

City of Kingsville, Texas  
Staff Report  
(A Publication of the City Manager's Office)  
Monday November 10, 2014

*"People have only as much liberty as they have the intelligence to want and the courage to take."* Emma Goldman,  
[www.goodreads.com](http://www.goodreads.com)

*"Liberty means responsibility. That is why most men dread it."*  
George Bernard Shaw. [www.goodreads.com](http://www.goodreads.com)

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

**Good Job Award!!!**

I would like to nominate Community Appearance staff, Mary Valenzuela, Teresa Cavazos, Carol Rogers, Sharam Santillan & GIS Techs Daniella, Austin, Arnoldo for the good job award as well as the Streets & Sanitation Dept. Everyone did an excellent job in the success of the Fall Festival in Historic Downtown Kingsville held Friday, October 31<sup>st</sup> in conjunction with the Halloween holiday.



It was hard work but well worth the appreciation from our community. The purpose of the event is to educate our public in the importance of recycling and good property maintenance. Many of the games were aimed at educating the youth about these ideas. Thank you to all those who helped.

Not pictured:  
City of Kingsville Street Dept.  
City of Kingsville Sanitation Dept.  
GIS Tech: Austin Jurica & Arnold Castillo



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**Let's Remember Our Award Winners!!!**

**2013 Safety & Recognition Awards**

*Ruth Valdez – R.J. Kleberg Public Library - **Employee of the Year***

*Garage staff – Garage Division in the Public Works Department - **Injury Free Award***

*Chris Sanchez – Sanitation Division in the Public Works Department - **Safety Hero Award***

**2014 Good Job Awards**

Jennifer Bernal	Planning/Community Appear	11/10/14	Assisting the Fall Festival
MaryAnn Trejo	Planning/Community Appear	11/10/14	Assisting the Fall Festival
Kristina Phillips	Planning/Community Appear	11/10/14	Assisting the Fall Festival
Mary Jane Lopez	Planning/Community Appear	11/10/14	Assisting the Fall Festival
Allen Martinez	Planning/Community Appear	11/10/14	Assisting the Fall Festival
Eric Ovideo	Planning/Community Appear	11/10/14	Assisting the Fall Festival
Mary Valenzuela	City Manager's Office	11/10/14	Assisting the Fall Festival
Carol Rogers	Engineering/Public Works.	11/10/14	Assisting the Fall Festival
Theresa Cavazos	Planning/Permits	11/10/14	Assisting the Fall Festival
Sharam Santillan	Engineering	11/10/14	Assisting the Fall Festival
Daniella Herrera	Engineering	11/10/14	Assisting the Fall Festival
Austin Jurica	Engineering	11/10/14	Assisting the Fall Festival
Arnoldo Castillo	Engineering	11/10/14	Assisting the Fall Festival
Mike Tamez	Kingsville Task Force	10/27/14	High initiative / interagency cooperation.
Cynthia Martin	Tourism Dept.	10/13/14	Helping when help was needed
Beth Greenwell	Human Resources Dept.	9/22/14	Dedicated service to all
Arturo Cruz	Water Const. Division	9/8/14	Good work valued by customer
Manuel Acuna	Water Const. Division	9/8/14	Good work valued by customer
Jesse Rivera	Water Const. Division	9/8/14	Good work valued by customer
Jose Garcia	Water Const. Division	9/8/14	Good work valued by customer
Maryann Trejo	Planning/City Appearance	8/25/14	Gaining cooperation from customers
Kristina Gomez	Planning/City Appearance	8/25/14	Gaining cooperation from customers
Mary Valenzuela	City Secretary	8/11/14	Professional recognition by peers
Ernest Espinosa	City County Health Dept.	7/28/14	Caring and compassionate service
Timothy Flores	Public Works/ Landfill	7/14/14	Helpful advice/good customer service
City Streets Crews	Public Works / Streets	6/23/14	Doing more than is required
Jerry Trevino	Utility Billing	6/9/14	Expert and helpful service
SWAT	Police Department	5/27/14	Commitment to mission
Monica Longoria	City County Health Dept.	5/12/14	New employee/great asset
Tony Wilson	Police Department	4/28/14	Positive change agent
Kathy Rios	Task Force	4/10/14	Supporting Task Force
Tom Davis	Police Dept.	3/20/14	Diligence to duty
Julian Cavazos, Jr.	Police Dept.	3/10/14	Going the extra mile

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Don Erebia	Fire Dept.	2/24/14 Dedicated leader and mentor
Rey Loera	Public Works /Sanitation	2/14/14 Positive attitude performance
Marco Jimenez	Public Works /Water	1/27/14 High expertise/dependability
Jason C. Torres	City/County Health Dept.	1/13/14 Consistently superior service

***CITY MANAGER'S OFFICE (Courtesy of Vincent J. Capell, City Manager)***

**Staff Celebrates Great Success with 300<sup>th</sup> Private Property Cleanup**

In an effort to achieve a more beautiful City the Community Appearance Division of the Planning Department, several divisions of the Public Works Department, and occasional and important assistance from the Police Department recently celebrated the achievement of a new milestone - the cleanup of 300 private properties. The effort is headed by Jennifer Bernal who oversees the cleanup of ten properties each month. Jennifer then instructs her staff to re-inspect these properties on a regular basis to make sure they don't slip back into a non-compliant condition. About 8 in 10 properties are cleaned up by the property owner after a little nudging from City staff.

This is an important new cleanup effort that was not even attempted until it was started 30 months ago and is performed in addition to this Division's other code enforcement efforts. And while Jennifer's crews have several hundred more properties to go, the cleanup of these properties and the re-inspections that follow are working to make Kingsville a more beautiful City. To celebrate this achievement City staff treated employees to lunch at Big House BBQ attended by the City Manager and Director of Planning and Development Services (See Photo on page 31).

**Parks and Golf Course Improvements Already Visible**

After only one month under City control visible improvements can be seen at area parks and the Golf Course. Projects already completed include, but are not limited to the removal of junk, old vehicles, scrap metal, and debris near the maintenance facility at Dick Kleberg Park . See photo on page 50, removal of the old, unused white water tank (see photo on page 48) near the boy's baseball fields. The parks, open areas and athletic fields have been mowed, weed-eated, and trimmed.

Crews have begun the removal and demolition of the old swimming pool at Dick Kleberg Park including demolition of the changing rooms, swimming pool and prison-style fencing.

Physical improvements to the golf course, clubhouse and parking lots are in the planning stages or already underway. Removal of the non-load bearing wall between the pro shop and eating/seating areas has already been completed, removal of old '80's style carpeting and replacement with tile, major bathroom remodeling, landscaping, parking lot cleanup and enhancements (installation of fencing to delineate parking lot boundaries while obscuring the old, unattractive tennis courts from view). Thank to Tourism Director Leo Alarcon for helping with colors and design changes coming later.

Out on the course staff will be installing lighted water fountains on two ponds (more later if we like them), removing an old concrete water tank near the driving range, repairing/cleaning/repainting the

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restroom located out on the course, removing dead trees and stumps, trimming trees, etc. Bill Donnell is also focused on improving the condition of the greens (they are infested with weeds, which makes the ball bounce around when putting), bringing back the sand traps and making sure the sprinkler system is fully operational. Much, much, much more to follow.

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

#### **Administration Division**

##### **City-County Health Board Bi-Monthly Meeting**

The City-County Health Board met for their bi-monthly meeting on Thursday, October 30, 2014 at 5:30 p.m. The meeting was held at the City-County Health Department. Health Board Members in attendance were Otis Meyers, Joni Harrel, Ben Salinas, Judy Anthony, Norma Sue Adrian and Karen Tallent. Board member absent was Dr. Justin Harkey. Also in attendance was Emilio H. Garcia, City-County Health Director and Monica Longoria, Administrative Assistant II. The Health Board reviewed the monthly reports for the month of August and September 2014. Items reviewed and discussed were animal control services, food establishment inspections, onsite sewage facilities, and vector control (bees and mosquitos). Other items that were discussed were the fee increases for food service, sterilization form, adoption form, euthanasia practices and implementing a new city pet license for the city of Kingsville. Our next City-County Health Board meeting will be Thursday, December 18, 2014 @ 5:30 p.m.

##### **City of Kingsville Employees-Safety Training**

City of Kingsville, Risk Manager, Mrs. Melissa Perez recently offered a Safety Training for all City of Kingsville Employees. The training occurred on Thursday, October 30, 2014 at City Hall, Commissioner Chamber. The training was divided into two sessions at 9:30 a.m. and 1:30 p.m. City-County Health Employees attended at their assigned times. The training topic was the "EBOLA Disease and Awareness" with a brief discussion afterward. Thanks to Mrs. Perez for the training opportunity. Attending the training were Connie Allen, Monica Longoria, Teresa Orr, Robert Puente, Jessica Montalvo, Emilio H. Garcia, Robert Puente and Jason C. Torres. We look forward to next month's training. Pictured are city employees and Risk Manager, Melissa Perez.



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**Food Service Division**

**Food Service Inspections**

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.

Pepe's Patio-86	Baffin Fisherman/Riviera-96	Grant Me Pizza-100
El Dorado-96	CB's Bar-B-Que-93	Our Lady of Good Counsel Church-94
Stop n Shop-90	TAMUK/Chic Fil A-100	TAMUK/Starbucks-94
TAMUK/Dining Hall-87	TAMUK/Catering Kitchen-96	TAMUK/Subway-97
Marlott's-97	Riviera ISD School Cafeteria-100	Burger King/Riveria-90
Kingsville Nursing/Rehab-90	Kleberg County Nursing/Rehab-86	Kwik Pantry/W. Corral-82
Mariachi House of Burgers-100	Casa De Tacos-93	Javelin Book Store-94
Los Mariachi's-85	El Corral Tex Mex Restaurant-75	Church's Fried Chicken-85
McDonald's/Hwy 77-94	Christus Spohn Health-86	China One-94
Mr. G's SnoWiz-100	Our Lady of Consolation Church/Vattman-97	Wing Stop-90
China West-97	Big House BBQ-77	Asian Buffet-66
Boys & Girls Club-89	Young's Pizza-97	Asian Buffet/Re-inspection-73 (Next Day)
La Famosa Tortilla Factory-93	Ricardo ISD Cafeteria-97	Linda's Main Street Café-74

**Regular & Fundraiser Food Handler Classes**

Food Handler Class	11 Students	Fundraiser Handler Class/Coastal Bend College
Food Handler Class	14 Students	Regular Food Handler Class/Health Department



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		Fundraiser Food Handler Class/Our Lady of
Food Handler Class	81 Students	Consolation Church

<b>Permitted Temporary (Fundraiser) or Permanent Food Events</b>	
Arnold Arguijo Scholarship Fundraiser	Temporary Food Event Permit/Sausage wraps and Fried Oreos
James Lerma Benefit	Temporary Food Event Permit/Brisket Plate Sales
Riviera Cheerleaders Fundraiser	Temporary Food Event Permit/Nachos, Frito Pies, Hotdogs, Corn and Tacos
Gillett Drama Club	Temporary Food Event Permit/Snow Cones and Pickles
Rualto LLC	Temporary Food Event Permit/Hotdogs, Nachos, Water and Sodas
Carlito's Bait Truck	Annual Permit/Shrimp Sale
CB's on the Go Mobile Unit	Annual Permit (Kleberg County)/Bar-B-que to go
CB's on the Go Mobile Unit	Annual Permit (City of Kingsville)/Bar-B-que to go
Hog Wild Munchies Mobile Units	Annual Permit/Snow Cones and Nachos
Kenny's Funland Carnival Mobile Unit	Temporary Food Event Permit/Mobile Unit #1
Kenny's Funland Carnival Mobile Unit	Temporary Food Event Permit/Mobile Unit #2
Kenny's Funland Carnival Mobile Unit	Temporary Food Event Permit/Mobile Unit #3

**Closed Food Businesses**

- Dave's Quick Stop
- Totally Fruity
- Caribbean Ice

**New food Business**

- Spice Station Indian Cuisine, 809 W. King St.

**Animal Control Center Division**

**Happy Ending to Sad Situation**

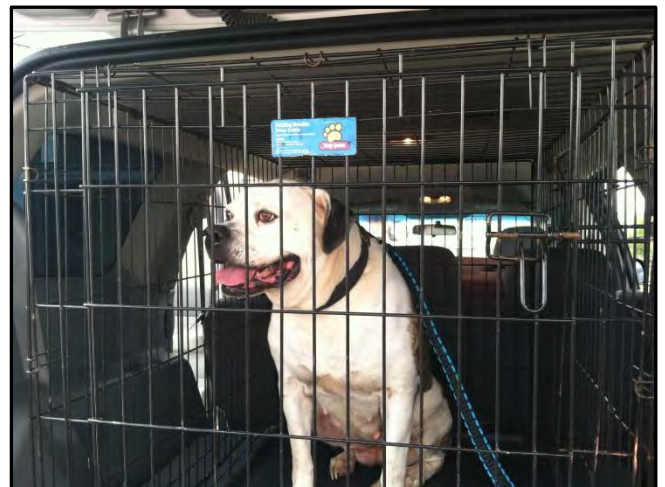
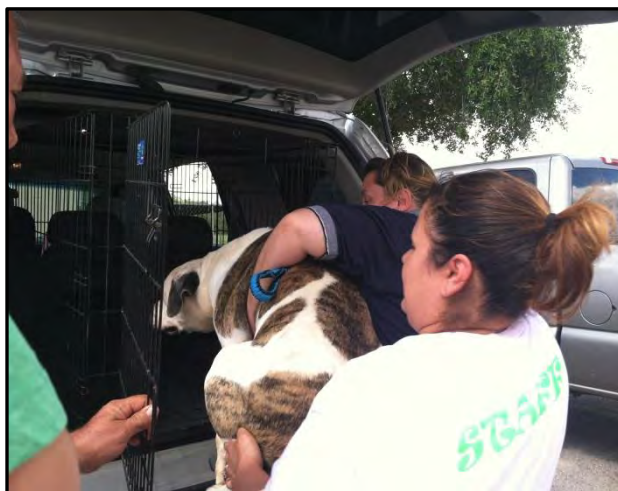
This large female mix bulldog named Lola was involved in an animal bite attack in which she not only attacked another dog, but also bit the owner of the dog being attacked. Animal Control Officers were dispatched to the location of the attack and gathered all information all parties involved. The lady that was bitten was taken to the Emergency Room via an ambulance to be seen by a doctor, due to the dog bite she sustained. The bulldog was impounded to be quarantine and observe for any signs

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of rabies for 10 days as per State Laws and City Ordinance. At the end of the 10 day quarantine the bulldog showed no signs of rabies, the owner was contacted to inform them that the 10 quarantine had expired and they could come and reclaim their dog, but with some stipulations. The owner did not want to deal with the stipulations and decided to relinquish their rights to the dog to the City-County Health Department. It was decided by the victim, the city manager and the Health Department to get the bulldog rescued and not to euthanize the dog. After several calls to several rescue groups, one rescue group showed a lot of interest in the bulldog. Melissa Rizzo, with For the Love of Strays came to the shelter and evaluated Lola and was very pleased by the dog's demeanor. Mrs. Rizzo agreed to rescue the bulldog. The City-County Health Department/Animal Control Division would like to give a **Big Thanks** to everybody that was involved in helping Lola the bulldog get rescued and be given a second chance at life. Pictured below is Teresa Orr, Kennel



Attendant, Melissa Rizzo, For the Love of Strays, Melissa's son and Lola the bulldog.



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**Food Donation**

Tractor Supply Company Donated 100 pounds of dry dog food, 25 pounds of alfalfa pellets and two new rabbit cages. Thank you Tractor Supply for your generous food donation to our Animal Control Center.



**Animal Control Center-Next Monthly Pet Adoption Day**

*Please join us at our next Pet Adoption Day*

*Saturday, November 8, 2014*

*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*

**Mosquito & Bee (Vector) Division**

**Health Staff Go to Extraordinary Heights**

The City-County Health Department was contacted by the city manager's office, that they had received an e-mail from an elderly lady requesting some assistance with some honey bees that had occupied an area of her pecan tree in her front yard. The bees were in a tree branch about 20 to 25 feet from the ground. The lady mentioned that she had received several quotes from Professional Pest Control Companies ranging from \$285 to \$325 dollars to abate the bees, but the cost was too much for her, Emilio H. Garcia, City-County Health Director decided to check Lowes to see what was the tallest ladder they sold. A 12 foot ladder was purchased and was taken to 516 E. Henrietta where the bees were located. The ladder was placed under the tree where the bee hive was and Health Inspector II; Jason Torres claimed the ladder to as high as he could to abate the bees. Jason sprayed the bees until the majority of the bees were abated. The resident was advised to stay inside the home (due to a few bees still flying around) and if they regrouped to call the health department and we would come out to abate the bees again. Below are a few pictures of Jason Torres abating the bees!





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***FINANCE DEPARTMENT (Courtesy of Deborah Balli, Director)***

**Finance Administration Division**

**Did You Know?**

A Comprehensive Annual Financial Report also known as a CAFR is a set of government financial statements comprising the financial report of a state, municipality or other governmental entity that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB).



**Certificate of Achievement for Excellence in Financial Reporting**

*The Certificate of Achievement for Excellence in Financial Reporting* has been awarded to the City of Kingsville by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR) for the year ending September 30, 2013. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.



**Direct Deposit**

100% of employees are participating in the direct deposit program. Thank you for your assistance in making City-wide direct deposit possible. Direct deposit allows the City to save time and money in processing costs and employees have access to their paychecks without having to visit their bank.

**In-House Training**

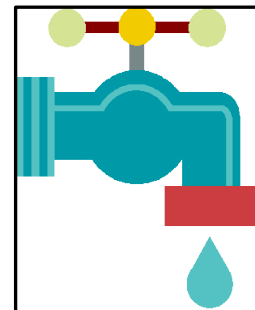
The Finance Department participated in an in-house training seminar for new employees on October 22<sup>nd</sup>. The Finance Department covered topics like financial reporting, travel forms, budget transfers, budget amendments and other finance related topics.

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**Utility Billing Division**

**Did you know?**

Old toilets use up to 60% more water per flush.  
A five-minute shower takes 10 to 25 gallons of water.  
Around 75% of the water used inside the home is consumed in the bathroom.  
Every time you flush a toilet it uses up to 5 gallons of water.  
One flush of the toilet uses 6 ½ gallons of water.  
An average bath requires 37 gallons of water.  
Showering and bathing are the largest indoor uses (27%) of water domestically.  
An average family of four uses 881 gallons of water per week just by flushing the toilet.  
A full bathtub requires about 36 gallons of water.  
You use about 5 gallons of water if you leave the water running while brushing your teeth.  
The average 5-minute shower takes 15-25 gallons of water--around 40 gallons are used in 10 minutes.



**Minimum Water Bill**

These are all important facts to remember when reviewing your utility bill. The minimum bill amount we charge is \$50.38, which includes an allowance of 3,000 gallons. For all water furnished in excess of the minimum allowance, the charge *per 1,000 gallons of water delivered per month shall be shown as follows:*

Single-family residential: 5/8" meter (inside City limits)

- 0 - 5,000 gallons \$2.57
- 5,001 - 10,000 gallons \$2.71
- 10,001 - 15,000 gallons \$2.82
- 15,001 - 20,000 gallons \$2.95
- 20,001 - 30,000 gallons \$3.08
- 30,000 + gallons \$3.98

**Minimum Sewer Charge**

This cost also includes a minimum monthly sewer charge of \$10.86 with an allowance of 2,000 gallons. For consumption of excess of 2,000 gallons a charge of \$3.10 per 1,000 gallons will be levied to a max of 15,000 gallons after which no further charge shall be levied.

The cost of your trash bin (roll-out) is also included in that minimum bills; as well as, landfill tax, refuse tax, and storm water fee. So a minimum bill will include:

- Water @\$12.29
- Sewer @ \$10.86
- Roll-out @\$21.00
- Refuse tax @ \$1.73

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Landfill cost @3.00  
Landfill tax @ .25  
Storm water fee @\$1.25  
Total =\$50.38

In order to control water costs, a customer must keep in mind to save water. Even turning off the sink while you brush will save you money. Showering versus bathing will save you hundreds of gallons of water.

**Future Plans for Utility Collections Division**

On October 28<sup>th</sup>, 2014, the Collections Manager met with the Purchasing Director and the Planning coordinator on discussing the future site for the Collections Department. The planning coordinator wanted to get feedback on what the Utility Billing Department will be requiring for the future site. The department is eager to continue working on this project with their assistance. The department is quite excited to see the progress that this project will reflect once construction begins on the old Cottage Building located adjacent to the new City Hall.

**Meter Tech Interviews**

Interviews were held on October 29<sup>th</sup>, 2014 for the upcoming open position effective November 5<sup>th</sup>, 2014. The staff received viable candidates and held interviews between 9 a.m.-11 a.m. We hope to have this position filled soon and we will keep you updated on the status.

**City of Kingsville - 2014 Holiday Garbage Service Schedule (See Notes Following)**

DATE	HOLIDAY	DAY	NOTE
January 01, 2014	New Year's	Wednesday	1
January 20, 2014	Martin Luther King Day	Monday	2
April 18, 2014	Good Friday	Friday	3
May 26, 2014	Memorial Day	Monday	2
July 04, 2014	July 4 <sup>th</sup>	Friday	3
September 1, 2014	Labor Day	Monday	2
November 11, 2014	Veteran's Day	Tuesday	4
November 27 & 28, 2014	Thanksgiving Holidays	Thurs. & Fri.	5
December 25 & 26, 2014	Christmas Holidays	Thurs. & Fri.	6



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**Holiday Notes**

**1. New Year's:** CLOSED ON WEDNESDAY- Residential – No Change. Commercial Wednesday will be done on Thursday.

**2. Martin Luther King Day, Memorial Day and Labor Day:** CLOSED ON MONDAY- Residential Monday / Thursday will change to Tuesday & Thursday. Residential Tuesday / Friday will change to Wednesday & Friday. Commercial Monday & Tuesday service will be done on Tuesday.

**3. Good Friday and July 4th:** CLOSED ON FRIDAY- Residential Monday / Thursday will be done on Monday & Wednesday. Residential Tuesday / Friday will be done on Tuesday & Thursday. Commercial Thursday & Friday service will be done on Thursday.

**4. Veteran's Day:** CLOSED ON TUESDAY- Residential Monday/ Thursday will remain the same. Residential Tuesday/ Friday will be done on Wednesday and Friday. Commercial Tuesday/ Wednesday will be done on Wednesday.

**5. Thanksgiving Holidays 2014: CLOSED ON THURSDAY (27<sup>th</sup>) & FRIDAY (28<sup>th</sup>).** Nov. 24 – Nov. 30, 2014: Residential Monday service – WILL BE DONE ON MONDAY ONLY. Residential Tuesday service – WILL BE DONE ON TUESDAY ONLY. Commercial service for Wednesday & Thursday will be done on Wednesday. Friday's & Saturday's service will be done on Saturday.

**6. Christmas Holidays 2014: CLOSED ON THURSDAY (25<sup>TH</sup>) & FRIDAY (26<sup>TH</sup>)**  
Dec. 22 – Dec. 26, 2014: Residential Monday service – WILL BE DONE ON MONDAY ONLY. Residential Tuesday service – WILL BE DONE ON TUESDAY ONLY. Commercial service for Wednesday & Thursday will be done on Wednesday. Friday's & Saturday's service will be done on Saturday.

**Reminders**

Any payments dropped off in the night drop need to be in check, money order, or cashier check form. A utility bill stub should be included in order to process your payment to your account or a referenced service address and account number will suffice. If you are in jeopardy of having your services disconnected for non-payment on Tuesday and Thursday, then your payment in full, including penalties, needs to be dropped off before 8 a.m. that Tuesday or Thursday to avoid a disruption in water service as well as additional penalties. This information is also listed on the red notices. \*\*\*no temporary checks accepted\*\*\*

*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.*

*(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.*

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<b>Municipal Court Division</b>	
<b>Court Business Activity - October 14-28, 2014</b>	
296 total new cases were recorded including:	
State & City offenses	Records
Traffic Citations	206
Parking Citations	47
City Ordinance Citation	10
Alcohol/Misdemeanor Charges	16
Failure to Appear-Bail jumping Charges	17
<b>October 22, 2014, Contempt of Court Setting</b>	
There were 5 individuals summoned including:	
Disposition of Cases	Number Of Defendant Appearance
Renewed Payment Plan Order	1
New Warrants Activation	4
<b>October 23, 2014, Inmate Session:</b>	
17 inmates were summoned. The list below encompasses the disposition for each case:	
Disposition of Cases	Number Of Cases Resolved
Cases Closed-Due to Jail Time Credit	18
Payment Plan Order	2
30 day Extension Order	1
Commitment Order ( 4 people)	17
Resets (3 people)	10
<b>October 23, 2014, Court Hearing</b>	
The 3 o'clock regular session, with a court summons of 111 people, consisted of 200 cases. Below are the dispositions for these cases:	
Disposition	Number Of Cases
Payment Plans Orders	50
Extensions Orders	1
Motions for Trial	8
Clean Record Orders: DSC & Deferrals	
Compliance Dismissals	9
Alcohol Awareness Class & Community Service Orders & Dl Suspensions	26

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(only for Minor's in Possession of Alcohol Offenses)	
Continuance Order	
New warrant orders-Non Appearance	25
New Court Date-reset	12
Cases settled out of Court-Full payment	18
Omni-DI suspension orders	7
Case dismissed-Not Guilty	
Warrant Orders Issued-Contempt of Court**	14
Pending-Motions Filed for Judge to Rule	30

**Acknowledgments**

Many thanks to the Kingsville Police department for the security provided during the September and October court sessions! Special thanks to Officer Dodd, Officer Grant, and Officer Fonseca.

**Congratulations to Mrs. Vicky L. Cavazos**

Mrs. Vicky L. Cavazos was promoted to the new Municipal Court Specialist position. This new position will be dealing with court collections, trial hearings and processing new warrants. I am looking forward to working with Mrs. Cavazos and would like to take this opportunity to say Thank you and Congratulations on your new promotion!

**Collections**

During this period 236 cases were resolved with 143 warrants executed. A total of \$42,514.34 was collected.

**New Court Dates**

**2014 NOVEMBER COURT DATES**

COURT HEARINGS	DATE	TIME
PRE-TRIAL SESSION	11/3/2014	9 A.M.
INMATE SESSION	11/6/2014	2 P.M.
REGULAR COURT HEARING	11/6/2014	3 P.M.
CONTEMPT OF COURT	11/13/2014	9 A.M.
PRE-TRIAL SESSION	11/18/2014	9 A.M.
INMATE SESSION	11/20/2014	2 P.M.
REGULAR COURT HEARING	11/20/2014	3 P.M.
TRIAL HEARING	11/20/2014	4 P.M.
CONTEMPT OF COURT SETTING	11/25/2014	9 A.M.

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2014 DECEMBER COURT DATES		
COURT HEARINGS	DATE	TIME
CONTEMPT OF COURT	12/2/2014	9 A.M.
INMATE SESSION	12/11/2014**	2 P.M.
REGULAR COURT HEARING	12/11/2014**	3 P.M.
TRIAL HEARING	12/11/2014	4 P.M.
PRE-TRIAL SESSION	12/9/2014	9 A.M.
CONTEMPT OF COURT	12/15/2014	9 A.M.
PRE-TRIAL SESSION	12/16/2014	9 A.M.
INMATE SESSION	12/18/2014	2 P.M.
REGULAR COURT HEARING	12/18/2014	3 P.M.
TRIAL HEARING	12/18/2014	4 P.M.

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

**Training and Professional Development**

Incident Command, Tactics, Strategies on Multi Story Fires - The A and B shifts along with KVFD personnel took a tour of Lucio Hall to become familiar with the complicated layout of the building and familiarize them with critical locations for water supplies, access, and escape from this building that takes up an entire City block. Personnel participated in training to prepare for fires in 3 story and taller buildings. The training included reviewing the Captain's promotional assessment criteria that will grade them on basic skills, a review of Lucio Hall building layout, and discussion of tactics in different situations.



Captains Promotional Examinations – The Captains practical skills assessments were held on October 23<sup>rd</sup>. A Battalion Chief and Assistant Chief from the Kingsville Naval Air Station Fire Department volunteered to serve as raters for the assessment. Three captains candidates were given a power point scenario of a simulated fire in a dormitory at the TAMUK campus. Each candidate had to address multiple required actions and direct approximately ten fire companies using radio communications.



Finance and Purchasing Class – The fire chief and administrative assistant Celena Longoria attended a



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class on purchasing and finance issues presented by the finance and purchasing departments.

Station Training – Crews conducted various training at the shift level during the period.

**Planning**

Communications Systems Meetings- On October 16<sup>th</sup>, the fire chief and police chief along with other staff visited Dailey-Wells Communications in San Antonio. Dailey-Wells is the current provider of communications equipment for the Kingsville fire and police departments. Personnel met with company representatives and technicians to discuss current status of systems and possible solutions to problems and replacement options. On October 17<sup>th</sup>, the fire chief and police chiefs along with a radio technician and council of government's communications official met with the City Manager to discuss communications issues.

Community Project Development Meetings – The fire chief attended 2 meetings with personnel from Planning and Engineering departments. There was discussion on several building projects including: new city hall, High School Sports Complex domes project, Domino's Pizza, LaQuinta Inn, Texas Theater, Legends Apartments, and others. Special meeting was held to discuss the new City Hall.

**Other Department Activities**

Ebola Preparedness – A policy was developed and presented to personnel regarding possible Ebola patients and what actions to take when coming into contact with possible patients. The policy includes several things recommended by the federal CDC. The recommendations for Ebola preparedness are coming from many sources in different directions several times a day. Engineer Camarillo and other personnel are trying to keep informed on the large amount of information that is being circulated and make changes as needed. Engineer Camarillo has viewed a couple of the CDC webinars on the Ebola crisis. The Fire Department has also ordered new protective suits for use during possible highly contagious disease exposures.

On October 17<sup>th</sup> the fire chief and firefighter Adame participated in a conference call with State officials regarding plans for possible deployment of Texas Task Force 1 FEMA personnel for Ebola decontamination incidents should they become numerous. The call was an exploratory inquiry to see how many departments would allow their personnel to deploy with the FEMA medical task forces. Firefighter Eric Adame is a member of that team and serves as a Hazardous Materials Medical Specialist.

Red Ribbon Day – Station 1-B personnel participated in the Red Ribbon drug prevention program at Gillett Intermediate School on October 27<sup>th</sup>.

TAMUK Homecoming Parade – October 16<sup>th</sup>, the Fire Department participated in the TAMUK homecoming parade downtown Kingsville.

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TAMUK Bonfire – Engine 2 stood by during the TAMUK bonfire in case there was an accident or the fire spread into the City.



Shattered Dreams Event-Kingsville High School – The fire department participated in several planning meetings for this event that shows high school students the results of drunk driving. On October 30<sup>th</sup>, the fire department participated in a mock vehicle accident where a drunk driver crashed into a front loader in front of the high school. Fire department personnel responded on an engine and paramedic rescue ambulance. Firefighters deployed hose lines for a possible fire, stabilized the vehicle, treated and transported victims with simulated injuries.

Later in the evening, a fire department medic unit and the fire chief participated in another phase of the program where students met with first responders to discuss what happens to drunk driving patients after the accident and to give examples of incidents that we have responded to.

Fire Safety Education Presentations –

- Cisneros Center at TAMUK
- “The Kids Place”
- Harvey Elementary School
- United Methodist Child Center

Hydrant Maintenance –Hydrant maintenance was performed by some shifts during the period.



**New Policies or Policy Revisions**

- Ebola Response Police
- EMS Transport Policy

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**Apparatus, Equipment, Facility Status**

Medic units – 2 units having axle problems. M1 brakes checked, but still having brake problems. coolant leak. 2 power stretchers were pulled from service due to needed repairs.

Tower 1 – Water leak from pump is affecting drive train below. Turn switch and remote mirror repaired by warehouse. Open compartment light problem repaired by fire personnel. PPV fan sent to small engine repair shop due to leaks.

Rescue 1 – Foam proportioner not working. Possible short in dash.

Engine 1 – Waiting on water valve parts. Light box problems. Passenger brake light intermittent again. Reflective chevrons placed on back of engine. Small leak at discharge gate.

Engine 2 – More new tires purchased for Engine 2. Tires were rotted and cracking on the sides. Radiator replaced.

Fire Station 1 – LMC personnel returned to station 1 to repair cracks in new shower tiles around shower doors.

Fire Station 2 – Repairs made to yard sprinkler system. Solar lights placed near fountain for night time. New restroom had sewer problems and backed up toilet. Will be requesting new quotes for fence for back porch of fire station 2.

Fire Station Signage – Fire Station lettering approved by City Manager to be ordered this week.

**Projects Budgeted for 2014-15**

Thermal Imager: Preparing specifications for quotes.

New Fire Marshal Vehicle - Truck with camper shell, specs sent to Purchasing Dept. and ready for presentation to Commission.



New Vehicle to Tow Emergency Response Trailer and Personnel - Specifications for utility service body sent to Purchasing Dept. and ready for approval by Commission.

Replacement Skid Unit for the Brush Truck - Preparing specifications for Purchasing Department.

This is for a new slide in unit for the brush truck that includes a water tank, water pump, foam tank, and foam proportioning unit. The brush truck has been out of service for several months due to the CAFS foam unit failing, followed by the Class A foam proportioner failing, followed by the main water pump failing. The metal frame that the skid unit is attached to is rusted out.



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Intercom System for Fire Apparatus - Updating specs for Purchasing Department.

Fire Station 1 Improvements - Working on breakdown for Purchasing Department to request quotes.

Fire Station 1 Termite Remediation - Preparing to request quotes through Purchasing Department.

Computer Aided Dispatch System - Meeting with CAD vendors to finalize specifications for an inexpensive CAD system for fire dispatch that will serve the Department's needs.

Computer Server, Terminal, and Software - I.T. Department has gone out for quotes on some of these items. Still need to have another meeting with I.T. Department to map out needs and framework.

Radio System Improvements - Working with radio consultants to finalize specifications for radio system improvements.

**Fire Department Response Statistics for the period of -October 15th, to October 31th, 2014**

Fire/Rescue/Other Calls -	25
Emergency Medical Service Calls (EMS) -	111
Total Emergency Responses -	136

**Major Events during the period**

Major Accident with multiple patients, Hwy 77 and FM 1717- October 26, 12:53 a.m., Units responded to a major accident with eight patients from two vehicles. One of the vehicles was a border patrol van that shuttles officers to and from their posts. Several patients were transported to hospitals.

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

**Have you ever wondered what positions the City of Kingsville fills annually? See the approved job titles below for fiscal year 2014-2015.**

**Non-Exempt / Non-Civil Service**

**CLASS 7** Custodian  
 Equipment Service Worker  
 Golf Pro-Shop Attendant  
 Maintenance Worker  
 Plant Helper  
 Utility Worker

**CLASS 8** Animal Control Specialist  
 Animal Care Attendant  
 Children's Services Librarian



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Equipment Operator I  
Recycling Technician

**CLASS 9** Customer Service Representative  
Municipal Court Deputy Clerk  
Reference/Information Librarian

**CLASS 10** Circulation Librarian  
Technician Services Assistant

**CLASS 11** Pump Operator

**CLASS 12** Information and Technology Librarian  
Inventory Clerk

**CLASS 13** Tourism Services Technician

**CLASS 14** Customer Billing Specialist  
Engineering Technician  
Equipment Operator II  
GIS Technician  
Meter Reader Technician  
Police Telecommunications Operator  
Municipal Court Specialist  
Fire Telecommunications Operator

**CLASS 15** Administrative Assistant I

**CLASS 16** Lead Telecommunications Operator

**CLASS 17A/P** Specialist  
Accounting Assistant  
Administrative Assistant II  
Assistant Library Administrator  
Equipment Operator III  
Help Desk  
Maintenance Technician  
Payroll Specialist  
Water/Wastewater Operator  
Welder/Fabricator

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**CLASS 18** Lab Technician  
Legal Assistant/Paralegal

**CLASS 19** Community Appearance Inspector  
Lead Maintenance Technician

**CLASS 20** Foreman

**CLASS 21** Crime Scene Specialist  
Health Inspector I

**CLASS 22** Building Inspector  
Engineer's Assistant  
Health Inspector II

**CLASS TF** City Marshal

**CLASS TFS** Senior City Marshal

**OTHER POSITIONS**

Seasonal/Temporary Employees

Example of positions include: Brookshire Pool Attendants/Instructors/Lifeguards,  
Park Recreational Program Assistants, etc.

Probationary Firefighters (0-12 months)

Probationary Police Officers (0-12 months)

**Exempt Level Salary Plan**

**EXECUTIVE OFFICER – 1**

City Manager

**EXECUTIVE OFFICER - 2**

City Attorney

**MANAGEMENT LEVEL - 1**

Fire Chief

Finance Director

Police Chief

City Engineer/Public Works Director

Planning & Development Services Director

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**MANAGEMENT LEVEL - 2**

Assistant City Attorney  
Human Resources Director  
Purchasing and Technology Director  
Task Force Commander  
Tourism Services Director

**MANAGEMENT LEVEL - 3**

Accounting Manager  
Assistant Task Force Commander  
Assistant Public Works Director  
Golf Course Manager  
Health Director  
Library Director  
Parks & Recreation Manager  
Risk Manager

**MANAGEMENT LEVEL - 4**

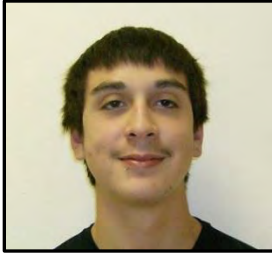
Accounting Supervisor  
Building Official  
City Secretary  
Collection's Supervisor  
Police Communication's Supervisor  
Community Appearance Supervisor  
Downtown and Volunteer Supervisor  
Garage Supervisor  
Landfill Supervisor  
Municipal Court Supervisor  
Sanitation Supervisor  
Street Supervisor  
Systems Specialist  
Wastewater Supervisor  
Water Production Supervisor  
Water Supervisor

**Current Employment Opportunities**

Fire – Firefighter  
Garage – Lead Maintenance Technician  
Planning – Administrative Assistant II  
Police – Telecommunication's Operator  
Street – Maintenance Worker  
Wastewater – Wastewater Operator / Water – Equipment Operator II

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**New Employees**



Salvador Garcia Jr.  
Utility Worker  
Wastewater Division  
Public Works Department

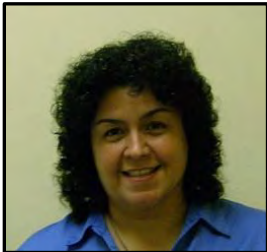


Cesar Ramirez  
Equipment Operator I  
Street Division  
Public Works Department

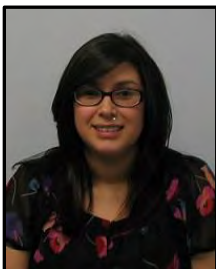


Noe Sosa  
Systems Specialist  
Police Department

**Promotions/Job Changes**



**Mary Jane Lopez change from Administrative II – Tourism Services to Administrative I – Planning Department Community Appearance Division**



**Victoria Cavazos change from Customer Service Representative – Finance Department Municipal Court Division to Municipal Court Specialist – Finance Department Municipal Court Division**

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**Alicia Tijerina change from Part-time Administrative Assistant I – Tourism Services Department to Administrative Assistant II – Tourism Services Department**



**Juan Estrada change from Temporary Utility Worker – Public Works Department Wastewater Division to Utility Worker – Public Works Department Wastewater Division**

**Separations**

Finance Department (Collection's Division) – Bisente Zamora  
Public Works Department (Garage Division) – Sergio Zamora  
Wastewater Department – Juan Delossantos, Utility Worker

**General Activities**

New Supervisor Training - Human Resources coordinated a new supervisor training with Finance and Purchasing/Technology topics on Wednesday, October 22, 2014 at the Community Appearance building. Over 21 persons attending the event and received excellent information. All attendees were given handouts and allowed to ask questions on City finance and purchasing procedures and protocols.

Direct Deposit Updates – all City employees have enrolled in the City's direct deposit payroll program

Employee Recognition and Safety Committee - Human Resource Director attending the Recognition and Safety Committee meeting on October 15<sup>th</sup> to discuss the November 1<sup>st</sup> tailgate event at TAMUK.

November 1<sup>st</sup> Employee Tailgate - The HR office in conjunction with the Risk Manager and the Recognition and Safety Committee scheduled and prepared for the November 1<sup>st</sup> Tailgate at TAMUK. Employees and their dependents will be treated to fajita and sausage tacos while enjoying the TAMUK pregame events. Employees notified HR of approximately a total of 471 employees and dependents would be attending the pre-game tailgate events and approximately a total of 420



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employees and dependents would be attending the TAMUK football game. Tickets were distributed to supervisors on Thursday, October 30<sup>th</sup> for redistribution to their staff members.

Updating Employee Photo ID's - The HR office has continued to work and coordinate the updating of employee identification tags and coordinating with the Police Department to schedule blocks of time for the updates. The HR office is looking at purchasing an identification system to incorporate the identification tags as part of the new employee orientation process.

Changes to New Hire Enrollment Process - The HR office continues to work with Finance to take over the new hire enrollment process and inputting of employee information in the City's Payroll and Human Resource INCODE system as well as the City's timekeeping system of TimeClock Plus. This process will streamline the inputting of information and relieving the Payroll Specialist of this task. Changing these duties is also based on a recommendation for the City's outside auditing firm.

Audit of New Health Insurance Applications - HR personnel assisted with ENTRUST's audit of new applications and waivers received as a result of this year's open enrollment process.

Training - On Tuesday, October 28, 2014, the HR Director and Administrative Assistant Beth Greenwell participated in a training with ENTRUST's new EnCompliance website for healthcare information. Ms. Greenwell also attended Risk Management's Ebola training on Thursday, October 30<sup>th</sup> at 1:30 p.m.

***PARKS & RECREATION DEPARTMENT (Courtesy of Vince Capell, Acting Director)***

**Parks & Recreation Division**

**Team Roping at J.K. Northway**



Team Roping returned to J.K. Northway Expo Center during the Big House Bash on Oct. 25<sup>th</sup>. Over 200 teams competed for Custom Saddles and prize money and a free pass into the Kingsville Heritage Pro Rodeo to be held here Nov. 21,22 during the Ranch Hand Weekend. The Siggno concert that followed the team roping was a huge success with attendance at 2000.

**Stocking Escondido Creek with Fingerlings - Texas Parks & Wildlife Inland Fisheries staff**

stocked Escondido Creek in Dick Kleberg Park with thousands of Red Fish fingerlings. The salinity level in the creek is too high for fresh water fish to thrive. However, the last several years the droughts have completely drained the creek in the park area leaving little hope of any species of fish to live.



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**Tons of Junk and Debris Hauled from Dick Kleberg Park** - Thanks to Public Works and Sanitation Division staff for helping us clean up the playground equipment graveyard and shop yard.



**Oct.12 – 22 Rental Hours**

BBQ Building 8; Rec Hall 23.8; Athletic Fields Rent hours 53.5; Coliseum 0. Soccer/football used daily for practice, games weekly

Upcoming events include South Texas Show Series Prospect Show #2 – Nov. 8-9, Randy Rogers Concert – Nov 15, Ranch Hand Weekend Nov 22-23.

**New Parks & Recreation Website Page in Development** - We hope to have a Parks & Recreation page added to the City of Kingsville website soon. Our Kleberg County Parks & Recreation Facebook Page will be changed to Kingsville Parks & Recreation on November 4<sup>th</sup> at around 1:30pm. We also assist with maintaining the La Posada de Kingsville facebook page where you can also find all the information on the 2014 La Posada de Kingsville events.

**Golf Division (10/19-10/31)**

**Daily Work Activities**

Golf Division employees are tasked with daily greens, collars, fairways and driving range mowing. Also staff is working on improving the appearance of the facilities. In the following weeks staff will be working on installing a new fountain near the club house. Also the interior of the club house will be receiving some improvements. Public Works staff will also begin repairs to the restroom facilities on the backside of the course. Extended training from Professional Turf Products Pump Technician on the operation of the golf course sprinkler system will continue in order to correct automated system problems.

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**Great Weather for Golf**

The weather has been great for golf activity with 424 rounds of golf played and 77 buckets of range balls used during October 19<sup>th</sup> thru October 31<sup>st</sup>.

**Scheduled tournaments at L.E. Ramey Golf Course**

November 1, 2014 Javelina's Baseball Team Tournament, Contact Jason Gonzales @ 361-593-3487  
Customers enjoying the game.

November 15, 2014 The American Legion Tournament, Contact Gonzlao "Brucho" Ruiz @ 361-595-9950 or 361-522-5573

November 29, 2014 Christ United Methodist Church Tournament, Contact Cindy Moody @ 361-675-0676 or 361-592-7711

Boys & Girls Club-Mayors Cup Tournament & BBQ Cook Off, October 25, 2014



**Our customers enjoying the golf course**

***PLANNING & DEVELOPMENT SERVICES DEPARTMENT (Courtesy of Tom Ginter, Director)***

**Planning and Administration Division**

**Developments Underway**

**GSC Building**

On Friday, October 17, the City of Kingsville gave the keys over to TAMUK for operating the GSC building as a facility for research, training and an incubator for businesses to work on ideas for the marketplace. Jessica Storck of the Planning and Development Service sDepartment did a great job on this project and is to be commended for her work. The City hopes that this is the first of many projects that we work together in the economic development arena.

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5<sup>th</sup> and Henrietta

The City owns this building and has a lease with the Border Patrol will be working with that agency on their desire to use it in the future. It is tentatively planned that they will be in Kingsville next month to look at the building and determine what needs to be done for their use.

Torres Estates

The Planning and Zoning Commission will be reviewing preliminary and final plats at its November 19<sup>th</sup> meeting for this development. This will be a 11 lot project for single family homes. It is located on the south side of Kenedy between 15<sup>th</sup> and 16<sup>th</sup>.

La Quinta Hotel

The DRT are reviewing plans for this project. It is located at the Highway 77 bypass and Sen. Carlos Truan Blvd. It will be an 80 room hotel with a value of \$4.6 million.

Wells Apartments

Plans have been submitted for this apartment project located at 625 W. Avenue F. There will be 7- 2 bedroom units.

FEMA Domes

The City has issued a temporary permit to the contractor TB Commercial Construction for starting the work on this project. This permit covers the work needed for the piers, laying of underground utility lines and the slab. The project will take approximately 14 months with a value of 14.4 million.

### Building Services Division

**Permits Pulled**

Residential Remodel: 7	Commercial Remodel: 0	Electrical: 32
New Commercial: 0	Mechanical: 2	Moving: 0
New Residential: 0	Fire Inspection: 5	Gas Inspection: 4
Cert. of Occupancy: 1	Commercial Meter: 0	House Leveling: 0
Plumbing: 8	Residential Meter: 7	Re-roof: 7
Sprinkler: 2	Sidewalk: 0	Sign: 1
Curb: 2	Swimming Pool: 1	Demolition:
Total Permits Pulled: 79		

**Final step of demolition of the old HM King High School** located behind the NEW high school building. The next stage will be the construction of the FEMA dome.





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### Progress at Legends Apartments at 1331 W Santa Gertrudis St



### Community Appearance Division

#### Recent Inspection activity (October 2–October 15)

Notices Sent:	60	Abatements:	20	Obsolete Sign Violations:	3
Inspections:	80	Court Cases:	0	Placards Posted:	30
Re-Inspections:	48	Illegal Dumping Cases:	0	Compliances:	32
Front/Side yard parking violations:	7				

#### Violations & Compliances

##### 606 E KING - Property Owner Abated (proper use of sign pole)

**BEFORE**

**AFTER**



##### 121 N ARMSTRONG - Property Owner Abated (removed old/abandoned sign pole)



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### Community Appearance

Community Appearance staff has been preparing for the 6<sup>th</sup> Annual City of Kingsville Fall Festival. It is a free event for the community. There will be games, prizes and participating downtown merchants will be giving out candy. We will also have a recycled costume contest. Best costume made from recycled materials wins, there are two age groups: 3-6 YOA & 7-11 YOA. Most of the games at the event will push to educate the public on how to recycle as well as good property maintenance. Flyers and pamphlets will be distributed to be more detailed on common code



violations and how to contact our division to report community appearance issues as well as a “cheat sheet” showing what type of materials the City’s Recycling Center takes along with contact info. Various groups and organizations from the University and community have signed up to volunteer at the event to show their support in the “Be A Good Neighbor” campaign. The event is scheduled for Friday Oct. 31<sup>st</sup> from 4pm to 5:45pm downtown Kingsville (200 & 300 block E Kleberg Ave). CASA will host their annual Zombie Walk immediately following the Fall Festival.

### 300 Top Ten Property Cleanup Celebration

Brush crew, Community Appearance staff and the city’s NIO Officer

Perez were treated to lunch to celebrate the 300 property cleanup milestone. This is an important achievement for the community as a whole. The purpose of these cleanups is to target the top worst properties in the city and either work with the property owner to gain compliance or clean the property at owner’s expense. We are taking the neighborhood’s safety and health into consideration with these cleanups and simply improving the community’s quality of life. Our success stories could not be made without the cooperation between these departments and the support of our City Manager and Commission members.





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**Demolitions**

The Building Department will be presenting dilapidated structure cases to City Commissioners for review on the last meeting of each month, beginning Nov. 2014. As of October 2014, 4 structures have been demolished through voluntary agreement. As always, Community Appearance would like to thank all those involved with all the efforts towards the beautification of our legendary city.

**411 W Huisache – Voluntary Demo**

**BEFORE**



**AFTER**



**Top Ten Private Property Cleanups**

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 31st Phase to be completed in November.

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**PHASE 31(November)**

<b>Property Address:</b>	<b>Date of Compliance Deadline:</b>	
608 Huisache	11/30/14 / 600 W Fordyce	11/30/14
604 W Fordyce	11/30/14 / 616 S Wanda	11/30/14
719 E Miller	11/30/14 / 430 W Lott	11/30/14
730 E Ave B	11/30/14 / 614 E Ave D	11/30/14
414 E Ave B	11/30/14 / 521 W Lott	11/30/14

**619 W YOAKUM – Property Owner Abated**

**BEFORE**

**AFTER**



**1020 E SANTA GERTRUDIS – Property Owner Abated**



**Who Performs Most of the Cleanups?**

As shown in the table below, the number of owner abatements on noticed properties within the “top ten” monthly clean ups have risen. The intent is to get to 100% property-owner compliance with no



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reoccurring junk and debris violations. These numbers indicate the property owners are increasingly taking the initiative to come into compliance, thereby demonstrating a change in behavior; hopefully due to the increase public awareness of City codes.

<u>Top Ten Phase#</u>	<u>#of Cleanups Conducted By property owner</u>	<u>Top Ten Phase#</u>	<u># of Cleanups Conducted By property owner</u>
PHASE 1	0 out of 10	PHASE 21	7 out of 10
PHASE 2	2 out of 10	PHASE 22	4 out of 10
PHASE 3	2 out of 10	PHASE 23	7 out of 10
PHASE 4	3 out of 10	PHASE 24	8 out of 10
PHASE 5	3 out of 10	PHASE 25	8 out of 10
PHASE 6	3 out of 10	PHASE 26	6 out of 10
PHASE 7	4 out of 10	PHASE 27	10 out of 10
PHASE 8	7 out of 10	PHASE 28	8 out of 10
PHASE 9	5 out of 10	PHASE 29	8 out of 10
PHASE 10	8 out of 10	PHASE 30	6 out of 10
PHASE 11	7 out of 10	PHASE 31	(IN PROGRESS)
PHASE 12	8 out of 10	PHASE	
PHASE 13	9 out of 10	PHASE	
PHASE 14	6 out of 10		
PHASE 15	9 out of 10		
PHASE 16	9 out of 10		
PHASE 17	8 out of 10		
PHASE 18	8 out of 10		
PHASE 19	8 out of 10		
PHASE 20	9 out of 10		

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

#### **Patrol Division**

At least 140 reports taken by patrol officers. Patrol officers took 17 assault reports, 20 theft reports and four criminal mischief reports. Six people were arrested for DWI/DUI, three for Public Intoxication and one for Consumption of Alcohol by Minor.



Two major accidents, six minor accidents, ten private property accidents and five hit and run accidents were reported during this time period. The Patrol Division issued 132 citations and issued 58 written warnings. There were eight reports made for Burglary of Vehicle, two reports for Burglary of Building and five reports for Burglary of Habitation. Several reports were made for Credit Card/Debit Card Abuse.

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On Oct 17, an officer responded to Wal-Mart where a loss prevention employee had detained a person involved in a shoplifting. The female had participated with a male in the theft. However, the male was able to leave the store with the stolen speakers as the female was caught. The female gave several different names and dates of birth to the arriving officer then would be belligerent to the officer when he pointed this out to her. Eventually, the officer arrested her for Failure to Identify and placed her in jail, still unsure about her identity. Hours later, the same officer responded to a disturbance on North 9<sup>th</sup> Street. The officer was able to determine that the disturbance was the result of the female being caught shoplifting. He was able to identify the male involved and had witnesses who claim to have seen the stolen speakers. He then returned to the jail with the proper name of the female who admitted her identity and identified the male she was stealing with. The male was not located.

On October 18, an officer contacted at 16 year-old male who was walking in the street at 600 E. Santa Gertrudis and was being unsafe. The officer stopped to talk with the male and asked if he had any weapons. The officer detained the male after finding a knife and brass knuckles in his pocket. He also had a bag of synthetic marijuana. He was detained for Possession of Controlled Substance and Possession of Prohibited Weapon. He was taken to the PD, given an appointment with Juvenile Probation and release to his mother. The knife was given to the grandmother.

On October 18, officers behind a vehicle observed no tail lights on the vehicle and the vehicle failing to maintain a single lane. Officers conducted a traffic stop in the 4000 block of S. Brahma Blvd. After sobriety tests, the 27 year-old male was arrested for DWI. Since a 7 year-old was in the vehicle, the DWI became a felony. The child was released to his mother. The arrestee was transported to the hospital for a mandatory blood draw. He was then taken to the county jail. A patrol officer stopped a vehicle for running a stop sign on October 22. It was determined that the driver had an outstanding municipal court warrant, as well as a probation violation warrant. She was arrested and taken to jail.

On October 23, a male reported that he was in the process of moving from one house to another. A motorcycle was missing from the house that he was moving from. The motorcycle was entered into the database as stolen. He had no suspects.

On October 26, a female on E. Henrietta had allowed a male stranger to test-drive a car that she had for sale. When he did not return, she called the police. The female did not know the identity of the male who she had allowed to leave with her car. She reported the vehicle as stolen. Hours later, a patrol officer saw the vehicle and made a stop at 15<sup>th</sup> and Avenue C. The male quickly exited, throwing a baggie of synthetic marijuana underneath the car. He was wanted for Parole Violation, along with the Unauthorized Use of Motor Vehicle and Possession of a Controlled Substance. He was taken to jail and the car was returned to the owner.



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On October 24, Sergeant Campos and Lieutenant Lile attended "Stop Stick" training, a free, 2-hour class in Kingsville.

**Criminal Investigations Bureau**  
*NO REPORT SUBMITTED*

**Communications Bureau**

Sgt. Lobaugh attended training at the Beautification Bureau coordinated through the HR office for staff members. The Purchasing and Finance Departments will conduct a training on purchasing rules and regulations as pertaining to the City of Kingsville including POs, P-Card procedures , etc. and Finance will conduct training on financial forms and processes including travel, budgets, transfers/amendments, petty cash etc.

Sgt. Lobaugh also attended the stop stick training held at the Kingsville Police Department and Dick Kleberg Park. The training was provided by both Sgt. Brad Allen and Officer Jose Aleman. A technician from Simplex Grinnell came out to check on problems with our alarm system again. He discovered the sensor duct in the equipment room was consistently activating . He had to disabled the sensor until a new one can be ordered to replace it.

Stephanie Ramos is in the final ghost phase week of dispatching and should be released to handle all duties on her own by next week.

Sgt. Lobaugh would like to thank members of the communication department for doing a great job decorating for Halloween.



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The Communications Bureau received seven hundred and twenty 911 calls during this reporting period. The Communications Bureau received two thousand twenty one regular calls to the station. The Communication Bureau also completed twelve citizens records check.



**Neighborhood Improvement Officer**

**2014 Abandoned and Junk Autos**

*WEEK 42*

- Junk Vehicles – 2
- Abandoned Vehicles - 3
- Parking Citations –13
- Non-Ordinance Violation Checks -14
- Compliance - 2

*WEEK 43*

- Junk Vehicles –3
- Abandoned Vehicles -3



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- Parking Citations –19
- Non-Ordinance Violation Checks -8
- Compliance – 4

So far for the year of 2014, 135 vehicles have been tagged (Combination of Abandoned and Junk Autos) in the City of Kingsville. There have been a total of 114 compliances for the year. NIO has also issued a total of 1031 Parking Violations (Citation and Warning Combined) for the year. Shown below are photos of vehicles that have complied with City Ordinance.



600 FRANCES ST



600 W YOAKUM AVE



700 E MILLER AVE

**Street Level Operations Team (S.L.O.T.)**

**MURRAY:**

Case#1400028538 – Cpl. Murray was contacted at the police department in reference to a male subject who had located synthetic marijuana inside his vehicle. The synthetic marijuana was collected as found property.

Cases Files with the County Court 2

Cases Filed with the District Court 3



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Prosecution Charge Report Supplements

Traffic Stops 42

Citations 0

**GONZALEZ:**

Case #1400029402 – Inv. Gonzalez observed a male subject using window chalk to write on a person's car in the parking lot of Loves Truck Stop. Inv. Gonzalez contacted the male and issued a Criminal Trespass Warning to the male as per Loves management. The owner of the car did not wish to pursue any criminal charges, since the vehicle was not damaged in any way.

Traffic Stops 28 / Citations 0

**RUIZ:**

Traffic Stops 71 / Citations 5

**Narcotics Investigations / Purchases Conducted**

Case #1400028794- Purchased Marijuana

Case #1400029270- Purchased Cocaine

Case #1400029892- Purchased Cocaine

Case #1400029963- Purchased Cocaine

**Training**

Sgt. Flores, Cpl. Pittman, and Inv. Gonzalez all attended a week long Advanced SWAT Training in Garland, Texas.

**Training Bureau**

**Stop Stick Certification Course**

On Friday, October 24, 2014, Corporal V. Murray and Sergeant Allen taught a *Stop Stick Certification Course*. This course covered legal issued related to Stop Stick Deployment, Safety Considerations, and Proper Deployments. The following officers attended this course

Lt. Lile

Lt. Cavazos

Sgt. Lobaugh

Sgt. Campos

Detective Greif

Officer Monica Salinas



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**Less Lethal Munitions Certification Course**

On Tuesday, October 28, 2014, Detective Salinas taught a *Less Lethal Munitions Course*. This course covered legal issued related to Less Lethal Deployments, Safety Considerations, Proper Deployments and treatment after deployment. The following officers attended this course.



Sergeant Flores / Corporal Pittman / Corporal Rodriguez / Investigator Gonzalez / Officer Reyna / Officer Brown / Officer Aleman / Officer Webb

**Police and Fire Civil Service Seminar**

On Tuesday, October 28, 2014, Sergeant Allen and Detective Greif attended a Civil Service Training Course in Austin, Texas. This course has been especially designed for agency administrators, personnel officers, legal staff, civil service directors, civil service commissioners, and others who may be involved in employment and disciplinary proceedings. The course was hosted by The Texas Police Association.

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

**Engineering Division**

Engineering - Engineering recently traveled to Kenosha Wisconsin to tour the facilities and learn of the operations of a sludge dewatering centrifuge. Centrysis is the company that fabricates this equipment and all expenses were paid by Centrysis and Grey water (The equipment distributor). The purchase of this equipment is part of the FY 2015 budget and part of the water and wastewater 5 year plan. The centrifuge will allow faster drying of sludge, better efficiency at the treatment plant, and less man power to process the sludge. Instead of crews and multiple employees sweeping drying beds, the sludge is transported directly to the landfill.



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GIS - GIS continues to work on the pavement model and is in the cost phase of the operation. Cost



will be broken down into each year for the next 20 years. This yearly cost will help with budgeting and ultimately help with a funding source.

**Street Division**

Road Constructions

- Overlaid 350 tons of hot mix on Alexander
- Cleaned curb and gutter, removed dirt and asphalt on Alexander Phase 2
- Cleaned up loose gravel 17<sup>th</sup> St. & Caesar Ave.

Mowing

- FM 1717
- FM 3320
- Carlos Truan Blvd. from Hwy 77 Bypass to NAS
- Caesar Ave. from Hwy 77 Bypass to NAS
- Caesar Ave. from Hwy 77 Bypass to 17<sup>th</sup>
- Police Department
- King St near Hwy 77 Bypass Creek from 12<sup>th</sup> St. to Santa Gertrudis Ave.
- Santa Gertrudis Ave. to 14<sup>th</sup> St
- General Cavazos Blvd. from Hwy 77 Bypass to NAS
- Alexander Ave. to 14<sup>th</sup> St
- Creeks from Armstrong to Hwy 77 Bypass
- Highway 141



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Gutters

- Ave B from 5<sup>th</sup> St. to Armstrong Ave
- Ave A and Nettie Ave. from Armstrong to 5<sup>th</sup> St.
- Mesquite Ave. from 14<sup>th</sup> St. to 9<sup>th</sup> St.
- 13<sup>th</sup> St. from Corral Ave. to Mesquite Ave.
- 10<sup>th</sup> St. from Corral Ave. to Ave D
- Nettie Ave. from 5<sup>th</sup> St. to 1<sup>st</sup> St.
- Ave C from 8<sup>th</sup> St. to 6<sup>th</sup>
- 7<sup>th</sup> from Ave C to Ave B
- Ave B from 6<sup>th</sup> St. to 12<sup>th</sup> St
- 8<sup>th</sup> St. and 9<sup>th</sup> St. from Ave C to Ave B
- Ave D from 13<sup>th</sup> St. to 8<sup>th</sup> St.
- Ave D from 10<sup>th</sup> St. to 14<sup>th</sup> St.
- 13<sup>th</sup> St. from Ave D to Ave C
- Ave C from 14<sup>th</sup> St. to 13<sup>th</sup>
- 9<sup>th</sup> St. from Mesquite Ave. to Ave D
- Ave D from 6<sup>th</sup> St. to 10<sup>th</sup> St.

Round up Spraying

- 14<sup>th</sup> St. from Corral Ave. to General Cavazos Blvd.
- 5<sup>th</sup> St from Ailsie Ave to Briarwood
- Briarwood from 5<sup>th</sup> St. to 3<sup>rd</sup> St,
- 5<sup>th</sup> St. from Briarwood to Lemonwood
- 3<sup>rd</sup> St. from Birchwood to Briarwood
- 2<sup>nd</sup> St. from Ailsie Ave. to Dead End
- Birchwood from 2<sup>nd</sup> St. to 5<sup>th</sup> St.
- 4<sup>th</sup> St. from Candlewood to Dead End
- Candlewood from 4<sup>th</sup> to 5<sup>th</sup>
- Lemonwood from 5<sup>th</sup> to 2<sup>nd</sup>
- South Park from Ailsie Ave. to Inner loop of Ailsie Ave.
- Otis from 6<sup>th</sup> St. to Loop 428
- Carol from 6<sup>th</sup> St. to Otis
- 7<sup>th</sup> from Carol to Loop 428
- Martin from 7<sup>th</sup> St. to Carol
- Las Palmas from Loop 428 to Dead End
- Pasadena from Loop 428 to Loop 428
- Chandler from General Cavazos to Jayvee
- Billy Evans from 6<sup>th</sup> St. to Dead End
- Cecil and Jayvee from 6<sup>th</sup> to Dead End
- Van from Jayvee to Helen Marie

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- Helen Marie from 6<sup>th</sup> St. to Dead End
- Trant Rd. from 6<sup>th</sup> St. to FM 1717
- Reidda from 6<sup>th</sup> St. to Dead End
- 6<sup>th</sup> from Andron Lane to Trant to Dead End
- Phippen Lane from Andron to Dead End
- Tree Beard from Andron to Dead End
- Jamlie and Allen Dr. from Escondido to Dead End
- Nelda from Allen Dr. to Dead End
- Samuels Place from Allen to Dead End
- Boxwood, Cypress and Ash Creek from South Creek to Dead End
- South Creek from Hwy 77 to Dead End
- Lantana from Corral to Dead End
- Ave F, Ave G, Ave I and Ave H from Armstrong to Lantana
- Wanda from Ave F to Corral Ave.
- Wanda from Ave F to Ave I
- Ave F from 1<sup>st</sup> to Armstrong
- Ave I from Armstrong to Wells
- Ave H from Armstrong to Dead End
- Ave I from Wells to Dead End
- Wells from Ave I to Armstrong
- 1<sup>st</sup> from Corral to Ave I
- Mesquite from Armstrong to Ave I
- Ave D from Armstrong to 6<sup>th</sup>
- Ace C from 5<sup>th</sup> to Ave D
- Ave A, Ave C and Ave D from Armstrong to Dead End
- Nettie from Armstrong to Dead End
- Ella from 2<sup>nd</sup> to Armstrong
- Ella from 5<sup>th</sup> to 3<sup>rd</sup>
- Wells from Nettie to Santa Gertrudis
- 1<sup>st</sup> from Corral to Santa Gertrudis
- 2<sup>nd</sup> from Nettie to Santa Gertrudis
- Wells from Ave C to Corral
- 2<sup>nd</sup> from Ave B to Corral
- 3rd from Ave D to Santa Gertrudis
- 4<sup>th</sup> from Ave C to Santa Gertrudis
- 5<sup>th</sup> from Ave D to Santa Gertrudis
- 4<sup>th</sup> from Ave D to Corral
- Mesquite from 6<sup>th</sup> to 14<sup>th</sup>
- Ave D from 14<sup>th</sup> to 6<sup>th</sup>
- Ave C from 6<sup>th</sup> to 13<sup>th</sup>



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- Ave C from 13<sup>th</sup> to 14<sup>th</sup>
- Ave C and Mesquite from 16<sup>th</sup> to 17<sup>th</sup>
- Ella, Nettie, Ave A, Ave B and Ave D from 14<sup>th</sup> to 17<sup>th</sup>
- 15<sup>th</sup> from Ella to Corral
- 16<sup>th</sup> from Corral to Ella
- 17<sup>th</sup> from Corral to Santa Gertrudis

Street Sweeping

- 6<sup>th</sup> from Corral to Loop 428
- Armstrong from Corral to Caesar
- 6<sup>th</sup> and Otis
- King from 77 to 16<sup>th</sup>
- King from University to 77
- University from Santa Gertrudis to King
- Alexander from 6<sup>th</sup> to 11<sup>th</sup>
- Drained water on May & Kenedy Ave. and 3<sup>rd</sup> & 4<sup>th</sup>
- General Cavazos from 14<sup>th</sup> to Hwy 77
- 14<sup>th</sup> from General Cavazos to Corral

Cold Mix

- Kenedy Ave. & Milton
- 1200 E Henrietta Ave.
- Virginia St
- 600 E Shelton
- 3<sup>rd</sup> St. & Ragland Ave
- 1<sup>st</sup> between Ave D & Nettie Ave.
- 1300 E Johnston Ave
- 17<sup>th</sup> off of Caesar Ave.
- 513 S 19<sup>th</sup> St.
- Lott & 19<sup>th</sup> St

Hot Mix

- 1<sup>st</sup> Street from Santa Gert to King
- Pasadena Ave
- 6<sup>th</sup> St. from Y to Santa Gertrudis Ave.
- Front of Calling Solutions
- Trant Rd
- Intersection of Ella Ave. & 1<sup>st</sup> St.
- Kenedy Ave/ from May to Dead End
- Behind Women's Club



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- Yoakum Ave. from 14<sup>th</sup> St. to 11<sup>th</sup> St.
- Johnston Ave. between 16<sup>th</sup> St. & 17<sup>th</sup> St.
- Armstrong Ave. & Yoakum Ave.
- Ave D from 6<sup>th</sup> to Armstrong Ave
- 904 N 9<sup>th</sup> St.
- In front of High School
- Intersection of 1<sup>st</sup> & Ella
- 502 E Lee Ave.
- Santa Monica & Santa Gertrudis
- Santa Gertrudis & 9<sup>th</sup>
- 500 Blk W Nettie & 1<sup>st</sup>
- Ave D from 14<sup>th</sup> to 6<sup>th</sup> St.
- Warren Ave. from 14<sup>th</sup> St. to 9<sup>th</sup> St.

Alley Maintenance

- Johnston Ave. between 16<sup>th</sup> St. & 17<sup>th</sup> St.
- Annette & Ailsie Ave.
- 409 W Santa Gertrudis Ave.

Miscellaneous Sign Shop

- Checked and moved timer on School lights on Santa Rosa
- Washed Sweeper on Wash Rack
- Put name signs on Lee St
- Checked school lights on 17<sup>th</sup> St.
- Set barricades on Alexander to close road for Hot mix
- Put portable Stop signs and lights on Kleberg St
- Hot mixed on 6<sup>th</sup> St. from the Y to Corral Ave.
- Put in new bulbs and painted light poles on Kleberg St
- Checked school lights at Perez, Harvey and Gillette schools
- Set School sign on Yoakum Ave. & 5<sup>th</sup> St.
- Picked up barricades on 10<sup>th</sup> St. between Doddridge Ave. & Johnston Ave.
- Set barricades on 2<sup>nd</sup> St
- Helped Water Department load concrete for Shelton (American Legion)- hauled 18 loads and loaded 3 loads of concrete from William St



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**Water Production Division**

Routine job:

Collected 12 routine Bacteriological Samples:

- 620 E. Mesquite Ave.
- 505 E. Henrietta Ave
- 517 W, Henrietta Ave.
- 428 W. Nettie Ave.
- 1630 Santa Fe
- 329 E. Doddridge Ave.
- 506 W. Fordyce Ave
- 318 Brairwood
- 209 Reidda
- 1113 Kathleen Ave
- 711 E. Ragland Ave.
- 315 S. 24<sup>th</sup> St.

Collected 14 daily chlorine residuals:

- 329 E. Doddridge Ave.
- 505 E. Henrietta Ave.
- 620 E. Mesquite Ave.
- 1630 Santa Fe
- 428 W. Nettie Ave.
- 1142 W. Yoakum Ave.
- 312 W. King Ave.
- 3303 S. Brahma Blvd.
- 1109 E. Henrietta Ave.
- 707 E. Santa Gertrudis Ave,
- 1121 E. Ave A
- 511 College Place
- 916 W. Ave I
- 724 W. Richard Ave

Delivered Ammonia to 6 sites; delivered Chlorine to 6 sites.

Water pumped to distribution 10/13 – 10/26) - Wells – 45,479,000 gallons; Surface –6,948,000 gallons; 0 gallons for Ricardo bypass; Total 48,765,000 gallons; Average –3,483,214.28 gals/day

**Wastewater Collection and Treatment Plant Division**

Wastewater Treatment North Plant – Frank Garcia and Charlie Cardenas recently traveled to Kenosha Wisconsin to learn the operations and tour the manufacturing facility of Centrysis, a sludge dewatering centrifuge equipment. The centrifuge will allow for better plant efficiency. Operators and Helpers cleaned primary and secondary clarifier troughs and weirs. Operators shoveled sludge from

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sand drying bed. Helpers and Operators are replacing and cleaning UV modules. We continue wasting in wedge and sand drying beds and wire drying beds. Operators and Helpers are mowing grass around plant and lift stations. Plant Helpers mowed and weed eat at the Golf Course. Rabalais continues to install lights, plugs and switches on building. JMF Repair finished installing pump at 17<sup>th</sup> St and Lee Ave. Lift Station. Received new 6" pump from Godwin Pumps.



Wastewater Treatment South Plant – Operator 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. Crews are wasting sludge into drying beds. We sent off 3<sup>rd</sup> quarter Bio Monitoring. We sent off DMR reports for September 2014.

Wastewater Collection – Had 5 call outs for sewer backups

1726 Santa Fe  
914 E. Lott Ave.  
Lowe's  
806 S. 11<sup>th</sup> St.  
1114 Lawndale St.  
Repaired 6 sewer lines  
1529 E. Warren Ave.  
1026 W. Kleberg Ave.  
809 E. Fordyce Ave.  
700 S. 10<sup>th</sup> St.  
1726 Santa Fe  
806 S. 11<sup>th</sup> St.  
1 disconnect sewer  
512 S. 7<sup>th</sup> St.  
Installed 3 clean out at  
1026 W. Kleberg Ave.  
522 W. Santa Gertrudis Ave.  
105 S. 2<sup>nd</sup> St.



Crew backfilled area at 405 E. Huisache Ave. and 1406 E. Corral Ave.  
Crews videoed the service line at 1529 E. Warren Ave.  
Put in 1 new sewer tap at 522 W. Santa Gertrudis Ave.  
Crews hauled dirt from Santa Gertrudis Ave. and 77 Bypass to the North Plant.  
Installed pump at 17<sup>th</sup> St and Lee Ave. Lift Station.  
Hauled dirt to the North Plant from Santa Gertrudis Ave. and Hwy 77 Bypass



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Scheduled work for the week

1. Cleaning sewer mains, curbs & gutters.
2. Clean troughs (Mon, Thurs, Fri)
3. Clean drying beds (Tues, Wed.)
4. 3 & 1 MGD wasting on drying beds
5. Mowing and weed eating 1MGD, 3MGD, and Lift stations
6. Plant helpers spraying weed killer along fence lines & drying beds @ 1 & 3 MGD
7. C&D Electric sill be sending out 1600amp breaker to Houston to determine cost estimate.
8. Construction crews will be repairing service lines at 809 E. Fordyce, 10<sup>th</sup> St. and 1726 Santa Fe.
9. Construction crews installing pump at 17<sup>th</sup> St and Lee Ave. Lift Station.
10. Plant Helpers continuing to help mow and weed eat at the Golf Course.

**Water Distribution Division**

Routine Items - Repaired 0 Main Breaks and answered approximately 47- Service Calls, 20 - Locates, 3- Service line leaks, 5- water leaks 14- Meter Leaks 2- Backfills, 1- valve repairs, 1- Customer Side Leaks; - Vacuum water; - No Water/Low Pressures; 0- Turn off Water, 0 -Turn on and 1 - 8" Tap

Special Projects Including Parks Cleanup and Demolition - Water crews worked at the American Legion on concrete demo. Water crews completed concrete demo's at the American Legion and at 430 Williams. Water crews also cleaned up parking lot at Golf Course, removing dirt and grass from cracks. Water crews are also demolishing the old and unsightly water tank at Dick Kleberg Park.



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**City Garage Division**

Maintenance -16- Oil changes on preventive maintenance; 44 scheduled work orders; 51 nonscheduled work; 16 Service calls; 1 Call out; 12-New tires on heavy equipment and trucks; 25 flat tire repairs and balances; 28 pending work orders. We are waiting on a part to fix Unit 3005 and Unit 545 is still at Allison Transmission. Unit 544 has an electrical short at this time.

Welder - 2 received work order and 2 pending work orders

Welder is working on guard rails at the creeks and on the platform on the patching truck, unit 540.

**Solid Waste Division**

Landfill - Daily litter clean up continues in and around the facility. The magnet trailer is also being used to pick up nails around the facility and also dirt on all the surrounding roads leading to the Landfill. Landfill had their monthly safety meeting on Hard Hat Safety on 10/13/14. Two Landfill employees went to Rush-Pete built in Calallen to look at a dump truck. Mowed and weed ate the north side, around the well and the back 40 acres of the Landfill. The Solid Waste annual Report was submitted to TCEQ. The front entrance door to the scale house was replaced by Henry's Glass. Demolition debris were brought in from Kleberg County Park and the American Legion. Naismith Engineering completed the groundwater sampling. The 4<sup>th</sup> Quarter Methane Monitoring results were sent to Marty Ontiveros and emailed to Hector Gonzalez. We also emailed Marty Ontiveros the Certificate of Calibration.

Brush – 139 tons; Garbage –815 tons Litter –1.66 tons; Construction/Demolition – 624 tons; Concrete -462 tons, metals -.86 tons; Sludge –tons; Trash Off – 51.16 and Recycled tires -.18.35 tons.

Sanitation

Residential waste collected from 10/13 – 10/26 –**589,480** pounds; Commercial waste collected **770,960** pounds; Brush collected **133,820** pounds and construction debris collected **48,900** pounds. The brush crew completed collecting in Zone 4 and working on abatements and demos when possible. White Good Collections will be on Friday 10/31/14. Sanitation has also taken over watering new trees planted around the city and does this on Wednesdays. The demolition at the American Legion Post 99 on Shelton St. was complete. Crews also did demolitions at 1030 E. Ave A, 411 W. Huisache Ave. and one at 1242 E. King Ave. Sanitation provided help to the Street Department for Thursday's Homecoming parade downtown by setting barricades and helping with traffic.

Sanitation Crews Help Clean up Parks - Sanitation crewsalso helped the Parks Department remove eighteen loads of debris from their maintenance area. Recycling for the month of September totaled 22.36 tons from the Recycling Center taken to Corpus Christi

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Dick Kleberg Park

BEFORE

AFTER





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

**Purchasing Division**

**Purchase Orders**

Purchasing issued 79 Purchase Orders valued at \$429,236.60. We have come to the end of the Fiscal Year and still have some outstanding Purchase Orders. We ask that you get with Finance Department if you have special request or reasons for keeping them open. We show a total of 22 Purchase Orders still open. A report will be going out to all Department Heads showing the outstanding Purchase Orders.



**Procurement Card Statements**

94 P-Card statements were issued and are starting to come in. We conducted training Wednesday, October 22nd on Purchase Orders, Purchasing Card Records, Purchasing Cards purchases and Travel Forms/ Reconciliations for the new departments and anyone who missed the last class or would like to just get a refresher. We had a good turn out with several departments in attendance.

**Purchasing Activity**

Purchasing Department through the City Commission awarded two bids after the October 27, 2014 meeting, that of a backhoe to Doggett Equipment of and the annual contract for Limestone to Vulcan Materials. The next agenda will have several items up for approval including a dump truck for the Landfill and vehicles for various departments. With the pending plethora of projects, the Purchasing Director will be attending several training session on construction purchasing. The first of these will be Basics of Construction Purchasing sponsored by the LBJ School of Public Affair and will be in Austin, TX November 3-4.

**Expediting Renovations of Cottage Building and Old Well No. 19 Pump House.**

Purchasing/Technology Director along with Collections Manager Diana Medina and Volunteer Fire Department Assistant Chief Ron Gerd, met with Architect David Brown to discuss preliminary design plans for the Collections Building (Cottage) and the Old Well # 19 Pump House. Mr. Brown will give some preliminary drawings in the near future.

**Obtaining RR Right of Ways for 6<sup>th</sup> Street Corridor Tree Planting Project**

Purchasing Director Tree Planting on South Sixth Street Met with Planning and development Services Director Tom Ginter and Engineering Assistant Sharam Santillan to determine right of way along the Union Pacific Railroad in the planning stages of the 6<sup>th</sup> Street corridor project. Sharam contacted Union Pacific and we are in the process of obtaining right of way maps.

**Exploring Fencing Opportunities and Options for Sixth Street Pavilion**

Purchasing is also in search mode for decorative metal fence to be place on the east side (6<sup>th</sup> St).



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**Working with County to Initiate New Air Conditioning System at the Library**

Have met with Library Director Robert Rodriquez several times concerning the bid process for replacement of air conditioning system at the Library.

**Technology Division**

**GovQA (Work Order) Software**

GovQA is a network based work order processing software system that allows users to track and share work activities and project status by property address. The GovQA system is a single software system that replaces three separate stand-alone systems previously used by various groups of City employees. GovQA creates work place efficiencies through the sharing of information.

GovQA Assistance by Technology Staff

Technology staff is making progress by providing support and training for Planning and permits staff. Staff is working out how to accomplish payments. The Health Department has provided the information they wish to add to the request and case filing system. Collections is assembling the filed weed liens, which will enhance the information that is currently being entered by the Community Appearance Division. Community Appearance had a few questions that were easily answered.

GovQA in Planning and Building Permits

The Systems Technician is currently working on getting the building inspection forms online, while we wait for the equipment to arrive that will be used in the field to expedite and record inspection activities. Our goal is to have the building inspection portion of GovQA built and tested by Nov 14th. The Systems Technician will also go in the field to provide support for at least a day or two. Afterwards, permits personnel would continue receiving support from GovQA and City Technology staff as needed.

GovQA in the Health Department

Move towards placing the health department forms before the end of Nov.

**LaserFiche Weblink**

Laserfiche WebLink is designed to be more accessible to external users who might be unfamiliar with Laserfiche or your organization's naming conventions and filing methodologies. It acts as a customizable, searchable portal for public access to important information—while still keeping sensitive information secure. This will be put into place early next week testing will begin as possible.

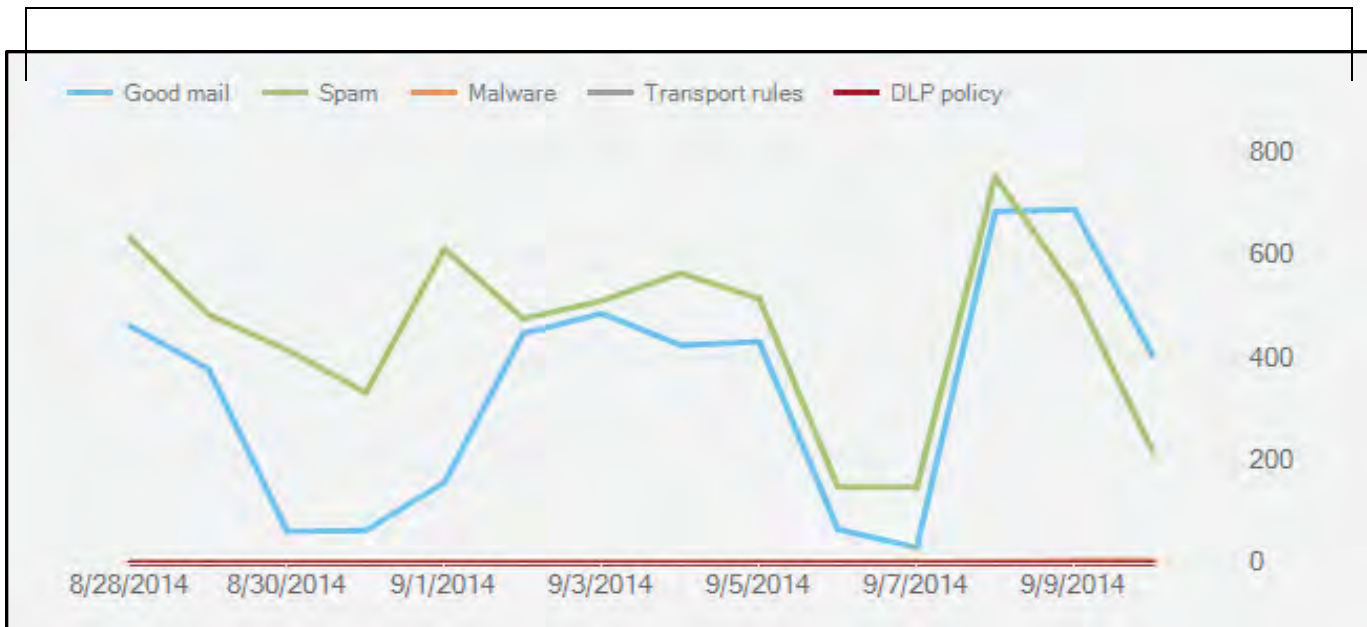
**E-Mail Flow Report**

The city of Kingsville over the past week processed 8,602 email messages, blocked 5,729 spam and 14 malware messages. We processed 3,309 'good' emails and have begun the final process for adding photo's to the email system including all employee information. It is important that all employees receive photo ID.

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The new email system offers a host of features that were either degraded or lacking in the previous version. The list of features and improvements are numerous. One of the more interesting ones includes an improved appointing features that allows each user to see if someone is available for a particular time. Another nice feature is Room accounts. This allows users to reserve rooms along with meeting invites. Also, everyone's favorite feature staff photos have been added as an enhancement giving emails a more personal feeling.

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

#### **Fun Fact**

The first bookmobile was a horse-drawn buggy at the Hagerstown, Maryland Public Library, in 1905. (<http://www.ala.org/tools/mobile-libraries>)

#### **Library on the GO Picking Up Speed**

The *Library on the GO* Bookmobile continues to travel to community events across the area. On October 23, 2014, the bookmobile was in Kingsville at Coastal Bend College's Student Tailgate and Organization Fair. *Library on the GO* is scheduled to visit the Ricardo Independent School District's Fun Fest Happening on Friday, November 14, 2014. The following event for the bookmobile will be at the Howdy Authors! during the Annual Ranch Hand Festival on Saturday, November 22, 2014. In January 2015, the bookmobile will visit with the Winter Texans at SeaWind RV Resort at Loyola Beach in Riviera, Texas. Area organizations and school districts can schedule a

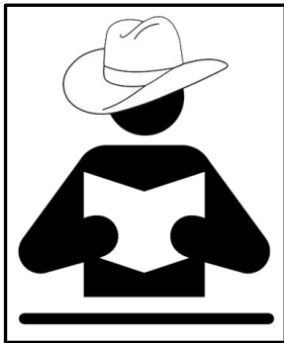


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visit from the *Library on the GO* Bookmobile for their event by contacting the library at (361) 592-6381. Patrons can also view the schedule of appearances under the Upcoming Events menu tab at [www.kleberglibrary.com](http://www.kleberglibrary.com).

**Howdy Authors! Meet and Greet Event**

The library will be hosting, as part of the 2014 Ranch Hand Festival, a unique event for reading enthusiasts and book lovers alike. *Howdy Authors!* is a meet and greet book-signing event on



Saturday, November 22, 2014, from 9 a.m. to 6 p.m. The event will provide guests an opportunity to sample the writings of and visit with local authors. Their works cover a wide range of subjects, including the exploits of the fictitious Texas Ranger Whitley Wilson, a charged thriller set in Britain and 18<sup>th</sup> century South Carolina, and the journey of a young girl as she discovers her gifts and her birthright. Library Assistant Krystin Torres, event coordinator, succeeded in booking several authors from the South Texas area. During the Howdy Authors! event, the library will also feature the *Library on the GO* Bookmobile. The public will be allowed an up-close view of the renovations and transformation from an ambulance to a bookmobile. Library staff will be on

hand to answer any questions about the Bookmobile and other library services. Once the authors' confirm their appearances, patrons can view the event schedule by visiting the library's website and clicking on the Upcoming Events menu tab. For more information, contact Ms. Torres at (361) 592-6381 during regular business hours.

**Veteran's Day Holiday**

In observance of Veteran's Day, the library will be closed on Tuesday, November 11, 2014. The library will reopen on Wednesday, November 12, 2014, at 8 a.m. Veteran's Day is an opportunity for all citizens to recognize the bravery and sacrifices of living U.S. veterans who served in wartime and peacetime. President Woodrow Wilson first recognized this holiday, originally known as Armistice Day, on November 11, 1919. After U.S. involvements in World War I and the Korean War, the holiday was renamed Veteran's Day in 1954. (<http://www.military.com>) The library wishes to thank the men and women who have served our country. Have a safe weekend.



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

**Ebola Awareness Training to be conducted for all City of Kingsville employees October 30, 2014**

Ebola is transmitted to humans from wild animals, and can be spread among people from contact with infected bodily fluid. The first known Ebola outbreaks occurred in secluded villages near tropical rainforests in Central Africa. Today, West Africa is facing the worst known outbreak in history, and the often fatal virus threatens Europe and the United States. Texas is getting their share of the virus infection as well, recently



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effecting Dallas Texas. The City of Kingsville Risk Management Department will be hosting "Ebola Awareness Training" for all city employees on October 30<sup>th</sup> 2014 at the City Hall Commission Chambers. The Training session is open to all city employees and city residents. There will be a 930am class and a 130pm class. A short video from the President's office will be shown and a brief discussion afterwards.

### **Parks and Recreation Meeting held on October 29, 2014**

Parks and Golf Team Team members consist of City Manager Vince Capell, Charlie Cardenas City Engineer & Public Works Director, Bill Donnell Asst. Public Works Director, Jennifer Bernal Community Appearance Supervisor, Susan Ivy Parks Manager and Leo Alarcon

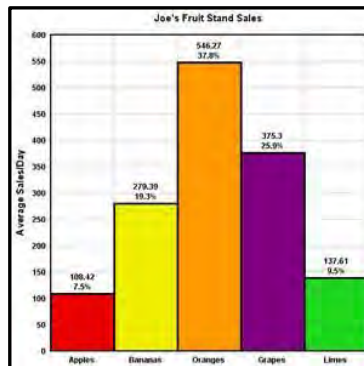


Tourism Director. The Team is hard at work meeting regularly to discuss and create new ways to Identify Capital Improvements, Identify deficiencies, Maintain overall landscaping on parks and Golf course. Another avenue the team is exploring to assist the parks is to try to utilize offender labor from our neighboring city San Diego Tx (Glossbrenner Unit). The Glossbrenner Unit is located at 5100 S FM 1329, San Diego Texas. Offender labor is utilized in order for certain State Jail felony offenders to fulfill community court service requirements as well as saving tax payer dollars without displacement of free world jobs.

### **Discussing Injuries and Claims using Statistical Charts**

Why are graphs so important when presenting information on Work-related Injuries and Claims? Utilizing graphs make it easy to follow trends and make decisions that will benefit their bottom line. Colorful Graphs are more visually appealing to show. With graphs, you can more easily explain your information; a well formatted graph will get your point across clearly and quickly.

Graphs are an essential part of work or chore. But they actually make our lives easier. Without them, we would all be drowning in billions of lines of confusing data. The City Manager and Risk Manager are meeting once a month to discuss trends with work-related Injuries and claims. Charts and Graphs are being utilized to observe any patterns or



daily routine. They may seem like





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concerns related to injuries and claims. Trends are easily found using these methods. We are able to find root causes and find ways of approaching these trends with solutions to decrease these areas of concern. It also gives the viewer a different visual look to this information.

**Employee Recognition & Safety Committee Discusses City Employee Game Night Event**

The City of Kingsville will be having an Employee Appreciation Event on Saturday October 31<sup>st</sup> at the Texas A&M



Javelina Stadium parking lot. The City will be having a "Game Night/Tail Gate Event" from 4:30pm to 6:30pm for all City employees and their families. Employee Recognition & Safety Committee members Emilio Garcia & Marco Jimenez will be cooking up Fajitas and Sausage, we will be serving fajita tacos and sausage wraps with all the trimmings. Don't take too long to arrive food will only be served between 4:30-6:30. So bring your families and enjoy the day with us.

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

**Task Force Commander Visits with the Kingsville Noon Lions Club**

On Wednesday October 22, 2014, Kingsville Task Force Commander Willie Vera addressed the Kingsville Noon Lions Club during their weekly luncheon. The Commander's presentation covered some of the Task Force's seizures during the calendar year of 2014 and drug unit's mission.

In the group photo, from left is Lion Carol Ann Anderson, Club President; Willie Vera and Lion Jim Kirkpatrick, Program Director.



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**The Irony of “Dirty Money” Being Hidden in a Detergent Box**

On Thursday October 23, 2014 at approximately 6:23 PM, Kingsville Task Force Agent Jason McGee conducted a traffic stop for a moving violation on U.S. Highway 77 and CR 2150 in Ricardo, Texas on a black in color Chevy Tahoe with Texas registration. During the traffic stop Agent McGee noticed the driver, an Hispanic male, and two Hispanic passengers were overly nervous and all had conflicting stories. During a consensual search of the SUV, Special Agents of the Kingsville Task Force located eight bundles of U.S. Currency inside a Gain Detergent box. The bundles of currency were wrapped in rubber bands, wrapped in carbon paper, then wrapped in black electrical tape, and finally wrapped in clear plastic wrap. The currency was counted and totaled to be \$101, 470.00. All three subjects were arrested and transported to the Kleberg County Jail where they were booked in for Money Laundering. The Chevy Tahoe and the currency were seized pending further investigation.



**KISD’s “Red Ribbon Week” Kickoff Held at Gillette Intermediate School**

On Monday October 27, 2014, the Kingsville Independent School District held its annual pep-rally for “Red Ribbon Week”. The event was held at Gillette Intermediate School with students, faculty, first responders and community leaders in attendance.

Law enforcement department heads, including Kingsville Task Force Commander Willie Vera, spoke to attendees with “Drug Prevention” messages. Also Kingsville Task Force Agents Ruben Villalobos and Jeremy Loftin set up their police patrol units as static displays for students to view and solicit questions.

**Kingsville Task Force Agents Participated in Red Ribbon Week Presentations**

On Tuesday October 28, 2014, Kingsville Task Force Agents celebrated “Red Ribbon Week” with approximately 260 kindergarten students at Tuloso-Midway Primary School in Corpus Christi. Agents Ruben Villalobos and Jeremy Loftin gave a K-9 presentation with the assistance of Villalobos’ K-9 Partner “Nitro”.



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On the afternoon of Tuesday October 28, 2014, Kingsville Task Force Agents Villalobos and Loftin again shared two K-9 presentations with students at Driscoll Independent School District in Driscoll, Texas. The first presentation was with the Elementary School students and the second presentation was for the Middle School students. Again the main attraction of both presentations was K-9 Partner "Nitro".



On Wednesday October 29, 2014, Kingsville Task Force Interdiction Agents spent time in Kingsville with H.M. King High School students during their lunch periods. Agents brought DUI Go-Cart and Goggles to demonstrate a person's ability to operate a vehicle under the influence of alcohol or dangerous drugs.

On Thursday October 30, 2014, Kingsville Task Force Agents visited with students at Options Academy in Kingsville. Agents presented students with a drug prevention message to reinforce the "Red Ribbon Week" theme.

Also on Thursday October 30, 2014, Kingsville Task Force Agents Richard Kirkpatrick and Jeremy Loftin shared a K-9 presentation with the student body of Saint Gertrude School in Kingsville. Agent Kirkpatrick's K-9 Partner "Apollo" shared the spotlight during this presentation.



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## **KTF Agent Kirkpatrick Assists Federal Agency in Houston**

On Tuesday October 28, 2014, Kingsville Task Force Agent Richard Kirkpatrick taught a License Plate Reader (LPR) training class for the Director's Office of the Houston High Intensity Drug Trafficking Area (HIDTA) program. Local, state and federal agents attended the four hour training course to familiarize themselves with the license plate reader systems being utilized throughout the country.



## ***TOURISM SERVICES DEPARTMENT (Courtesy of Leo Alarcon, Director)***

### **1925 Kingsville Campus Acquires Historical Marker**

The City of Kingsville has a number of historical markers in place and our local university now has one on campus. The unveiling of the marker took place last week at Texas A&M University Kingsville.



A number of local dignitaries were on hand for the dedication including Mayor Sam Fugate and Mayor Pro-Tem Dianne Leubert. Also representing the City of Kingsville was Tourism Director Leo Alarcon. Others were on hand to witness the dedication which took place on the lawn in front of College Hall. Texas A&M University Kingsville first became a college in 1925.



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**The Kingsville Visitor Center Presents . . .**

Standing room only was the case this week at the Center for the production of "Textual Overture." This event is a branch of the "Zero Untitled Films/Production and was a mix between mic and actual scheduled events and materials presented range from plays to music. A number of the participants are students at Texas A&M University Kingsville.



**11<sup>th</sup> Annual Symposium on Excellence in Ranch Management**



King Ranch Institute of Range Management hosted the 11<sup>th</sup> Annual Holt Cat<sup>®</sup> Symposium on Excellence in Ranch Management October 23-24<sup>th</sup> at the Student Union building on the Texas A & M Campus. The nation's leading experts discuss sustainable beef production. Sustainability has recently become important to consumers and retailers, and therefore is one that every sector of

the beef industry should be educated about. During the two-day program, attendees from retailers and others in the supply chain heard about what consumers want. Tourism was invited to occupy a booth at the symposium and took advantage of the opportunity to promote Kingsville to event attendees directing them to area shopping and dining experiences, encouraging them to stay longer and visit some of our attractions, and promoting the upcoming Ranch Hand Festival weekend and King Ranch Breakfast. Attendees were treated to a tour of the King Ranch on the last day of the symposium.

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**Vaquero Festival at Sarita**

The Kenedy Ranch Museum in Sarita held their annual Historical Vaquero Festival on October 25<sup>th</sup>. Homero Vera, Director of the Museum, filled the day with entertainment from historical re-enactors posing as Poncho Villa and his cohorts to Ballet Folklórico from McAllen to storytellers to musicians playing traditional music. This event brings in Winter Texas as well as local residents. Tourism promotes events from Bishop to Sarita knowing that for folks attending these events from afar, Kingsville hotels are the closest in which to stay.



**TAMUK Students Plant Bushes at 6<sup>th</sup> & Ailsie Triangle to Complement Recently Planted Palm Grove**

Dr. Brent Hedquist, Assistant Professor and faculty mentor for the Geosciences Club at Texas A & M University Kingsville, planted bougainvilleas on a triangle of land at 6<sup>th</sup> & Ailsie as part of Earth Week to help beautify the community. The plants were made available from the University through a Service Learning Grant. The club previously planted palm trees in the area and oak trees by the Post Office.





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**Second in a Series – Tourism Assists in an Effort to Beautify Historic Downtown Kingsville**

Tourism Services personnel are assisting to help keep the appearance of downtown Kingsville in ship-shape condition. The following are before and after pictures in an effort to beautify the historic area.

**City Square Pavilion**  
**BEFORE**



**AFTER**





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**City Square Pavilion**

**BEFORE**



**AFTER**



**Kingsville ISD Pogue Options Academy Hosts Prevention Drug Week**

The Pogue Options Academy invited Tourism Director Leo Alarcon to judge decorated doors during the drug prevention week. The “Love Yourself, Be Drug Free” door contest had to be judged by visual impact, craftsmanship, completeness and originality. The Academy is part of Kingsville ISD and houses secondary students.





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**Television Program Interviews Javelina Head Coach and Tourism Director**

The Javelina Broadcast Network, in cooperation with Alan Harwell of KDF Fox, interviewed interim Javelina Head Coach Jaime Martinez and Tourism Director Leo Alarcon for the weekly show called Javelina Showtime. During the interview Coach Martinez was interviewed on his recent appointment as head coach and Leo Alarcon was interviewed as an alumni, football and tourism in the City of Kingsville.

Javelina Showtime is a 30-minute broadcast dedicated to sports, according to Aaron Salinas, JBN Co-Director. The actual show airs for 22 minutes, and airs all year featuring a variety of sports from basketball to football.



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**Texas Historic Tax Credit Workshop**

Cynthia Martin attended a training session on the new Texas historic tax credit with the Texas Historical Commission on October 17th. The training was held at the historic St. Anthony Hotel in



San Antonio (seen to the left) that is undergoing a major renovation that will take advantage of both the federal and the new state tax credit. The Texas state tax credit will go into effect January 1, 2015 but will cover projects that will be completed any time after that as long as they have followed the guidelines. The new state credit will amount to 20% and will be given as a reduction in any state franchise tax a business may owe. If a business or individual is not liable for business franchise tax, the credits can also be sold. According to Ben Dupuy of Stonehenge Capital who spoke at the session, one can expect an 80% return on the sale of credits. To qualify for a state tax credit, the property must be Registered Texas State Landmark or a State Archeological Landmark or listed on the National Register of Historic Places.

**Dr. Rodriguez speaks at the annual Kleberg County Historical Commission Dinner**

The Kleberg County Historical Commission held their annual dinner this year on October 28<sup>th</sup> at the TAMUK Student Union. A university ensemble under the direction of Veronica Salinas provided music for the dinner. Dr. Alberto Rodriguez spoke on “The History of Mexican-American College Baseball Players 1920s – 1970s.” Dr. Rodriguez highlighted the accomplishments of individual Mexican-American college baseball players from South Texas colleges and universities citing their contributions to their communities and improved race relations. The list included Sam Gomez that played early on for South Texas Teachers College now Texas A & M University Kingsville. Dr. Rodriguez brought students from the university’s History Club. Watch for his book soon to be published by the University of Texas Press.





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**Public Works spruces up downtown**



Public Works Department employees gave the downtown street lights a fresh coat of paint. They also outfitted the 300 block of East Kleberg Avenue with the trash/recycling receptacles, six in all, plus another two – one in front of Totes N Things and one on 6<sup>th</sup> Street by City Hall's west door. Thanks for the exceptional effort! Early November will see these folks starting with the downtown holiday decorating.

**Downtown Business Spruces Up**

All American Cheer at 326 E Kleberg recently replaced several broken display windows

All American Cheer at 326 E Kleberg recently replaced several broken display windows and is working on other façade improvements.



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

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

Monday, November 10, 2014	6:00 p.m.
Monday, November 24, 2014	6:00 p.m.
Monday, December 8, 2014	6:00 p.m.
Monday, December 22, 2014	6:00 p.m.

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**Municipal Court Dates (Commission Chambers)**

Thursday, November 6, 2014	3:00 p.m.
Thursday, November 20, 2014	3:00 p.m.
Thursday, December 4, 2014	3:00 p.m.
Thursday, December 18, 2014	3:00 p.m.

**Board Meetings (Commission Chambers)**

Planning and Zoning Board	Wednesday, November 19, 2014	6:00 p.m.
Historic Development Board	Wednesday, November 19, 2014	4:00 p.m.
Zoning Board of Adjustments	TBA	6:00 p.m.
Civil Service Commission	TBA	11:00 a.m.

**Board Meetings (Respective Location)**

Library Board	Wednesday, January 28, 2015	4:00 p.m.
City/County Health Board	3 <sup>rd</sup> week of every other month	5:30 p.m.

**Upcoming Holidays:**

Veteran's Day – Tuesday, November 11, 2014  
City Departments will be closed in observance of Veteran's Day

Thanksgiving Holiday – November 27-28, 2014  
City Departments will be closed in observance for the Thanksgiving Holiday

Christmas Holiday – December 25-26, 2014  
City Departments will be closed in observance for the Christmas Holiday

New Year's Day – January 1, 2015  
City Departments will be closed in observance for the New Year Holiday

**Reminders:**

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

<b>Board Name</b>	<b>Vacancies</b>	<b>Recommendations</b>
Zoning Board of Adjustments	1	0
Joint Airport Zoning Board	1	0
Civil Service Commission	0	0
Historic Development Board	2	0
Planning & Zoning Commission	2	0