

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

"The light at the end of the tunnel has been turned off due to budget cuts." Anonymous, www.businesspundit.com

"The only place success comes before work is in the dictionary."
Vidal Sassoon, www.businesspundit.com

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

Good Job Award!!!

The following letter was addressed to Kingsville Police Chief Rick Torres by Ms. Rene' Mora of the Kingsville Independent School District - Pogue Options Alternative Academy. Ms. Mora praises the work of Officer Bianca DeLaRosa as follows:



14 November 2013

Dear Chief Torres:

I wanted to thank your department and I felt compelled to write to you about it. Several weeks ago, my keys were taken from my teacher's desk at Options High School. The keys were to my vehicle, my house and the school. We were fairly confident as to who may have taken it. Then Mr. Maldonado, the principal, suggested that we call the police.



**Police Officer
Bianca DeLaRosa**

Officer DeLaRosa responded and took our story. She left reassuring us that she would investigate this. Within the hour, she returned and had visited those who might be responsible. She spoke to the mother of the child whom we suspected. She explained to us what had unfolded. She said that she would continue her efforts.

After a couple of weeks, the student in question returned and my keys were suddenly at my desk. I feel that if Officer DeLaRosa had not intervened, I would have never seen my keys. It would have been costly for both me and the school because many locks would have to be changed. And worse yet, the suspect could have used the keys for their gain.

So, in the end, everything went back to normal and now I keep my keys in my pocket. Thank you all for your efforts in this community. And in particular, I would like to thank Officer DeLaRosa who was professional, thorough and kind in her execution of duty.

*Sincerely,
Rene' Mora*

Chief Torres and City Manager Capell agree that this good work by Officer DeLaRosa not only assisted KISD personnel, but might have also helped put one of our youth on a more successful path.

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

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

Bianca DeLaRosa	Police	11/25/13	Helping KISD and Kingsville youth
City Employees	Various	11/12/13	1 st Annual Game Night and Tailgate
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 in 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
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 of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

CITY OF KINGSVILLE
EMPLOYEE RECOGNITION AND SAFETY WEEK
AGENDA



December 2-6, 2013

In Celebration of City of Kingsville Employees

Monday 12-2-2013

Fire Extinguisher Safety - Kingsville Fire Department
"Christmas Dress Up Day"

Tuesday 12-3-2013

Health & Wellness on the Job - Physical Therapy Department
Christus Spohn Hospital
"Western Dress Up Day"

Wednesday 12-4-2013

City Manager's Years of Service Recognition @ worksite
Safety on the Road - Charlie Ramirez; Texas Department of Public Safety
"Safety Gear Day"

Thursday 12-5-2013

The importance of PPE/Personal Protective Equipment
Speaker: Patrick Downs; Airgas
"Hawaiian Shirt Day"

Friday 12-6-2013

"Favorite Sports Team Dress Up Day"
Employee Recognition & Safety Banquet
Memorial Student Union Building
Campus@ Texas A&M University - Ballrooms A&B

Directors will conduct their own workplace celebrations including pot luck lunches, barbecues, breakfast and or other activities of their choosing.

Presentations will be held at the Public Works Building
1300 East Corral Ave.

Monday thru Thursday starting at 7:00am.
Coffee, Juice and Donuts will be served

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

2013 Annual
EMPLOYEE RECOGNITION
AND
SAFETY BANQUET

Schedule of Events

- 6:00 - 6:15 Welcome Prayer - Joey Garcia
- 6:15 - 6:30 Welcome from Commissioners & City Manager
- 6:30 - 7:30 Dinner Menu: Chicken Fried Steak
Mashed Potatoes w/Cream Gravy
Seasoned Green Beans
Rolls
Ice Tea or Water
Dessert: Cake & Coffee
- 7:30 * Employee Recognition and Safety Committee
Announcement of Raffle Ticket Winners
* Most Raffle Tickets Sold - Prize to Winner
1st Money Tree Drawing
- 7:45 Awards Presented by: Vincent Capell; City Manager
* Employee of the Year
* Injury Free Award
* Hero Safety Award
* Pass out Safety Incentive Checks to Supervisor's
for distribution to employees.
- 8:00 Arrival of Santa Claus
- 8:30 2nd Money Tree Drawing
- 8:45 Dance, Music by; Roel Villarreal
- 9:30 3rd Money Tree Drawing

Event Information

Friday, December 6, 2013
Memorial Student Union Building
Campus @Texas A&M University - Ballrooms A&B
1050 West Santa Gertrudis Avenue-6:00pm -12:00pm



City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

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

Food Service Inspections (November 1, 2013-November 15, 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.

JC/3 Mart-93	Love's Truck Stop-97	Arby's-100
V&J Food Mart-86	Rio 7 Cinema-100	A&J Super Stop-93
Subway/14 th St.-97	El Corral-97	Mesquite Drive Inn-100
Gregg's Short Stop-96	One Stop Hwy 77-93	Sunny Mini Mart #2-82
Valero Corner Store-93	Little Caesar Pizza-97	Dairy Queen-86
Whataburger/HWY77-100	Burger King-90	Speedy Stop #53-94
Beto's Community Store-100	Domino's Pizza-100	Amigo's Food Mart-92
McDonald's-100	Silver Spur Kitchen-73	HEB/Meat Market-97
HEB/Grocery-96	HEB/Sushiya-100	HEB/Deli-96
HEB/Seafood-100	HEB/Bakery-97	

Regular Food Handler & Fundraiser Food Handler Classes

Food Handler Class	14 Students	Regular Food Handler Class/Health Dept.
Food Handler Class	12 Students	Fundraiser Food Handler Class/KPD
Food Handler Class	20 Students	Fundraiser Food Handler Class/Kingsway Leadership Church

Permitted Temporary or Permanent Food Events

Pride Texas Softball	Temporary Food Event Fundraiser-Bar B Que Chicken Plate Sale
Temple Beth El	Temporary Food Event Fundraiser-Hamburgers, Chips & Soft Drink Sale
Kingsville Youth Traveling Soccer Girls	Temporary Food Event Fundraiser- Hamburgers, Chips & Soft Drink Sale
Elite	Temporary Food Event Fundraiser-Bar B Que Brisket Plate Sale
South Texas Martial Arts	Temporary Food Event Fundraiser-Concession Stand Bar B Que on a Bun Sale

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

CFAC	Temporary Food Event Fundraiser-Bar B Que on a Bun Sale
Kappa Sigma/TAMUK	Temporary Food Event Fundraiser-Bar B Que Brisket Plate Sale
Sonya Espinosa Benefit	Temporary Food Event Fundraiser-Bar B Que Brisket Sandwich Sale
Kingsville Police Dept.	Temporary Food Event Fundraiser-Bar B Que Brisket Plate Sale

Fun Facts-Did you know?

- ❖ Most domestic dogs are capable of reaching speeds up to about nineteen miles per hour when running at full speed.
- ❖ An adult cat can run about 12 miles per hour and can sprint at nearly thirty miles per hour.

Animal Control-Food Donations

Texas A&M University-Kingsville Students from Dr. Amby Anoruo's class recently participated in a community project and donated 67 pounds of dry dog food, 6 pounds of dry cat food and 6 cans of dog and cat food. Thanks to the following students for their generous donation to our animal shelter: Kayla Cuellar, Jasmin Grimaldo, Jose Arnold, Chase H. Walther, Joseph Dacus, Daniel Williams, Peyton Griffin, Travis Dillard, Kattaline Pruneda, Brittany J. Maple, Garrett Buttler, Cole Boudreany, Sara Crowe, Trace Shelton. Pictured is Health Department employees Jessica Montalvo, Customer Service Representative, Jason Torres, Health Inspector II, and TAMUK Students Michael Golla and Andres Chapa. **THANK YOU!**



Animal Control-Food Donations

Wal-Mart donated 140 pounds of dry dog food and 115 pounds of dry cat food to the City-County Health Department Animal Shelter. **Thank you** for your generous donation!

Animal Control-Loose Horse

The City County Health Dept. received a phone call about a loose horse on

County road 1036 off of 1355. The lady stated she had captured a horse that had been running loose down the county road. Animal control officers were dispatched to the scene and they made contact with the complainant. The horse was impounded and was walked back to the shelter. The following day the owner came and released his horse.



City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

Pictured is Robert Puente, Animal Control Officer walking the horse.

Animal Control-Next Monthly Pet Adoption Day

Please join us at our next **Pet Adoption Day**..... Come by and see our variety of dogs and cats!

Day & Date: Saturday, December 14, 2013

Time: 10:00 a.m. to 2:00 p.m.

Location: Tractor Supply Company

Address: 2405 S. Brahma Blvd

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 Department Monthly Report of Activities
 Consumer Health, Animal Control & Vector Control**

Consumer Health	Food Establishment Insp.	Restroom Insp.	Food Handler Attendees	Day Care & Foster Homes Insp.
October 2013	40	29	84	4

Animal Control	Oct 2013
Dogs impounded	88
Dogs adopted	25
Dogs released	22
Dogs Rescue (Groups)	3
Cats impounded	154
Cats adopted	3
Cats released	0
Cats rescued (Groups)	0
Opossum in traps	70
Other animals impounded	3
Other animals adopted	0
# of humans bitten	4
Animals obs. 10 days	3
Warnings issued	1
Citation issued	21

Vector Control	Oct 2013
Calls pertaining to bees	18
Removal of swarms	8
Site unable to abate	10
Mosquito surveillance	1
Larvacide applications (Blocks)	6

Fees collected	Consumer Health	Animal Control
Oct 2013	\$897.00	\$1,185.00

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

FINANCE DEPARTMENT (Courtesy of Deborah Balli, Director)

Finance Administration Division



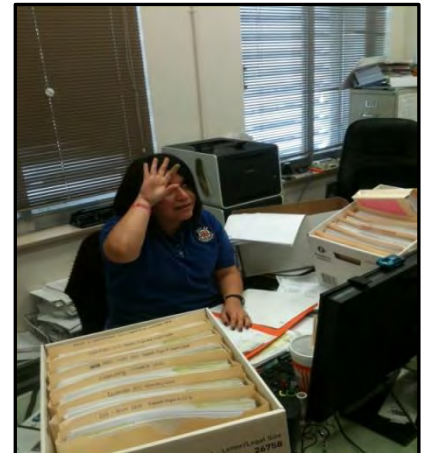
Did You Know? What is the act of transferring the information from the General Journal to the General Ledger called? Answer: Posting. You JOURNALIZE an entry from the source, and POST the journal entry to ledger.



Incode Version VX - Douglas Garrett, the implementation consultant with Incode, has been working online with the various Finance Departments (A/P, GL, Payroll) this week to ensure the City's current work processes run smoothly in the new software. Mr. Garrett will be onsite the week of November 18-22 for training purposes. The "go-live" date is still on schedule for mid-January, 2014.

Audit - The Finance Department staff continues to prepare for the annual audit performed by Womack & Co. The majority of what was requested in advance of the audit has been prepared. The current focus of the department is completing bank reconcilements, grants, and fixed assets. Mr. Womack and his staff will be here the first part of January, 2014.

Bank Reconcilements - Terri Vasquez and Deborah Balli have been hard at work completing the City's Bank reconcilements. A bank reconciliation is a process that explains the difference between the bank balance shown in an organization's bank statement, as supplied by the bank, and the corresponding amount shown in the organization's own accounting records at a particular point in time.



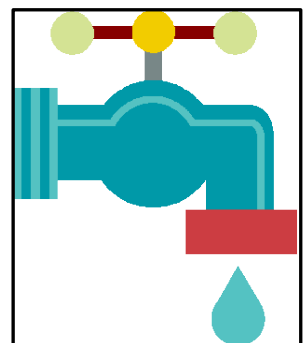
Such differences may occur, for example, because a check or a list of checks issued by the organization has not been presented to the bank, a banking transaction, such as a credit received, or a charge made by the bank, has not yet been recorded in the organization's books, or either the bank or the organization itself has made an error.

To reconcile, look at the bank statement and/or the organizations own accounting records and see if some combination of them matches with the difference to be explained. Otherwise it may be necessary to go through and match every single transaction in both sets of records since the last reconciliation, and see what transactions remain unmatched. The necessary adjustments should then be made in the cash book, or any timing differences recorded to assist with future reconciliations.

Utility Billing Division

Did you know these facts about water use?

- You can survive about a month without food, but only 5 to 7 days without water.
- Each person uses about 100 gallons of water a day at home.
- The average five-minute shower takes between 15 to 25 gallons of water.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

- You can refill an 8 oz. glass of water approximately 15,000 times for the same cost as a six-pack of soda.

http://www.washoecounty.us/water/wtrconservation/water_facts

Thanksgiving Holiday Trash Schedule 2013 - City Hall will be closed Thursday November 28th and Friday November 29th, 2013

Residential: Tuesday service will be done on TUESDAY.

Commercial: (1) Service for Wednesday and Thursday will be done on WEDNESDAY (2) Friday's and Saturday's service will be done on SATURDAY.

Payments can still be dropped off via check or money order form in night drop outside corner of City Hall Building or made online, CityofKingsville.com via MasterCard or Visa.



Job Well Done - On October 28th, 2013 the Billing Specialist, Erica Bruce was transferred a customer call from Aileen Escamilla, Billing Specialist. The customer on the line wanted to take the time to let someone else know what great customer service Aileen provided to her. The customer received a higher than normal water bill and Aileen walked her through our "check-for-leak" process.



These types of accolades are sometimes left unheard because it is customary for this type of service to be provided by all CSR's in the Utility Billing Department; however, it is nice to get a compliment on that type of service from time to time.

Thank you Aileen for providing great customer service, listening to our customers, and educating them at the same time!

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 28th, 2013. The first bill pertaining to the increase was mailed out September 4th, 2013.

December Utility Bill announcement - Due to the Christmas Holiday December 25th and December 26th, 2013, Utility Bills normally sent out on that Wednesday will be mailed out Tuesday December 24th, 2013 instead. For questions contact the department at 361-592-5281.

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 For all Sanitation Related Issues please call 361-595-8094.
For Community Appearance issues (high grass, trash, etc.) please call 361-595-8093.*

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

Municipal Court Division

What is a Municipal Court? - A municipal court is a US court whose jurisdiction is limited to a specific municipality, county, community, or city. These courts can preside over only those cases and offenses that have taken place within their sphere of influence. They cannot consider cases and offenses that have occurred outside their territory. Like other courts, municipal courts are committed to administering justice in a fair, efficient, and timely manner. They are also committed to safeguarding the legal rights and liberties of citizens and ensuring the protection of public interest.



For more information citizens are encouraged to contact the City of Kingsville Municipal Court for any questions or concerns by calling (361) 592-8566 or visit us at 200 E. Kleberg.

Court Business - Throughout the weeks of October 30, 2013, 2013 through November 12, 2013, the Kingsville police department filed a total of 214 new citations with the court: traffic (170), parking (16) and state law (17). Kingsville's health and code enforcement filed a total of 7 new ordinance violations and the court officer filed 4. A total of 194 cases were completed and closed during this period.

In the warrant department 94 orders were executed, which cleared 125 cases from the court system. 24 new arrest orders were released. Court collections in this period totaled \$45,228.36 from settlement on payment plans and all other executed orders.

Inmate Court Hearing for October 24, 2013 - During the 2:00 o'clock session, a total of 2 inmates were transported to the Municipal Court Chambers by Kingsville police department. One individual was ordered for release with a payment plan and the other was ordered to serve time in the county jail for balance owed to the court.

Public Court Hearing for October 10, 2013 - During the 3:00 o'clock session there were 154 total of people scheduled to make there court appearance (258 cases), of which 40 people made their appearance. Of the people whom did appear the case results were as follows:

52	Payment plans & extensions granted
47	Cases forwarded to the warrants
35	Pending
18	Cases dismissed by compliance
36	Cases closed by full payment
1	Cases reset for trial
14	Warrants activated
1	Case closed by forfeiture of bond
23	Cases sent to Omnibase
31	Cases reset to a later court date

Thank You! - Many thanks to Kingsville Police department for the security provided during scheduled court sessions! Special thanks to Officer L. Brown #80, Officer Benys #73, Officer Grant #94, Dodd #88, Cervantes #78 and T. Davis #25!

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. Available on the

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

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/>

Municipal Court Schedule –

Pre-Trial	November 21, 2013 at 9 a.m.
Inmate Court Session	November 21, 2013 at 2 p.m.
Regular Court Session	November 21, 2013 at 3 p.m.
Trial-Bench	November 21, 2013 at 4 p.m.

FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief)



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

Veterans Day Parade - Department was unable to participate in the Parade due to numerous medical emergency calls during that time. Department veterans would have loved to have been in the parade. Hopefully next year.

NOTE: 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 it's 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. Hose operations
2. EMS Skills
3. A Shift reviewed After the Fire training video.

Department Training - None during the period.

Planning

Public Safety Officers Award Dinner Planning - Fire Chief met with County Sheriff, City Police Chief, and University Police Chief to discuss a Sheriff's organized Award Dinner to be held in December.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Committee Meetings

Officers Meeting - November 8th - 2 hour meeting to discuss several issues.

Apparatus/Equipment Repairs - Still have small water and oil leaks on Engine 2. Medic 3 window off track will not roll up all the way, Medic 1 broken driver's side door handle, Engine 1 Door spring broken, generator on Engine 2 sent to shop for repairs.

Fire and EMS Response Statistics

Fire/EMS crews responded to **(16)** fire and other calls, **(141)** EMS calls, for a total of **(157)** emergency calls between November 1st and November 15th, 2013.

Special Incidents

None during the period.

Other Department Activities

Local 2390 Bargaining Agreement Negotiations - Bargaining agreement talks between the City and Firefighters Local 2390 concluded. Contract being voted on by membership.

Tailgate Event - Provided portable garage tent for the event, set up and break down.

FEMA Assistance To Firefighters Grant Application - Acting Lt. Camarillo and Fire Chief working on information and application for exhaust removal system and new fire engine.

Public Safety Education Programs - No programs during this period.

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

Capital Item Projects - Specifications and drawings being completed for quote and bid process. Some work on Fire Station 2 interior has begun.

HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Did You Know?

A simple THANK YOU goes a long way.

Advertised Positions

Fire - Firefighter/Paramedic

Garage – Equipment Service Worker and Maintenance Technician

Police – Telecommunication's Operator

Street - Supervisor

Wastewater – Utility Worker

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

New Employees



Robert Rodriguez
Director
Library



Ashly Garza
Telecommunication Operator
Police



Manuel Solis
Equipment Operator II
Landfill

Separations

Vinson Garza – Equipment Service Worker- Garage Division
Mario Esparza – Telecommunications Operator – Police Dept.

General

Police Association Agreement - With the completion of the Police Association agreement, the HR Department produced copies for the document for each member of the association and assisted Payroll with back-pay calculations so all officers received the approved increases as of any hours worked on and after October 1, 2013.

Fire Association Agreement - Contract negotiations are in the final stages with the Fire Association. Drafts of the document were prepared and submitted to the Fire Association for review. Proposed agreement is to be presented for City Commission consideration on November 18, 2013.

Employee Recognition - HR is working on this year's Employee of the Year nomination forms and verifying this year employee service awards. Employees who complete 5, 10, 15, 20, 25, 30 and 35 years of service will be recognized annually during the Employee Recognition and Safety Week held in December. HR will be coordinating with Risk Management to schedule the department award distributions during this time.

Insurance Billings and Claims - HR continues to work with the various insurance vendors to address billing issues and claim submission of supplemental benefits as well as addressing a variety of employee issues daily in person, phone and by email.

Another Employee appreciation event to report for 2013 - just another way to say THANK YOU to all employees with a lunch in the great outdoors. Employees were able to take a break and have bite to eat underneath the new downtown pavilion at 6th and Yoakum. Several employees from City Hall and Community Appearance walked over to the pavilion and enjoyed the nice weather.

City of Kingsville, Texas
 Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

Human Resources and Risk Management coordinated the event with the assistance of several departments including the City Secretary's Office and Tourism who helped coordinate the ribbon cutting at the new pavilion.



Special thanks goes to the following employees:

Cooks –

Several Public Works Supervisors

- Joe Casillas, Water Production Supervisor
- Emilio Garcia, Health Director
- Marco Jimenez, Water Supervisor
- Art Perez, Garage Supervisor
- Pete Pina, Landfill Supervisor

Servers and Food Preparation

- Melissa Perez, Risk Manager
- Theresa Cavazos, Planning
- Courtney Alvarez, City Attorney
- Emilio Garcia, Health Director

Diana Gonzales,

Beth Greenwell,

Mary Valenzuela, City Secretary



BBQ Pit – Task Force

Tables, ice chests and hauling of BBQ pit – Public Works



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013



City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

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

Tree Planting Projects Scheduled

Phase 2 of the TAMUK / City project to plant trees for a heat mitigation study being done by the university was done on November 9th. The City and TAMUK Geosciences Department planted oak trees and crape myrtles in the area around the City Post Office. The project should cover the back parking lot from view with vegetation.



New City Hall Reconstruction Project

David Brown, the renovation architect, visited with all Department directors to discuss the internal building layout for the building. Mr. Brown's goal is to have plans ready for review on December 2nd.

Old Hospital Asbestos Abatement Project

The City recently received the specifications needed for bidding the project. The specifications are currently being reviewed for clarity and will be sent out to contractors for bidding as soon as everything is clear.

Building Services Division

Residential Remodel	14	Demo	1
Commercial Building	0	Electrical Remodel	16
Mechanical	8	Moving	0
New Residential	3	Fire Inspection	22
Cert. of Occupancy	2	Gas Inspection	5
Commercial Meter	5	House Leveling	1
Plumbing	9	Residential Meter	6
Re-Roof	5	Sprinkler	1
Sidewalk	0	Sign	0
Curb	3	Swimming Pool	0
TOTAL PERMITS PULLED	101		



New Business

- Theresa Cavazos, Jessica Storck & Lisa Coleman attended Customer Service training in San Antonio Nov. 13th. This training covered various aspects of the importance of achieving a high level of customer service satisfaction.
- Manuel Buentello & Robert Isassi attended the International Residential Code & International Zoning Code training in Brownsville on Nov. 14-15. This information and certification will assist in the inspection process of building new residential homes, and the correct zoning of businesses and/or residential new development.

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

Community Appearance Division
 Recent activity (October 16-November 13) by Community Appearance Inspectors is as follows:

Activity	Results
Notices Sent- 45	Compliances- 35
Inspections- 98	Abatements- 18
Re-Inspections- 50	Court Cases- 0
Illegal Dumping Cases- 0	Referral to other Department- 2
Obsolete Sign Violations- 0	Placards Posted- 5

Making the Not-so-Pretty, More Attractive

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

1203 E Ella – Property Owner Abated

BEFORE

AFTER



501 W Ave D – Community Appearance Abated



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

317 N. 1st – Community Appearance Abated
BEFORE AFTER



418 E Lee – Community Appearance Abated



Community Appearance Division

Community Appearance Division would like to welcome Eric Oviedo!! - As the new operator, Eric is excited to get out and beautify our community. Eric understands the idea behind community appearance and is eager to do his part in the effort.



City of Kingsville, Texas

Staff Report

(A Publication of the City Manager's Office)

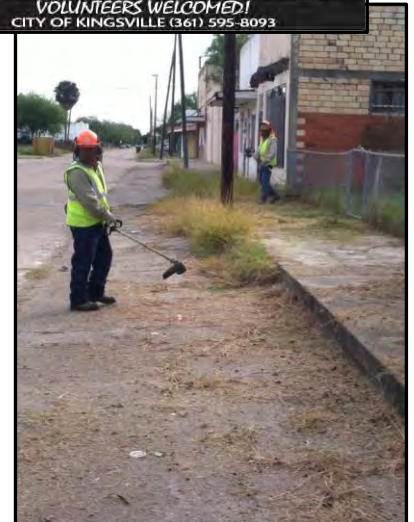
Monday, November 25, 2013

Tire Roundup - The City of Kingsville will be hosting a free tire disposal event on Nov. 16th at the trash off site on 6th & Ave B from 8am to 12noon. This will be the first of four events throughout the rest of the year. The next event is scheduled for Nov. 30 at the public works yard. Santa Anita Reclamation will collect the tires to be recycled. One popular aspect of this event is that there is no limit on how many tires the residents can bring.

Assisting Public Works - Community appearance operators have been working on clearing curb and gutters on assigned sections of thoroughfares. They sprayed weedkiller on Nov. 6-8 and started clearing on Nov. 12th. Expected date of completion will be the first week of December.

Demolition Initiative

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.



**City of Kingsville's
FREE TIRE DISPOSAL!**

The City of Kingsville will be hosting a FREE tire disposal where the citizens can dump their tires for FREE! You must provide proof of residency and a utility bill, NO Contractors, RESIDENTS ONLY!


November 16
8 a.m. - Noon
Located AT 6TH & AVE. B.

FREE TIRE DISPOSAL


VOLUNTEERS WELCOMED!
CITY OF KINGSVILLE (361) 595-8093

Commission Approved	FY '13-'14	0
Property Owner Agreement	FY'13-'14	2

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:

Date	Property Location
Pending	519 N. 6 th St.- Awaiting re-hearing for Demolition Order Request
Pending	210/212 E Richard – Commission Approved Demo
Pending	1229 E Ave B – Commission Approved Demo
10/31/13	714 E Ave B – Voluntary Demo
10/22/13	1114 E Yoakum – Voluntary Demo

As always Community Appearance would like to thank all those involved with all the efforts towards the beautification of our great city.

Top Ten Priority Property Clean Ups
Community Appearance Inspectors are following up on previous City abatements to ensure

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager’s Office)
 Monday, November 25, 2013

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 19th phase to be completed in November. 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 19

Property Address	Date of Compliance Deadline
1232 E Johnston	11/20/13
315 E Lee	11/20/13
2415 E Santa Gert	11/20/13
1110 E Yoakum	11/20/13
327 E Santa Gert	11/20/13
405 E Huisache	11/20/13
419 E Huisache	11/20/13
603 E Kenedy	11/20/13
1218 W Richard	11/20/13
1908 Martin	11/20/13

“Top Ten” monthly private property cleanups – Property Owner Abatements

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	8 out of 10
PHASE 9	5 out of 10	PHASE 20	In Process
PHASE 10	8 out of 10		
PHASE 11	7 out of 10		

As shown in the 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

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

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.

Thanks to Health Department for Helping to Remove Bees on a Recent Demolition at 210 E. Richard St.



POLICE (Courtesy of Ricardo Torres, Chief)

Upgrades and Repairs ongoing at Kingsville Law Enforcement Center



KPD in Receipt of 18 Dell Computer Systems

Tony Wilson, Information Systems for KPD is shown inventorying the 18 computer systems received for use at the Kingsville Law Enforcement Center. The systems will be used for access to the CRIMES® records management systems. As everyone knows computer systems in this day and age have to be replaced about every 3 to 5 years. These systems will insure that KPD officers have the latest technology to fight crime. All of these systems were purchased using Chapter 59 forfeiture funds provided through

the Kingsville PD forfeiture accounts.

KPD Broadband Connection

We have been in discussions with ATT to improve the broadband capability for the Kingsville Law Enforcement Center. The photo at right shows where a local electrician has begun work to have the new broadband connection brought into the building and provide a new 50mg connection for use by the department. We are optimistic that this will be a vast improvement from the 3mg or so that are



City of Kingsville, Texas
 Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

currently available not only for internet on site but for our mobile systems out in the field.



Beautification Project and Make Ready for Vehicle Auction

KPD employees from SLOT and the Office of Professional Standards spent Friday, November 8th, 2013 mowing and cleaning the area behind the Kingsville Law Enforcement Center. The purpose of the cleanup was not only to beautify the area but also make it ready for a vehicle auction for seized vehicles as well as old KPD patrol vehicles. To place a bid on the vehicle check govdeals.com for the online internet auction over the next 10 days or so.

Shown below is a sample of what has been posted on GovDeals.com on seized vehicles being auctioned by the Kingsville Police Department. Good luck to all bidders!

2003 BMW X5 4.4i



Auction Ends: 11/28/13 12:00 PM ET
Remaining: 12 Days 18 Hrs
This item is subject to an auto extension of the auction end time.
[Refresh Bid & Time](#)
 Buyer's Premium: 12.50%
Starting Bid: \$1,000.00
 Bids: 26
High Bidder: b*****I
Current Bid: \$4,469.00
Bid Increment: \$25.00
Minimum Bid: \$4,494.00
[Terms and Conditions](#)

2003 BMW X5 4.4i SPORT UTILITY 4-DR, 4.4L V8 DOHC 32V.

- Starts with a Boost
- Automatic Transmission
- Body in GREAT shape
- Leather interior
- Park assist control
- Power win/doors/locks/seats - LOADED
- Driver seat ripped
- Stone chip on windshield
- This is a Seized vehicle, mechanical unknown, inspection highly recommended

Year	Make/Brand	Model	VIN/Serial	Miles	Title Restriction	Condition	Category	Inventory ID
2003	BMW	X5	5UXFB33523LH50162	142,617 (Accurate?: Unknown)	No	See Description	SUV	10-004653

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Communications Bureau Activity

Training –

Mrs. LaTonya Johnson - is in her final phase of call taking in the clerk phase of the telecommunication operator. Mrs. Johnson is assigned to the day shift with Mr. David Garcia as her trainer. Mrs. Johnson is progressing rapidly in her training and should be released to the dispatch phase of her training shortly.

Mrs. Teekie Allen - began completed six weeks of training with the communication department in the clerk phase. Mrs. Allen is assigned to Mr. Orlando Prieto for her training and on the evening shift.

General Information

Received six hundred sixty one 911 calls.

Received two thousand two hundred eighty five calls to the front desk

Conducted a successful interview with Ms. Ashly Garza for the telecommunication's position.

Ms. Garza will bring four years of dispatch experience with her. She started on November 12th.

Sgt. Donald Lobaugh received The Resilient Badge for Supervisors conducted by the Lion Organizational Development Institute sixteen hours in Alice.

Sgt. Donald Lobaugh also attended DPS CJIS training in Corpus Christi.

Patrol Division - At least 172 reports taken.

Burglaries:

Vehicle: 1220 N 17th
2420 S. 6th
Building: JK Northway
Habitation: 130 W. Corral #60
1220 N. 17th #63
1420 E. Richard
719 E. Richard

Family Violence 7 cases of Assault reported

1 case of Violation of Protective Order reported

DWI/DUI:

Cesar Trevino arrested for DUI-Minor at 2400 S. US Hwy 77 access road.

Elishia Cuellar arrested for DWI at 1100 S. 14th.

Ricardo Lopez arrested for DWI at 1700 S. Brahma Blvd.

Juan Garcia arrested for Felony DWI at 900 S. 14th.

Ricardo Bartolo arrested for DUI after an accident at 600 S. Armstrong.

Brian Dwire arrested for DWI at Country Luau parking lot.

Joe Anthony Beltran arrested for DWI at Wells & Kleberg.

Michael Martinez arrested for DWI at 14th and Lott (BAC .097 & .089).

Jacob Stiles arrested for DUI-Minor after striking Mattress Depot wall.

Drug Offenses:

Nora Mendez Mendieta arrested for possession of methadone at Probation Office

Blaine Haggerton arrested for synthetic marijuana on traffic stop

Jacob Stiles arrested for marijuana possession at his home.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Counterfeit Bills: Christian Vera arrested for synthetic marijuana on traffic stop
Chemcel Credit Union
Kwik Pantry (809 W. King)
Kwik Pantry (809 W. King)
Walgreen's
CVS

Traffic: 223 citations given by patrol officers
227 written warnings given by patrol officers

Collisions:

Driver(s) present: 1500 N. Armstrong
600 S. Armstrong
100 S. 14th
900 E. General Cavazos Blvd
King & Armstrong
14th & Santa Gertrudis
426 S. 14th (China One private property)
900 S. 14th Street

Hit & Run: 1000 E. Henrietta
1311 E. Gen Cavazos (hospital parking lot)
201 S. 14th Street (TETCO parking lot)
600 E. Gen Cavazos (Courts of Las Palomas parking lot)

Other Info:

Patrol officers still reporting that school zone lights are not working at the proper times.
Corporal Murray back to work.
COBAN technicians at the PD on Nov 12-13.
Officer Brown got the three illegal aliens in the hidden compartment of a plumbing van.
Operation Stone Garden is being worked again.
Officers selling tickets and making plans for upcoming benefit plate sale.
SWAT call-out on 11-13-13 for barricaded, schizophrenic, drug addict.

Criminal Investigations Bureau

Case number 13-0003200 - Det. J. Michalski was assigned this case and it is in reference to a Burglary of Habitation. Ptlm. L. Brown took the initial report and was able to locate the stolen items at the local pawn shops and placed a hold on the items. Det. J. Michalski issued a restitution letter with the Kleberg County Court and was able to get the property back. The victims signed an affidavit of Non-Consent, and received their property back. The suspect was identified as Santos Rojas, and the case is going to be filed on Rojas with the courts on a later date.

Case number 13-00031556 - Det. J. Greif was assigned this case and it is in reference to a Forgery Case. Ptlm. D. Garza took a report at the Carrillo Law Office, and the Reporting Party wanted to report that a Julie Stewart was forging company checks in her name and cashing them. Det. J. Greif conducted an interview with Stewart and she confessed that she cashed several checks in her name without the consent of the owner. This case is going to be filed with the District Attorney's Office.

City of Kingsville, Texas
 Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

The following case numbers have been issued to Det. J. Gonzalez# 36 and Det. T. Contreras#33 in reference to Forgery 13-00033852, 13-00033862, 13-00032302, 13-00033566, and 13-00033052 - A heavy set female is walking around town purchasing items at local stores with funny money. There is footage of this female paying with the funny money and these cases are currently under investigation. I will have more details on these cases on next week's report. Attached to this report is a photo of the female who is seen buying merchandise with fake money.



Case Number 13-00032619 - Det. H. Gonzalez received this case in reference to a DWI arrest W. Children/ Single vehicle accident. Ptlm. J. Dodd responded to the call and located the area of the accident. When Ptlm. J. Dodd arrived on scene he advised the vehicle left the location. Ptlm. S. Benys located the vehicle and conducted a traffic stop on the vehicle and discovered the driver (Laurie D. Guajardo) to be intoxicated, and was driving with three children who were under the age of 15. Ptlm. S. Benys also discovered the side air bags on the vehicle had deployed during the accident. The driver was arrested for Driving While Intoxicated w/ a Child and was taken to the hospital for a mandatory blood draw. Det. H. Gonzalez advised Guajardo is later going to be charged with three counts of DWI w/ a Child because there were three kids in the vehicle during the incident.

Training Officer - Activity for Reporting Period

10/31/2013 Thursday	11/04/2013 Monday
Presentation at Harrel Elementary	Firearms qual one officer
11/05/2013 Tuesday	11/07/2013 Thursday
Unit inspection	Indoc at NAS Kingsville
11/08/2013 Friday	11/12/2013 Tuesday
SWAT training-Bus Assaults	TCOLE paper work for SWAT training
Presentation at Laser with PDAP	
11/13/2013 Wednesday	
Obtain and learn software for X26P	

Additional Activities

Taser data downloads and reports. Taser and Taser equipment maintenance trouble shooting (when needed). Flash bang maintenance, preparation and reload. Weapon maintenance and trouble shooting (when needed). Contact with TCOLE (various questions). Contact with other training coordinators (various questions). Contact with Officers, both this and outside agencies (various questions and

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

concerns). Asses and obtain training locations. Obtain equipment for training. Maintain/update Officer training files.

Neighborhood Improvement Office (Officer Eric Perez) – Nov. 11th – 17th

This office is doing great things to improve the safety and appearance of our neighborhoods through the proactive enforcement of vehicle (junk & abandoned vehicles) and traffic codes.

	Current Week	Same Week	Year to Date	Previous Year Year-to-Date	
		Previous Year			
Tags	2		53		
Abandon Vehicles			15		
Tows			2		
Citizen Contacts	2		39		
Tips			52		
Junk Citations	1		17		
Junk Warnings	1		23		
Parking Citations	2		65		
Parking Warnings			12		
Traffic Citations	1		7		
Certified Letters					
Compliance-Junk Citation			6		
Compliance-Junk Warning			6		
Compliance-Abandon Vehicle			9		



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

PUBLIC WORKS DEPARTMENT (Courtesy of Charlie Cardenas, Director)

Engineering (10/28 – 11/15)

Engineering has continued to provide support to departments. Engineering has been surveying properties and assessing the roadways for construction. Engineering is also prepare contract documents with consulting engineers for the following projects: Water well #25, Waste water trunk main to the North plant, and water line replacement on Kennedy between the East water tower (near Burger King) to the West water tower (near the MOPAC fields). Engineering is also developing the demolition plan for the Coral park fire training tower.

Street Division (10/28 – 11/10)

Road Construction – Crews continue to work on road construction for Project #42 on Co Rd. 1030. At this time we have sealed the last section, patched areas with hot mix and laid hot mix on the west side (southbound) and started the east side (northbound). Crews patched up driveway and radius on the south side. Crews cleaned up shoulder and opened the road.



Mowing - Crews mowed:

- General Cavazos Blvd.
- Ailsie From 6th to Franklin Adams
- East side of Franklin Adams at the cement ditch
- West side of Franklin Adams
- Caesar ditch

Round Up

- Completed all of Santa Gertrudis Estates from Corral Ave to Santa Gertrudis St. on the west side
- Franklin Adams from Caesar Ave to Ailsie Ave.
- Bridges from 17th St. to N. Armstrong Ave.
- Completed Zone 3 (from 6th St to 14th St and from Santa Gertrudis to Sage Rd.)

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

- Zone 6 (from 6th St to 14th St. and from King Ave to Santa Gertrudis Ave.)
- 6th St from North Y to City Limits sign
- General Cavazos Blvd from 6th St. to NAS
- General Cavazos Blvd. from Hwy 77 to NAS
- Ditch to Loop 428
- Franklin Adams from ditch to west side
- 6th St. from Ailsie Ave to Loop 428
- Loop 428 from 14th St to 6th St.
- Loop 428 from 6th to Alexander
- 6th St from Otis to Loop 428
- Loop 428 from 6th St to Alexander Ave
- 6th St. from Otis to Loop 428
- Ailsie Ave. from Franklin Adams to 6th St.
- Franklin Adams from Caesar Ave to General Cavazos Blvd.
- Creek on Trant Rd.
- Corral Ave. from 77 bypass to Armstrong Ave.
- Franklin Adams from Caesar Ave to Ailsie Ave.
- Corral from Armstrong Ave. to Ave I
- Mesquite Ave and Ave C

Weed Eating Gutters

- Zone 3 (from railroad tracks to 14th St and from Sage Rd to Santa Gertrudis Ave.)
- Zone 4 (from Sage Rd. to Santa Gertrudis Ave and from 14th St to passed Hwy 77)
- Zone 13 (from 14th St to FM 425 and from General Cavazos Blvd.to Caesar Ave)
- Zone 15 (from Armstrong to Golf Course Road and from Ailsie Ave. to South Creek Subdivision)
- Ave B from 10th St to 14th St.
- Ave C from 11th St. to 14th St
- Ave D from 6th St to 14th St.
- Mesquite Ave. from 6th St. to 10th St.
- 8th St. from Ave C to Ave D
- 9th and 10th from Ave C to Corral Ave.
- 11th St. from Ave B to Mesquite Ave.
- 13th St. from Ave B to Mesquite Ave.
- Mesquite Ave from 10th St to 14th St.
- 11th and 13th St. from Mesquite Ave. to Corral Ave.
- Ash Creek from South Creek to Dead End
- South Creek from Hwy 77 to Dead End
- Boxwood from South Creek to Dead End
- Cypress Ave from South Creek to Dead End
- Allen from Escondido to Dead End

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

- Nelda from Allen to Dead End
- Lewis & Virginia from Carlos Truan to Dead End
- Shelly from Virginia to Dead End
- Parker from Shelly to Carlos Truan
- Miller from 14th to Circle Drive
- Circle Dr from Miller to Carlos Truan
- Lawndale from Circle Drive to Center Dr
- Center Drive from Lawndale to Circle Dr
- Lawndale from Center Dr to Dead End
- Lawrence from Lawndale to Dead End
- Elizabeth from Annette to Dead End
- Kathleen from Circle Dr to Annette
- Annette from Kathleen to Ailsie
- Rettye from Ailsie to Palm
- Palm from Shelly to Sherwood
- Sherwood from Palm to Christy
- Windcrest from Sherwood to Rettye
- Christy from Rettye to Sherwood
- Brenda from Rettye to Kelly
- Bilvan & Kelly from Brenda to Ailsie
- Jerome from Ailsie to Dead End
- Michael from Jerome to Elizabeth
- Elizabeth from Ailsie to Dead End
- Jamlie from Allen to Boyd
- Boyd from Jamlie to Arroyo
- Jamlie from Escondido to Stacie
- Stacie from Jamlie to Dead End
- Reidda Dr from 6th St. to Dead End
- All of Hobb Valley
- Helen Marie from 6th St. to Dead End
- Van from Helen Marie to Jayvee
- Jayvee & Cecil from 6th St. to Dead End
- Chandler from Cecil to General Cavazos
- All of Pasadena
- Martin from 7th St. to Carol
- 7th St. from Loop 428 to Carol
- Carol from 6th to Otis
- Otis from Loop 428 to 6th St

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Street Sweeping

- Corral Ave from Armstrong Ave. to Hwy 77.
- University Blvd. from King Ave. to Santa Gertridis Ave.
- Santa Anita Ave from Santa Gertridis to Santa Maria Ave.
- Santa Maria from Santa Elena to Santa Gertridis Ave.
- 6th St from Corral to General Cavazos Blvd
- General Cavazos from 14th St. to Hwy 77
- Carlos Truan Blvd. 14th to Ailsie Ave.
- Corral Ave from Sage Rd. to Santa Gertridis Ave
- Kenedy Ave from 14th St. to 6th St.
- Henrietta Ave. from Armstrong Ave. to Seale Ave.
- Seale Ave. from Yoakum Ave. to Lee Ave.
- University Blvd. from King Ave. to Santa Gertridis Ave.
- General Cavazos Blvd. from 14th St. to Hwy 77
- 6th St. from Corral Ave. to General Cavazos Blvd.
- Kleberg Ave. from 14th St to 12th St.
- General Cavazos from 14th to 77
- Shelly from Ailsie to General Cavazos
- 14th St East side of Street from Corral to General Cavazos
- Santa Gertridis from Armstrong to 141
- Wells from Santa Gertridis to Nettie
- 1st & 2nd from Santa Gertridis to Richard
- Santa Gertridis from 6th to 141
- 7th, 8th, 9th, 10th, 11th & 12th from Richard to Santa Gertridis
- 7th, 8th, 9th, 10th, 11th & 12th from Ella to Santa Gertridis
- 17th, 16th, 15th, 12th, 11th & 10th from Kenedy to Kleberg
- 13th from Kleberg to King
- Corral from Lantana to 14th
- Lantana & Santa Rosa
- Wanda & Santa Rosa
- Wells & Corral
- 1st & Corral
- Lantana & 14th

Patching – Crews patched and filled in potholes:

- 909 E. Ragland Ave.
- 400 block E. Lee Ave. and 9th St.
- Entrance to Barcelona Apts.
- Santa Gertridis Ave. from 7th St to Alice Ave.
- .In the alley of Ave A and Ave B from 1st St to 2nd St.
- 900 block of Lott
- Areas at the Police Dept.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Miscellaneous

- Watered trees on 6th and North Y, General Cavazos Blvd to 77 bypass and on W. Santa Gertrudis from Seale to Hwy 141.
- Checked Christmas lights on Kleberg Ave. 8th St and 7th St.
- Placing Christmas banners downtown
- Helped with Veteran's Day parade on 6th St and King St., 6th St and Yoakum Ave and on 11th St and Kleberg Bank
- Trimmed trees on North Y to the City Limit Sign.



Sign Shop – Signs and Cones

The sign shop set and picked up barricades from Halloween Fest, Zombie Walk and the Veteran's Day parade. The department also picked up mourning signs on 17th St and E. Nettie Ave, Type 3 barricades on 6th St and Alexander Ave, cut boards from new Sign Shop and put up new signs on Shelly and Ailsie, Kelly and Ailsie and on Fairview.



Water Production (10/28 – 11/10)

Water Production is waiting on quotes for Booster Pump at Well #23. The pump was taken to Odessa Pump for repairs. TCEQ Sample Contractors will be collected samples from distribution on 11/5/13 at 9:00 a.m. Van Fleet collected coliform samples on new 8" line at Well 19. A total of 23 samples were collected by TCEQ Contractors.

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 (10/28 – 11/10 - Wells – 41,139,000 gallons; Surface – 14,435,000 gallons; 3,334,000 gallons for Ricardo bypass; Total 58,908,000 gallons; Average – 4,207,714 gals/day

Wastewater Collection and Treatment Plant (10/28-11/10)

Wastewater Treatment North Plant – 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. Plant Helpers are painting guard rails around Treatment Plant. Mechanic and Plant

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Helpers repaired 2" water line. Labors and Operators are helping construction crews add limestone to new equipment building.

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. Operators and helpers mowed grass around Plant and Lift Stations. Perez Air Conditioning repaired AC unit to blower control box. Plant Mechanic and Laborers installed 2" PVC pipe along new clarifier for sludge judge sampler.

Wastewater Collection – Had 10 call outs for sewer backups

612 E. Fordyce Ave.

414 W. Ave C

928 S. 16th St.

200 E. Kleberg Ave.

1216 E. Mesquite

1128 E. Kenedy Ave.

2108 Margaret Lane

203 W. Ailsie Ave.

503 E. Corral Ave.

922 E. King Ave.

Wastewater crew repaired service line and installed clean out at 200 E. Kleberg Ave. and 333 Alexander Ave.

Crews vacuumed and cleaned manholes at 511 W. Ave B, 14th St and Yoakum Ave. and 14th St and Kleberg Ave.

Crews are repairing sewer main on the 400 block of E. Kenedy Ave. between Lott Ave. and Kenedy Ave.

Crews replaced sewer main on the 400 block of E. Kenedy Ave.

Crews had 2 manhole repairs on FM 1717 and FM 3320.

Crews had 2 bad odor calls one at 219 W. Alice Ave. and one at 500 College Place.

Wastewater has started quarterly grease trap inspections.

Water Distribution (10/28 – 11/10)

Water Division Crews repaired 4 Main Breaks and answered approximately 62 Service Calls, 17 - Locates, 9 Service line leaks, 4- Meter Leaks, 26- Backfills, 2 – customer side leaks, 1 – low pressure, 1- open water, 1- close water and 1 – no water.

12"	Main Break	9 th St. and Caesar Ave.
2"	Main Break	3929 Boyd
6"	Main Break	15 th St. and Ragland Ave
2"	Main Break	2352 FM 1717

Water crews reinstalled fire hydrants at 9th and Caesar Ave, and at 2nd St and Kenedy Ave. Crews made 2" water tap at 400 E. Nettie Ave. Water crews also replaced concrete curb at 15th St and Ragland Ave. Crews made a 1' tap at Caesar and Hwy 77 and a 2" tap at W. Escondido for an automatic flusher. Water crews also helped with the appreciation luncheon held on Friday, 11/8/13.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

City Garage (10/28 – 11/10)

Maintenance - 14 Oil changes on preventive maintenance; 50 scheduled work orders; 59 nonscheduled work; 19 Service calls; 2 Call out; 18 New tires on heavy equipment and trucks; 20 flat tire repairs and balances; 44 pending work orders. City Garage replaced pistons on Daewoo. City Garage replaced parts on unit 544.

Welder - 1 work order; 5 pending work orders; 12 nonscheduled work orders; 0 scheduled work order; and 1 service calls. Welder is fabricating new side plates on jack hammer.

Solid Waste (10/28 – 11/10)

Landfill - (10/28 – 11/10)

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 continues to quarter tires. Naismith Engineering performed groundwater sampling and methane gas monitoring on all the wells. Landfill continues to work on Leachate pump #4. City mechanics fixed hydraulic leak on scraper. Roland from Holt-Cat came by to assess the value of the 615-C Scraper. Methane monitoring results were sent to Gulay Aki and Hector Gonzalez, TCEQ. Anderson machinery mechanic came by to look at Bomag Compactor to find out why transmission was not working properly. Jennifer Ren's Engineering class from Texas A&M came to the Landfill for a tour. Landfill received a survey to be filled out regarding the disposal of livestock carcasses in the event of a natural disaster. The Landfill submitted the Municipal Solid Waste Annual Report to TCEQ. The Landfill Dozer needs an alternator and the Scraper needs a new tire. The Landfill received 2.6" of rain on 11/7/13.

Trash –896 tons; Brush – 161 tons; Construction and Demolition (C & D) – 340 tons; Concrete – 11 tons; Litter –.06; – Tires – 4.; Quartered Tires – 1.93 tons and Tires – 2.2 tons.

Sanitation - Residential waste collected from 10/28 – 11/10 – **528,040** pounds; Commercial waste collected **750,180** pounds; Brush collected **149,120** pounds and construction debris collected **97,480** pounds. The Brush crew will be collecting in Zone 3 this week and working on abatements and demos when possible. White Good collection will be Friday 11/15/13. The second phase of the dumpster enclosure is complete 122 enclosures were constructed in this phase of the beatification effort. Sanitation has been helping Community Appearance finish small abatements as needed. A demolition was completed at 714 E. Ave B. The Brush crew picked up of brush on North 6th St. Recycling for the month of October 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 11/1/2013 through 11/15/2013, 122 purchase orders were issued totaling over \$300,256.98. The Purchasing Dept would like to urge everyone to check all your remaining FY-13 Purchase Orders to please turn them in as soon as possible. If you have something that is still pending let us know as well. Thank you for your cooperation in this matter.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

P-Card Statements

The Purchasing department closed FY 13 September 2013 and continue on into FY 14 with a total of \$70,099.67 after processing a total of 130 P-Card Statements with over 480 transactions.. This billing cycle went off with much less discrepancies than the previous with NO late P-Card Statements and only 6 statements with minor issues. Good Job everyone!

Technology Division

Incode Version X - Tyler Technologies has begun the third week of training software implementation. Doug Garret has remote instructed Payroll most of this week working was hammering out minor changes in the version 9 software and ensuring that the calculations remained the same in the version X. Mr. Garret will be onsite next week to do hands-on training with the AP, GL, PY, FA, and PU modules. IT staff spent the early part of the week ensuring that each position had a software role and each user was properly put into the system. This added security allows us to fine grain policies based on department, position, and even control what processes each user is allowed to access. We have even been able to add some additional features to these security roles that users may find very helpful.

AP view only role- We have added additional rights to allow each department to view any pending payments against or toward their respective accounts.

GL additional view features – Users will be able to pull up against their GL with additional information that is unavailable in the current version of the software. In addition many of the other features will streamline so a great deal of accuracy will be made available with the new software.

FA additional features - Fixed Assets will have an entire record associated with and can include any scanned document including: insurance, Titles, service records, maps, anything relevant really. Location codes have been revamped to include alternate locations which were a huge problem with the current system.

PU automated purchase requisition features- Purchase order will become streamlined by passing through a series of criteria for approval. When combined with the document management and records retention will virtually eliminate the need for paper authorization. . This will reduce overhead with the purchasing and requisition process by allowing for centralized approval

Again highlighting other improvements we will be able to provide better reporting services to the different departments. The system offers a variety of canned reporting tools to address any needs that we may have. In addition, it includes with it a power report generating tool to allow users the freedom and flexibility to create a data driven reporting. It will provide us with more flexibility when adding services or programs to the accounting systems. Finally, it includes a myriad of functionality and aesthetic fix's and improvements.

City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

Activity	Responsible Party	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
<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
<u>Conversion deadline</u>	Programmer	1/05/14
Final Data Pull	Client	1/10/14
LIVE GL, AP, FA, PU, PA	Tammy	1/21/14
LIVE Personnel Management, ESS, Time clock	Tammy	After live date

GIS Server - The GIS server is in continued development with final deployment occurring sometime at the end of this month. This corresponds with the timeline that was agreed upon on in September of this year. To date the layers that are available are the parcels, zoning, street names, storm water utilities, waste water utilities, and water supply utilities. IT has suggested that recreational and historic maps if available be placed on the site as well. Special thanks to all the employees that have participated in the test group for the site. Your feedback was most appreciated! Also to engineering, as they handled the employee input promptly and accurately.

GIS Splash Page

The current development site is has reached its milestone marker and we are now working on minor fixes that were addressed at a meeting earlier this week. Final deployment to the website and integration will occur by the end of the month along with employee training.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013



GOVQA & AT&T - AT&T staff has begun to identify area's that can be more streamlined with the GovQA software and eliminated the need for some redundancy. Additionally, we have evaluated the process of the planning and permitting department to better utilize the system. We had to in some cases create our own forms that didn't previously exist and reevaluate some that did. For example, no readily available fee breakdown was made for permitting/planning and code enforcement had a problem with the formatting of one of their applications. These problems are unfortunate and being worked through the internal deployment of the GovQA system shouldn't be delayed more than a week and half. After, Code Enforcement and Permitting have been fully integrated we will begin working on the general work order system that includes public works and planning. The final stage will include the mobile application and the citizen portal.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

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

Discover Your Public Library

Serving the public since February 1909, the Robert J. Kleberg Public Library, a 10,250-square-foot facility, is committed to providing diverse and comprehensive resources to the residents of Kingsville and Kleberg County. The library staff consists of nine full-time employees and one part-time employee. More than 50,000 items are circulated annually to over 69,000 patrons. Library patrons have access to more than 65,000 items for leisure or research use. The library also offers a free 24/7 Wi-Fi Zone, Wi-Fi printing access, adult and children's computer labs, and a microfilm reader-printer. Throughout the year, over 5,000 visitors have engaged in the library's very popular summer reading and activities program, author lectures and book signings, and many other programs. The public is encouraged to visit the library during regular business hours, or drop by the courtyard to read a book or access the library's Wi-Fi Zone. Take a moment to browse the library's web portal to learn more about the library and its services. The staff hopes you find the website informative and useful, so it can serve as your library at home.



Introducing Expanded Mango® Language Services

The Robert J. Kleberg Public Library has seen a steady growth in the number of patrons utilizing Mango® Languages over the past several months. Users of these online language learning courses currently have access to over 60 different languages, 15 ESL Languages, and an assortment of mobile apps for both Android and iOS devices. Since its initial introduction, Mango® has been and still remains one of the most popular services the library has offered, and things are about to get even better. Mango® has recently released Mango® Premiere, an online movie database that is being called "the next generation in language learning." Patrons can access Mango® Premiere through their existing Mango® Language accounts and choose between five different movies that were filmed in Mandarin Chinese, Japanese, and English for Spanish-speakers. Viewers will have the ability to choose between two learning modes, to include subtitles for the movies, and to interact with the movies in real time. An additional 15 movies, filmed in seven different languages, will be added within the next two months. With a current library card, a patron can access these services through the library's website. Mango® Playaways, MP3 players pre-loaded with an audio program, are also available for checkout. For more information or questions, call the library at 592-6381.



Holiday Greetings

Prepare for the holidays. If you are travelling or staying home for the Thanksgiving holiday, the library offers several options to keep you and your family busy during your holiday break. Patrons can check out the latest New York Times bestsellers, as well as, other titles, magazines, books on CDs and audiocassettes, children's kits with a book and corresponding CD, DVDs, and MP3 Playaways®. As you make your holiday preparations, place a visit to the library on your checklist.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

RISK MANAGEMENT (Courtesy of Melissa Perez, Manager)

“Employee Appreciation Game Night & Tail Gate”



The Employee Recognition and Safety Committee pulled off the City's 1st Annual Employee Appreciation Game Night & Tail Gate which was held on Saturday November 2nd at Texas A&M University Football Field Parking Lot. Tail Gate event started at 4:30pm and ended at 6:30pm. Employees and their Families were served Hamburgers, Hotdogs, Chips and Soft Drinks. The food was delicious and we had a Great Turn-out, overall the event was a great success.

Safety & Health Orientation Training for Ashley Garza/PD

The Risk Manager trained Ashley Garza on November 12th. Ashley will be working as a dispatcher for the Kingsville Police Department. Ashley was trained on Ergonomics in the workplace and staying observant and attentive of her surroundings at all times while at work. She was also trained and given a copy of the city's health and safety manual, Workers Compensation Policies and Ombudaman Program. Good Luck Ashley!!



Public Works Monthly Safety Training – November 13, 2013

The Risk Manager conducted monthly safety training to all Public Works staff on November 13th at the Public Works Building. Sixty-four employees, supervisors and managers attended. All attendees viewed two videos on Hard Hat Safety and Defensive Driving. It is very important for all PW Employees to wear their hard hats anytime they are working with overhead equipment and materials. It is also very important for all employees to drive safely while driving city vehicles. Wear your seat belts, no using your cell phones while driving and not tailgating any vehicles. Always remember we have to maintain a positive reflection of our community.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Employee Recognition & Safety Week & Banquet Plans are Underway

Members of the Employee Recognition and Safety Committee attended a lunch meeting on November 14th at the Public Works Building. Carol Rogers, Mary Valenzuala, Emilio Garcia, Joey Garcia and Theresa Cavazos attended. The Risk Manager provided pizza and soda pop and Mary Valenzuala provided a delicious cake. The Topics for the meeting were plans for the upcoming Employee Recognition and Safety Week and Banquet. All members were given duties and everyone gave a status on how far they were with them. So much has



been done but there is still so much more to do. We are so excited. There will be Safety Presentations this year from Spohn Hospital, The department of Public Safety and Airgas Safety Distributors.

Employee Appreciation Lunch at the Pavilion

City employees gathered underneath the City Pavilion on November 8th 2013 to show City employees appreciation by providing a Hamburger and Hot Dog lunch to go. Public supervisors volunteered to grill the burgers and hotdogs. Diana Gonzalez, Melissa Perez, Mary Valenzuela and Theresa Cavazos assisted with the setting up of condiments and drinks. A Ribbon Cutting ceremony was also held for The Pavilion. Local Chamber of Commerce, Commissioners, City Directors and Mayor Fugate attended.



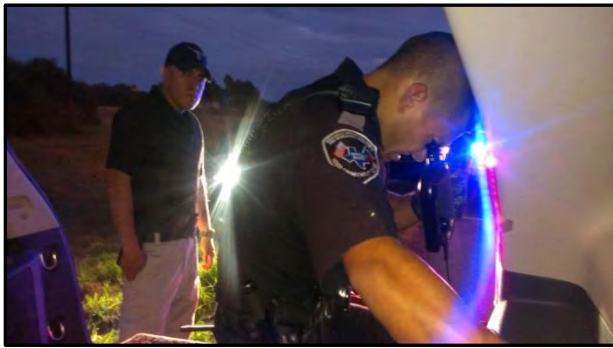
TASK FORCE (Courtesy of Guillermo "Willie" Vera, Commander)

Collaboration with Austin Police Department

On Monday and Tuesday November 04 & 05, 2013 Kingsville Task Force Agents hosted three Austin Police Department Officers assigned to their Criminal Interdiction Unit. The three officers were first exposed to the Task Force impound yard where they viewed first-hand the seized vehicles and the compartments used to hide contraband. The remainder of the two days those officers rode-along with Task Force Agents and were exposed to actual traffic stops where they observed interdiction interview and search techniques used by our Agents.

Senior Police Officer Roque Martinez shared a comprehensive report submitted to their department's chain of command. The report not only documented the three officer's two day learning experience, but also indicated a very complimentary view of the Kingsville Task Force.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013



Continued Collaboration with KPD and Kleberg County Sheriff's Office

On Thursday November 07, 2013 Kingsville Task Force Agents assisted the Kleberg County Sheriff's Office with continued efforts to rid our community of dangerous drugs and criminal activity. The concept of the operation was for officers to spot any criminal activity and take the appropriate enforcement action needed. The night operation provided one arrest and worthy intelligence on several targets of interest in our community.

Assisting Kingsville Police with Human Trafficking Case

On Friday November 08, 2013 Kingsville Task Force Agent Tamez responded to a request for assistance from Kingsville Police Department Officer Brown with a traffic stop on U.S. Hwy 77 at General Cavazos Blvd. Officer Brown was investigating a vehicle that appeared to have a false compartment. Agent Tamez arrived and assisted in finding the false hidden compartment that revealed three (3) persons (illegal aliens) hidden inside a small cramped box that was attached to the interior of a plumbing truck. After checking to see that the illegal aliens did not need medical attention and were not there against their will, Agent Tamez and Officer Brown removed them from the plumbing truck. All three illegal aliens were then turned over to the custody of the U.S. Border Patrol.

Community Involvement

On Friday November 15, 2013 Kingsville Task Force Agents Kirkpatrick and Salinas participated in the Ricardo Funfest School Carnival. Agent Kirkpatrick displayed his assigned patrol unit and Agent Salinas assisted at the static display with handout materials educating attendees with drug prevention and the Task Force's mission.

City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

TOURISM SERVICES DEPARTMENT (Courtesy of Bob Trescott, Director)

Ranch Hand Festival

We are moving into the home stretch for the planning for the Ranch Hand Festival that has been designed to complement the traditional King Ranch® – Ranch Hand Breakfast.

This Year's Events include:

Friday, November 22

- 5:15 PM Mural Unveiling on 7th Street
- 6 PM Little Miss La Posada Lights up Downtown at Kleberg Bank
- 6:30 PM Art Reception at Henrietta Memorial
- 8:30 PM Beau Walker Concert at Pavilion

Saturday, November 23

- 7 – 11 AM Ranch Hand Breakfast on King Ranch® - the Headline Event
- 9 AM – 6 PM Downtown Events, Food and Craft Vendors, All for One, Cowboy Poet, Local Authors and Food Court, Beer Garden, Pan de Campo, Cowboy Mimes, Lipan Apaches, Tequila Tasting,
- 10 AM–5 PM Steam Roller Art
- 11 AM Aztec Dance
- Noon – 3PM Chalk Art Contest
- 1 PM – 5 PM Dutch Oven Cookoff
- 1 PM Cowboy Up Concert at Pavilion
- 2:30 PM Conjunto Vizzion Concert at Pavilion
- 4:30 PM Elora & Gasoline at Pavilion
- 7 PM Kingsville Symphony Concert at TAMUK
- 7 PM Star Party at King Ranch® Visitors Center

Sunday, November 24

- 10 AM Cowboy Church at Pavilion, Nondenominational service, music, food and campfire coffee with a cowboy flair

Downtown Events

Zombie Walk - CASA's Zombie Walk was the first public event staged from the Downtown Park Pavilion. CASA said that they were very happy with their inaugural event and the support that they received.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013



Veterans Day Parade



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

City Float

Tourism and Health Department are working with Public Works to build a pre-fabricated parade float structure that can be mounted on a City trailer to be used in Civic parades.

Networking and Training

Cynthia Martin represented Kingsville at the meeting of the Texas Downtown Association in Bastrop.

Ribbon Cutting

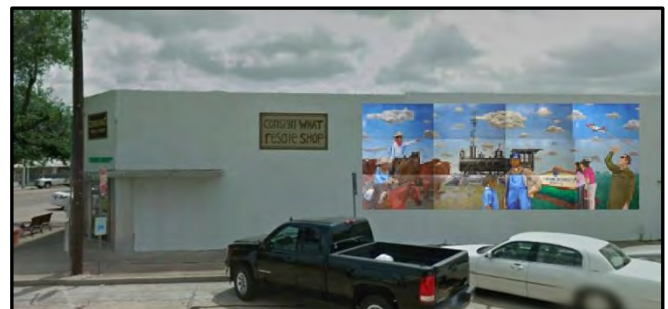
City Manager Vince Capell hosted a cookout for City employees at the Downtown Park Pavilion where there was a ribbon cutting to celebrate the development of the site as an event venue.



Downtown Projects

Al's Hair Design is moving from the back the Texas Theater on 8th Street to a new location, right on Kleberg Avenue.

The Downtown Mural is scheduled to be installed and unveiled on November 22.



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

New Sign for Economy Finance was installed



New glass installed at 313 East Kleberg



La Posada Banners and Christmas decorations are being installed



City of Kingsville, Texas
Staff Report
(A Publication of the City Manager's Office)
Monday, November 25, 2013

Marketing

With encouragement from the City Manager, the Tourism Office began marketing the City's call center for the EDC



Survey Research

We began the development of web-based market analyses surveys: for events, for housing, for the Navy.

Depot

It has been 3 months since the Kleberg County Heritage Foundation signed a lease with the Union Pacific Railroad for the land under the 1904 Depot. That lease contained no provision for a sublease with the City for operation and maintenance of that facility. In good faith, the City has continued to pay the bill for that facility.

On November 1, the City Manger and the Tourism Director met with Mr Nick Harrel, representative for the Foundation. After that meeting, Trescott provided Mr Harrel with documents in support of developing a continuing legal relationship for the City with that facility.

Downtown and Other Nearby Facilities are about to Get Cleaner

In support of the Public Works Department and in consideration of the raised standards for downtown appearance, Tourism is adding man hours to downtown projects and maintenance. In some cases, we are sharing equipment form other departments and in other cases, we are procuring new equipment. The latest addition will be a *LitterMax Debris and Litter Vacuum* for cleaning downtown sidewalks, curbs, gutters and the decks around the Depot and under the Pavilion.



City of Kingsville, Texas
Staff Report
 (A Publication of the City Manager's Office)
 Monday, November 25, 2013

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

Regular Commission Meetings (Robert H. Alcorn Commission Chambers)

Monday, November 25, 2013 6:00 p.m.
 Monday, December 9, 2013 6:00 p.m.

Municipal Court Dates (Commission Chambers)

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, December 18, 2013 7:00 p.m.
 Historic Development Board Wednesday, December 18, 2013 4:00 p.m.
 Zoning Board of Adjustments Thursday, December 12, 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 (3rd week of every other month @ 5:30 p.m.)

Holidays

Thanksgiving Holiday – November 28-29, 2013

City Departments will be closed in observance for the Thanksgiving Holiday

Christmas Holiday – December 25-26, 2013

City Departments will be closed in observance for the Christmas Holidays

New Year's Day Holiday – January 1, 2014

City Department will be closed in observance for the New Year Holiday

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