

**AUGUST 12, 2004**

**A SPECIAL MEETING OF THE KINGSVILLE CITY COMMISSION  
WAS HELD ON THURSDAY, AUGUST 12, 2004 IN THE HONORABLE  
ROBERT H. ALCORN COMMISSION CHAMBERS CITY HALL/ 200  
EAST KLEBERG AVENUE AT 11:00 A.M.**

**CITY COMMISSION PRESENT:**

Sam R. Fugate, Mayor  
Charles E Wilson, Commissioner  
Al Garcia, Commissioner  
Stanley Laskowski, Commissioner  
Arturo Pecos, Commissioner

**CITY STAFF PRESENT:**

Carlos Yerena, City Manager  
Courtney Alvarez, City Attorney  
Edna S. Lopez, City Secretary  
George Bejarano, Asst. City Manager/Finance Director  
Robert Rodriguez, Library Director  
Arnold Valadez, Warehouse Clerk  
A L Noyola, Health Director  
Diana Gonzalez, Human Resource Director  
Dianne Leubert, Solid Waste Sup  
Y I Hinojosa, Street Field Supervisor  
Stanley Fees, City Engineer  
Amanda Brungardt, Accountant Asst.  
Al Lopez, Fire Captain  
Roel Cavazos, Fire Marshal  
Corando Garza, Fire Chief  
Ron Pray, Paramedic

**I. Preliminary Proceedings.**

The meeting was opened at 11:05 A.M. by Mayor Fugate.

**INVOCATION/ PLEDGE OF ALLEGIANCE-- (Mayor Fugate)**

City Manager Yerena led everyone in prayer. The Pledge of Allegiance and Texas Pledge followed.

**II. Public Hearing – (Required by Law).<sup>1</sup>**

**1. None.**

**III. Public Comment on Agenda Items.<sup>3</sup>**

**1. Comments on all agenda and non-agenda items.**

**IV. Petitions, Grievances, and Presentations.<sup>2</sup>**

**1. City Manager's Report. (City Manager).**

City Manager Yerena reported at there would be a meeting on KWOP today.

**2. City Attorney's Report. (City Attorney).**

Ms Alvarez reported that the Finance Department had worked with the Tax Assessor and they have a drop dead deadline or date being requested by the commission. She added that this item will be place on

the August 23<sup>rd</sup> agenda regarding the proposed tax rate and requests have been made for a few action items for the August 17<sup>th</sup> agenda.

### 3. City Commission's Reports. (City Commission).

Commissioner Wilson reported that he had information from the Texas Conference on Regionalism which will be in San Antonio, on September 21-24<sup>th</sup>, 2004, sponsored by the Alamo Area Council of Governments.

Commissioner Pecos reported that he would like for staff to look into employees asking for car allowances that have received car allowance in salary.

Mayor Fugate reported that he is looking into the possibility of moving City Hall to the old high school. He added that several citizens have shown an interest. He also said that there are grants for making this move. He said that possibility a committee would be put together to look at this idea.

Commissioner Laskowski commented that the building should have ability for growth in size.

### 4. Review and discuss proposed fiscal year 2004-2005 budget for departments of the City of Kingsville.

Mr. Bejarano advised the commission about the tax rate.

Ms Melissa DeLaGarza addressed the commission stating the following calendar was very important. She said that if the roll back rate will be exceeded or 103% of the City's effective rate a taxing unit governing body must vote to place the proposal on the adopted rate on the agenda. She added that the proposal must have a specific desired amount. She also added that if the Notice & Hearing Limit is above .70197 and then the City will have to seriously consider a specific rate for Monday's meeting. She said if that number is not exceeded than the tax rate can be adopted.

Commissioner Laskowski made comment that September 1<sup>st</sup> was deadline to make decision.

Ms Alvarez stated that proposed rate could be on the 16<sup>th</sup>, and that if somewhere between the 16<sup>th</sup> and 1<sup>st</sup> it appears that the commission would have to go above that which would be above the roll back rate than the City would need to have another meeting prior to the 1<sup>st</sup>.

Ms DelaGarza stated that if the City was to go above the roll back rate, then the City is really in serious problems, because that will trigger a roll back election.

Ms DelaGarza stressed that if the rate went above the Notice & Hearing Limit the calendar would have to be planned as presented to the commission.

Commissioner Wilson asked the Notice & Hearing Limit is if the tax rate is set equal to greater than .70197, and asked if that is correct. Ms DelaGarza responded that was correct. He also asked about .70196. She stated this doesn't require any notice of any kind.

Ms DelaGarza stated that the sooner the better due to having to publish notice in newspaper, publish on website and public access television.

Ms Alvarez gave requirements for posting and publishing.

Mayor Fugate asked about the estimated collection rate. Ms DelaGarza responded it was on target.

Mr. Bejarano stated is 97% collection rate

Ms DelaGarza stressed that the number on the Interest and Sinking rate .25272 can not change and what is adopted on the resolution must have the same number. She added that the M&O rate is up to the commission.

Mr. Bejarano presented overtime information.

Mayor Fugate made comment on the amount of overtime being used. He added that the policy might be revisited. He suggested that department heads receive copy of report.

City Manager Yerena said that a memo which stated that overtime has to be approved in advance was sent to all department heads.

Mayor Fugate stated that travel and supplies should be looked at, and said that it is not fair to single out employees for additional monies. He added that everyone should receive a raise.

Mr. Bejarano reported that the coordinator position had been taken out; and a building inspector, equipment operator II in the Landfill, Planning clerk and part-time clerk in City Manager's office were added. He advised that the Garage department would like to change to 12/13 day split shifts.

There was discussion on the Garage Department work schedule and adding a foreman position.

**The first department was Dept 102 – Engineering - Building Maintenance, Stanley Fee at 11:40 A.M.**

Mr. Bejarano stated that there was an increase in the building maintenance account for \$30,000.

Mr. Fees stated that the main purpose for increase was for continual problem with the wall facing 6<sup>th</sup> Street. He explained that the awning would be replaced and also for fixing the marble stairs to make them safer.

Mr. Fees asked \$10,000 be added for laser fiche software is approved for recordkeeping and this would increase the space in the City Attorney's office.

Mr. Bejarano advised that eventually State would regulate our recordkeeping.

There was discussion of the equipment needed and how system would work.

**The next department was the Street Dept, Stanley Fees at 11:47 A.M.**

Commissioner Laskowski commented on the monies (\$150,000) for closing of Richard Street which was not included in the budget and asked why monies were not included.

Mr. Fees stated that last year's budget was \$20,000, but \$150,000 was out of bond monies.

City Manager Yerena stated that \$100,000 would be minimal and not much could be done.

Mayor Fugate commented this is one area that receives a lot of complaints.

Commissioner Garcia stated this was part of the goals.

Mr. Fees stated that the budget request of \$350,000 was for improvements.

Discussion followed on purchasing a street sweeper with County.

Mr. Y.I. Hinojosa, Street Field Supervisor stated that he would like to reclassify three (3) employees in order to allow them to operate equipment.

Commissioner Garcia requested revamping of what is needed in the Street department.

Mr. Fees stated that maintenance money is needed for repairs of sidewalks.

Mayor Fugate suggested the \$150,000 from Richard Street closing be given, and \$200,000 would be budgeted.

**The next department was the Service Center, Arnold Valadez – 12:00 Noon.**

Mr. Bejarano stated the major changes in this department were for building maintenance which is currently \$22,000, and is requesting \$25,000. He stated the building is thirty (30) years old.

Mr. Valadez stated the building is in need of plumbing and the roof leaks.

Mayor Fugate stated this project could be paid with 8-liner money.

There was discussion on providing Mr. Valadez with a vehicle for transporting community service workers.

There was discussion on the amount budgeted for group insurance for this department.

**The next department to make presentation was Health Department, A L Noyola – 12:10 P.M.**

There was discussion on sharing cost with County for a new vehicle for department.

Mayor Fugate commented that City need to come up with a car replacement plan.

City Manager Yerena stated that the City has vehicles on lease purchase.

Commissioner Laskowski asked about salary increase for \$6,000 and why overtime was overspent. Mr. Noyola replied that requested overtime money was not given to him.

Commissioner Garcia asked if another person were hired would this help to alleviate overtime. Mr. Noyola responded it would not.

Commissioner Laskowski asked about the \$10,000 increase in health care. Mr. Bejarano stated he would look at number.

**Mayor called for lunch recess at 12:25 P.M.**

**The meeting was reconvened at 12:42 P.M.**

**The next department was the Library department, Mr. Robert Rodriguez – 12:42 P.M.**

Mr. Rodriguez stated budget is the same as last year's, and is a conservative budget and the amount requested represents half the City's cost to operate the library.

Commissioner Laskowski asked about the increase of \$1,000 for building maintenance. Mr. Rodriguez responded for air condition repairs and music building maintenance, and he added that \$3,000 for additional books.

Commissioner Garcia asked if any grants would be submitted. Mr. Rodriguez stated not this year.

**The next department was 600.3 & 600.4, Vilma Castillo – 12:46 P.M.**

Mr. Bejarano stated there is an increase from \$150,000 to \$160,000, he added that \$5,000 is for purchasing water meters. He added they are currently looking at updating water meters.

Commissioner Wilson asked about meters that have electronic reading. He suggested the City explore that option.

City Manager Yerena stated this would help reclassify some to the labors, and will help tremendously in the long run.

Ms Castillo stated there are three (3) different options that they are looking at for reading meters. She added that \$20,000 is for replacing (335) meters that are completely stopped.

Commissioner Laskowski stated citizens trying to buy meters but can't because City doesn't have any in stock.

Ms Castillo stated old meters are sold for metal.

City Manager Yerena stated that the City is already working with the telecommunication company.

Commissioner Laskowski asked for the turn around on read to bill. Ms Castillo responded about two (2) weeks.

**Commissioner Wilson excused himself at 12:55 P.M.**

Commissioner Laskowski questioned salary, car allowance and insurance amounts.

**The next department was Fire Department, Corando Garza – 1:00 P.M.**

Mr. Bejarano stated that numbers on this budget were discussed with Fire Chief. He added that the fire department is in need of two (2) new ambulances.

Mr. Garza stated that the City needs to establish a replacement vehicle program. He added the oldest ambulance is a 1996 and two (2) are 1998 demos.

Commissioner Garcia asked about the increase in the budget for the Volunteer Fire Department. Mr. Garza replied that there has been an increase in personnel.

Mr. Garza stated that the numbers have been reviewed with Mr. Bejarano and they can operate with those amounts.

Commissioner Garcia asked about roof at the fire department. Mr. Garza replied that it would be better to build a new building.

Mayor Fugate asked about the cost for a new station. Mr. Garza responded \$850,000 for one station.

Commissioner Laskowski asked about doing a tear off on roof. Mr. Garza recommended building a new station.

Mayor Fugate commented that this was the same situation as Gillette Middle School.

Commissioner Laskowski asked about the money allocated for mold remediation. Ms Vela stated there was \$25, 000.

Mayor Fugate stated new fire station could be put where old police department was.

There was discussion on using property at the old police department for building new fire station.

Mayor Fugate stated that building a fire station on the south side is also needed.

City Manager Yerena stated that staff would decrease travel; revisit the streets, supplies, and overtime.

Commissioner Laskowski asked for overtime to be reduced by 10 to 20%.

There was discussion on reducing overtime.

#### **IV. Items for consideration by Commissioners. <sup>4</sup>**

None

**V. Adjournment.**

The meeting was adjourned at 1:23 PM.

  
Sam R. Fugate, Mayor

ATTEST:

  
Edna S. Lopez, City Secretary