

OCTOBER 31, 2016

A SPECIAL MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, OCTOBER 31, 2016 IN THE CITY OF KINGSVILLE COMMUNITY ROOM LOCATED AT 400 WEST KING AVENUE AT 5:00 P.M.

CITY COMMISSION PRESENT:

Sam Fugate, Mayor
Edna Lopez, Commissioner
Arturo Pecos, Commissioner
Noel Pena, Commissioner
Al Garcia, Commissioner

CITY STAFF PRESENT:

Jesús Garza, City Manager
Mary Valenzuela, City Secretary
Courtney Alvarez, City Attorney
Tom Ginter, Director of Planning & Development Services
Emilio Garcia, Health Director
David Mason, Purchasing Director
Diana Gonzales, Human Resources Director
Susan Ivy, Parks Manager
David Solis, Risk Manager
Deborah Balli, Finance Director
Charlie Cardenas, Public Works Director/Engineer
Leo Alarcon, Tourism Director
Cynthia Martin, Downtown Manager
Bill Donnell, Assistant Public Works Director
Ricardo Torres, Police Chief
Adrian Garcia, Fire Chief
Kyle Benson, IT Manager

I. Preliminary Proceedings.

OPEN MEETING

Mayor Fugate called the meeting to order in the City of Kingsville Community Room at 5:00 P.M. and announced quorum with all five Commission members present.

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

The invocation was delivered by Mrs. Courtney Alvarez, City Attorney, followed by the Pledge of Allegiance and the Texas Pledge.

MINUTES OF PREVIOUS MEETING(S)

None.

II. Public Hearing - (Required by Law).¹

1. None.

III. Reports from Commission & Staff.²

“At this time, the City Commission and Staff will report/update on all committee assignments which may include, but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board, Library Board, Health Board, Tourism, Chamber of Commerce, Coastal Bend Council of Governments, Conner Museum, Keep Kingsville Beautiful, and Texas Municipal League. Staff reports include the following: Building & Development, Code Enforcement, Proposed Development Report; Accounting & Finance – Financial & Investment Information, Investment Report, Quarterly Budget Report, Monthly Financial Reports; Police & Fire Department – Grant Update, Police & Fire Reports; Street Updates; Public Works- Building Maintenance, Construction Updates; Park Services - grant(s) update, miscellaneous park projects, Administration –Workshop Schedule, Interlocal Agreements, Public Information, Hotel Occupancy Report, Quiet Zone, Proclamations, Health Plan Update, Tax Increment Zone Presentation, Main Street Downtown, Chapter 59 project, Financial Advisor, Water And Wastewater Rate Study Presentation. No formal action can be taken on these items at this time.”

Mr. Jesús Garza, City Manager announced that staff has received Wayfinding Signs. Staff is working on installing these signs before the Ranch Hand Festival. Garza further announced that on November 10, 2016 at 10:00 A.M., there will be a Ribbon Cutting of the new City Hall.

Mrs. Courtney Alvarez, City Attorney announced that the next regular scheduled City Commission meeting will be on November 14, 2016 with a deadline to submit agenda items on Thursday, November 3rd. Alvarez further announced that city offices will be closed on Friday, November 11, 2016 in observance of the Veteran's Day Holiday.

IV. Public Comment on Agenda Items.³

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

V.

Consent Agenda

Notice to the Public

The following items are of a routine or administrative nature. The Commission has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

CONSENT MOTIONS, RESOLUTIONS, ORDINANCES AND ORDINANCES FROM PREVIOUS MEETINGS:

(At this point the Commission will vote on all motions, resolutions and ordinances not removed for individual consideration)

Motion made by Commissioner Pecos to approve the consent agenda as presented, seconded by Commissioner Garcia. The motion was passed and approved by the following vote: Lopez, Pena, Pecos, Garcia, Fugate voting "FOR".

1. **ORDINANCE NO. 2016-54. Motion to consider final passage of an ordinance amending Chapter VII, Article 8, Traffic Control Devices, providing for the installation of stop signs on Santa Gertrudis Avenue at its intersection with Seale Street and for Seale Street at Santa Gertrudis Avenue. (City Engineer/Public Works Director).**
2. **ORDINANCE NO. 2016-55. Motion to consider final passage of an ordinance amending Fiscal Year 2016-2017 Budget to accept and expend a donation from the La Posada De Kingsville Foundation. (Director of Finance).**
3. **ORDINANCE NO. 2016-56. Motion to consider final passage of an ordinance amending Fiscal Year 2016-2017 Budget to include the grant projects not completed in Fiscal Year 2015-2016. (Director of Finance).**
4. **ORDINANCE NO. 2016-57. Motion to consider final passage of an ordinance amending the Fiscal Year 2016-2017 Budget to include CO2016 projects not completed in Fiscal Year 2015-2016. (Director of Finance).**
5. **ORDINANCE NO. 2016-58. Motion to consider final passage of an ordinance amending the Fiscal Year 2016-2017 Budget to include insurance claim recovery projects not completed in Fiscal Year 2015-2016. (Director of Finance).**

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

6. **Consider award of bid for construction of partial Sector 4 at City Landfill as per recommendation by outside engineer and staff. (Director of Purchasing).**

Mr. David Mason, Purchasing Director reported that this item provides staff recommendation for construction on partial Sector 4 at the Kingsville Landfill. In conjunction with Naismith Engineering, staff advertised in the Kingsville Record and Corpus Christi Caller Times on September 18 and September 26, 2016. A pre-bid meeting was held October 4, 2016 at City Hall Community Room with three potential vendors attending. Site visitation followed. A total of three proposals were received by the October 11, 2016, closing date and subsequently evaluated by Naismith Engineering. It is recommended the low bidder Billberry Construction, LLC, of Houston, TX be awarded the contract for an amount of \$1,367,243.40 of which funds are available out of account 090-5-1703-71400.

Mr. Garza commented that as for a timeline, a notice to proceed will be sent on November 1, 2016; construction work should begin on March, 2017; and dumping would begin in mid-April, 2017.

Motion made by Commissioner Pena to approve the award of bid for construction of partial Sector 4 at City Landfill as per recommendation by outside engineer and staff,

seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Pena, Pecos, Garcia, Lopez, Fugate voting "FOR".

7. Resolution No. 2016-77. Consider a resolution authorizing the City Manager to enter into a Consultant Services Agreement between the City of Kingsville and MuniServices, LLC for a sales tax audit. (Director of Finance).

Deborah Balli, Finance Director reported that the City of Kingsville has determined the need for an audit to be conducted on sales taxes paid by businesses to review any reporting errors resulting in decreased revenue. The Finance Department is requesting to enlist the services of Muni Services which is a company that specializes in this type of audit. Their agreement is based on a 30% contingency fee, so there would be no financial impact to the budget. The Finance Department recommends enlisting the services of Muni Services to conduct a sales tax audit.

Motion made by Commissioner Garcia to approve the resolution authorizing the City Manager to enter into a Consultant Services Agreement between the City of Kingsville and Muni Services, LLC for a sales tax audit, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Pecos, Garcia, Lopez, Pena, Fugate voting "FOR".


8. Consider introduction of an ordinance amending the Fiscal Year 2016-2017 budget to include additional capital projects not completed in Fiscal Year 2015-2016. (Director of Finance).

Mrs. Balli reported that in Fiscal Year 15-16, the City of Kingsville approved various capital projects that were still in progress at Fiscal Year-end close. Since the completion dates of these projects were not known at the time of preparing the Fiscal Year 2016-2017 budget, the following projects need to be rolled over into the Fiscal Year 2016-2017 budget. These projects are Tourism Fund for Wayfinding Signs, \$41,500; CO Series 2016, \$714,072 for Police Department Radio Backbone and Radios; CO Series 2016, \$1,376,833 for Parks Capital Projects; and Disaster Response Recovery Fund \$24,060 for generator and siren repair.

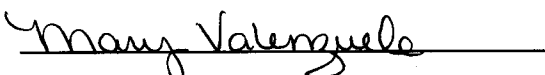
Introduction item.

VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 5:10 P.M.


Sam R. Fugate, Mayor

ATTEST:


Mary Valenzuela, TRMC, City Secretary