

# City of Kingsville Staff Report

(A Publication of the City Manager's Office)  
Monday, October 28, 2013

***“Dream no small dreams for they have no power to move the hearts of men.”*** Goeth, [www.inspirational-quotations.com](http://www.inspirational-quotations.com)

***“Nothing will ever be attempted if all possible objections must first be overcome.”*** Samuel Johnson, [www.inspirational-quotations.com](http://www.inspirational-quotations.com)

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

### ***Good Job Award!!!***

*Acting Lieutenant Felix Camarillo has served the City of Kingsville for over 30 years. During that time he has volunteered for numerous positions and projects in an effort to improve services for the public and safety for his co-workers. For decades he has been involved in these voluntary activities both on and off duty. Below is a partial list of the voluntary activities that he is involved with today.*

- *Assigned as an Acting Lieutenant (Long Term Out of Class)*
- *Emergency Medical Services Operations Director. Oversees the EMS*

*protocols development and approvals. Handles the licensing of the Fire Department as an ambulance provider through the Texas Department of State Health Services. He is responsible for the evaluation of all new paramedics to ensure they understand Department protocols and have been evaluated in basic medic skills.*

- *Fire Department representative on the Coastal Bend Regional Advisory Council.*
- *Responsible for Fire Department radios.*
- *Assists with maintenance issues on ambulances and radios.*
- *Responsible for submitting successful grant applications to FEMA. Is currently assisting the Fire Chief with grant applications for Assistance to Firefighters grant programs. Recently attended grant application workshop.*
- *Oversees the medical waste removal contract and assists the Medical Supplies Coordinator when needed. Responsible for major EMS equipment issues.*
- *Coordinates EMS training activities and the EMS Committee.*



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- *Liaison with County and State Health Services Departments dealing with abuse victims and care.*

*Camarillo's involvement in all of these voluntary activities has greatly influenced the emergency services provided to the public. After 30 years, he is still totally committed to these activities and taking on even more responsibilities. It is because of people like Felix that things get done and they improve. I am very grateful for all of the things that Lieutenant Camarillo had done, and is doing, for the Fire Department and the Citizens of Kingsville. Felix's kind and caring attitude and his dedication to service bring great credit to himself, the Fire Department, and the City of Kingsville. Respectfully Submitted, Joey Reed, Fire Chief*

**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 Award

**2013 Good Job Awards**

Felix Camarillo	Fire	10/28/13	Distinguished and selfless service
Aileen Escamilla	Public Works- Collections	10/14/13	Customer service with a smile
Police 5K Run Team	Police	9/23/13	Honoring the fallen
Manuel Buentello	Planning – Bldg. Regs	9/09/13	Good work under difficult conditions
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	Public 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	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

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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	Community Appearance	1/28/13	Resolving a neighborhood problem

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

### **Budgeted Projects and Purchases**

The City Manager, Purchasing Director and staff are working hard to expedite purchases and projects approved by the City Commission in the Fiscal Year 2014 budget. It's the City Manager's opinion that if it is important enough to be budgeted that it's important enough to be done quickly.

### **Communications with the City Commission**

For the duration of Fiscal Year 2014 the City Manager will be scheduling special meetings and workshops and placing discussion items on future Commission agendas in order to clarify Commission policy choices on important initiatives designed to achieve Commission goals.

### **Teams**

The City Manager has formed several employee teams to make ours a more effective organization and to achieve specific objectives and goals of the City Commission and City Manager. Once individual goals are achieved, teams and team members strive for continuous improvement. Each team has a team leader (name and position title in parenthesis) appointed by the City Manager. Teams meet at two week intervals or on an as-needed basis. The City Manager's teams are listed as follows:

- (1) Streets Team (Charlie Cardenas – City Engineer/Public Works Director)
- (2) Community Appearance Team (Jennifer Bernal, Community Appearance Supervisor)
- (3) Technology Team (David Mason, Director of Purchasing and Technology)
- (4) Economic Development Team (Robert Isassi, Director of Planning and Development Services)
- (5) 6<sup>th</sup> Street Park/Plaza Team (Robert Isassi, Director of Planning and Development Services)
- (6) Old Town Team (Robert Isassi, Director of Planning and Development Services)
- (7) H.M. King School Renovation Team (Robert Isassi, Director of Planning and Development Services)
- (8) City Manager/Director Team (Vince Capell, City Manager)
- (9) Leadership Team (Vince Capell, City Manager / Diana Gonzales, Human Resources Director / Melissa Perez, Risk Manager)

### **New Finance Director Now on Board**

Deborah Balli began her duties as Finance Director on October 7<sup>th</sup> and is already leading her staff and making preparations for the FY2013 audit. The City Manager is confident that Deborah will bring many new ideas and improvements to the Finance and other departments. Stay tuned!

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

**Food Service Inspections (October 3, 2013-October 17, 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.

Taiwan Family Restaurant-84	Chili's-90	Popeye's Fried Chicken-94
Dollar General/N. 14 <sup>TH</sup> -96	Family Dollar-93	Dollar General/S. 14 <sup>TH</sup> -93
Dollar Tree-96	Walgreens-96	CVS-100
Nutricion-100	Kingsville Bakery-97	Party Barn-97
Mariachi House of Burgers-89	Kleberg County Senior Center-100	Baffin Fisherman-100
Kwik Pantry/W. Corral-75	Marlott's-100	Christus Spohn Health System-89
Mariachi's Restaurant-84	Wal-Mart/Bakery-97	Wal-Mart/Meat Market-100
Wal-Mart/Deli-100	Wal-Mart/Grocery-86	Boat & Net-100

**Regular Food Handler & Fundraiser Food Handler Classes**

Food Handler Class	14 Students	Regular Food Handler Class
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**Permitted Temporary or Permanent Food Events Mobile Unit**

Trevino's Gorditas	Temporary Food Event-Gorditas Sales
Memorial Middle School	Concession Stand Food Sales- Mo-Pac Football Field

**Did you know?**

When a puppy is six months old it should be spayed or neutered if it is a non-breeding dog. The normal body temperature of a dog is 101.5° F. When a dog becomes too warm it sticks out its tongue and pants.

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## **Animal Control - Food Donations**

*Wal-Mart* donated 75 pounds of dry dog food, 10 cans of dog food and 50 pounds of dry cat food. Thanks to *Wal-Mart* for its generous food donation to the City-County Health Department Animal Shelter.



*Tractor Supply Company* donated 23 small bags of dry cat food. Thanks *Tractor Supply Company* for its generous food donation.

## **Animal Control - Training**

On August 28 thru 30, 2013 the Texas Department of State Health Services (Zoonosis Control) offered a 12 hour Animal Control Officer Basic Training Course. The training was in Harlingen, Texas at the Region 11 State Health Department. The training format included class lectures and a State Exam on the final day. **Congratulations** to Animal Control Officer **Robert Hinojosa** for satisfactorily completing the 12-hour training.



## **Please join us at our next Pet Adoption Day**

Saturday, November 16, 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

## **Animal Control in Action**

The City-County Health Department Director, Emilio H. Garcia received a call from Bill Donnell, Assistance Public Works Director about a cat that was heard in a storm drain at the intersection of Ella and Armstrong Street. There were two street department employees waiting for the animal control officer to arrive. Upon my arrival, we removed man hole metal plate and a small calico kitten was seen. After several attempts to catch the kitten, it was decided to place a trap with plenty of food and water into the

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man hole overnight. The next morning Animal Control Officer Jesse Ybarra went into the man hole and brought up the trap with a small calico kitten in it.



**Jesse Ybarra  
entering man hole**



**The  
rescued Calico  
kitten**

**Animal Control - Monthly Reports of Activities**

<i><b>Consumer Health</b></i>	Food Inspections	Restroom Insp.	Food Handler Attendees	Day Care & Foster Homes Insp.
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
April 2013	68	40	23	2
May 2013	61	54	28	1
June 2013	59	25	27	0
July 2013	54	35	49	3
August 2013	64	46	107	2
September 2013	63	68	336	5
<b>Total</b>	<b>743</b>	<b>582</b>	<b>1045</b>	<b>33</b>

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<b><i>Animal Control</i></b>	<b>Oct 2012</b>	<b>Nov 2012</b>	<b>Dec 2012</b>	<b>Jan 2013</b>	<b>Feb 2013</b>	<b>Mar 2013</b>	<b>Apr 2013</b>	<b>May 2013</b>	<b>June 2013</b>	<b>July 2013</b>	<b>Aug 2013</b>	<b>Sept 2013</b>	<b>Total</b>
Dogs impounded	186	156	128	133	123	101	185	198	173	179	166	144	<b>1872</b>
Dogs adopted	9	14	22	20	33	20	18	15	9	13	18	18	<b>209</b>
Dogs released	27	27	32	14	20	10	23	23	26	28	27	18	<b>275</b>
Dogs Rescue (Groups)	0	0	0	0	0	0	1	0	3	0	4	10	<b>18</b>
Cats impounded	120	89	56	65	75	71	113	121	117	113	102	167	<b>1209</b>
Cats adopted	4	0	2	2	1	0	7	3	0	2	2	3	<b>26</b>
Cats released	3	0	3	1	3	1	1	3	1	0	3	1	<b>20</b>
Cats rescued	0	0	0	0	0	0	0	0	0	0	1	0	<b>1</b>
Opossum in traps	69	91	42	45	38	62	85	71	23	45	40	32	<b>643</b>
Other impounded	4	5	8	7	14	6	3	12	2	5	5	5	<b>76</b>
Other adopted	13	17	0	0	5	0	3	7	0	2	1	0	<b>48</b>
humans bitten	8	5	8	3	3	6	4	1	10	2	11	7	<b>68</b>
Observation 10 days	8	4	6	3	2	3	2	0	9	2	8	4	<b>51</b>
Warnings	2	9	0	0	0	0	0	1	0	1	0	0	<b>13</b>
Citations	9	10	20	16	19	7	15	14	4	10	1	16	<b>141</b>

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<i>Vector Control</i>	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	April 2013	May 2013	June 2013	July 2013	Aug 2013	Sept 2013	<b>Total</b>
Bee Calls	20	14	2	12	8	10	9	14	20	20	13	8	<b>150</b>
Removal of swarms	8	3	1	3	3	0	1	6	4	7	1	2	<b>39</b>
Unable to abate	6	6	0	3	5	10	0	4	5	12	12	6	<b>69</b>
Mosquito surveillance	12	12	0	0	0	0	0	0	2	0	0	0	<b>26</b>

<i>Fees collected</i>	Consumer Health	Animal Control
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
April 2013	\$2,846.00	\$1,420.00
May 2013	\$ 895.00	\$1,510.00
June 2013	\$2,475.00	\$1,345.00
July 2013	\$2,715.00	\$1,600.00
August 2013	\$1,205.00	\$1,455.00
September 2013	\$1,327.00	\$1,380.00
<b>Total</b>	<b>\$27,814.00</b>	<b>\$16,892.00</b>

**Total \$44,706.00**

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

**Finance Administration**

True or False? To “debit” an account means to add to it? Answer? False. Only if the normal balance of the account is debit. If the normal balance of the account is a credit, then a debit would deduct from the balance.



Monthly Financial Reports - If a Department wants to view how well it is doing in relation to the new budget that went into effect October 1<sup>st</sup>, it is necessary to change to “Budget to Use” selection when running your financial reports. On the drop down menu select “14FY 13-14” instead of “current budget”. This is necessary until the Finance Department has closed out the City’s Fiscal Year End which occurs by December 31<sup>st</sup>. For those that are not familiar with how to get to the report, the chain is : General Ledger/Reports/Report Generator/Financial/Expenditure Report. At this



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point you select the criteria for what information you want which includes the Budget to Use. If you have any problems please contact the Finance Department and we will gladly assist you.

Accounts Payable -The Finance Department would like to remind the other City Departments that either a copy of the Purchase Order or a Debit Memo needs to be attached to the invoice that is submitted for payment. Either submission used should be signed and dated by the authorized staff member for that Department. Several invoices have been submitted without the proper paperwork needed for processing which delays payment to vendors. We appreciate everyone's assistance with this.

PCard Statements - The next PCard statement will have both September and October charges. September charges will be charged to last year's budget and October charges to this year's budget. Two reconciliation sheets are required this month when submitting your documentation for your charges; one for this year and one for last year. Another reminder will go out with the PCard statements.

Fiscal Year-End - September 30<sup>th</sup> marked the City's Fiscal Year End. The following processes were completed in accordance with Incode procedures:

- Run the Accounts Receivable Credit Application Process. /
- Run the Accounts Receivable General Ledger Reconciliation Report.
- Run the Utility System Aging Report.
- Run the Utility System Deposit Listing Report.
- Run the Utility System Account Balance Report.
- Run the Utility System General Ledger Reconciliation Report.
- Run the Payroll Leave Report.

Audit - Womack & Company is scheduled to start the annual audit in January. As part of the audit they will systematically and objectively obtain and evaluate evidence about the basic financial statement assertions contained in the financial statements. This includes:

- (1) ☞ Existence or occurrence / ☞ Completeness / ☞ Rights and obligations / ☞ Valuation and allocation / ☞ Presentation and disclosure
- (2) The auditor(s) will ask City staff to explain significant actual-to-budget and prior-year variances.
- (3) The auditor(s) will ask about any changes in the following - ☞ Governance, management, ownership / ☞ Operations, raw materials, distribution / ☞ Technology, personnel, union relations / ☞ Economic/industry developments and their impact on your operations

Incode Version VX - Douglas Garrett (Incode) has been working with the Finance staff towards the implementation of Version VX. Mr. Garrett will be on site starting November 11<sup>th</sup> for two weeks to

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provide hands on training as well as to ensure all of the City's accounting processes run smoothly. The "go live" date is tentatively scheduled for the first week of February.

**Utility Billing Division**

Water Facts - The average family spends \$1,100 per year in water costs, but can save \$350 from retrofitting with WaterSense labeled fixtures and ENERGY STAR<sup>®</sup> qualified appliances. Also, when we use water more efficiently, we reduce the need for costly investments in water treatment and delivery system.

It takes a considerable amount of energy to deliver and treat the water you use. For example, letting your faucet run for five minutes every day uses about as much energy as letting a 60-watt light bulb run for 22 hours.

Heating water for bathing, shaving, cooking, and cleaning also requires a lot of energy. Homes with electric water heaters, for example, spend one-quarter of their electric bill just to heat water.

With climate change concerns, pervasive droughts, and high energy prices across the country, nearly everyone is looking for ways to conserve resources and cut costs. The good news is that by using a little "water sense" we can all save water, energy, and money.

For more information see: [http://www.epa.gov/WaterSense/our\\_water/tomorrow\\_beyond.html](http://www.epa.gov/WaterSense/our_water/tomorrow_beyond.html)

September Month-End Recap - Billed customers: 7,790 @ \$1,037,725.08 / Late charges: 2,359 @ \$10,050.60 / Cutoffs-disconnects/locks: 530 @\$11,475 / Payments: 6,415 @ \$ 978,625.84 / Bank drafts; 583 @ \$76,771.42 / Online payments: 910 @ \$111,424.31

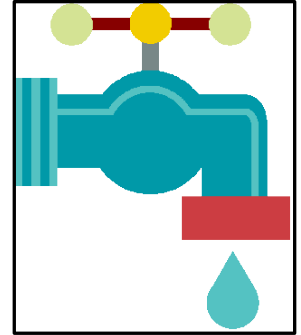
September Month-End Billing - Active accounts: 7,810 / New service: 182 / Disconnected (customer requested): 135 / Disconnected –Transfer: 9

Audit Preparations - On September 30<sup>th</sup>, 2013, the Collections Manager pulled all required and necessary reports for the upcoming audit. The Collections Manager uses the Incode checklist for the Fiscal year end reports to ensure none of the reports are missed. The Collections Manager also compiles other pertinent information and reports for the audit and will finish up the last report by month-end of November.

The Billing Clerk also archives Billing Registers for every billing cycle. These reports are just one part of the many items the auditor will ask for from the Utility Billing Department. The Utility Billing Department works hard to archive many of the daily reports in order to assist in the auditor's review.

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 went into effect August 28<sup>th</sup>, 2013. The first bill pertaining to the increase was mailed out September 4<sup>th</sup>, 2013.

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 and moved out of public view. See the following City Ordinance:



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*“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, § I, 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.***

**Municipal Court Division**

Defendants must appear on the court date and time of your citation or summons. If the defendant contests the violation, he/she may request that the court set the case for trial. If he/she does not contest the violation, they may be able to resolve the violation by requesting a driver safety course, deferred



disposition, a partial payment, or payment plan. The defendant may make a request in writing to the court before the court date as assigned on the citation or summons. Pursuant to Code of Criminal Proc. Art. 27.14 a payment of a fine constitutes a plea of nolo contendere, a waiver of a jury trial and a finding of guilty. Customers are encouraged to contact the City of Kingsville Municipal Court for any questions or concerns by calling (361) 592-8566 or visiting us in person at 200 E.

Kleberg. 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. Please visit our website at <https://cityofkingsville.com/>

Court Business - Throughout the weeks of September 25, 2013, 2013 through October 15, 2013, the Kingsville Police Department filed a total of 245 new traffic (148), parking (46) and state law (51) citations with the court. Kingsville's Health and Code Enforcement filed a total of 12 new ordinance violations. From the State Department a total of 35 new failure to appear and violate promise to appear orders were filed and authorized by the Municipal court Judge. The Municipal Court staff and those contributing continue to work punctually resulting in a total of 416 cases completed and closed. In the warrant department a total 197 cases were confirmed and cleared from the court system.

Court collections in this period totaled \$64,115.86 from settlement on payment plans and all other executed orders.

Inmate Court Hearing for September 26, 2013 - During the 2:00 o'clock session a total of 4 persons in custody were transported to the Alcorn Chambers by the Kingsville Police Department. 1 case was closed by credit for jail time served and payment, 2 persons were granted and extension to pay fines owed and 1 person was granted a payment plan.

Inmate Court Hearing for October 10, 2013 - During the 2:00 o'clock session, a total of 5 inmates were transported to the Alcorn Chambers by Kingsville Police Department. 3 persons were granted a thirty day extension to pay fines owed and 2 were granted a payment plan.

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Public Court Hearing for September 26, 2013 - During the 3:00 o'clock session there were 147 total of people to make their court appearance(266 cases), of which 28 people did appear. Of the people whom did appear the cases were as follows:

139	Payment plans & extensions granted
88	Cases forwarded to the warrant department
25	Cases resolved by compliance
11	Cases set for trial
3	Cases reset

Public Court Hearing for October 10, 2013 - During the 3:00 o'clock session there were 139 total of people scheduled to make there court appearance (251 cases), of which 40 people did appear. Of the people whom did appear the case results were as follows:

145	Payment plans & extensions granted
79	Cases forwarded to the warrant department
18	Cases resolved by compliance
6	Cases reset
3	Cases set for trial

Special thanks - The court would like to extend our appreciation for the security provided by the Kingsville Police department. Special thanks to Officer J. Crawford #60, Officer G. Gonzalez #79, Officer E. Perez #71, Officer G. Vega #83, Officer J. Dodd #88, Officer L. Brown #80, Officer T. Cervantes #78, and Officer J. Flores #52. Also, many thanks to all our contributing departments for your continuous hard work and contributing factors!



Payment Methods- The Municipal Court Manager asks that the public please continue to contact the court office for additional information on traffic and all other citations received at 361-592-8566. Also as a reminder, the court does not accept payment by personal checks. Payment may be made by Visa, MasterCard, money order, cashier's check and cash.

Municipal court schedule –

Pre-Trial - October 24, 2013 at 9 a.m. and November 7, 2013 at 9 a.m. (Attorney cases)

Inmate Court Session - October 24, 2013 at 2 p.m. and November 7, 2013 at 2 p.m.

Regular Court Session - October 24, 2013 at 3 p.m. and November 7, 2013 at 3 p.m.

Trial Bench - October 24, 2013 at 4 p.m.

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***FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief) Reporting period 10/3/13 to 10/17/13***



## **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**

TAMUK Homecoming Parade - October 10<sup>th</sup> Engine 1 participated in the parade downtown.

TAMUK Bonfire - October 11<sup>th</sup>: Engine 2 and Fire Chief stood by near the TAMUK bonfire. Volunteer fire departments handled the extinguishment of the fire.

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:

1. Chain saw maintenance.

Department Training - 1. Mass Casualty Kit familiarization, New kits, new trauma tag systems. 2. HazMat training, DOT Emergency Response Guidebook, strategies, decon tent setup. 3. Sexual Harassment Training classes held on A, B, and C shifts, and Volunteer Firefighters



**Firefighters setting up decontamination tent**

## **Planning**

TAMUK Bonfire Planning Meeting - Meeting to discuss plans for bonfire safety, security, and extinguishment. The Fire Department was involved in an advisory capacity. .

## **Other Department Activities**

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

Fire Station 2 - Interior remodeling of Fire Station 2 is ongoing.

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Public Safety Education Programs -

1. Santa Gertrudis Elementary School, (42) 2<sup>nd</sup> and 3<sup>rd</sup> Graders.
2. Fire Station Tour, Sunday, October 6<sup>th</sup>, Cub Scouts.
3. Central Baptist Christian School, (7) 4-5 year olds.
4. Head Start Program, 2-5 year olds.
5. Gillet Intermediate School, (200) 5<sup>th</sup> and 6<sup>th</sup> Graders.
6. TAMUK Childcare Facility.
7. Harvey Elementary School, (75) 4-5 year olds.

Vehicle Inspections - All Fire Department vehicles had state safety inspections conducted.

Hydrant Maintenance - The Fire Department cleared weeds around fire hydrants during the period.

Texas Commission on Fire Protection - All paid firefighters are required to attend continuing education classes each year. This information and certification fees were submitted to the State Fire Commission.

**Committee Meetings**

Officers Meeting - October 11<sup>th</sup>: 3 hour meeting to discuss several issues.

Communications/Dispatch Committee Meeting - October 11<sup>th</sup>. Discussion of computers, Computer aided dispatch, radio console, dispatch monitors, transfer of information to on board computers (once purchased), fire station alerting systems.

**Apparatus Repairs** - Still have small water and oil leaks on Engine 2. Turn signal on Engine 1 in for repairs. Light broken on Truck 1 aerial ladder. Emergency Response Trailer Tow Vehicle has trailer wiring harness problem. Automatic stretcher on Medic 1 has a cylinder leak. Problem with choke on Rescue 1 skid unit.

**Fire and EMS Response Statistics**

Fire/EMS crews responded to **(20)** fire and other calls, **(98)** EMS calls, for a total of **(118)** emergency calls between October 3<sup>rd</sup> and October 17<sup>th</sup>, 2013.

Special Incidents (Elevator Rescue) - October 16: TAMUK library elevator. 2 persons stuck in elevator for a short time. Door partially opened by firefighters allowing occupants to exit the elevator.

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

**Did You Know?**

There are several generations in the workplace today including:

Baby Boomers I	Born from 1946-1954
Baby Boomers II	Born from 1955-1965
Generation X	Born from 1966-1976
Generation Y also known as Millennials	Born from 1977-1994
Generation Z	Born from 1995-2012

**Advertised Positions**

Fire - Firefighter/Paramedic  
Garage – Maintenance Technician  
Library - Library Director  
Landfill – Equipment Operator II  
Police – Telecommunication's Operator  
Sanitation – Equipment Operator II  
Street - Supervisor  
Wastewater – Utility Worker  
Water – Utility Worker

**New Employees**

Robert Muniz  
Equipment Operator II  
Street



**Separations**

Freddy Pierce - Maintenance Technician - Garage

**General**

Follow up to Open Enrollment - Although open enrollment for health and supplemental insurances concluded on September 30<sup>th</sup>, 2013, this does not encompass the entire enrollment process. After employees completed open enrollment selections, the additional work for Human Resources begins. HR ascertains the required changes are input with the various insurance companies as well as submitting deduction changes to Payroll.

Employee Health Fair 2013 (October 14, 2013) - City employees and their eligible enrolled dependents were able to receive free services such as a Heart Study (consisting of a lipid panel with glucose, A1C, blood pressure, body composition analysis, weight, BMI and counseling services), flu vaccine and a blood test measuring prostate specific antigen (PSA). Massage chair therapy was also available in addition to wellness education material. Most of the services are offered by Spohn Wellness. The following were the reported numbers of participation: 93 Heart Studies, 112 Flu Vaccines and 47 PSA's.

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**Health Fair Prizes!!!**

**Juan Torres, Michelle Smith and David Castillo**

Juan Torres won 2 big lawn chairs donated by Christus Spohn; Michelle Smith won a Black & Decker toaster oven donated by ENTRUST; David Castillo picking up the prize for his wife, Eliza Castillo who won a George Foreman grill donated by ENTRUST. Not pictured is Jose F. Silva who won a Faberware single serve blender donated by ENTRUST.



While there was good participation in the health fair several employees and or eligible family members could not attend. As this was the case, a Flu Vaccine Make-Up day has been scheduled for October 25<sup>th</sup>. Employees must register for the vaccine with the HR office by no later than October 22, 2013. This provides another opportunity for City of Kingsville employees to take advantage of a free service.

**Training**

The Human Resource Director attended the Texas Municipal League (TML) Annual Conference in Austin, Texas from October 1<sup>st</sup> – 4<sup>th</sup>. In addition to attending educational sessions in best practices in recruiting and hiring, wage and hour laws and employee conduct there was time to do sightseeing by walking around the grounds at our state's capitol on Congress Avenue in Austin.



**Employee Game Night Preparations Underway**

Planning continues for the annual employee recognition and family event. The Employee Recognition and Safety Committee met again to continue



discussion of the tail-gate event to be held at TAMUK prior to "Game Night 2013" on November 2, 2013. Food and refreshments will be available to City employees, their spouses and children. Employees will receive a City of Kingsville Game Night 2013 logo T-shirt in commemoration and free tickets to the football game. Flyers and employee sign-up sheets will be distributed to departments soon.



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**Free IceRays Tickets for Employees and Families** - Another event to spotlight the appreciation of City employees. The IceRays hockey team provides free tickets for City employees and their families. Employees request tickets through the Human Resources office. Notification was sent to employees on October 15, 2013 to request tickets by October 18, 2013.

**Classification And Compensation Plan Updated** - The Fiscal Year 2013-2014 Classification and Compensation Plan was passed by City Commission with a 5-0 vote on October 14, 2013. The compensation plan rate schedule was updated to reflect a 1.5% increase to City employees and distributed to all employees to update their City of Kingsville Administrative Policies and Procedures Manual.

**Contract negotiations continue with both the Fire and Police associations.**



## ***PLANNING & DEVELOPMENT SERVICES (Courtesy of Robert Isassi, Director)***

### **Concrete Slab under Downtown Park Pavilion**

Conduit for power has been placed and meter boxes and the breaker box have been installed by Santana Electric. The drop lights have been tested and are working. The flood lights are rated at 277 watts so they will not function. We will be installing ballasts for two fluorescent lights near the Xeriscape Park. We expect lights to be working before Halloween. The trees around the slab will need to be relocated to a nearby spot within the park so as to not reduce the trees' potential for shade. The final sealing of the concrete slab cannot be scheduled until the concrete has adequately cured. We anticipate final slab sealing to be done in December.



### **Texas Municipal League – Austin, TX**

Robert, as well as many others from the City, attended the TML conference in Austin, TX in early October. One memorable seminar he attended was about the mutual love affair between cities and the people who live in them by Peter Kayeyama. The place you live in is one of the most powerful influences in our lives, yet we rarely think of it in terms of a relationship. As soon as you think of yourself in a relationship with your city, you begin to



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consider the emotional connections you have with places which opens up new possibilities in community, social, and economic development by including the human heart into our toolkit for city-making. It gave Robert a new perspective and invigorated him.

**Richard Avenue Revitalization Project**

In an effort to better appreciate the historical significance of Richard Avenue. The Richard Avenue Revitalization Team toured the Mother Julia Navarette museum and prayer chapel. The team asked the caretakers of the facility, the Missionary Daughters of the Most Pure Virgin, questions on what they envision for their facility and what needs that the City may be able to provide. Some items discussed were sidewalks and community appearance attentiveness to the surrounding areas. Staff expressed its desire to see the facility grow and become a visitor destination.



Breast Cancer Walk - Theresa Cavazos & Jessica Storck would like to say Thank You to all city staff for their donations towards the Breast Cancer Walk.



**Building Services Division**

Permits Issued -

Residential Remodel	10	Demo	0
Commercial Building	2	Electrical Remodel	20
Mechanical	6	Moving	0
New Residential	1	Fire Inspection	16
Cert. of Occupancy	6	Gas Inspection	8
Commercial Meter	9	House Leveling	2
Plumbing	11	Residential Meter	8
Re-Roof	12	Sprinkler	2
Sidewalk		Sign	1
Curb	1	Swimming Pool	1
<b>TOTAL INSPECTIONS</b>			<b>116</b>

New Business – None

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**Community Appearance Division**

Recent activity (September 26-October 16) by Community Appearance Inspectors is as follows:

Activity	Results
Notices Sent- 52	Compliances-40
Inspections- 110	Abatements-34
Re-Inspections- 56	Court Cases-1
Illegal Dumping Cases- 1	Referral to other Department- 8
Obsolete Sign Violations- 0	Placards Posted- 14

**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:

**1304 E. Kenedy – Community Appearance Abated**

**BEFORE**

**AFTER**



**306 E. Lee – Community Appearance Abated**



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**09 W. Fordyce – Property Owner Abated**  
**BEFORE**



**AFTER**



**910 W. Ave G– Property Owner Abated**



**Community Appearance Division**

New Code Enforcement Logo - In order to address the public in a more professional manner, the community appearance supervisor has issued polo shirts to code officers displaying a newly created code enforcement logo. This will help identify code officers when in the field. The city issued ID cards are still being worn, but the new logos gives our employees a more official look.



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5<sup>th</sup> Annual Safe Trick or Treating Fall Festival - Community Appearance is gearing up for the 5<sup>th</sup> Annual Safe Trick or Treating & Fall Festival scheduled for Friday Oct. 25<sup>th</sup>. There is always a fantastic turnout for this event. We aim to provide children with a safe environment for their trick or treating entertainment. Our objective is to educate

the public not only in recycling but in community appearance as well as. These games include "Ring the spooky outlaw" which features characters such as Grassy Glenda & Junk Yard Joe. Any assistance from our fine city employees is always greatly appreciated.

High Grass and Weeds - Community Appearance operators have been working diligently on clearing up the high grass and weeds as well as spraying weed killer under the assigned bypasses. Working along with public works to keep our entry ways neat and clean. Operators have been incredibly busy abating private as well as city owned properties throughout town. In total Community Appearance has billed **\$6,079.90** for the month of September. If the bill is not paid within the given time, a lien will be filed on the property. Inspectors will make an effort to help property owners comply with city codes. They offer abatement options, which include information such as phone number and address to the landfill, brush/white goods schedule, brush truck rental information and answer any questions citizen may have.



**Demolitions – Past and Present**

FY13 Totals are in - Total combined unsafe and dangerous structure demolished in fiscal year 2012-2013 was **52**.

FY14 Totals are Being Tracked - The Building Dept. will present five dilapidated structures to City Commissioners for review on the last meeting of each month.

Commission Approved	FY '13-'14	1
Property Owner Agreement	FY'13-'14	1

FY14 Demos in Waiting - 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/Status</i>	<i>Property Location</i>
<i>Pending</i>	519 N. 6 <sup>th</sup> St.- Awaiting re-hearing for Demolition Order Request
<i>10/15/13</i>	618 W Fordyce – Commission approved demo
<i>10/21/13</i>	1114 E Yoakum – Voluntary Demo

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618 W Fordyce Demo – City crews demo

BEFORE

AFTER



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**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 18<sup>th</sup> phase to be completed in October. 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:

**PHASE 18**

Property Address	Date of Compliance Deadline
709 W Fordyce	10/9/13
425 S 12 <sup>th</sup>	10/9/13
311 E Fordyce	10/9/13
910 W Ave G	10/9/13
431 W Lott	10/9/13
321 E Santa Gertrudis	10/9/13
936 E Ave A	10/9/13
1014 Gillette	10/9/13
1130 E Ave B	10/9/13
430 W Lott	10/9/13

**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 18	8 out of 10
PHASE 8	7 out of 10	PHASE 19	In Process
PHASE 9	5 out of 10		

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PHASE 10	8 out of 10			
PHASE 11	7 out of 10			

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



**Chief Torres Attends Texas Municipal League 101<sup>st</sup> Annual Conference and Exhibition**

Several of the City of Kingsville's City Commissioners and City Department Director's attended the TML Conferencer from Tuesday, October 8<sup>th</sup>, 2013 until Friday October 11<sup>th</sup>, 2013. Chief Torres attended courses that included such topics as Stronger Development Regulations: Enhancing Your Community's Sustainability, Beauty and Safety, as well as Cybersecurity and Government Networks.

Chief Torres also managed to stop by our State Capital where he stopped by. Shown at the right is the State of Texas start that is located on the floor of the Capital

Building. The photo was taken from the second story balcony.

**Information and Associated Technology Upgrades at Kingsville Law Enforcement**

Smartboards - Tony Wilson is going through the quotes and looking at the equipment. Checking pricing and reading reviews.

Radios - Backup batteries for 800 Mhz radio system need to be replaced at the tower. Will have to replace the following equipment:

<u>Equipment Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Total</u>
UPS Power Supply	2	\$2,862.00	\$5,724.00
External Battery Pack	6	\$684.00	\$4,104.00
Removal of old/install	1	\$600.00	\$600.00
Shipping/Handling	1	\$175.00	\$175.00
		<b>Grand Total</b>	<b>\$10,603.00</b>

Coban Digital Video Systems

Unit 0016 - Keyboard/Touchpad doesn't work. Unrecognized Device error in the Device Manager. (This is the RMA one that is being sent to Coban)



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Unit 0019 - Recording issues. No live view of what the cameras see. Was recording fine, but now is not. (Coban says there's a diagnostic program to check that out. They're getting it for me.)

Unit 0027 - Needs software installed.

Unit 0028 - Needs software installed.

Unit 0029 - CPU not getting any power. Lone Star install issue?

Unit 0030 - Coban works. I'm troubleshooting a Netmotion issue to get Crimes working.

Unit 0031 - Keyboard/Touchpad doesn't work. Unrecognized Device error in the Device Manager. (Same symptoms as 0016 above)

New Computers - Meeting to be set with David Mason to assemble a quote.

Order 18 systems -

Dell Inspiron 660 - Intel Core i3, Windows 7 Pro 64bit, 4-8GB of RAM, DVDRW, media card reader, 22 inch LED monitor, Soundbar under monitor.

Order 1 system for Gabby - Dell Precision T1650 Intel Core i3, Windows 7 Pro 64bit, 8GB of RAM, DVDRW, media card reader, 512MB Nvidia Quadro NVS 300 video card, 24 inch LED monitor.

Order 3 ultrabooks for Chief and 2 Laptops. Researching options now.

ID Badges - Waiting on Fire and Volunteer Fire to update their spreadsheets so we can print new versions of old badges.

Fingerprint System - Need to check in with Identix and AFIX to see if they are closer to getting the transfer working.

Communications - Try to get everything up off the floor. Mount under the desks. Do this when I install their new computers. Reinstalling all that special software terrifies me, but those computers are 5+ years old. Will require thorough planning.

KPD Website - Still sitting on the back burner. Need to read the Wordpress manual on creating new templates. Create a new design and template. Then, we can start talking content.

Facebook - Continue utilization of system to assist department in all facets of crime fighting

**Communications Bureau**

Training - Mrs. LaTonya Johnson has completed a month training in clerk phase of the telecommunication operator. Mrs. Johnson is assigned to Lead Communications Telecommunicator Monica Lopez for her training. Mrs. Johnson is progressing rapidly in her training. New employee Mrs. Teekie Allen began her first two weeks of training with the communications department. Mrs. Allen is assigned to Mr. Orlando Prieto for field training.

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General Information -

9-1-1 Calls	<u>613</u>
Field Generated Calls	<u>1667</u>
Calls to Front Desk	<u>2073</u>

**Patrol Division**

Patrol Activity -

Calls for Service	<u>492</u>	Case Numbers	<u>172</u>
Citations	<u>102</u>	Warnings	<u>62</u>

Reported burglaries were down - There were **three** reported burglaries of habitations reported: 1300 W. Corral Apartment 234, 709 W. Henrietta and 104 Ranger Apartment D. There were **five** burglaries of vehicles reported: 1300 W. Corral, Javelina Station parking lot, 529 W. Alice, 132 W Avenue D, 1615 Santa Fe, 915 E Avenue C and 1234 E Mesquite.

There were **9** arrests for Driving While Intoxicated/Driving Under the Influence Under 21.

Patrol officers assigned to SWAT completed **8** hour of training during this two-week cycle. No patrol officers were out of town for training but at least two officers completed online continuing education courses.

The five new Chevy Tahoes have been “striped out” and are in use. These are nice additions to the Patrol Division and are welcomed.

Day shift officers have been walking through several KISD campuses during school days.

Officer Rideau, who had knee surgery, is back to work and is assisting day shift by taking reports at the PD. He should be back on patrol next week. Officer Brown has begun treatment but is still working.

Officer Aleman was awarded the “Bronze Mouthpiece Award” from the DPS Region for having the third-highest number of arrestees that he administered the Intoxilyzer for (award is no longer given but the officer is recognized).

Lieutenant Lile presented “Telling Margie’s Story” in front of approximately 100 people on October 8. Sergeant Figueroa presented two 2-hour briefings on bank robberies to local bank employees on October 16. A total of approximately 50 people received the training.

Sergeant Ted Figureroa and Sr. Ptlm. Ricardo Salinas are shown in the photograph providing instruction to bank employees at the KISD Administration Building.



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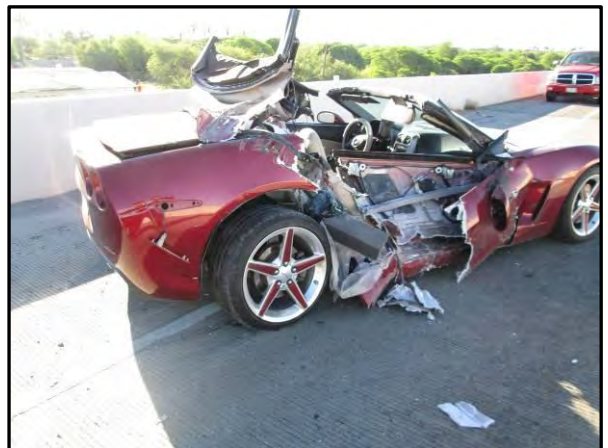
**Criminal Investigations Bureau**

Child Porn - Det. J. Michalski received a call in reference to a computer with large amounts of Child Pornography at a local computer repair shop. Det. J. Michalski and Det. J. Greif collected the computer as evidence and later wrote up a search warrant for the search/analysis of the laptop computer (hard drive) that was collected. The local repair shop is ESP iFIX (620 N. Armstrong #C). The offender who brought the computer in is Aaron Andrew Alvarez (623 W. Ella #4). On October 4, 2013 Det. J. Michalski and Det. J. Greif tracked down Aaron Alvarez at work and asked him for a statement. Alvarez provided a voluntary statement at the police station where he did admit to downloading child porn on his laptop computer 3 years ago when he lived in Victoria, TX. The laptop computer was taken to CCPD Computer Crimes Division and was found to have over 100 photos and videos of Child Porn. See case number 13-00029754 for more details.

Assault - Det. Cpl. G. Rodriguez was called out to Spohn Kleberg Memorial Hospital in reference to a female who was claiming she was assaulted while walking in a field near the 1200 block of Lawndale. The female is identified as Maribel A Johnson 32YOA. Johnson advised she decided to take an early morning walk and decided to walk a new route. Johnson advised at approximately 830 a.m. she walked into the field, and she was approached from behind by a male subject. Johnson advised the male subject attempted to rape her and was unsuccessful because she kicked him in the genitals. Johnson had conflicting stories and there was no evidence in the area where she claimed to be assaulted. Contact was made with a male subject who was working outside in his garage, which is located approximately 50 yards from the suspected crime scene. The male subject advised he was working outside most of the morning and he didn't hear anything.

Forgery Investigation - Det J. Greif has been issued a case in reference to Forgery. While investigating the case he found out the victim (Marlon G. Orellana 39YOA is currently locked up in Willacy Co Correctional Center. The victim's sister (Tania Orellana 29YOA) wanted to report that Cecilia Casanova 43YOA, who is the victim's ex-step-mother, has been forging and cashing his checks. Det. J. Greif conducted an interview with Cecilia and she confessed that she did cash the checks. It is estimated that a total of \$45,000 dollars were cashed in with the victim's checks. Most of the checks were cashed at Beto's Grocery Store. At this time Cecilia is being charged with Forgery and Theft >\$25,000. See case number 13-00024868 for more details.

Accident on Hwy 77 - Accident Investigator H. Gonzalez #39 was called out in reference to a major accident that occurred on Hwy 77. The accident involved a Tractor Trailer Semi-Truck with a Chevrolet Camaro. The Driver of the Chevrolet Camaro lost control while she was accelerating into traffic, and spun underneath the semi-truck. The rear tires of the semi-truck ran over the passenger side portion of the Camaro. The Driver of the Camaro was cited and transported to SKMH with minor injuries. Attached to this sheet is a picture of the



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Chevrolet Camaro. See accident report 13-00030103 for more details.

**Street Level Operations Team**

SLOT executed an arrest & search warrant Saturday, October 12<sup>th</sup>, 2013 at 5:45p.m. at 1301 E. Huisache. Officers arrested Ernesto Martinez 33YOA who was in possession of 2.75 ounces of cocaine and 1/4 ounce of ICE/high grade methamphetamine. Mr Martinez is being charged with POCS 4grams to 200 grams in a drug free zone, a 1st degree felony due to the proximity of the residence to Harvey School. Officers also seized \$2,335.00 which we will file on for seizure.



	Current Week	Same Week Previous Year	Year to Date	Previous Year Year to Date
Tags			21	
Abandon Vehicles	1		7	
Tows				
Citizen Contacts	2		24	
Tips	4		35	
Junk Citations			4	
Junk Warnings	1		10	
Parking Citations	3		33	
Parking Warnings	3		8	
Traffic Citations			6	
Certified Letters				
Compliance			5	

**PUBLIC WORKS DEPARTMENT** (Courtesy of Charlie Cardenas, Director)

**Engineering (09/29-10/13)**

Engineering have been working on grading County Road 1030. They have been surveying the grades and construction staking for fill material. Engineering have been drawing up plans for the 3<sup>rd</sup> Street drainage/construction project.

**Street Division (09/09-09/29)**



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Road Construction – Crews continue to work on road construction for Project #42 on Co Rd. 1030 and Franklin Adams. At this time we have cut the south side of the creek, set stakes and shot elevation north and south side of the creek. Limestone has been set and rolled.



Mowing - Crews mowed:

- Creeks – Santa Gertrudis from 12<sup>th</sup> to 10<sup>th</sup> St.
- 6<sup>th</sup> St from Alexander Ave. to Dick Kleberg Park
- Franklin Adams from Caesar to General Cavazos
- Ailsie Ave. from 6<sup>th</sup> St to Franklin Adams to Bypass
- City easements from 10<sup>th</sup> to 5<sup>th</sup> St.
- Creek – 17<sup>th</sup> St.
- City easements from 5<sup>th</sup> St to W. Ave D and 6<sup>th</sup> to City Limit Sign.
- FM 3320.
- Carlos Truan from Bypass to NAS
- Carlos Truan from 14<sup>th</sup> to Bypass
- General Cavazos Blvd
- FM 3320
- FM 1717
- Carlos Truan Blvd from Bypass to NAS
- Hwy 77 and King Ave.
- Corral Ave from Hwy 77 bypass to 14<sup>th</sup> St.
- North Y
- Sage Rd. from Young Dr. to Armstrong Ave.

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- General Cavazos Blvd from 6<sup>th</sup> St. to Hwy 77
- Armstrong Ave. from FM 1355 to Ave I
- Corral Ave, (west of Armstrong Ave)
- Trant Rd. from Business 77 to Cemetery
- Lot behind Trailer Park on W. Corral Ave.
- General Cavazos from 14<sup>th</sup> to Hwy 77

Gutters – Crews cleaned gutters on:

- Zone 7 (this includes everything from 6<sup>th</sup> St to Armstrong and Santa Gertrudis to King Ave.)
- Zone 11 (this includes everything from 6<sup>th</sup> St to 14<sup>th</sup> St and King Ave to Caesar Ave.)
- 21 St. from Kenedy Ave. To 19<sup>th</sup> St.
- Lott Ave from Fordyce Ave. to 20<sup>th</sup> St.
- 7<sup>th</sup> St and 8<sup>th</sup> St. from King Ave. to Huisache Ave.
- Lott Ave. from 8<sup>th</sup> St to 11<sup>th</sup> St.
- 9<sup>th</sup> St., 10<sup>th</sup> St. and 11<sup>th</sup> St. from Kenedy Ave to Huisache Ave.
- Kleberg Ave. from 6<sup>th</sup> St. to 2<sup>nd</sup> St.
- Yoakum from 6<sup>th</sup> St to 2<sup>nd</sup> St.
- 5<sup>th</sup> St., 4<sup>th</sup> St. and 3<sup>rd</sup> St from Henrietta to King Ave.
- Kleberg Ave. from 2<sup>nd</sup> St to Wells
- Wells, 1<sup>st</sup> and 2<sup>nd</sup> from Kleberg Ave to King Ave.
- Kleberg from Wells to Armstrong Ave
- Yoakum Ave. from Armstrong to 2<sup>nd</sup> St.
- Henrietta from Armstrong to 6<sup>th</sup> St.
- Lee Ave. from 6<sup>th</sup> St to Armstrong Ave
- 1<sup>st</sup> St., 2<sup>nd</sup> St. 3<sup>rd</sup> St, 4<sup>th</sup> St. and 5<sup>th</sup> St. from Henrietta Ave. to Lee Ave.
- 5<sup>th</sup> St from Lee Ave. to Santa Gertrudis
- Alice Ave. from 6<sup>th</sup> St. to Armstrong Ave.
- Richard Ave. from Armstrong Ave. to 2<sup>nd</sup> St.
- Wells, 1<sup>st</sup> St. and 2<sup>nd</sup> St. from Lee Ave. to Santa Gertrudis Ave.
- 3<sup>rd</sup> and 4<sup>th</sup> St. from Richard Ave. to Lee Ave.
- Richard Ave. from 2<sup>nd</sup> St to Santa Gertrudis Ave.
- 3<sup>rd</sup> and 4<sup>th</sup> St. from Richard Ave to Santa Gertrudis Ave.
- Richard Ave. from 2<sup>nd</sup> St to 5<sup>th</sup> St.
- 13th St. from Kenedy Ave. to Johnston Ave.
- Lott Ave, Huisache Ave, Fordyce Ave and Johnston Ave from 13<sup>th</sup> to 14<sup>th</sup> St.
- 13<sup>th</sup> St. from Johnston Ave. to Caesar Ave.
- Ragland Ave. from 14<sup>th</sup> to 18<sup>th</sup> St.
- 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> St. from Ragland to Caesar
- Doddridge Ave. from 14<sup>th</sup> St to 13<sup>th</sup> St.
- Warren Ave. from 13<sup>th</sup> to 14<sup>th</sup> St.
- Ragland Ave from 10<sup>th</sup> to 9<sup>th</sup> St.

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- 10<sup>th</sup> and 9<sup>th</sup> St. from Ragland Ave to Caesar Ave.

Round Up

- Zone 13 (14<sup>th</sup> St to FM 425 and Caesar Ave to General Cavazos Blvd.)
- Zone 14 ( from 6<sup>th</sup> St. to 14<sup>th</sup> St and from Caesar Ave to Ailsie Ave.)
- King Ave. from University Blvd. to US Hwy 77
- 14<sup>th</sup> St and Corral Ave to 21<sup>st</sup> St. (south side only)
- Corral Ave from Armstrong Ave to US 77
- Elizabeth Ave. from 11<sup>th</sup> St to 14<sup>th</sup> St.
- Carlos Truan Blvd. from 14<sup>th</sup> St. to US Hwy 77
- 14<sup>th</sup> St. from Ailsie Ave to Corral Ave.

Weed Eating

- King Ave from University Blvd to US 141
- King Ave. from University to 4<sup>th</sup> St.
- Ave. D to Yoakum Ave.
- 6<sup>th</sup> St from Ailsie Ave to Corral Ave
- King Ave to Caesar Ave.
- King Ave. from Corral Ave to 6<sup>th</sup> St.
- Yoakum Ave. from 3<sup>rd</sup> St. to 10<sup>th</sup> St.
- Ailsie Ave. to Alexander Ave
- Kleberg Ave. from 3<sup>rd</sup> St. to 10<sup>th</sup> St.
- Alexander Ave to Caesar Ave.
- General Cavazos to City Limit Sign
- Westside of 14thSt.from Corral Ave to General Cavazos Blvd.
- Santa Gertrudis Ave from 6<sup>th</sup> St to Hwy 77
- King Ave. from 11<sup>th</sup> St to Hwy 77
- Kenedy Ave. from 14<sup>th</sup> St to 6<sup>th</sup> St.
- Shelly Ave. from Ailsie Ave to General Cavazos Blvd.
- General Cavazos Blvd. from 14<sup>th</sup> St to Hwy 77
- Underpass on Corral Ave and Hwy 77
- Underpass on Santa Gertrudis Ave and Hwy 77
- Underpass on King Ave and Hwy 77
- East side of 14<sup>th</sup> St from Corral Ave to General Cavazos Blvd.
- Corral Ave. from 6<sup>th</sup> St. to 14<sup>th</sup> St.
- Yoakum Ave. from 3<sup>rd</sup> St to 14<sup>th</sup> St.
- 6<sup>th</sup> St from King Ave to Corral Ave.
- Carlos Truan to Mary Lewis
- Yoakum, Cypher, Henrietta, Lee and Richard Ave. from Armstrong to Seale Ave.
- Seale Ave. from Yoakum Ave. to Richard Ave.
- University Blvd from Seale Ave to Yoakum Ave.

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- Johnston Ave. from Armstrong Ave to College Place
- Armstrong from Corral Ave. to Caesar Ave.
- 6<sup>th</sup> St. from Corral Ave to General Cavazos Blvd.
- University Blvd from Santa Gertrudis to King Ave.
- Santa Gertrudis Ave from FM 141 to Armstrong Ave.

Street Sweeping

- 11<sup>th</sup> St thru 6<sup>th</sup> St and 3<sup>rd</sup> St from Yoakum Ave to King Ave.
- Kleberg Ave. from 11<sup>th</sup> St. to 3<sup>rd</sup> St
- University Blvd. from King Ave. to Santa Gertrudis Ave
- Santa Gertrudis Ave from Armstrong Ave to 6<sup>th</sup> St.
- Armstrong Ave. from Corral Ave to Caesar
- King Ave. from Hwy 77 to Hwy 141
- Carlos Truan Blvd from 14<sup>th</sup> St. to Hwy. 77
- Armstrong Ave. from Santa Gertrudis to Caesar Ave.
- General Cavazos from 14<sup>th</sup> St. to Hwy 77
- Corral Ave. from Armstrong Ave to Hwy 77
- 6<sup>th</sup> St. from Corral Ave to General Cavazos Blvd.
- General Cavazos Blvd. from 14<sup>th</sup> St to Hwy 77
- Henrietta Ave. from Armstrong Ave. to Seale St.

Patching – Crews patched and filled in potholes:

- 16<sup>th</sup> from King Ave to Henrietta Ave.
- Yoakum Ave. from 14<sup>th</sup> St. to 6<sup>th</sup> St.
- Wells St. to King Ave.
- Kenedy Ave to Bus Barn
- King Ave to Wells St.
- 6<sup>th</sup> St. from Lott Ave. to Huisache Ave.
- Kenedy Ave. From Armstrong to Wells St and 1<sup>st</sup> St.
- Zone 9
- 3<sup>rd</sup> St from Santa Gertrudis to Ave D
- Lawndale St.
- 16<sup>th</sup> St and Lott Ave.
- Ave G and Armstrong Ave.
- 15<sup>th</sup> St from Caesar Ave. to Johnston Ave.
- Ragland Ave. from 15<sup>th</sup> St to 11<sup>th</sup> St.
- 19<sup>th</sup> St and Huisache Ave.
- 18<sup>th</sup> St and Lott Ave.
- Ave F
- Zone 9 ( this includes everything from Armstrong going west of town and from State Hwy 141 to Alexander Ave.)



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- Kenedy Ave. from Armstrong Ave to 6<sup>th</sup> St.
- Huisache Ave from Armstrong Ave to 6<sup>th</sup> St
- Fairview Drive
- Gillette St.
- Water patch at Huisache Ave. from 16<sup>th</sup> St to 15<sup>th</sup> St, Fairview and Brookshire, Armstrong and Corral Ave., University Blvd. and Richard Ave., Santa Gertrudis and University Blvd.

Miscellaneous -

- Alley maintenance was done on.
  - IBC Bank alley on Santa Gertrudis
  - 4<sup>th</sup> St to 5<sup>th</sup> St. between Corral and Ave D
  - 4<sup>th</sup> St and 5<sup>th</sup> St between Ave D and Ave C
  - Alley on Lawndale
  - 9<sup>th</sup> St. to 10<sup>th</sup> St. between Corral Ave and Mesquite Ave.
  - 10<sup>th</sup> St. and 11<sup>th</sup> St between King Ave and Kleberg Ave
  - 13<sup>th</sup> St to 14<sup>th</sup> St between Fordyce Ave and Huisache Ave.
  - 7<sup>th</sup> St and 8<sup>th</sup> St between Santa Gertrudis to Ella Ave.
  - 16<sup>th</sup> St to 17<sup>th</sup> St between Ella Ave and Nettie Ave
  - 13<sup>th</sup> St to 14<sup>th</sup> St. between Kenedy Ave. and Lott Ave
  - 12<sup>th</sup> St. to 14<sup>th</sup> St between King and Kenedy Ave

Sign Shop – Signs and Cones

- Replace crosswalk sign and arrow on Armstrong and Doddridge.
- Picked up fallen stop sign on 6<sup>th</sup> St and Otis Ave.
- Installed a Double Arrow sign on Young Drive and Sage Rd.
- Fixed leaning stop sign on Wanda Ave and Kleberg Ave.
- Installed new Crime Watch sign on Carlos Truan Blvd. and Virginia Ave.
- Picked up barricades at Rock Pile on 6<sup>th</sup> St. and Ave B
- Picked up barricades on Center Circle Dr., 8<sup>th</sup> St and E. Ave B and 8<sup>th</sup> St and E. Ave C

- Drains: - Checked drains at:

• Tree Trimming

- Picked up tree at 1201 E. Ragland Ave.
- Trimmed trees on Carlos Truan Blvd and Quail Ridge Apts.
- Trimmed blind corner on 17<sup>th</sup> St. and E. Santa Gertrudis and on Armstrong between Doddridge Ave. and Warren Ave.
- Picked up huge tree branch at 726 W. Doddridge
- Cleaned ditch near Fairview
- Watered the palm trees on General Cavazos Blvd.

**Water Production (09/29-10/13)**

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Water Production Activities - Well motor at Well 22 is grounded, will contact pump installer to pull well. We are waiting for new well motor, pulling and installation Water Production assisted Pete Pena to relocate workhorse from AC Lawn and Garden to the landfill. Van Fleet Construction has all four walls up at Well 19 and working on roof. They are making good progress on new pump house at Well 19. The booster pump at Well 23 appears to be pumping against a close head. The Water Dept. is checking for closed valves in distribution system.

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

Water pumped to distribution (9/29 – 10/6) - Wells – 40,832,000 gallons; Surface – 12,302,000 gallons; 3,661,000 gallons for Ricardo bypass; Total 56,795,000 gallons; Average – 4,056,785 gals/day. Well #19 Construction is well under way!



**Wastewater Collection and Treatment Plant (09/09-09/29)**

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. American Machine Service pulled out pump 1 at 17<sup>th</sup> St. and Lee Ave, Lift Station for repairs. Contractor Mendez is still working on equipment building at 3MGD. Rabalais ordering part for pump for 3 Lift Station at 17<sup>th</sup> St. and Lee Ave. Plant Helpers mowed at University Blvd. and Santa Gertrudis Ave to Hwy 141. Running 4<sup>th</sup> quarter Bio Monitoring at 3MGD (North Plant).

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**Wastewater Treatment South Plant** - Operator mowed grass, cleaned clarifier troughs and shoveled sludge from sand drying beds. Crew is wasting in wedge wires and sand drying bed. Contractors (CSA) are still working on lights around new clarifier. Rabalais finished troubleshooting UV module. Mendez Contracting finished fence work around plant. Contractor SCI programmed pumps at South Plant. Sabas Perez Air Conditioning is troubleshooting blower on the AC unit. Secondary Clarifiers are complete and being tested.

**Wastewater Collection**

Had 6 call outs for sewer backups - (1) 416 W. Ave A / (2) 817 E. Santa Gertrudis / (3) 1726 Santa Fe / (4) At the intersection of Armstrong Ave. and King Ave. / (5) 415 and 419 W. Ave C and (6) 2801 E. Santa Gertrudis

Various Repair and Work Activities - Crew replaced sewer service line at 511 E. Doddridge and 1114 E. Nettie / Repaired broken manhole cover at on the east side of Franklin Adams / Sewer service repair at 1307 e. Lott Ave / Crew replaced sewer main on Richard Ave., Alice Ave and 9<sup>th</sup> St and Richard. / Crew installed new sewer tap at 221 ½ W. Ave C. / Hauled sludge to Landfill from 3MGD. / Crews vacuumed septic tank at Landfill, 13<sup>th</sup> St and Henrietta and 8<sup>th</sup> and Kenedy Ave. / Wastewater had 14 line locates. / Crews disconnected Sewer at 816 E. Doddridge Ave. / Crews backfilled hole at 221 ½ W. Ave C. / Crews checked water leak at outfall. / Crews raised cast iron boot at 1010 E. Yoakum

**Water Distribution (09/29-10/13)**

Water Division Crews repaired 15 Main Breaks and answered approximately 57 Service Calls, 14 Locates, 6 – Service line leaks, 13- Meter Leaks, 16– Backfills, 5 – customer side leak 1 – turn off and 2 – turn ons

3” Main Break	514 W. Ave A.
2” Main Break	500 block W. Ave B
6” Main Break	Cecil and Chandler Ave.

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6" Main Break	3 <sup>rd</sup> St. and Alice Ave.
6" Main Break	1401 W. Johnston Ave.
12" Main Break	414 E. Henrietta Ave.
6" Main Break	1500 W. Johnston
2" Main Break	1015 S. 6 <sup>th</sup> St.
6" Main Break	1714 E. Nettie Ave
8" Main Break	17 <sup>th</sup> St and King Ave.
8" Main Break	H.M King High
6" Main Break	17 <sup>th</sup> St. and King Ave. (again)
8" Main Break	HM King High (again)
6" Main Break	200 block of W. Santa Gertrudis
2" Main Break	Huisache Ave. and Lantana Ave.

Water crews replaced ¾" Water Tap on 1515 Johnston Circle. Water Dept. inventory was audited on 10/1/13. We believe we did well. Water Dept. crews replaced fire hydrant at 1600 W. Johnston. Water Dept. Supervisor met with Contractor in reference to irrigation meter and meter service relocation for new Caesar St. overpass he also met with KISD about a leak under school at HM King High.

**City Garage (09/29-10/13)**

Maintenance - 9 Oil changes on preventive maintenance; 41 scheduled work orders; 35 nonscheduled work; 15 Service calls; 0 Call out; 29 New tires on heavy equipment and trucks; 27 flat tire repairs and balances; 35 pending work orders. Repairing pistons on excavator and replaced pistons on Unit 575.

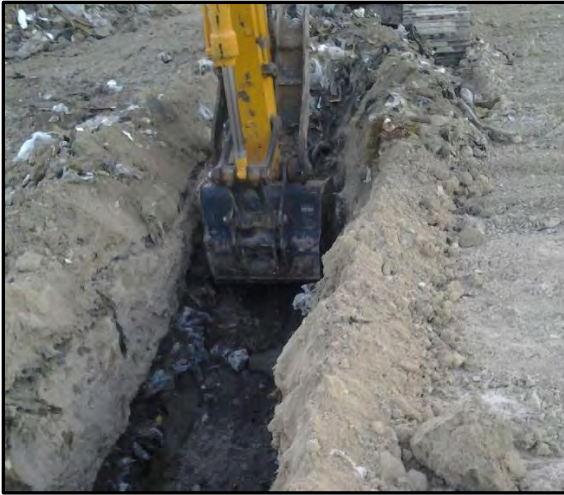
Welder - 0 work order; 2 pending work orders; 16 nonscheduled work orders; 0 scheduled work order; and 2 service calls. Welder is fabricating and welding bed on new unit.

**Solid Waste (09/29-10/13)**

Landfill - (09/29-10/13) - 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. The Landfill has been speaking with several companies getting their feedback on the new John Deere Dozer we may purchase. Munoz Trucking continues to haul dirt from the Franklin Adams Project. AT&T repaired the phone lines at the Landfill. Scott Collins, Naismith Engineering performed the Opacity Test on the Trench Burner – everything checked out good. The Landfill started a new lift on our fill sequence. Santa Anita Anderson Machinery came to finish installing the 2" hydraulic filter and the sensor on the Bomag Compactor. Holt-Caterpillar fixed the hydraulic hose on the 615C Scraper. The transmission sample that we sent to Holt-Cat from the 615 C Scraper came back ok. Holt-Cat replaced the pulleys and the belts on the D6-T Dozer. City mechanics fixed the hydraulic hose leak on the Scraper. The Street Dept. mowed the Landfill. Ordered another tire trailer from Santa Anita Reclamation and we continue to burn with the brush burner.

Trash Off – 463 tons; Trash – 483 tons; Brush – 203 tons; Construction and Demolition (C & D) – .136 tons; Litter –1.05; Metals 2.68 - Metals Recycled; 2.64 tons; Tires 11.06 tons.

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Sanitation - Residential waste collected from 09/29 – 10/13– **672,040** pounds; Commercial waste collected **720,440** pounds; Brush collected **28,100** pounds and construction debris collected **90,040** pounds. The Brush crew will be collecting in Zone 1 this week and working on abatements and demos when possible. Approximately 94 enclosures have been constructed. Twelve more enclosures are now complete, most being on S. 6<sup>th</sup> St. and several more enclosures have been started on Armstrong Ave. A demolition was completed at 708 E. Ave F. Final touch ups were done on previously demolished houses at 420 S. 18<sup>th</sup> and 816 E. Doddridge to leave property looking as good as possible. A demolition is underway at 618 W. Fordyce Ave and two more will be started next week. Recycling for the month of September totaled 30.05 tons from the recycling center taken to Corpus Christi.

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

**Purchasing Division**

Purchase Orders - For the period of 10/1/2013 through 10/16/2013, 134 purchase orders were issued totaling over \$1,047,245.53.

P-Cards - The beginning of October also brought forward the P-Card statements for the previous month. Happy to report that the attention to the P-Card Records was outstanding with only a couple turned in after the due date and time. P-Card errors were at a minimal. Great Job everyone.



Purchasing Training - Purchasing/IT staff has been extremely busy these first couple of weeks in the new FY 2014. Requisitions continue to come in trying to close out any outstanding FY13 purchase orders. The Purchasing department received the go ahead from the Commissioners Meeting held on October 15<sup>th</sup> to purchase vehicles for Kingsville Police Department, Planning and Permits and for the Water Construction. Also approved for purchase was a John Deere Crawler Dozer for the landfill and a Peterbilt 320 Chassis side loader with a grabber for the Sanitation Department.

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Purchasing/IT Director, David Mason, also attended the Texas Municipal League annual meeting in Austin from October 8-11 and will return to Austin October 16-18 for Advance Public Purchasing training sponsored by TPASS Division of the Comptroller's Office.

Attending the Buy Board Training in Corpus Christi, TX was the Administrative Assistant, Thelma Trevino.

**Technology Division**

Incode Version X - We are still continuing with the internal deployment of the Incode version X software. We have completed two weeks of remote training. In addition, we are reviewing process to increase our productivity and decrease user intervention. Several modules have been identified to clear up including: vendor addressing, commodity coding, bank reconciliations, and fixed assets. We are hopeful to have these issues cleared up before the beginning of the on-site visitation with the Tyler people. The on-site visitation will occur 11/11/13 and last till 11/22/13. At that time it is encouraged that all people affected by the software change bring any question. Purchase order training will occur sometime during that week the date is TBA.

We are including the Finance Department in any decisions made at this point to encourage a collaborative environment. The tentative final go live date is set for 1/21/13.

<b>Activity</b>	<b>Responsible Party</b>	<b>Dates</b>
Initial Data Pull (to convert GL/balances)	Client	7/29/13
Financial Chart of Accts and Segmentation begins (non billable)	Jenna	7/29/13
<u>Deadline</u> 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
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

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GIS Server - We have uploaded and provided the Timmons group with all of the information that they requested. They have begun the configuration of the local government model.

Fire Department Phone System - We have finalized a quote from both AT&T and the Shoretel vendor. Chief Reed has made a final review and agreed to proceed with the deployment of the system.

GOVQA - The initial data pull from the GovQa has begun. We are currently review process and how to best translate those process into the GovQA format. Currently, I am working with the Code Enforcement Division to move along with their end of the project.

Incode Version X - Continuing the development of the Incode server we have completed our second week of initial setup and tutorial on the new platform. Doug Garret from Incode has been very helpful by providing instructions on how the new system will function.

The end-user deployment has begun for the Incode version X. Doug and I have met with each department that will be involved in the initial conversion to explain differences from the older software. The immediately effected departments include: Finance, Purchasing, and Human Resources/Payroll.

Fire Department Phone System - Concerning, the issues with the phone systems at the fire department we have had our initial meeting with the Mr. Richline the Shoretel vendor. The vendor was able to demonstrate several products to Chief Reed, along with giving some insight on how to proceed and offered very helpful advice on the current infrastructure. Mr. Richline suggested that they proceed and have AT&T provide a PRI (T-1) voice line then use the Shoretel voice system over those lines. The IT staff will begin Monday the process to accomplish this. We are currently awaiting a proposal from AT&T, and a finalized quote from the vendor. AT&T has agreed that this is an emergency situation and has placed us in contact with the critical care division. This will greatly impact the time of incident response. This should allow us a better position to provide adequate services to the Fire Department.

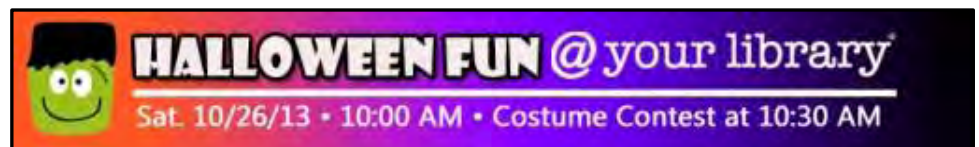
***R.J. KLEBURG PUBLIC LIBRARY (Courtesy of Ruth Valdez, Interim Director)***

**Fun Fact**

Did you know that 90% of Texas households agreed that during economic hard times, public libraries provide important resources to families and job seekers? — American Library Association

**Library Halloween Event**

On Saturday, October 26<sup>th</sup>, the library will be hosting a Halloween Program. The event will consist of games, crafts, and a costume contest. The activities will be held in the courtyard of the library beginning at 10 a.m., with the costume contest beginning at 10:30 a.m. The winners of



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the costume contest will receive a gift basket which will include the book and DVD of the Charles Schultz classic "It's the Great Pumpkin Charlie Brown."

**Bookmobile Project Update**

The Robert J. Kleberg Express Library has undergone many improvements to the interior of the vehicle thanks to Team Ram Rod, the five-man engineering team from Texas A&M University – Kingsville (TAMUK). Since May 2012, the Express Library has come a long way in its process of being converted from an ambulance to a bookmobile. The ambulance was completely gutted of medical equipment to accommodate shelves and counters. Over the spring of 2013, the engineering



Before



After

team had one of the most important and challenging aspects of the conversion – installing the bookshelves. Many details had to be considered, such as the approximate weight that would be on the shelves, the type of material to be used, and the modifications required in the vehicle's body to

accommodate the shelving. The team wrapped up the first phase of the project in May 2013. The next phase of the conversion involves completing the electrical work inside the vehicle. Although most of the team has graduated and moved on, one of the students remained to assist with electrical wiring and other minor interior modifications. The goal for spring 2014 is to enlist a new Senior Design Team from TAMUK to finish any remaining work, including interior aesthetics. The vision for the Express Library is to offer mobile book and technology services to local and rural residents who are unable to visit the Library. Residents will have an opportunity to view the Express Library on October 25, 2013, at the City's 5<sup>th</sup> Annual Safe Trick-or-Treating & Fall Festival. Visitors can get a glimpse of the inside of the vehicle, as well as make donations to assist the Library with the conversion project. Interested donors are welcome to call the library.



Future

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

**TML Conference in Austin Texas-October 8-11**

Several City of Kingsville Directors, Managers and Supervisors attended the Annual TML Conference in Austin Texas on October 8<sup>th</sup> through the 11<sup>th</sup>. City Staff were able to attend a selection of several workshops to include Emergency Management, Retirement, Pipeline locator and Public Works. In between seminars attendees were able to shop at The TML Store or attend the Exhibition to see vendors etc. TML Sponsors provided Snacks, coffee and drinks in between sessions. It was a year to remember with TML !!



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**Lunch in Downtown Austin**

Courtney Alvarez, Diana Gonzalez, Mary Gonzalez and Melissa Perez have lunch in Downtown Austin at the TML Annual Conference. During lunch times at the Conference, staff were able to enjoy a delicious lunch at different location hot spots in Austin. Senor Julio's Mexican Restaurant was one favorite spot for some of the ladies who enjoyed great food and great conversation. All they could talk about was the exciting seminars at the conference and which one they would be attending next. Everyone had a great experience and learned so much, cant wait for next year.



**Employee Recognition and Safety Committee**

Members of the Employee Recognition and Safety Committee Valerie Valero, Theresa Cavazos, Carol Rogers and Emilio Garcia took a trip to this years new Christmas Banquet Venue (University Ballroom). Were changing things up a bit This year. New Venue, New Menu, New Music and the Theme will be totally Different. We want to change it up every year and make it exciting and new for take a look at this year's Christmas Banquet Venue at the University



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**New Employee Trained on Health and Safety for the Police Department**

The Risk Manager Melissa Perez trained a new employee for an Telecommunications Position at the Police Department. Risk Manager trains new employees at least three times per week. It gives new employees a sense of belonging and self esteem with the City of Kingsville. They feel and immediate bond and feel reassured that they are knowledgeable of the city's safety and health procedures befo



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

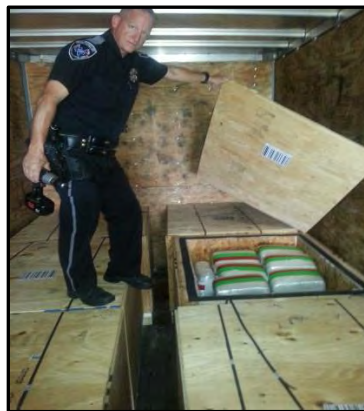
On Monday October 7, 2013 Kingsville Specialized Crimes and Narcotics Task Force Agent J. McGee stopped a 1994 Peterbilt Tractor with Florida registration pulling a car hauler southbound at U.S. Highway 77 and CR 2150. The driver, a 36 year old male, from Hidalgo, TX. gave different accounts as to where he was coming from. Agent McGee asked for and received consent to search both trailer and tractor. Upon checking the trailer an after- market compartment was found in the rear portion of the trailer. When the bolt was removed the plate covering the compartment came off and revealed 2 white bundles of currency. A total of \$120,000.00 was found and confiscated. The driver was arrested for Money Laundering and Unlawful Use of a Criminal Instrument. The truck and trailer were also confiscated.



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**On Friday October 11, 2013 at 12 Noon**

Kingsville Specialized Crimes and Narcotics Task Force Agent R. Kirkpatrick stopped a 2005 Freightliner tractor and trailer with California registration, for a traffic violation. Agent Kirkpatrick



observed several indicators of possible criminal activity. A search of the trailer revealed several wooden boxes. Three of the boxes contained 1485 lbs. of marijuana with a street value of \$900,000.00.

The driver, Samuel Acosta, a Hispanic male from Rialto, California, was arrested for possession of Marijuana and booked into the Kleberg County Jail. Investigation continues.

**On Friday 10/11/13 and Monday 10/14/13** Kingsville Task Force Agent J. Loftin made two (2) stops on U.S. Hwy. 77 that resulted in the recovery of Methamphetamine.

One arrest was for Possession of Controlled Substance and two arrests for Out of County Warrants. During the week of October 13<sup>th</sup>, Kingsville Specialized Crimes and Narcotics SAS R&D Services,



Task Force Agents assisted Inc. (SASRAD) with the use

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of new technology contraband detection and enforcement equipment. Agent's field tested and videoed the use of the new miniature Xpose hand held contraband detector/density meter and the repairable Ultimate fiberscope. These equipment kits were put to the test and a training video will be produced to showcase this new technology.



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

**Downtown Historic District Façade Grant Program**

The City Commission approved the guidelines for the Downtown Historic District Façade Grant Program that will provide a “carrot” to accompany the “stick” of code enforcement as an incentive for building rehabilitation. More building owners are inquiring about program!

*City of Kingsville*  
*Historical Development Board*

**Historic District**  
**Façade Improvement Grants**



Inter-departmental cooperation continues to push our “carrot and stick” catalyst approach of incentives and regulation enforcement.

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**Downtown Management**

Downtown management involves many City departments. Cynthia is working with Public Works on renewing the regulatory and street signs downtown, trimming downtown trees, inspecting the holiday building lights, installing banners and holiday decorations. We are also pursuing informational kiosks and bus stops for downtown. We are getting bids for installation and lighting of Downtown Mural. Street furniture is to be delivered by the end of November



**City to Meet with Union Pacific Railroad Events**

City staff met with representatives of Union Pacific to discuss matters related to railroad rights-of-way, other railroad property, at grade crossings, noise, etc.

**Planning for Kingsville Tourism for New Fiscal Year**

We have scheduled a workshop with the City Commission to discuss City of Kingsville Tourism Initiatives: web-based presence, brochures, advertising, branding, wayfinding, downtown revitalization

**Pavilion**



**New Pump House**



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**International Delegates from the U-2013 Symposium Visit Kingsville**

Several hundred professionals in the fields of exploration, mining, processing, permitting, health and safety related to uranium gathered in Corpus Christi September 29-Oct 3.



They studied and discussed best practices in all phases of the uranium fuel cycle. Uranium is a vital energy source in the diverse energy that is South Texas.

On October 3, a busload of delegates visited the highly successful groundwater restoration project at URI's Kingsville Dome ISR Uranium

Mine in Kleberg County.

The international group heard about the on-going innovative restoration techniques being used at that facility.

URI hosted the delegation along with Officials from Kingsville.

After their tour and discussions at the facility, the delegates visited Kingsville, hosted by Mayor Pro-Tem Al Garcia, City Manager Vince Capell, Chamber of Commerce President Chad Stary, and Tourism Director Bob Trescott. The group visited the 1904 Train Depot, Kleberg Bank and then had lunch and shopped in Historic Downtown Kingsville.

Kim Jones, Lee Clapp, Lucy Camacho and Thomas McGehee of the Engineering College at TAMUK were on the planning and host committees for the overall event.



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**Printed Tourism Information**

Our Tourism brochures, being printed by the Kingsville Publishing Company are starting to arrive.



**Historic District Architectural Survey and Inventory Project**

A poster for the "Grant Wrap" event. The title "It's a Wrap!" is written in a large, yellow, cursive font. Below the title, the text reads: "The Department of History, Political Science &amp; Philosophy invites you to celebrate the completion of the Kingsville Historical Survey Project". The event details are listed in a blue box: "Thursday 10.17.2013 Rhode Hall 312 6:00pm". To the right of the box, the text says: "Join us for a 'Grant Wrap' as we celebrate the accomplishments of the collaboration between the City of Kingsville and Texas A&amp;M University-Kingsville. Help us to honor our hard-working students &amp; faculty who devoted fifteen months to completing this project." At the bottom of the poster, there are three logos: the Texas A&amp;M University-Kingsville logo, the "CERTIFIED LOCAL GOVERNMENT" logo, and the City of Kingsville logo.

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

**Regular Commission Meetings (Robert H. Alcorn Commission Chambers)**

Monday, October 28, 2013      6:00 p.m.  
 Tuesday, November 12, 2013      6:00 p.m.  
 Monday, November 25, 2013      6:00 p.m.  
 Monday, December 9, 2013      6:00 p.m.

**Municipal Court Dates (Commission Chambers)**

Thursday, November 7, 2013      3:00 p.m.  
 Thursday, November 21, 2013      3:00 p.m.  
 Thursday, December 5, 2013      3:00 p.m.

**Board Meetings (Commission Chambers)**

Planning and Zoning Board      Wednesday, November 20, 2013 7:00 p.m.  
 Historic Development Board      Wednesday, November 20, 2013 4:00 p.m.  
 Zoning Board of Adjustments      Thursday, November 14, 2013      6:00 p.m.  
 Civil Service Commission      TBA      11:00 a.m.

**Board Meetings (Respective Location)**

Library Board      Wednesday, January 15, 2014 4:00 p.m.  
 City/County Health Board      (3<sup>rd</sup> week of every other month @ 5:30 p.m.)

**Holiday**

Veteran's Day – November 11, 2013  
 City Departments will be closed in observance of Veteran's Day

Thanksgiving Holiday – November 28-29, 2013  
 City Departments will be closed in observance for the Thanksgiving Holiday

**Reminders**

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

<b><u>Board Name</u></b>	<b><u>Vacancies</u></b>	<b><u>Recommendations</u></b>
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