

July 23rd, 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. There are no key updates for this department.

Community Appearance

- 1. Code enforcement (a) *notices sent*, (b) *inspections*, and (c) *reinspection's* are on an upward trend from 2017, while *abatements* 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. City sweep has been completed. 112 notices of violations were sent. This number is lower than previous month due to sweep which allowed code officers to use door hangers and placards as well as speaking with citizens regarding their violation. 44 abatements were done. This number is also lower than previous month due to voluntary compliance from citizens.
- 4. Community Appearance Supervisor coordinated a demolition at 501 W Ella where City Brush crews performed the demo.





- 5. Community Appearance staff attended the FEMA EMI IS-200 training hosted by Fire Chief Garcia. All staff members passed and were presented with a certificate.
- Code Officers attended a Valley Summit hosted by CEAT (Code Enforcement Association of Texas). This training covered IRC overview, Dangerous/Substandard structure tips and legislative updates (picture below)



7. There was a large increase for recyclables for the month of June at the Recycling Center. From 12.10 tons in the month of May to 18.97 tons in June. This could be attributed to schools letting out and throwing out the old to make room for new.

Downtown

- 1. The first three quarterly Main Street Report's show that *building rehabs*, and *business starts & expansions* are on a downward trend from 2017, while *jobs created* are on an upward trend.
- 2. Historic District *total permits*, and *demolition permits* are on a downward trend from 2017, while *new construction permits* are on an upward trend.
- 3. The newly-installed windows of 226 E Kleberg display scenes from a c.1912 parade passing the building, and of a 1908 Fourth of July parade taking place on 5th Street the City's first 'main street.' A program of the Main Street Advisory Board, these displays are meant to create interest in the downtown attracting visitors and building community pride. Another historic photo appears on the windows of 323 E Kleberg.





- 4. Completion date for the Wilson Building, 231 E Kleberg, July 10th; opening celebration date TBD.
- 5. Restoration of the historic bollard and chain system to the rear of the US Post Office, 103 E Kleberg, is now complete thanks efforts of the Noon Rotary Club of Kingsville working in conjunction with the City (picture below).



6. A 100-year-old Pecan tree at Alice G. K. Kleberg Elementary School has been designated a local landmark. The site of the former Kingsville Cotton Mill from 1921-1945, workers would eat their lunch or take breaks under the tree. Applying for the designation was a project of the school's Klebergville Microsociety Government. The site of the cotton mill has been recognized with a state marker. Thanks to a local donor, a plaque will soon be erected for the tree.





Fire Department/Emergency Management

- 1. Call volumes for *EMS* and *fire/ first response* are on pace with 2017.
- 2. Response times are on-average 6% faster than 2017.
- 3. Completed ICS 200 training for all COK Employees.
- 4. Completed Disaster Preparedness Training for all COK Employees.
- 5. Coordinated Office of Emergency Management Activities due to Severe Rain Event (Participated in State Operations Conference calls, activated Emergency Services Policy to Readiness Condition 3 Watch Level).
- 6. Coordinated FD activities for Severe Rain event (briefed FD personnel, prepped High Profile Water Vehicle, Boat etc.).
- 7. Mutual Aid RGV Flood Response to Weslaco, TX June 21-22, 2018.







8. Mutual Aid – Kleberg County SO for La Paloma Ranch Body Recovery.

Golf Course

- 1. Greens were top dressed light, fertilized and watered.
- 2. Parts for equipment continue to be ordered and replaced to keep equipment operational.
- 3. Maldonado Irrigation has been scheduled to level sprinkler heads around greens and will be scheduled to level around tee boxes and fairways when complete with the greens.
- 4. Tournaments are being scheduled and are being developed, marketed and promoted with the Tourism Department.

Human Resources

1. Position Vacancies:

# Positions	Department	Position Title
1	Engineering	Capital Improvements Manager
1	Fire	Firefighter
1	Health	Animal Control Specialist
2	Library	PT Maintenance Worker
1	Parks & Recreation	Parks & Rec. Director
1	Parks & Recreation	Maintenance Worker
1	Parks & Recreation	PT Maintenance - Golf Course



2	Police	Telecommunications Operator
1	Street	Equipment Operator I
3	Street	Equipment Operator II
2	Wastewater	Utility Worker
1	Water Construction	Utility Worker

2. New Hires:





Joseph Hoelscher CoufelDate of Hire: 6/1/18
(PT) Engineering Technician

Aaron Vela
Date of Hire: 6/5/18
Equip. Operator II – Street Dept.

Felipe Andres Uribe
Date of Hire: 6/18/18
Police Dept. - Patrol



Nicolas Guerrero Date of Hire: 6/18/18 Police Dept. – Patrol

Jeremy HallettDate of Hire: 6/20/18
Equip. Operator III – Street Dept.

* June 'total plan cost' data is not yet available at the time of the production of this report.



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. Summer Reading Program: June 1st-30th. Children are given a reading log that they can fill up and receive prizes. For every 15 minutes of reading, the child marks a circle, and for every ten circles marked the reader can choose a prize from the reward chest. When a log is completed and turned in, the reader chooses one free book from the prize cart, and receives a Whataburger coupon, and an invitation to the Pizza Party. In addition, the child earns an entry into the Kindle drawing.



7. Summary Activity Program: June 7th, 14th, 21st, & 28th.



8. Toddler Story Time: June 7th, 14th, 21st, & 28th.

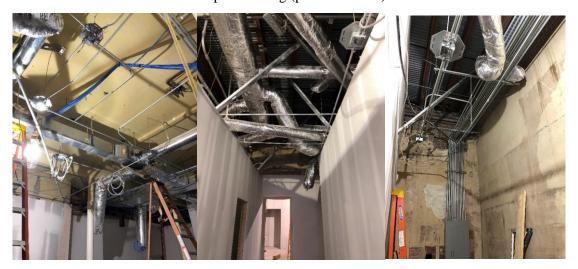




- 9. Coastal Bend Blood Center Blood Drive: June 21st.
- 10. Costal Bend Food Bank Food Distribution: June 28th.
- 11. The library added online digital magazines via. Flipster, that patrons can access on website

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 teamwork by Municipal court staff.
- 3. Victoria Butler, Court Supervisor attended a Texas Municipal Court Education Center 2018 Court Administrator Conference and participated in a Poverty Simulation Clinic with Texas Health and Human Services Commission's Office of Minority Health Statistics and Engagement.
- 4. Renovations continue in Municipal Building (pictures below).







Parks & Recreation

- 1. Facility usage of the *recreation hall*, *Barbeque Building*, *pool*, the *fields*, and the *shelter/pavilion* are trending upwards for 2017.
- 2. Summer Programming kicks of some wet and wild fun for the summer! Pictured are our Summer Camp Mud Run, Aqua Zumba and Swim Lessons. Just a few of our summer programs.







3. New Slide installed at Brookshire Pool.



4. Press Boxes at Boys fields and Adult Softball Complex, shelters and Restrooms in parks received roofing and building repairs and a new coat of paint. Trim work still ongoing.





Planning & Development

Projects	Туре	Est. Completion
Wildwood Trails	Residential	Ongoing
Marriott TownePlace Suites	Commercial	August 2018
Kingsville Veterinary Services	Commercial	November 2018
CoK Municipal Building	Public	December 2018
CoK Splash Pad - Kiddie Pool	Public	July 2018
New Taiwan Restaurant	Commercial	September 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	July 2018
Rudy's Pest Control	Commercial	August 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. APTIM visited the Old County Hospital and gathered soil samples for an EPA Phase II Assessment. Staff is hoping to receive the results by the end of July.





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. 06/19/2018 Communications desks received. Installation and assembly began as of this date.

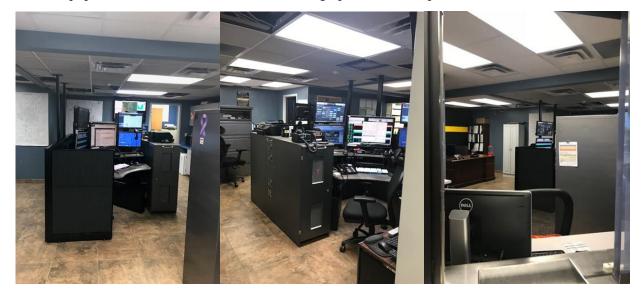




4. 06/20/2018 – Desks completed. Work began on moving our temporary dispatch (small conference room) back to original dispatch with the new desks in place. It was up to KPD staff in coordination with System specialist Noe Sosa to install all the radio equipment HARRIS "Symphony Consoles", as well as 911 workstations and CAD systems and Fire Dispatch equipment, as well as phones to



get dispatch operational. Our Systems Specialist completed installation of all workstations and equipment in order to restore normal working operations to dispatch.



5. 06/13/2018 - Installation of Radios in Fire EMT ambulances for communications with the hospital, as well as halo flight. Installation of 4 Harris m7100 Edacs radios, three of which were in ambulances and one at the hospital. Interoperability testing done between halo flight and hospital to make sure they were able to communicate with each other; this install gives the ability to interop with all state agencies on 8tac91d a talk group designated for interop's.





6. Criminal Investigations Bureau:

- a. Detective Greif took a case of possible sexual assault of a 5-month old child. At the beginning of the investigation it appeared that someone had sexually assaulted the child. Through Detective Greif's investigation and speaking with the Doctors it has been determined that the injury was going to be part of a birth defect. This is one of those cases that take a lot of time to prove all fact even to prove people are innocent.
- b. Detective Dodd conducted an investigation to a 13-year-old male sexually assaulting his 8-year-old step brother and 9-year-old female cousin. After the investigation the male juvenile was detained and sent to San Diego juvenile detention center.
- c. Detectives have several cases involving juveniles ranging from sexual assault to a rise in solicitation of a minor cases.
- d. 06/24/2018 Detective Dodd was called out in reference to a stabbing that had occurred. Once on location it was found that a male subject had been stabbed 7 times by a female subject. This incident appears to have been a dope deal gone bad.

7. SLOT:

- a. 06/08/2018 Inv. A. Ruiz #26 conducted a lawful traffic stop on a vehicle in the 700 block of West Mesquite. During the course of the investigation Inv. Ruiz conducted a Probable Cause search of the vehicle which led to the discovery of the following items:
 - i. 2 pounds of marijuana
 - ii. 5.2 grams of cocaine
 - iii. \$4,982.00 United States Currency
- b. The 42-year-old Kingsville resident was placed under arrest for Possession of Marijuana < 20z, Possession of a Controlled Substance Penalty Group 1 > 4G < 200G and Money Laundering > \$2,500 < \$30,000. This investigation is still ongoing.
- c. 06/08/2018 Cpl. V. Murray #22 and Inv. D. Gonzalez #27 were guest speakers for the 2018 Drug & Alcohol Symposium which was hosted by the Diva Association of Kingsville. The event took place at the HEB Center and the discussion targeted high school graduates that were receiving scholarships. The information that was covered was geared toward decision making when it came to the use of drugs and alcohol in the college setting.

8. Office of Professional Standards:

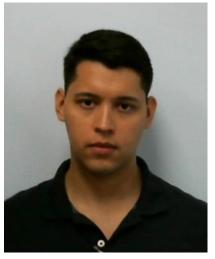
a. 06/06/2018 - Sgt. Frost completed the 6th Vehicle Auction since 2013. This auction completed with eleven vehicles being sold for \$56,590.00. All six auctions have resulted in 54 vehicles being sold for a total monetary value of \$136,477.23.

9. Field Operations Division:

a. 06/18/2018 - Two new hires. Currently attending the Police Academy at Del Mar College, as of July 9, 2018.



Cadet Nicolas Guerrero





* June PD PAR data is not yet available at the time of the production of this report.

Public Works

- 1. Garage *oil changes* are on pace with 2017, while *tire maintenance* is trending upwards. *Unscheduled 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 150% 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.
- 4. Wastewater *new lines* are trending upwards from 2017, while *lines replaced*, and *lines cleaned* 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 (STWA) Production* is on a downward trend.
- 6. Solid Waste:
 - a. Collected storm drainage samples at the landfill during 11" rain.

7. Sanitation:

a. Two new residential and one commercial garbage trucks are in service (pictures below).



Commercial Truck

Residential Truck



8. PW Wastewater:

a. Challenges were faced at the South Treatment Plant with process blower repairs. (Spencer blower install LPC cabinet repairs pictures below).



b. Crews replaced old clay sewer line at the 500 block W Nettie (trench 3 picture below).





9. PW Water:

a. Water Department crews strive to minimize water loss by completing water line repairs in safe and efficient manner. Water Production continues status of being a Superior Water Quality System.

Storm Water

1. Cleaned Drainage Pipes:



2. Franklin Adams Ditch Cleaning:





Streets

Public Works - Street Division June 2018 Street Construction

Street	From	То	Activity	Status	Blk.s
10th	Yoakum	Kleberg	FDC	Completed	1
	W City				
Caeser	Limits	Armstrong	Seal Coat	Completed	4
Lott	2nd	4th	FDC	Completed	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	Completed	1
10th	Fordyce	Lott	Overlay	Scheduled	1
11th	Ailsie	Elizabeth	Seal Coat	Completed	2
16th	Warren	Doddridge	Overlay	Scheduled	1
16th	Lott	Kenedy	Overlay	Scheduled	1
17th	Lott	Fordyce	Overlay	Scheduled	2
17th	Ragland	Ceasar	Overlay	Scheduled	1
1st	End of 1st	Ceasar	Overlay	Scheduled	1
	Santa				
1st	Gertrudis	Ella	Overlay	Scheduled	1
Ave G	Armstrong	1st	Overlay	Scheduled	2
Boyd	Samuels Place	Arroyo	Overlay	In Progress	2
Chandler	Billy Evans	Cecil	Overlay	In Progress	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
					47
Le	Legend				
		# of blocks completed to			
	Completed	date: 21			
	In Progress				

- 1. Pothole work-orders and alley work-orders are trending upwards from 2017.
- 2. *Street repairs* are on-pace with 2017.

Delayed Scheduled

3. Employees completed three blocks of seal coat and continue drainage improvements (Franklin Adams Ditch & Drainage pipes @ W. Ave. "D").

Tourism

- 1. Hotel occupancy percentage is down by an average of 7% from 2017.
- 2. Occupancy is down from 67% in May 2017 to 55% in May of 2018. Because there are more rooms available this year, however, that represents a drop of \$805.31 in revenue. We collected \$48,974.81 in May 2017 and \$48,169.50 this May.
- 3. In early June KRGV out of the Rio Grande Valley covered events we organized in April. They showcased the Ride on the Wild Side and Festival de la Lotería. We uploaded the video and shared it on the Kingsville Visitors Center Facebook page.
- 4. A new brochure design is now complete. Printing should begin early July and distribution will begin immediately. Tourism ordered 20,000 prints in order to replenish the outdated brochures and stock all Texas Travel Centers, San Antonio's Visitor Center as well.







5. Tourism helped promote the parade honoring the Lady Lions as state champions June 12th. The event was placed on our website calendar and on Facebook, where we shared the event live. The post had a reach of 4541 and had 243 likes on our page and through shares.





6. Facebook followers are up from 2370 May 31st to 2496 June 30. Instagram followers are up from 441 to 469.



- 7. Our most viewed videos this month were our Wednesday posts on June 13th @ Mother Julias with a reach of 6831 (we did boost this post) and 6364 on June 27th at Wild Horse Distillery (organic reach).
- 8. Tourism Director Janine Reyes attended Freshman year of Tourism College through TTIA from June 25-June 29th. The sessions focused on a variety of subjects to include social media marketing, website management, tourism trends, packaging plans and crisis communication. Tourism is excited to execute some of the initiatives and best practices demonstrated at TTIA.
- * Metrics for this department are for the previous month, as the process requires to collect them.

Utility Billing & Meter Reading

- 1. Service orders for *new service*, *disconnects*, and *leak checks* are on a downward trend from 2017, while *failed meters* are on-pace.
- 2. Billing statements issued, late notices, and disconnects are on-pace with 2017.
- 3. 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.
- 4. Construction continues on the Municipal building. They have started the texturing and painting of the sheetrock.