



# City of Kingsville, Texas

## Office of the City Manager

June 25<sup>th</sup>, 2018

Honorable Mayor, City Commission, and Residents of Kingsville:

The Monthly Performance and Activity Report provides a snapshot of the operations of our City Departments. Data tracked includes departmental 'Key Performance Indicators' (KPI)'s which are utilized to track our progress in these areas and compare them to months and years prior. This data helps us bring awareness and attention to areas that are not trending in the right direction. Below you will find a summary of the analysis of the data. Additionally, the report includes Key Updates that aim at showcasing the progress the City is making.

### Animal Control

1. Dog *reclaims*, *adoptions*, and *euthanizations* are on an upward trend from 2017, while *rescues* are on a downward trend.
2. Cat *reclaims*, *adoptions*, and *euthanizations* are on an upward trend from 2017, while *rescues* are on a downward trend.
3. Staff installed 4-30" oscillating fans at the animal control shelter to help keep our sheltered dog cool and keep air circulating through the shelter.



4. The street department crews repaired pot holes in some areas of the parking lot of the City-County Health Department.





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5. The City-County Health Department, contracted A.D.S (Acoustic Door Specialist Inc.) of Corpus Christi, Texas to install a new metal door and frame for the cat room in the animal shelter. The replaced door was over 30 years old, rusty, bent, and had become a safety issue for staff. The new door opens easily and is very nice.
  - a. This is the first door replaced this year, with two replaced last year and two prior to that. Three more metal doors require replacement.



### Community Appearance

1. Code enforcement (a) *notices sent*, (b) *inspections*, and (c) *reinspection's* are on an upward trend from 2017, while *abatelements* are on a downward trend.
2. Recycling of *cardboard* is on an upward trend from 2017, while other *recyclables* (paper, plastic, & aluminum) is on a downward trend.
3. Began a program where inspectors performed a sweep of a zone before brush crews begin their collection. Zone 2 & 3 have been completed in May, and half of the city has been inspected. The two inspectors teamed-up for a brush zone sweep, a knock-and-talk approach leaving door-hangers (or placards for vacant lots) to inform the property owner:
  - a. Of a violation.
  - b. When brush crews will be in that area.
  - c. How to take advantage of these city services.



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4. 67 Abatements were completed, including the mowing of grass and clearing out junk and debris.
  - a. A multi-departmental cleanup occurred at the property located at 919 W AVE I (pictured below). Inspectors and operators teamed up with brush crew and enlisted the assistance of NIO Officer Perez.

\* Before abatement:



\* After abatement:



### Downtown

1. The first two quarterly Main Street Report's show that *building rehabs, business starts and expansions*, and *jobs created* are on a downward trend from 2017.
2. Historic District *total permits*, and *demolition permits* are on a downward trend from 2017, while *new construction permits* are on an upward trend.



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3. The evening of May 17th, Main Street hosted an ‘Imagine the Possibilities Tour’ of Downtown buildings for sale or rent thanks to a 21-community program of the Texas Historical Commission.
  - a. After a reception, a group of about 20 took a walking tour of ten buildings.
  - b. These properties were also and continue to be featured on THC’s DowntownTX.org website for showcase.
    - i. Because of the tour, the property @ 400 E Kleberg Ave is under contract.



4. The public restrooms in the restored pump house were opened for the first time to serve those attending the May 28th Farmers Market. Members of the Kingsville Volunteer Fire Dept. were on hand during the market to provide access to and promote the fact that their 1909 fire engine is on display at the pump house for all to see.





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5. In honor of May Preservation Month, the Historical Development Board selected two projects out of many reviewed for the Good Stewardship Award. This award recognizes outstanding work in the restoration of/ or for new construction in the Historic District.
  - a. This year's awards went to Rogelio & Maria Esqueda for construction of new residence @ 315 E Lee Ave. (see below photo), and to Mary Lou & Tony Gonzalez for the construction of a covered patio behind their business @ 228 E Kleberg Ave.



### Fire Department

1. Call volumes for *EMS* and *fire/ first response* are on pace with 2017.
2. *Response times* are on-average 7% faster than 2017.
3. Attended the Coastal Bend Hurricane Conference.
4. Completed Hose & Ladder Testing.
5. The Compliance Engine went Live on May 15<sup>th</sup>.
6. 'Brush 2' was placed into Service.
7. Completed ICS 100 Training for employees.



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8. Private Ambulance Inspections:
  - a. Sensible EMS – 100% Compliant.
  - b. Air Med EMS – 95% Compliant (Lacking driver attendant permits and ID's).
  - c. EMS Direct – 0% Compliant (Lacking app. fees, inspections, driver attend. permits).
  - d. Certified letters have been sent, and after 30 days non-compliant EMS Services will accrue a \$200 per-day penalty.

### Golf Course

1. New Greens opening the 16<sup>th</sup> of June. Progress pictures below:





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2. The new SNAG Golf Summer Program four weekly for Summer and Fall. Times are Mondays and Wednesdays 9 – 11am, with a Pizza Party on Fridays from 9am – noon. The cost is \$60.
  - a. June 11<sup>th</sup> - 15<sup>th</sup>.
  - b. June 25<sup>th</sup> – 29<sup>th</sup>.
  - c. July 9<sup>th</sup> – 14<sup>th</sup>.
  - d. July 23<sup>rd</sup> – 27<sup>th</sup>.

### Human Resources

1. *Total plan cost* is on an upward trend from 2017.
2. *Hires and separations* are on an upward trend from 2017, with a higher number of hires than separations.
3. *Workers compensation experience modification* is 26% lower than 2017, with overall *claims* on a downward trend.



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### 4. New Hires:



**Crystiana Nicolina Butler**  
Date of Hire: 5/1/18  
Parks Seasonal Recreation Prog.



**Victor David Castaneda**  
Date of Hire: 5/7/18  
Health Dept. – A.C.S.



**Celinda Zulema Gonzalez**  
Date of Hire: 5/7/18  
Police Dept. - Patrol



**Carl Opulento Huizar**  
Date of Hire: 5/7/18  
Police Dept. – Patrol



**David Paul Jenkins II**  
Date of Hire: 5/7/18  
Police Dept. – Patrol



**Adam Tyler Chodosh**  
Date of Hire: 5/7/18  
Fire Dept. - Firefighter





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**Kevin Don Speaker**  
Date of Hire: 5/7/18  
Fire Dept. – Firefighter/Paramedic



**Adrian Eduardo Aguirre**  
Date of Hire: 5/7/18  
Fire Dept. – Firefighter/Paramedic



**Marsha Wesley Narron**  
Date of Hire: 5/21/18  
PT Admin. Asst. – PW Dept.



**Leonires Vela**  
Date of Hire: 5/23/18  
PT Maint. Wrkr – Facilities Maint.



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5. Vacancies as of May 31<sup>st</sup>:

<b>Department</b>	<b>Division</b>	<b>Position</b>
1602	Planning - Permits	Building Inspector
2102	Police	Police Officer
2104	Police	Police Officer
2103	Police	Telecommunications Operator
2103	Police	Telecommunications Operator
3000	Engineering	PT Engineering Tech
3050	Street	Equipment Operator III
3050	Street	Equipment Operator II
3050	Street	Equipment Operator II
3050	Street	Equipment Operator II
3050	Street	Equipment Operator II
4400	Health	Animal Control Specialist
4501	Parks & Recreation	Parks & Rec. Director
4600	Library	PT Maintenance Worker
4600	Library	PT Maintenance Worker
1071	Tourism	PT Customer Service Rep
6001	Water Constuction	Utility Worker
7003	Wastewater	Utility Worker
7003	Wastewater	Utility Worker
8200	Capital Improvements	Capital Improvements Manager

6. Processed additional pool and recreational staff for the 2018 season.
7. HR Director promoted City employment at a local Texas Workforce Commission class May 24<sup>th</sup>, by speaking to group of clients and distributing the employment opportunities.
8. 2<sup>nd</sup> Leadership Academy completed.
  - a. A total of 13 staff members have completed all classes and are eligible to graduate.



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9. Public Service Week: May 7 – 11<sup>th</sup>
  - a. Recognized with a May 9<sup>th</sup> employee luncheon (pictures below).



10. Health and Safety Week: May 21<sup>st</sup> – 25<sup>th</sup>
  - a. Daily early morning speaking events were held for staff at the Nerio C. Garza Public Works Building, which promoted health and work place safety
11. Seven employee safety training sessions hosted with a total of 152 attendees.
  - a. Topics:
    - i. Emergency Services Policy
    - ii. Heat Related Illness



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### Library

1. *Library visits* are trending downward from 2017, while patron *website visits* are trending upwards.
2. Registered *borrowers* have increased by 1% since 2017, while materials *circulation* is on a downward trend.
3. The *physical materials* collection has increased by 1% since 2017, while the *digital unit's* collection has increased by 29%.
4. *Library programs* and *attendance* are on a downward trend from 2017.
5. *Lab users* is on a downward trend from 2017.
6. June newsletter: <https://conta.cc/2LLtZZD>
7. May Events:
  - b. April 26 – May 30<sup>th</sup>: Sync Audiobooks for Teens.
  - c. May 03, 10, 17, 24, & 31<sup>st</sup>: Toddler Story Time @ 9am.
  - d. May 5<sup>th</sup>: Cinco de Mayo Bilingual Story Time @ 10am.
  - e. May 26<sup>th</sup>: Internet Safety Program and CIPA (Children Internet Protection Act) information.
  - f. May 31<sup>st</sup>: The Coastal Bend Food Bank's Mobile Pantry will distribute food items, beginning at 10 a.m. until items run out. Distribution will be in the library's east side parking lot.

### Municipal Court

1. *Adjudicated cases*, *warrants issued*, and *warrants cleared* is trending upward from 2017, while *new cases* are trending downward.
2. Court dockets continue to move efficiently and consistently with the effort and team work by Municipal court staff.
3. Judge M. J. Krueger and Associate Judge R. L. Murphy attended an annual Texas Municipal Court Education Center regional attorney's seminar obtaining the required hours of judicial education.



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4. Renovations continue in Municipal Building with the tape and floating to walls, installing of HVAC and duct work and running of the electrical conduit.



### Parks & Recreation

1. Facility usage of the *recreation hall* and *pool* are trending downwards from 2017, while usage of the *BBQ building* is trending upwards. Usage of the *fields* and *shelter/pavilion* are trending sharply upwards.



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2. Concrete Poured on Splash Pad and Kiddie Pool, completion anticipated early-to-mid June.



3. New irrigation and grass installed at Downtown Pavilion by City staff.



4. Brookshire Pool gets fresh logo on building front.





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5. Summer Activities brochures distributed to all elementary & middle schools in Kingsville & Kleberg Counties.

**EXPLORE YOUR WILDSIDE!**

**2018 SUMMER YOUTH ACTIVITIES BROCHURE**

BROOKSHIRE POOL\* SWIM LESSONS\* SWIM TEAM  
SNAG GOLF\* AQUA ZUMBA\*  
OUTDOOR ADVENTURE CAMPS\* LIBRARY FUN  
CINEMA SUMMER\* SUMMER TRACK\*

**Sign Up Starts May 22nd**

**PARK OFFICE 3PM - 5:30PM DAILY**

This information is being distributed by Kingsville Parks & Recreation  
Texas AgriLife Extension Service Kleberg Kennedy County, Kleberg  
Kennedy County District Attorney John Hubert's office &  
South Texas Specialized Crimes & Narcotics Task Force.

For more information on any of the programs visit:  
[www.cityofkingsville.com/departments/parks](http://www.cityofkingsville.com/departments/parks)  
OR <http://kleberg-tx.tamu.edu/forms/>, OR  
CALL Kingsville Park Office—361-321-8705  
OR AgriLife Extension Office—361-595-

FOLLOW US ON FACEBOOK—  
KINGSVILLE PARKS & RECREATION &  
KLEBERG-KENNEDY AGLILIFE

Find us on **facebook.**

6. Registration begins for Summer Camps and Swim Lessons
7. Parks takes 25 Seniors Fishing/ Birding/ Picnicking at CC State Park via TPWD Grant, Kleberg County, Parks Partnership.





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### Planning & Development

Projects	Type	Est. Completion
Wildwood Trails	Residential	Ongoing
Marriott TownePlace Suites	Commercial	August 1st 2018
Kingsville Veterinary Services	Commercial	November 2018
CoK Municipal Building	Public	December 2018
CoK Splash Pad - Kiddie Pool	Public	TBD
New Taiwan Restaurant	Commercial	July 2018
Sirloin Stockade Ren./ Bray's BBQ	Commercial	November 2018
Apartments @ Milton & Kenedy	Apts. - 13 Units	TBD
Crystal Rose #2	Apts. - 7 Units	August 2018
Heritage Manor	Apts. - 8 Units	August 2018
Splash Pad - Flores Pad	Public	TBD
Rudy's Pest Control	Commercial	May 2018
Physician's Premiere	Commercial	July 2018

1. New *commercial construction* and *residential construction* are both on a downward trend from FY 2017.
2. New *apartment units built* is trending significantly upward from FY 2017.
3. Old County Hospital
  - a. EPA Phase I of the Old County Hospital has been completed.
  - b. Phase II to start June 26<sup>th</sup> and completed by June 28<sup>th</sup>. Staff will be applying for grants.
4. Implementation of Accela software is on track for completion in July-August 2018.





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- \* The 'Marriott TownePlace Suites':



- \* 'Crystal Rose #2':





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### Police Department

1. *Violent crime* and *property crime* are both trending downwards from 2017.
2. Average *total response time* and *dispatch time* are faster than 2017, while *officer response time* is slower.
3. May 13-19 was National Police Week, Chief Torres, Sr. Ptlm. Eric Perez, Ptlm. George Vega, Communication Supervisor Monica Flores and Admin Assistant II Corina Gonzales gave a presentation about bullying to: (a) St. Gertrude School, (b) Kleberg Elementary, (c) Harrel Elementary, (d) A.D. Harvey Elementary, and, (e) Santa Gertrudis Elementary.



4. Telecommunications operator Peggy Garcia passed her Telecommunication State Exam and is now a licensed Telecommunication Operator.



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5. Lt. Julian Cavazos, IT Noe Sosa, and telecommunication supervisor Monica Flores attended the 2018 Hurricane Conference to help prepare for the upcoming hurricane season.
6. On 05-19-18, the Street Level Operations team and the PD SWAT team conducted a narcotics search warrant @ 1424 East Alice. Joel Vela was arrested for Manufacture/ Delivery of a Controlled Substance, and Possession of a Controlled Substance. Vela was charged for these offenses after approximately 9.7 grams of methamphetamine, and 2.1 grams of crushed Xanax were located in his bedroom. Sofia Saenz whom was visiting Vela during the time the search warrant, was also arrested for Possession of a Prohibited Weapon Knuckles after a pair of brass knuckles were in a bag which she claimed was hers.
7. On 05-21-18, Inv. A. Ruiz #26 was working criminal interdiction on US Highway 77 when he received a hit on his license plate reader advising of a stolen vehicle. The vehicle which had been reported stolen out of San Antonio, was recovered by Inv. Ruiz. It was discovered during the investigation that this female operating the vehicle had made multiple trips on separate occasions with other vehicles that were possibly stolen. Inv. Ruiz was able to obtain information on the boyfriend of the operator, whom is currently under investigation by Homeland Security for a role in transporting stolen vehicles to Mexico.
8. On 05-22-18, Inv. D. Gonzalez #27 was working criminal interdiction of US Highway 77 when he received a hit on his license plate reader advising of a wanted subject. The officer was able to conduct a probable cause traffic stop on the vehicle after observing the subject, Eustolio Roberto Carmona operating the vehicle. Inv. Gonzalez arrested Carmona for 21 active Theft warrants out of Kleberg County. During the investigation, a bag containing approximately 14 grams of synthetic marijuana was in a soiled diaper. Carmona also took responsibility for the synthetic marijuana and was subsequently charged with Possession of a Controlled Substance.
9. On 05-22-18, Inv. D. Gonzalez #27 taught a CRASE course for Crime Stoppers at the HEB Center.
10. On 05-24-28, Inv. D. Gonzalez #27 assisted Cpl. J. Aleman #65 with instructing the Defensive Tactics Class for the Kingsville Police Department trainees at the Kingsville Boxing Club.

### Public Works

1. Garage *oil changes* are trending downward from 2017, while *tire maintenance* is trending upwards. *Un-scheduled service* is trending upwards from 2017, while *scheduled service* is trending downwards.
2. Sanitation *damaged roll-outs* are trending upwards from 2017, while *new accounts* are trending downwards.
3. Solid waste *customers* are up 95% from 2017. *Residential waste* is trending upwards from 2017, while *commercial waste* and *outside waste* are trending downwards. *City construction & demolition waste (C&D)* is trending sharply upwards from 2017, while *commercial C&D*, *residential C&D*, and *total brush* is trending downwards.



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4. Wastewater *new lines* are trending upwards from 2017, while *lines replaced*, and *lines cleared* are trending downwards. *Sewer repairs* and *sewer back-ups* are trending upwards from 2017.
5. *Water main breaks*, *meter leaks*, and *service leaks* are trending downwards from 2017. *Well production* is on-pace with 2017, while *South Texas Water Authority Production (STWA)* is on a downward trend.
6. Wastewater crews will be working on replacing a sewer main line on the 500 block of west Nettie.
7. Signage improved at landfill (pictured below).



8. Sanitation removed the walk bridge pictured below (before & after):





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### Streets

1. *Pothole work-orders* and *alley work-orders* are trending upwards from 2017. *Street repairs* are trending downwards from 2017.
2. Staff continues cleaning drainage ditches across the city.
3. Completed an emergency repair behind Fire Station #2 (picture below).



4. New drainage inlets @ Kleberg & 2<sup>nd</sup> and Kleberg & 9<sup>th</sup> are complete (pictures below).





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5. Curb Inlets completed with Drainage Pipe improvements:
  - a. 2nd & Kleberg
  - b. 9th & Kleberg
  
6. Curb and Gutter Replacements in progress:
  - a. E Miller St between 13th & 11th on Northside
  - b. Approximately 250' Ft Has been installed and completed
  - c. Total Linear Ft of project- 3000' Ft

### Public Works - Street Division FY 17-18 Street Construction May

Street	From	To	Activity	Status	Blocks
10th	Yoakum	Kleberg	FDC	Completed	1
Caeser	W City Limits	Armstrong	Seal Coat	Completed	4
Lott	2nd	4th	FDC	In Progress	2
PFC Alarcon	Lee	Yoakum	FDC	Completed	2
2nd	Santa Gertrudis	Lee	FDC	Scheduled	3
11th	Hoffman	Ceasar	FDC	Scheduled	1
19th	King	Kenedy	FDC	In Progress	1
22nd	John	Louisiana	FDC	Completed	1
8th	6th	Ave C	FDC	Scheduled	1
Ave A	13th	14th	FDC	Scheduled	1
Dodridge	2nd	3rd	FDC	Scheduled	1
Hoffman	1st	Franklin Adams	FDC	Scheduled	1
Huisache	3rd	5th	FDC	Completed	2
Lee	Armstrong	Wanda	Two Course Rock	In Progress	1
10th	Fordyce	Lott	Overlay	Scheduled	1
11th	Ailsie	Elizabeth	Seal Coat	In Progress	2
16th	Warren	Doddridge	Overlay	Scheduled	1
16th	Lott	Kenedy	Overlay	Scheduled	1
17th	Lott	Fordyce	Overlay	Scheduled	2



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17th	Ragland	Ceasar	Overlay	Scheduled	1
1st	End of 1st	Ceasar	Overlay	Scheduled	1
1st	Santa Gertrudis	Ella	Overlay	Scheduled	1
Ave G	Armstrong	1st	Overlay	Scheduled	2
Boyd	Samuels Place	Arroyo	Overlay	Scheduled	2
Chandler	Billy Evans	Cecil	Overlay	Scheduled	1
Fairview	Santa Gertrudis	Ella	Overlay	Scheduled	1
Lantana	Ave G	Ave I	Overlay	Scheduled	1
Linda	21st	22nd	Overlay	Completed	1
Richard	16th	17th	Seal Coat	Completed	1
18th	Warren	Ceasar	Rejuvenation	Scheduled	2
13th	Kenedy	Lott	Seal Coat	Completed	1
15th	Lee	Henrietta	Seal Coat	Completed	1
Ave C	13th	14th	Seal Coat	Completed	2
John	21st	22nd	Seal Coat	Scheduled	1
					<b>47</b>

Legend	
	Completed
	In Progress
	Delayed
	Scheduled

**# of blocks completed to date:** 16

### Tourism

- \* Metrics for this department are for the previous month, as the process requires to collect them.
- 1. *Hotel Occupancy Tax* revenues were down about 2% for the month of April compared to 2017, a difference of \$1,290.
- 2. Director Janine Reyes joined the King Ranch sponsored Green Jay Groupies team for the Great Texas Birding Classic. The team competed in the ‘sunrise to noon’ category identifying a total of 104 species, placing 2<sup>nd</sup> out of 16 teams. Tourism made use of Great Texas Birding Classic hashtags and featured the competition on Facebook and Instagram.



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3. Promoted National Travel & Tourism Week on Instagram.
  - a. This year's theme was 'Then and Now'.



4. On May 17<sup>th</sup>, Tourism helped Cynthia Martin promote and host the 'Imagine the Possibilities tour,' an initiative by the Texas Historical Commission to help showcase and sell underutilized spaces in historic downtown districts. There were about 20-25 people in attendance. We were able to coordinate local media coverage on KRIS 6 News. You can watch the story [here](#).
5. Tourism Services Director Janine Reyes emceed the Miss Kingsville, Jr Miss Kingsville and Little Miss Princess Kingsville pageant on May 20<sup>th</sup>. Mayor Pro Tem. Edna Lopez crowned the winners.





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- The Kingsville Gypsies brought fellow motorcycle club members from all over the world to the JK Northway for their annual gathering. Organizers rented the expo center and the RV spots on site. There were no issues and we collected \$4800 in JK Northway Rental Fees and \$1950 in RV rentals.



- Social Media update: Facebook followers are up from 2267 on May 1 to 2370 May 31. Largest [video](#) reach this month – 6,700 on May 30<sup>th</sup>. Instagram is up to 441 followers.

### Utility Billing & Meter Reading

- Service orders for *new service*, *disconnects*, *leak checks*, and *failed meters* are on a downward trend from 2017.
- Billing *statements issued*, *late notices*, and *disconnects* are trending slightly downward from 2017.
- Payments by *cash*, *credit cards*, *checks & money orders*, via *online*, and *electronic funds transfers & other* are trending downward from 2017, while payments via the *service network* are trending sharply upwards.
- At the beginning of May, a new Beacon software was installed for Meter Reading.
  - Staff attended an in house two-day training session on May 3-4, 2018.