOURISM SERVICES DEPARTMENT (Robert Trescott, Director) - August 16 – August 30, 2013

Laureles Ranch Headquarters (Petra Vela Kenedy Memorial)

We continue our research and planning for the possible donation from the Ed Rachal Foundation. We have gone back to the Ed Rachal Foundation with a counter proposal for the donation of the structure with an accompanying \$150,000 grant. We are awaiting their response. We should be prepared for: acceptance, refusal, or a counter-offer at a lower amount. A review is necessary:

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To paraphrase the Mayor, historic preservation projects don't necessarily make economic sense. There had better be a strong heritage connection – AND there better be a real and viable use for the property. I believe that this project has the strong, and local, heritage connection.

1. Uses: At this point, we see three possibly viable uses:

a. **Park Support:** We see continuing uses that support existing City programs/projects in the Downtown Park for activities at the pavilion and the possible future splash pad.

b. **Museum/Cultural Center:** The house could be placed on a purchased lot, could be a museum, could be an addition to Richard Street revitalization. But that effort would require a private partner to operate the facility. We are still sorting out our existing museum partnerships.

c. **Visitors Center:** The house could be placed on King Avenue at US 77 and, with changes to TxDOT signage, could be a new visitors' center that is better coordinated with our access roads and future wayfinding.

2. Site: There are a number of locations that support the uses listed above. We have left out potentially attractive Union Pacific Railroad sites due to the anticipated lead time they might require. We are working with Union Pacific to see if we can expedite doing real estate deals with them.

a. **Downtown Park:**

i. Between the Pavilion and the water tower where it would support pavilion events and a splash pad if they were located nearby. The associated open space could be expanded if and when we reach agreement with the Union Pacific.

ii. In an updated/upgraded Xeriscape Park where the garden could surround and soften/cool the house. It would support pavilion events and a splash pad if they were located nearby.

b. **Richard Street:** There are a number of sites on Richard Avenue, 7th Street and the surrounding area that would support the property's use as a museum/community center. But, again, we think that there would have to an advocate/operator for that use.

c. **King Avenue/US 77:** We are going to study the feasibility for relocating the Visitors Center. Choices might include: Downtown locations, Chamber of Commerce, new center on King Avenue. If we were to determine that the Visitors Center should be on King Avenue, the City property east of Police Station on the north side of King Avenue would be an appropriate site.

Main Street Annual Meeting and Tourism Mixer

We had a successful Main Street Annual Meeting and Tourism Quarterly Mixer at the Visitors' Center. Several Department Heads spoke and we had a very diverse crowd of about 5 dozen folks.

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Kleberg County Centennial Support

As is usual, the City Administration, City Commission and the City Departments rose to the occasion to support a community event. A community committee organized a series of events: at the Courthouse, in Downtown and at Dick Kleberg Park to celebrate the 100th birthday of the County.

The City Manager and staff supported the effort, the City Commission voted to waive charges and fees, City Departments provided in-kind services, in some cases offering more than what was requested. The City Tourism Department organized City and some other support and advertised and promoted the events.

Historic Development Board

The Historic Development Board was presented the Façade Grant Program and possible participants. They expressed their feeling that the funds be spread as widely as possible to achieve the best results. They also continue work on the development of a local historical plaque.

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Draft

Downtown Changes Underway

We read about actors who have performed for years while working as waiters who finally break out in a feature role in a movie that is well received. They are portrayed as instant successes. Only they know about the years of work in pursuit of their break.

We have spent a couple of years getting a Texas Main Street Program designation, getting our Certified Local Government designation renewed, developing a database related to downtown buildings, developing an inter-departmental program for infrastructure upgrades and planning, implementing an inter-departmental system for incentives and penalties, and expanding staff and budget.

Now, all of a sudden, business owners are tearing off fake facades and restoring business fronts and signs. We had Harrel's remove "Horsefeathers", we have the Texas Theater, and now there is a cluster of activity.



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Downtown Project by University and KKB



Javelina Athletic Training Staff complete a Keep Kingsville Beautiful Downtown Project

Downtown Mural

The downtown mural is essentially complete. We will be getting an image of the completed mural and we are making plans for delivery. Both of these operations are more complex than they seem because we are talking about 12 relatively fragile 4-foot by 8-foot panels for a 12-foot by 32-foot image. The panels have never been assembled for a single photograph to be taken and we are waiting for complete drying to avoid damage in transport.

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We are still exploring technical, code and cost issues related to installation before a final siting recommendation is made.

Here is a teaser, composite yet incomplete preliminary image (actually in color):



Tourism

It occurred to us that most people see the Tourism Department in the context of our downtown projects and, in even in that arena, they hear mostly about the project issues.

We have been in a busy, transitional year in which we built a new staff and a new City function. We are ramping up and dealing with maintenance, repairs and operations of several facilities, sites and districts. We are rolling out programs and projects for downtown and for historic preservation. It's all good.

Outside of that arena, we are providing visitors' services, updating the region's image on all media, and promoting events and destinations.

We will be rolling out tourism programs and projects in the next few months. We will be seeking approval for new initiatives in destination management and marketing, tourism development and economic development.

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

Regular Commission Meetings (Robert H. Alcorn Commission Chambers)

Monday, September 9, 2013	6:00 p.m.
Monday, September 23, 2013	6:00 p.m.
Monday, October 14, 2013	6:00 p.m.
Monday, October 28, 2013	6:00 p.m.

Special Commission Meetings/Workshops (Robert H. Alcorn Commission Chambers)

Monday, September 16, 2013	6:00 p.m.
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Municipal Court Dates (Commission Chambers)

Thursday, September 12, 2013 3:00 p.m.
Thursday, September 26, 2013 3:00 p.m.
Thursday, October 10, 2013 3:00 p.m.
Thursday, October 24, 2013 3:00 p.m.

Board Meetings (Commission Chambers)

Planning and Zoning Board Wednesday, September 18, 2013 7:00 p.m.
Historic Development Board Wednesday, September 18, 2013 4:00 p.m.
Zoning Board of Adjustments Thursday, September 12, 2013 6:00 p.m.
Joint Airport Zoning Board Tuesday, September 10, 2013 6:00 p.m.
Civil Service Commission TBA 11:00 a.m.

Board Meetings (Respective Location)

Library Board Wednesday, September 25, 2013 4:00 p.m.
City/County Health Board (3rd week of every other month @ 5:30 p.m.)

Conferences/Seminars

TML Regional Quarterly Meeting – Aransas Pass, TX - Thursday, September 12, 2013
Texas Municipal League Annual Conference – Austin, TX - October 8-11, 2013

Events

City of Kingsville Trash Off Day!!

Saturday, September 21, 2013 8:00 a.m. – 12:00 p.m.

6th Street & East Avenue B – Two blocks north of Kleberg Elementary School

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	0	0
Joint Airport Zoning Board	0	0
Civil Service Commission	1	0
Historic Development Board	0	0
Planning & Zoning Commission	0	0