

City of Kingsville
Staff Report
(A Publication of the City Manager's Office)
Monday, February 11, 2013



“If fate means you lose, give him a good fight anyhow.” William McFee,
British-American writer. SmartQuote

“I attribute my success to this: I never gave or took any excuse.”
Florence Nightingale, British social reformer, nurse and statistician.
SmartQuote

GOOD JOB AWARD!!!!

Police Chief Rick Torres received the following letter dated January 15th, 2013 from Ms. Mary Ann Brookshire of 317 North Armstrong here in Kingsville, Texas. The letter reads:

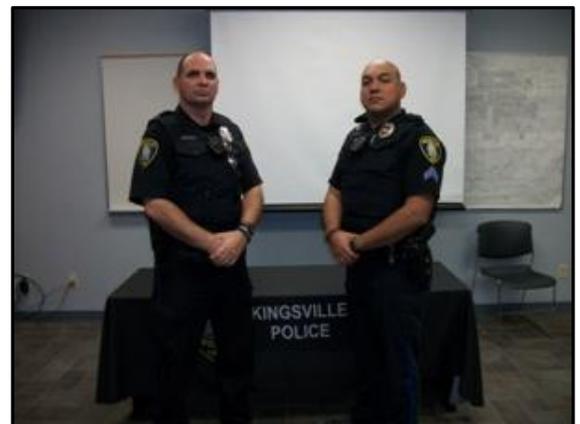
Dear Sir:

I went to thank you and your department for the promptness of the four police cars arriving at my house in the early a.m. of January 9. The man who came in was very polite and professional. The others were scouting around the house. Although very scary to me—it was an equipment fault, and I am trying to see that does not happen again. I thank you and especially those four men for their help and professionalism. Sincerely,

Mary Ann Brookshire

Chief Torres recommended these officers for the Good Job Award with the following comments “The officers that responded were ***Cpl. Jorge Flores, Ptlm. Javier Aleman, Ptlm. Henry A. Cantu and Ptlm. Allen Brown.*** I am recommending these officers for the following reasons:

- They provided great customer service which was pointed out by Ms. Brookshire.
- Even though no crime had occurred they performed their duties in a manner befitting the expectations that we have for all of our City of Kingsville employees.
- The contact with Ms. Brookshire left her with a feeling of safety and security in her home and instilled confidence in the response of our City employees.



Officer Lonnie Allen Brown and Corporal Jorge Flores in Photo. Patrolmen Javier Alema and Henry A. Cantu were out catching bad guys and were unavailable for the photo.

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CITY MANAGER (Courtesy of Vince Capell, City Manager)

TRASH-OFF PHOTO COLLAGE
(Photos Courtesy of Patti Trujillo)



Trash = 39.38 tons
Brush = 4.17 tons
Metal = 0.87 tons
Tires = 4.99 tons
Total = 49.41 tons

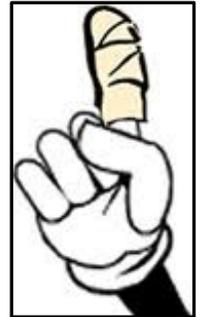
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FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director)

Finance Administration Division

Did You Know? - Accounting is one of the top 10 safest jobs to have according to [Info Corner](#)



Accounts Payable - 1099 Forms for City vendors went out on January 31st as required by Federal Law. Due to difficulties in tracking down vendor tax information; the Finance Department will be requesting a W-9 form from all City Department's presenting a payment request for Vendor's not already doing business with the City of Kingsville effective immediately.

Who Gets A 1099? - Service providers paid \$600 or more in 2012 were issued a 1099. Service providers include: independent contractors, accountants, public relations firms, janitorial services, etc. Payments to service providers are reported in box 7, non-employee compensation. Sales commissions paid to non-employees are also reported in box 7. This does depend on the type of entity you paid:

- Sole proprietors, partnerships, and LLC's taxed as sole proprietors or partnerships DO get a 1099.
- C Corporations, S Corporations, and LLC's taxed as C or S Corporations DO NOT need to be issued a 1099.

In addition, payments for rent are issued in box 1 and follow the same corporation/non-corporation rule. Rents paid to real estate agents do not need to be issued on a 1099.

Payments to attorneys are always issued on a 1099 (regardless of corporation/non-corporation status). These payments will either be reported in box 7 as non-employee compensation or box 14, gross proceeds paid to an attorney.

Payroll - You may see a little extra padding in your paycheck dated January 31st. Since this month has 3 pay periods the insurance premiums and some other incidentals you usually pay were met with the first two paychecks you received and therefore not required to be withheld on this last pay period. Payroll will go back to normal for the next pay cycle. .

Unaudited Quarterly Financials: Teri Vasquez has been industriously entering journals the last few weeks so that we can have unaudited financial statements out to the City Departments the first week of February The Closing Calendar pictured currently has approximately 45 journals that need to be posted each month. Each journal requires the



Terri Vasquez



Monthly Closing Calendar

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supporting documentation to justify the journal and takes time to research and prepare. The Finance Department always appreciates the cooperation of the other City Departments when it comes to providing needed information in a timely manner. Having the financials will give Directors and Department heads an opportunity to see where they are with their spending in relationship to the adopted 2012-2013 Budget.

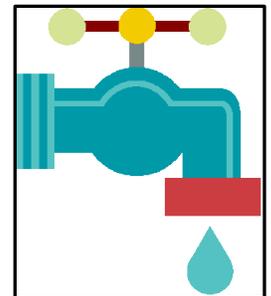
Fixed Assets - The Fixed Asset project is in the reconciliation stage. Therefore, in early February, Finance will distribute their Physical Inventory report to be compared against INCODE database report. This is an effort to ensure that all fixed asset have been properly identified and allow Finance to make any adjustment needed as a result of the reconciliation process. While the fixed asset process has taken time, we are moving in the right direction and our goal will be accomplished.

Time Clock Plus Software - We appreciate everyone's effort toward fully utilizing this software. To ensure this program is fully integrated throughout the City Departments, Finance is willing to coordinate individual training for City staff as needed. Please email your requests to jbryson@cityofkingsville.com if you need to set up training.

Utility Billing Division

Did You Know? - The average daily requirement for fresh water in the United States is about 40 billion gallons a day, with about 300 billion gallons used untreated for agriculture and commercial purposes.

http://www.co.washoe.nv.us/water/wtrconservation/water_facts



Working Together to Achieve More

The Collections Manager attended the Beautification Board Meeting on January 30, 2013. In that meeting the Finance Director brought up a timing issue with a current request from a property owner to waive interest on three outstanding liens. One of the liens was filed after the new property owner obtained the property from a tax sale. The Finance Director posed the question of who then should be responsible for paying the bill itself. The Finance Director instructed the Collections Manager to follow up with the Legal Department for further information. Also there was further discussion concerning the issue of those outstanding bills not filed yet that are under the \$150 threshold. The Director of Developmental Services and the Finance Director suggested that those outstanding bills should be analyzed to see what percentage is still not filed and further review the cost effectiveness of filing those outstanding weed (abatement) bills. The Collections Manager advised the board that is something she will work on compiling and making a recommendation to the Finance Director.

Accounts Receivable Packet - The Collections Manager continues to work on sending out invoices on a timely manner and additional sundry items from other departments as they are encountered. The Accounts Receivable packet now gives the City a more tractable system for collecting monies that are owed to the City. The Collections Manager will continue to provide a status on each set of invoices going out on a monthly basis.

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Storm Water Utility Billing - The Collections department would like to remind the public that the final passage of the Storm Water fee was approved by commissioners on September 17th, 2012 Special Meeting. The flat rate for residential services is \$1.25 month (\$15 per year) and for commercial properties it will be dependent on the number of ERU units per parcel using the Appraisal District information (provided by HDR Engineering). This fee became effective October 8, 2012.

Paving liens - **The Collections Manager would like to remind all involved that the deadline to receive the principal amount of any paving lien is March 12, 2013 to qualify for the interest abatement program.** The Collections Manager requests that when calling in for a payment over the phone or paying in person that the correct paving job number is provided to the cashier for correct posting. The Utility Billing office does accept Visa and/or MasterCard, checks, money order, and cash. The Visa and/or MasterCard payment can be made over the phone at no cost to the customer. Once payment is received in full, a release of lien will be processed that must be recorded at the Kleberg County Courthouse. **A notice will be sent out to those outstanding paving lien property owners soon to remind them of the upcoming deadline.**

Customer Communications in Water Billing Statements - The billing statements going out January 30th, 2013 and for the full month of February 2013 will include the following:

EFFECTIVE MARCH 16TH, 2013 THE LANDFILL HOURS OF OPERATION FOR SATURDAYS WILL BE FROM 8A.M. TO 12 P.M. FOR QUESTIONS PLEASE CONTACT 361-595-0092. THANK YOU.

Many Thanks - A special thank you is in order for three employees that volunteered at the recent Trash Off held Saturday, January 26th, 2013. Elvia Rodriguez (CSR), Manny Buentello (Meter Tech), and Jerry Trevino (Supervisor Meter Tech). All three volunteered their own time to help out with this event and along with the Collections Manager has no trouble getting dirty for a good cause.

Additional duties - The Collections Manager continues to address any additional issues or other items such as special projects, and/or reports requested by other departments that may arise while also making sure all monthly Collections Reports are completed in a timely manner and ensure the upmost customer service is given to all customers that visit the Utility Billing Department.

Municipal Court Division

What's Happening in Municipal Court? - The Kingsville Municipal Court operations are committed to providing quality customer service to all who appear in the court while we diligently execute the administrative duties of the Municipal Court as set forth by law. We promise to be innovative in creating methods and techniques that allow us to be more responsive to the needs of the public. The Municipal Court is the judicial branch of the government of the City of Kingsville. The courts adjudicate Class C misdemeanor cases most of which are criminal, including traffic, city ordinance, state code, juvenile, parking and disabled parking. It is



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committed to administering justice in a fair, efficient, and timely manner. Court services are increasingly available online, by telephone, and through the mail which contributes to compliance in a customer service and eco-friendly way.

Court Business of January 16, 2013 through January 30, 2013 - There were a total of 129 new cases filed: The Kingsville Police Department filed 60 new traffic violations, 46 new state law charges. There were 7 new Failure to Appear violations and the City Community Appearance and Health Departments filed 16 new city ordinance violations. Notification has been mailed out to the defendants for their court hearing. There were 17 cases disposed by full payment, 192 cases were disposition through payment plans, extensions and dismissals upon completion course or probation and proof of compliance with the law motions filed at the court office. There were 26 new orders of arrest for contempt of court orders (payment plan/extensions of failure to pay). In addition to the arrest orders, the court reported 103 driver's license records to OmniBase (Texas Department of Public Safety) for suspension or denial for renewal for violation of non-compliance. As of this period January 30, 2013, there has been a total of 183 driver license reported which consist a total of 739 cases awaiting resolution.

There were 92 (107 violations) warrant orders disposed due to the execution by the Kingsville Police Department and Warrant Officer T. Davis, Badge #25 and 18 (32 cases) driver license released of suspension or hold of violators driver's license through OmniBase, plus 122 payments made through the payment plan orders. A sum of \$45,992.02 was collected.

Cases Heard - The January 17, 2013, court hearing was rescheduled to February 14, 2013. Notifications have been mailed out to inform the defendants of their new court hearing date.

Deputy Clerk Training, Level 1 - The Kingsville Municipal Court would like to welcome Crystal Marroquin, the court clerk from Driscoll Municipal Court for joining our staff in Level 1, clerk training. The Municipal Court is conducting a 4 weekend (Saturday's) deputy court clerk training for our new staff: Ms. Rosa Vela, Ms. Victoria Cavazos, Ms. Victoria Butler and Ms. Crystal Marroquin. Our first session started January 26, 2013. The information was presented by Rose Morrow, Municipal Court Manager.

The beginning class Level 1, Procedures Before Trial. An introduction of the types of the charging instruments initiated by peace officers, detectives, city code enforcement officers, fire department fire marshal, school district officers and citizens. Filing sworn complaints or traffic citations "tickets" training is included in the class. This class instructs on the understanding of the written notices to appear issued to the defendant by a peace officer or code enforcement officer or etc. The filing of these complaints and understanding of the initiation of proceedings in the court are taught, along with a study of the elements required for these charging instruments.

Then an understanding of the notification (several types) sent to the person "defendant" being charge with a specific offense being filed against them and the procedures that are required by the defendant

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upon the notification provided by the court and explanation of the fundamental rights afforded to the person “defendant”.

The session ended with examples and discussions of scenarios and the understanding of when to provide the court procedures information to the defendant. Next session will be Saturday, February 2,

2013; session will be the understanding of the court docket process, non-contested proceedings, pre-trials and failure to appear, continuance of Procedures Before Trial, Chapter 4.

Special Thanks - The court staff would like to express many thanks to Joel Ramirez (TAMU-K, student), for an outstanding job! We wish you an amazing good fortune and you will be missed.

The Court would like to say many thanks to Ms. Victoria Butler for accepting the position in the court's warrant division. Ms. Butler is a great asset to the court and her expertise will assist the Warrant Officer T. Davis in the process to expedite warrant orders pending in the court. Ms. Butler will also be assisting the court manager in the operations of the court. Many thanks Ms. Butler and welcome.

Court Dates for February, March and April

February 14, 2013	February 28, 2013	March 14, 2013
March 28, 2013	April 11, 2013	April 25, 2013

Special Reminders to all Citizens - Citizens are encouraged to contact the City of Kingsville Municipal Court by calling 592-8566 or in person at 200 E. Kleberg regarding any outstanding warrants or city traffic and ordinance citations.

Pay on Line - Now available on the city website is the option to pay for any outstanding balances due in court, including active warrant orders. Interested persons can visit the website at www.cityofkingsville.com.

FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief)

Community Participation / Events

Parades - Fire engines participated in parades for both the MLK Day and Livestock Show events.

Trash Off Event - The Fire Department portable carport was utilized during Trash Off event on January 26.

Controlled Burning - The Fire Department has been assisting with controlled burning operations at NAS Kingsville. This is a program used to reduce the amount of vegetation/fuels that could cause damage to structures if a large fire were to develop in the area.



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Teddy Bears Donated by Mrs. Estella Gonzales - Mrs. Gonzales donated teddy bears to the Fire Department to be handed out to young children during times of emergency.

Training and Professional Development

Professional Development - The Fire Chief and Shift Captains attended the City of Kingsville Professional Development training on January 24th. The training included topics regarding supervisor training, leadership, and workplace ethics.

Station Drills - Fire crews participated in various training drills throughout the period that included hose operations and self-contained breathing apparatus (SCBA) drills.

Other Department Activities

City Emergency Operations Planning - The Fire Chief met with City Risk Manager / Emergency Management Coordinator Melissa Perez to discuss updating the City's Emergency Operations Plan (EOP). The plan is used to pre-assign duties of City agencies and partners during major emergencies so that services can be continued or resored as quickly as possible to provide continuity for persons and businesses in our community. The two departments will be meeting on a weekly basis to update the EOP.

Planning and Evaluation - Fire Department Captains and their personnel have been working hard to provide information to the new Fire Chief about the operations of the Department and the community. Planning has begun to determine where changes need to be made to provide safer, quicker, and improved services to the community.

Department Meeting - All Fire Department Personnel met with the new Fire Chief to discuss issues and coming changes within the organization. During the meeting a new Fire Department Mission Statement and Vision Statement were developed and agreed upon by all personnel.



Fire and EMS Response Statistics

Fire/EMS crews responded to a total of one-hundred forty six (146) emergency calls between January 18 through February 1, 2013.

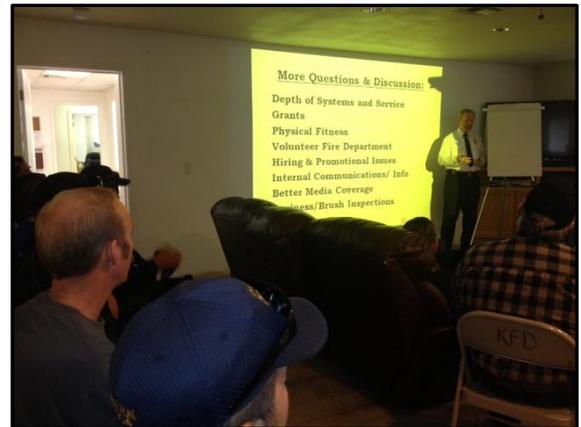
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Introducing Joey Reed, our New Fire Chief

Chief Reed is a seventh generation native Texan. He was born in Dallas, Texas, and grew up primarily in the Fort Worth/Dallas area. Joey graduated from Sam Houston High School in Arlington, Texas. Following high school he attended college for a semester and then joined the United States Marine Corps during the Iranian hostage crisis. He served as Section Leader in an infantry mortar platoon and held the rank of corporal. After the Marine Corps, he was hired by the Arlington Fire Department where he worked for several years. During his time as paid firefighter, he also served as a volunteer firefighter in Burleson where he lived. In an effort to gain more experience and training, Joey and his wife Paula moved to California where he worked as a seasonal firefighter for the U.S. Forest Service and was assigned to a Hot Shot crew. He learned about wildland firefighting and fought brush and forest fires in California and Oregon. Shortly after the fire season ended, he was hired by the Los Angeles City Fire Department. After a year in Los Angeles, Joey and his wife returned to Texas. Later Reed returned to work for the Arlington Fire Department. A few years later, the Los Angeles County Fire Department called Reed to come and work for them and he and his family moved once again. During his 15 years with the L.A. County Fire Department, he held the ranks of Firefighter/EMT, Engineer, Captain, and Battalion Chief. Due to injuries, Reed had to retire from the L.A. County Fire Department. His next job was with the Johnson County, Texas, Emergency Services District where he worked as the Executive Director managing a Fire District that served over 100,000 residents in an area of about 600 square miles. The District included 2 paid and 14 volunteer fire departments and a county fire training center. During his time in Johnson County a county wide fire dispatch center was developed and constructed. His commitment to improving services in the District resulted in reduced response times, increased response levels, minimum standards for training, and a reduction in ISO ratings for property owner insurance rates. Joey resigned from that position to spend time with his family and return to college. He completed his bachelor's degree in applied arts and sciences from the University of North Texas in Denton, with concentrations in fire administration and emergency administration and planning. He also holds an associate's degree in Fire Protection Technology from Tarrant County College in Fort Worth.



Some certifications he has held included Texas Master Firefighter, California and IFSAC Firefighter 1 and 2, Instructor 1, Head of Suppression Department, Urban Search and Rescue Technician, NWCG red card Field Observer, Engine Boss, Strike Team Leader, Dozer Boss trainee, and Safety Officer Trainee.

Chief Reed has attended hundreds of classes in his 29 years of professional service. Classes include:

Incident Command Training Courses including ICS 100-400, IS 700 & 800, Multiple Company Tactical Operations, and Dept. of Homeland Security Weapons of Mass Destruction Incident Command.

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NWCG Wildland Training Courses including Safety Officer, Wildland Urban Interface, Dozer Boss, Field Observer/Display Processor, Basic Air Operations, Wildland Fire Behavior 190-390, Firing Methods, Leadership Principles, Staging Area Manager, Communications Unit Leader, Strike Team Leader, and Division Group Supervisor.

Technical Rescue Training Courses including Abandoned Mine Awareness, Rescue Systems 1 and 2, River Flood Rescue and Advanced River Flood Rescue, Personal Water Craft Operator Rescue, Inflatable Rescue Boat Operator, Helicopter Swiftwater Rescue, Ocean Rescue Platform Tender, Heeds Dunker Training, Advanced Rope Rescue, Trench Rescue, Confined Space Rescue, Collapsed Structure Rescue, Snow and Ice Rescue, and Helicopter High Rise Rescue,

Federal and International Rescue Teams training including FEMA Urban Search and Rescue Orientation, FEMA Weapons of Mass Destruction, and State Dept. OFDA International Disaster Assistance Response Team Training.

Additional Training Courses include Hazardous Materials First Responder Operations, EEO and the Law, Human Relations Skills for Officers, and others.

Chief Reed has participated in High Rise fires, floods, trench and shaft rescues, brush and forest fires in California-Oregon-Montana, Rescue Squad Officer during Hurricane Katrina rescue efforts, volunteer rescuer and Department representative at the World Trade Center, and was present at the 1992 Los Angeles Riots and 1994 Northridge Earthquake.

HEALTH DEPARTMENT (Courtesy of Emilio H. Garcia, City-County Health Director)

Food Service Inspections (January 18, - January 31, 2013)

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.

Marrlot's-100	Wal-Mart/Meat Market-100	Los Mariachi's-85
K-2 Food Mart-87	TAMUK/Starbucks-96	Mariachi House of Burgers-89

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Kwik Pantry/Corral-89	TAMUK/Subway-100	CB'S Bar-B-Que-96
Nutricion-91	Sirloin Stockade-64	Wal-Mart/Grocery-93
Kingsway Leadership Academy-100	Wal-Mart/Deli-100	Wal-Mart/Bakery-96
TAMUK/Sushi-100	Javelina Bookstore-97	James C. Jernigan Library-96
Javelina Dining Hall-96	TAMUK/Turner&Bishop-96	TAMUK/Pizza Hut-100
TAMUK/Chic-Fil-A- 100	TAMUK/Catering-92	

Permitted Fundraiser Events

Rotary Club	Santa Gertrudis School	Spaghetti dinner Fundraiser
4-H Club/KKJLS	JK Northway	Fundraiser food booth
Gregory Tschoepe	PO Box 344, Driscoll, Texas	Selling shelled Pecans
Ruben Canales	PO Box 1712, Kingsville, Texas	Selling produce(grapes/grapefruits)
Pride of Texas Show	JK Northway	Carnival food booths (2)
4-H Club & FFA	JK Northway	Fundraiser food booth
Campbell Family	JK Northway	Fundraiser food booth
Carrie's Italian Ice	JK Northway	Fundraiser food booth
Fresh Lemonade Store	JK Northway	Fundraiser food booth

Training

On January 24th 2013, Risk Manager, Melissa Perez and Human Resource Director Diana Gonzales schedule a Professional Development Program (Leadership Skills). All Directors, Supervisor's, and Manager's were asked to attend. The Professional Development Program was held at the Kleberg Bank Conference Room (Basement). The program was divided into two sessions. The first session was from 9:00 am to 12:00 p.m. Presenting was Mrs. Liza Aguilar Wood from the Law Offices of Mckibben, Woolsey & Villarreal, LLP. The topics of discussion were Harassment, Retaliation, Diversity and Discrimination. The second session was presented by Dr. Randolph Shane Creel from 1:30 pm to 4:30 pm. The topics were divided into 3 sections for discussion 1st Primal Leadership, 2nd Mission, Vision & Core Values and the 3rd topics was Code of Ethics. Both sessions were very educational and informative. Attending from the Health Dept. were Jason C. Torres and Emilio H. Garcia. A big THANKS to Mrs. Melissa Perez and Diana Gonzales for organizing the Program and Luncheon at Butch's. We look forward to the next Professional Development Program.

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Animal Control-Food Donations

Thanks to our local Wal-Mart Store for your generous donation 100 pounds of cat food for our Animal Shelter.

Fire Extinguisher Safety

The Health Dept has been busy installing new fire extinguisher signs at all of our fire extinguisher locations throughout the buildings. This action was prompted due to training on fires, types of fires and types of fire extinguishers and the proper way to use a fire extinguisher for all city employees. All fire extinguishers are clearly marked and accessible to any employee in case of a fire.



In the Health Department Office Building



In the Animal Shelter



Cleaning up the Shop

The Health Dept. employees recently have been busy cleaning up the shop. Several 55 gallons metal drums of Mineral oil that had been on the floor were placed on top of several wooden pallets as a safety precaution. The metal drums were also moved 6 inches away from the walls of the building. The mineral oil is used as mixture during mosquito spraying.



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HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Did you know?

According to the U.S. Department of Labor, 70% of Americans hold jobs that were technically non-existent 20 years ago.

Training/Workshops/Seminars

TML Training Opportunities - The HR Department is on schedule and rolled out the TMLIRP training opportunities at the January 30th staff meeting. All employees now have free access to a variety of training topics.

Professional Development Program - The 2nd quarter training of the Professional Development Program was held on January 24, 2013. The training session consisted of two speakers:

Session 1

Session 2



**Liza Aguilar
Wood of McKibben,
Woosley and
Villarreal, LLC**

**Shane Creel, PhD.
3BL Compliance**

Both speakers provided valuable information on management topics. Attendance by staff continues to be excellent.



City Manager Vince Capell saying a few words to our leaders before the program begins.

The next two sessions of the Professional Development Program are being coordinated by Risk Management and Human Resources to bring knowledgeable speakers to staff. These training opportunities are a valuable resource.



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Open Positions

Community Appearance - - Administrative Assistant I and Equipment Operator I
Health - - Animal Control Officer
Kleberg Public Library - - Library Director
Landfill - - Equipment Operator II
Street - - Equipment Operator III
Task Force - - City Marshal
Water - - Utility Worker

Milestone Anniversaries - 5, 10, 15 and 20+ years

20+ years - Fire: James Creek; Sanitation: Baldemar Gonzales; Street: Oscar Luera

New Employees - 0 / Promotions/Transfers/Changes - 0 / Retirements - 0

Separations

Joel Ramirez (Finance)
Rosalinda Rodriguez (Community Appearance)

Prescription Discount Program – National League of Cities (NLC)

December 2012 – 53 prescriptions filled under this program used by a total of 19 individuals for a monthly savings of \$ 625.61. The average price savings was \$11.80 per prescription which translates to a 28.9% savings on prescriptions.

As of date, the program has been utilized by 1660 individuals for a grand total savings of \$55,233.16 since the beginning of the program in August 2009. The plan has averaged a 20.6% savings in filling 5,984 prescriptions for persons in the Kingsville community.

PLANNING & DEVELOPMENT SERVICES (Courtesy of Mike Kellam, Director)

Meeting w/ Mark Dizdar RE Wildwood Trail Subdivision

Mike Kellam, Vince Capell, Mark Rushing, Courtney Alvarez and Naim Kahn met with developer Mark Dizdar on January 28th regarding the Wildwood Trails Subdivision (formerly known as Jalisco Ranch). The meeting was a follow up to the previous discussion regarding the progression of the development and negotiations pertaining to possible public/private partnerships to ensure a higher quality, successful development. Currently a draft agreement has been discussed and design discussions have been had. City staff awaits resubmittals and additional feedback pertaining to the information/applications provided to the developer in an effort to meet the required deadlines of the project. Additional meetings are scheduled toward the continued progress and negotiation of a successful partnership.

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Internal/External Web based Geographical Information Systems (GIS) Development

Mike Kellam met with Vince Capell, Naim Kahn, David Mason, Tony Verdin, Valerie Valero, Lisa McGlaughlin and J.R. Cavazos on January 30th regarding the Web GIS development. The basis of the meeting was for the IT and Engineering/GIS Techs to provide an update on the progress. With the purchase of the GIS server last fiscal year, the team has built the data and mapped out the necessary path towards full utilization of the GIS data. Based on the information provided, the anticipated date of completion is March 1st. This will allow internal and external users to access the GIS through a web page that is user friendly with an enormous amount of useful information pertaining to property research and mapping. Internally, this will enhance efficiencies in our operations and provide a better service to our customers. This is becoming more and more common in cities and counties that has proven to provide enormous dividends.

H.M. King High School Renovation

The City/Foundation Coordination Team met on January 29th to discuss the ongoing planning and implementation for the buildings and site. The floor plan and space allocation is well underway and numerous improvements have been made to maximize value and space. To date the architectural design is on pace with coordinated operational timeline. The doors and windows are in process, with restoration taking place on the doors and new custom production taking place for the windows. A structural analysis proposal has been provided and is under review by the foundation for approval as the coordinating committee has recommended approval. Demolition on the interior will begin shortly to remove all the remaining plaster to prepare of the interior restoration/remodel. Additionally, we continue to work toward the land acquisition, platting process and overall site design. A meeting will be held with KISD on February 5th to work toward finalization of this agreement in the coming weeks. Additionally, the fundraising efforts continue to be fruitful as Annette Petersen and her group secures a \$5,000.00 grant from the Texas Historical Foundation, which was presented to the coordinating committee and distinguished guest Helen Kleberg-Groves on Friday, January 25th. We'll continue to push forward toward the successful and timely completion of this project.

Trash Off Event - January 26th

The Planning & Development Services Department via the Community Appearance Division hosted another hugely successful "Trash Off" event on January 26th from 8:00am to 12:00pm. Due to the excellent leadership and coordination by Jennifer Bernal, with the assistance of numerous city staff and community volunteers we were able to collect 44.42 tons of trash/brush and nearly five tons in tires. Combining the past two trash off events (September & January) the events have provided for the collection of over 90 tons of trash/debris/brush and over 10 tons of tires. Again this couldn't be done without the enormous effort of city staff including public works staff who provide and operate the equipment, and the numerous administrative/field staff who give up part of their Saturday's to help improve the community. We look forward to future clean up events that are scheduled throughout the year.

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Meeting w/potential residential developers

Mike Kellam met with potential residential developers on January 30th. A partnership group is exploring the possibilities of a single family development and is in the exploratory stages. They were very interested in Kingsville due to the word getting around regarding partnership/development activity in the city. They currently own property and admittedly left the meeting encouraged about the possibilities. Staff will keep you updated as we're hopeful the discussion continue.

Building Services Division

Permitting

Remodel- 19, Electric- 34, Fire Inspections- 37, Plumbing- 9, Mechanical- 9, Roofing- 10, Residential Meter- 18, Commercial Meter- 5, Gas Inspection- 17, Swimming Pool- 1, New Residential-2, Commercial Building- 2, House Leveling- 1, Sprinkler/Irrigation- 9, Curb Cut- 1. *Total Permits: 175*
New Business - None / Plan Submittals - None

Building Officials Report

Daniel Ramirez reports that he and the Building Inspector, Dio Perez, are working diligently to keep up with the high demand as shown above. With 175 permits issued in a two week period the Building Services division is thrilled with the activity and actively handling the increased workload. If you see a blur moving quickly through City Hall, it is Daniel or Dio on there way to another project.

Community Appearance Division

Recent activity (January 16-January 30) by Community Appearance Inspectors is as follows:

Activity:	Results:
Notices Sent- 152	Compliances-260
Inspections- 177	Abatements-7
Re-Inspections- 348	Court Cases-9
Illegal Dumping Cases-0	Referral to other Department-8
Obsolete Sign Violations-1	

Community Appearance monthly performance measurements to be met- minimum 320 notices/150 compliance cases per month.

215 E Ragland-Property Owner Abated

BEFORE

AFTER



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BEFORE

AFTER

814 E. Johnston-Property Owner Abated



Community Appearance Activities

Jennifer Bernal and Cyndi Flores-Falcon have completed Basic Code Enforcement training. Arrangements are being to test to become certified. TEEX arranges times, dates and location for the testing centers. Code enforcement officers have made an impact on property maintenance from business owners by making contact with store managers or property managers.

Trash off day 2013 was a huge success. Thanks to all those who participated in the event. Total collected debris was 44.42 tons of trash/brush & 9,980 lbs in tires. Great job everyone. The next scheduled trash off day is September 21st.



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Demolition Initiative

The “Demo Team”, is preparing documents to present to City Commissioners requesting a demo order for five dilapidated structures at the Feb 25th meeting. No contact has been made to the Building Official by the property owner to contest the demolition of the structure.

As the Building Official notices the unsafe and dangerous structures, many have signed the property owner agreement. As of October 1, 2012, 10 structures have been demolished.

Below is an update pertaining to the noticed properties in violation awaiting a demolition order and the already agreed upon and approved properties scheduled for upcoming demolition:

Date	Property Location
<i>Pending</i>	519 N. 6 th St.- Awaiting re-hearing for Demolition Order Request
<i>Pending</i>	222 E. Huisache-Pending Commission Hearing 2/25/13
<i>Pending</i>	232 E. Fairview- Pending Commission Hearing 2/25/13
<i>Pending</i>	818 E. Richard- Pending Commission Hearing 2/25/13
<i>Pending</i>	921 E. Yoakum- Pending Commission Hearing 2/25/13
<i>Pending</i>	613 E. Ave C- Pending Commission Hearing 2/25/13
<i>Pending</i>	919 W. Lee-Pending investigation completion by KFD
<i>1/14/13</i>	801 S. Wells- Per Signed Property Owner Agreement
<i>1/18/13</i>	616 ½ W Santa Gertrudis- Per Signed Property Owner Agreement
<i>1/30/13</i>	418 E. Lee St.-Per Demolition Order
<i>1/31/13</i>	523 E. Henrietta St.-Per Demolition Order

418 E Lee-Demo by City Crews

BEFORE



AFTER



Top Ten Private Property Clean Ups

Celebrating 100!! Community Appearance has completed Phase 10, which marks 100 property cleanups. Making a difference 10 properties at a time. Great job to all those involved!

Community Appearance Inspectors are following up on previous City abatements to ensure compliance since the initial 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 11th phase to be

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completed in February. As in the past, owners or occupants of the properties have failed to abate these nuisances after being noticed. The current top ten properties are as follows:

11th Phase

Property Address	Tentative Date of Abatement
Young Drive	2/5/13
715 W Warren	2/6/13
613 W Warren	2/7/13
816 E Doddridge	2/12/13
115 University	2/14/13
2029 E Gen. Cavazos	2/15/13
1318 E Alice	2/19/13
806 E Vela	2/20/13
210 E Richard	2/21/13
1215 W Circle	2/26/13

908 E Vela-Phase 10 “Top Ten”- City Abated

BEFORE

AFTER



Property Owner vs. City Abatements on the Increase

As shown in the below table the number of owner abatements on noticed properties within the “top ten” monthly clean ups has risen. The intent is to get to 100% property owner compliance with no reoccurring junk and debris violations. These numbers indicate the property owners are increasingly taking the initiative to come into compliance, thereby indicating a change in behaviors hopefully due to increase public awareness of City codes.

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Top Ten Phase #	#of Cleanups Conducted by property owner
PHASE 1	0 out of 10
PHASE 2	2 out of 10
PHASE 3	2 out of 10
PHASE 4	3 out of 10
PHASE 5	3 out of 10
PHASE 6	3 out of 10
PHASE 7	4 out of 10
PHASE 8	7 out of 10
PHASE 9	5 out of 10
PHASE 10	8 out of 10

POLICE DEPARTMENT (Courtesy of Ricardo Torres, Chief of Police)

Friday, February 1st, 2013, Four KPD SWAT Member Graduate as Instructors from Terrorism Response Tactics: Active Shooter Train-the-Trainer

Chief Ricardo Torres is proud to announce that Cpl. Sinica Pittman, Cpl. Jorge Flores, Det. Tony Contreras and Criminal Investigator Daniel Gonzales graduated as instructors after successfully completing a grueling 40 hour course in Terrorism Response Tactics: Active Shooter Train-the-Trainer.

The course consists of a select group of 25 law enforcement officers who are experience in police training, firearms training, and/or tactical methods and is taught by four senior instructors from the ALERRT training team and includes the following:

The **first two days** have the participants complete the basic active shooter 16-hour course. The **third day** is devoted to teaching methods and instructor training. The **fourth and fifth days** are focused on teach-backs, remediation and evaluation of the participants.

The instructors will be assisting in not only training KPD officers but other officers around the region and elsewhere as necessary.

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KPD Cadets Graduate from Del Mar Regional Police Academy

Three Kingsville PD Police Officer Cadets graduated from the Del Mar Regional Police Academy in



Corpus Christi, Texas, on Friday, February 1st, 2013. The cadets completed an intensive course to be eligible to take their state licensing exam. All three candidates have taken the Texas Commission on Law Enforcement Officers Standards and Education. The cadets will continue their training at the Kingsville Police Department which will include a 16 week Field Training Program. Only

after successfully completing that training will the cadets be assigned to patrol our city streets on their own. The cadet shown in the photograph from left to right are, Cadet Hector Fierova, Cadet Lawrence Rideau and Cadet George Vega. Also shown in the photograph on the far right is Ptlw. Magdalena Fonseca who was recently sworn in as a KPD Officer and had been going through some In-service training with the cadets.

The cadets performed well during the academy as exhibited by Cadet Rideau graduateing #2 academically in the class and he was the recipient of the "All Around Skills Award" which includes physical training, shooting and driving skills. Cadet Vega graduated #3 academically in the class and Cadet Fierova graduated #6 in the class academically. The Officers and Staff of the department wish to offer hardy congratulations to the cadets for their performance at the Del Mar Regional Police Academy.

Cadet Rideau and Cadet Vega are shown at right with some t-shirts that Officer Fonseca provided to remind them of some of the scenarios they went through during their In-service training.



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Friday, February 01, 2013 Chief Torres Speaks to Kindergarten Group

Chief Ricardo Torres, Sergeant Ted Figueroa, Ptlw. Bianca De La Rosa, Ptlm. Tony Macias and his K-9 partner Kaden went to A.D. Harvey Elementary School and provided a presentation on what they do as police officers representing our city. They focused on important traits such as honesty, loyalty, professionalism and courage. Following the speakers K-9 Kaden was presented to the students and a discussion ensued as to what his duties were as a member of the Kingsville PD team. The students that participated were provided with some mementos of the visit and several great questions were posed by the students to all of the officers.



Thursday, January 31st, 2013 Officers Visit Schools

Due to recent events around the country with active shooter incidents the Kingsville Police Department has enacted a program whereby officers are stopping in and walking through schools to monitor the safety of the teachers, staff and students. Sr. Ptlm. Eric Perez and Ptlm. Herman Cantu are shown interacting with students at A.D. Harvey School. The program has been well received by faculty, staff and students and will be continued during the near future.



Traffic Stop On Monday, 01/21/2013 at 5pm Results in Drug Arrest for Methamphetamine

KPD officers conducted a traffic stop for speeding on Ronnie Garcia. Garcia had 7 grams of Methamphetamine and 28 grams of Marijuana inside the vehicle. Ronnie was also wanted for 3 felony Aggravated Assault warrants of arrest and 3 city warrants of arrest for \$700.00. Also in the vehicle was his girlfriend, Renee Guzman was also arrested for the drug charges.

Monday, January 21st, 2013 Staggering Man Arrested for Public Intoxication and Possession of Controlled Substance PG 1< 1G

While on routine patrol Cpl. Vincent Murray made contact with Jonathan Lee Montalvo. Mr.

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Montalvo was obviously intoxicated so he was placed under arrest. Subsequent to the arrest the officer found 2 clear plastic baggies of cocaine under 1 gram were located on Mr. Montalvo's person. He was also charged with the possession of the cocaine and transported to the Kleberg County Jail where he was booked without incident.

Friday, January 25th, Traffic Stop Leads to Arrest for Possession of Marijuana less than 2 oz.
KPD officer, Cpl. Gilbert Rodriguez initiated a traffic stop and a gray Honda AEX 4dr in the 500 blk. of W. Ave D. The traffic stop led to the discovery of a marijuana "joint" in a plastic bag. The driver of the vehicle Zakary Noel Guerrero was subsequently arrested for Possession of Marijuana and transported to the Kleberg County Jail.

Saturday, January 26th, 2013 Traffic Stop Leads to Arrest for Possession of Synthetic Marijuana
KPD officer, Cpl. Vincent Murray, made contact with Jose Ibarra Jr. at 1200 S. 6th after stopping his vehicle a Silver Chevy Pickup. Officers developed probable cause and located some cigar paper that contained burnt synthetic marijuana as well as a "Klimax" potpourri bag. Further investigation led to the discovery of a brass pipe fitting that had been constructed to be used as a pipe for the smoking of the synthetic marijuana. Mr. Ibarra was arrested and transported to the Kleberg County Jail.

Kingsville Police Department
Calls-For-Service Report By Call-Type
1/19/2013 Through 1/31/2013

CALL-TYPE	Total Primary: 1147	
	Primary	Backups
ABANDONED VEHICLE	1	0
ACCIDENT-BLUE FORM/PRIVATE PROPERTY	6	7
ACCIDENT-FAIL TO STOP AND LEAVE INFO	7	6
ACCIDENT-MINOR	13	18
AGENCY ASSIST-FIELD EVENT	40	45
ALARM-BUSINESS	21	23
ALARM-RESIDENCE	8	11
ASSAULT	27	50
ATTEMPT TO CONTACT	2	1
BAR CHECK	9	9
BUILDING CHECK	8	1
BURGLARY BUILDING	1	0
BURGLARY HABITATION	9	13
BURGLARY VEHICLE	8	9
CITY ORDINANCE VIOLATION	12	3
CIVIL STANDBY	21	14

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CONSUMPTION OF ALCOHOL BY MINOR	1	2
CREDIT CARD ABUSE	2	1
CRIMINAL MISCHIEF	19	21
CRIMINAL TRESPASS-RESIDENCE/BUSINESS/CTW ISSUED	5	5
DAMAGED PROPERTY	10	7
DISTURBANCE	60	113
DWI-DRIVING WHILE INTOXICATED	3	5
ESCORT	1	0
EVADING	2	10
FAIL TO IDENTIFY	1	3
FIRE	1	1
FIREWORKS	1	1
FLAG DOWN	2	0
FOUND PROPERTY	4	0
FRAUD	1	0
HARASSMENT LETTER/PHONE/TEXT	7	5
INFOLOG	2	2
JUNK VEHICLE	17	3
LIGHTS-MALFUNCTIONING	1	0
LOST/STOLEN PROPERTY	5	0
LOUD PARTY/DOG/OTHER	23	26
MUNICIPAL REFERRAL	4	3
OPEN DOOR/WINDOW	5	6
POCS-POSSESSION OF CONTROLLED SUBSTANCE	2	2
POM-POSSESSION OF MARIJUANA	6	14
PUBLIC INTOXICATION	5	9
RECKLESS DRIVER	13	11
REPORT-ANY TYPE	5	6
ROUTINE PATROL	16	3
SECURITY CHECK	3	4
SHOTS FIRED	2	2
STABBING	1	9
STALLED VEHICLE	5	2
SUICIDE-ATTEMPT	1	1
SUSPICIOUS ACTIVITY	104	108
Terminated 911 Call	3	1
TERRORISTIC THREAT	2	3
THEFT	29	32
Traffic	475	241

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TRAFFIC HAZARD	7	7
UUMV-UNAUTHORIZED USE OF MOTOR VEHICLE	4	6
WARRANT MUNICIPAL/COUNTY/TCIC/NCIC	55	32
WELFARE CONCERN	39	44

PUBLIC WORKS DEPARTMENT (Courtesy of Naim Khan, Director)

Capital Improvement Projects

12" Water line project - Water Division under Public Works Department has finished their second big project within a few months after finishing the 12" Ceaser Water line project. 9000 feet of water line along CO 1030 from Trnat Road to FM 772 was designed in-house by Engineering Department and was installed by the Water Division. The water line is tested, sample result came negative; this line will be in service on February 01, 2013.

Concrete Intersection Reconstruction Projects - Elite General Contractors, LLC has finished the reconstruction/repair of ten worst concrete intersections in between 6th to 14th Street and Kenedy to Ragland Avenue (Bid #12-39). Preliminary walk-thru was done on December 07. Contractor is currently working on the City's punch list.

Curb and gutter Projects - Staffs have located several bad flooding areas. The city is working to resolve the ponding problem in these areas by constructing new inlets, repairing old curb & gutter, constructing new curb gutter and valley gutter, increasing inlet throat opening and constructing concrete flume. In all new curb and gutter job, the City is installing handicap ramp. Several curb and gutter projects have done. Staff has shot elevations on Lott Avenue from 14th Street to 16th Street and 16th Street from Huisache Avenue to Lott Avenue. Engineering Department has started designing the new curb and gutter in this location.

Street Improvement Projects - Staff drove and then walked along Armstrong Street from Santa Gertrudis to Caesar Avenue on Thursday, December 06 to determine the worst areas. 28 bad areas were detected in this street. City crews will start working at these areas on the week of February 04 to rectify quality issues on Armstrong and, to a lesser extent, Ailsie. Armstrong will be striped after all the other items are addressed.

Corral/ Santa Rosa Drainage Project – A preliminary walk-thru was completed on October 23rd. The contractor is making some corrections to the projects for final walk-thru in February. Street crews have installed the ditch markers.

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South Wastewater Treatment Plant Secondary Clarifier –Project is on schedule. Plumbing is done, Clarifier floor and wall has been poured by CSA Construction.



CSA contractors installing weirs in the clarifier

Public Works and Engineering

Kleberg Street Design from 3rd Street to 11th Street -

Texas A&M University-Kingsville College of Engineering, Kleberg Street Design team presented their 60% of their design work to the City staff on January 17. They were looking at some input from the City Staff regarding the design options. After detail discussion, the staffs have finalized their design option what has already been informed to the Design team. Engineering design of this project will be done by May 2013.

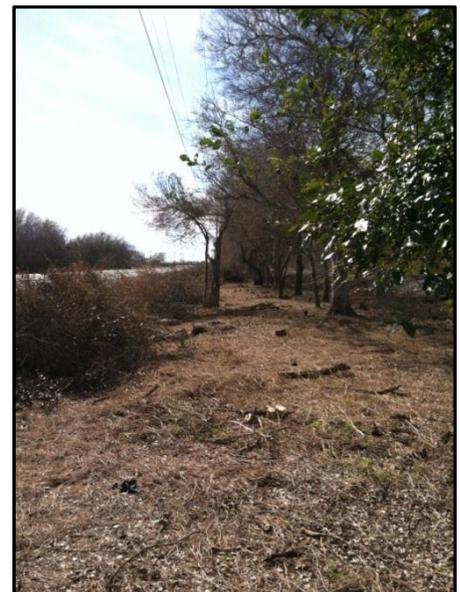
Street Map – Staff has driven the entire town to determine the street condition and eventually to develop a street rating map. The streets are classified as “Good”, “Fair” and “Poor”. Staff is working on developing a dynamic street improvement model which will be used for prioritizing and scheduling of repair and maintenance work. The model will be presented to the City Commission within a few month.

Keeping the Lights on - In the past, City's burned out Street lights were not replaced until those were noticed by the citizen or the staff. From November 2011, staff started doing the inventory for the burned out street light throughout the City. Street Division crews drive for several hours at nights and collect the data every month and the information is sent to AEP for necessary action. The burned out street lights are taking care of immediately.

Street Division (01/13-01/27)

Helping to Clean up Kingsville - City's Street Division plays a significant role on the City's clean up and beautification effort. In November – December of 2011, Street Division cleaned the brush, removed the dead trees and trimmed the trees from one of the major entry ways to the City – South 6th Street. This year Street Division has done the same thing on the North 6th Street entry way to the City. Brush crews from Sanitation Division help Street Division to haul off the brush.

North 6th Street Entryway to Kingsville



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Sign Machine Purchased - Recently the City purchased a sign machine. This machine will be used to make mostly street name signs. The Street Division is looking at installing Street name sign in all of the streets in the town within a several months.

Sign Machine



Paving - Crews hauled and spread recycled asphalt and limestone to construct a road from King Street to pavement construction material storage area near Police Department, put final layer of recycled asphalt on road and rolled it, continued road to make left hand turn into gravel pit, completed final layer of recycled asphalt, rolled, watered and cleaned up entire road from Police Department to storage area.

Sweeping - Crews swept on 6th St from Corral to Caesar, General Cavazos from 14th St to Bypass, 11th St from Yoakum to King, 10th St from Yoakum to King, 9th St from Yoakum to Kleberg Avenue., 8th St from Yoakum to King, 7th St from Yoakum to King, 6th St from Yoakum to King, Kleberg from 11th to 3rd St, 3rd St from Yoakum to King, Seale from General Cavazos to Ailsie, Cypher from University to Seale, Henrietta from University to Seale, Lee from University to Seale, University from Lee to King, Wanda from King to Lee, Jackson from King to Henrietta, Lee from Armstrong to Lantana, Richard from Hwy 141 to University, Alice from Armstrong to Lantana, University from Yoakum to Lee, Kleberg from Armstrong to University, 5th St from Kenedy to Huisache, Lott from 4th to 5th St, Kenedy from 4th to 5th St, 4th St from Huisache to Kenedy and on Lantana from Henrietta to Alice. Crews picked up ponded stromwater from Ave F and Brown, corner of Carlos Truan Blvd and Parker, corner of 16th & Lott, corner of Yoakum and 10th St, corner of 5th and Huisache, corner of 23rd and Louisiana and on Maple & 19th Street.

Gutters – Crews cleaned all gutters in Zone 11, Zone 14, Zone 10, and Zone 5, one way street west of Post Office, on 13th St from Richard to King, on Alice from 15th to 17th Street and on Kleberg from 15th to 17th Street.

Weed Killer – Crews sprayed weed killer on the East and West side of the curb on 5th St from Ave D to Henrietta and on the North and South side of the curb on Santa Gertrudis from 6th to Armstrong.

Mowing - Crews mowed on 5th Street from Kenedy to Huisache, Carlos Truan Blvd to US 77 Bypass, Corral at US 77 Bypass, Santa Gertrudis at US77 Bypass, King at US77 Bypass, Kenedy at US 77 Bypass, General Cavazos at US 77 Bypass and Carlos Truan Blvd from US77 Bypass to Kingsville Naval Air Station; trimmed palm trees and cleaned sidewalk on General Cavazos. Crews also mowed and trimmed weed & grass around the sidewalk on 14th St from H.M. King to General Cavazos.

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Patching – Crews patched at College Place, South Park Apartments, Lott between 14th St, at 1002 Gillette, at 1705 E Ave F, Ave A & 1st St, Pasadena St, on Ave F, on 6th St from Corral to ‘Y’, and on Trant Rd.



Street Division has recently purchased a ProPatch machine which uses hot-mix asphalt for patching. Crews cut a square around the pot-hole before filling with hot-mix. The patched area looks nice and it is durable.

Sign Shop - Crews removed banners on 14th St from Caesar to Nettie on East side of road and from Corral to King St on West side of road; removed Christmas wreath on gazebo on Kleberg Street; put signs on Johnston and Wanda and on Johnston and Lantana;

installed STOP signs at Santa Fe and Santa Rosa and at Ailsie and Carlos Truan Blvd; set up sign for Trash Off at 6th Street between E. Ave B and E. Ave C; checked locate for 20th & 23rd Street; picked up portable STOP signs on Santa Fe and Ailsie and Carlos Truan Blvd; filled manlift with diesel at gazebo; took manlift to 9th and Kleberg and 10th and Kleberg to remove light bulbs; put away Christmas banners in shop; brought back man lift from National Guard to yard; removed sign pole by Lamar School; installed Children Crossing signs at Harrel School-one at Johnston and Wilson, two at Johnston and Lantana, and two at Perez School; dug holes at Ailsie and Elizabeth for Pedestrian signs in front of Coastal Bend College; helped patch in front of warehouse; checked locations on 17th & Alice and 23rd & Lott; put up orange stakes on 3rd & Yoakum; helped with hot mix at the Public Works yard; replaced DIP sign at 3rd & Richard and on 3rd & Lee; replaced STOP sign at 23rd & Lott; replaced End of School Zone sign on Lott & 21st St; replaced STOP sign on 5th & Santa Gertrudis and on Alice & 17th St; installed STOP sign on 17th & Alice and 23rd & Lott; installed DIP sign on 3rd & Richard and 3rd & Lott; replaced STOP sign on 5th & Santa Gertrudis; installed crosswalks on 17th & Brookshire; took measurements for location on Garza & Wilson St; checked crosswalks on 17th & Brookshire, Brookshire & Gillett, 17th & Ave A, 17th & Nettie, and on 17th & Ella.

Miscellaneous – Crews watered all palm trees on General Cavazos, picked up loose concrete rock on Kenedy & 6th St, cut trees on North ‘Y’ & 6th St, helped with the Live Stock Show parade, helped with Martin Luther King parade, trimmed trees on 6th St & ‘Y’, picked up fallen tree on Franklin Adams & General Cavazos, cleaned up alleys on the 100 Block W Ave A, 400 Block W Ave A, 300 Block W Alice (both sides), 300 Block E Ragland and on the 400 Block Alexander & Miller.

Water Production (01/21-01/27)

STWA Out of Service - STWA is out of service due to the booster pump breakdown. STWA is getting quotes for 1500 gpm pumps. Grounds are being maintained at three (3) well sites. Odessa Pumps evaluated STWA pump problems on 12/18/12 and gave us an estimate for rotating element for #3 STWA pump - \$25,000.00; Staff is waiting on quote for replacement pump and a 1500gpm complete pump. Standby generators and ATS switches were delivered to the designated well locations. Water

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Production is scheduling a meeting with Carola Serrato in reference to the drought contingency plan and with Alpha Engineering in regards to pump presentation for new pump house at Well 19. Well 23 was down due to excessive vibration. The well was pulled on 01/22/13 by Friedel Drilling to evaluate problems.

Routine job - Collected 6 routine Bacteriological Samples; collected 7 daily chlorine residuals; daily water system monitoring; delivered Ammonia to 3 sites; delivered Chlorine to 3 sites.

Water pumped to distribution (01/21-01/27) - Wells – 24,743,000 gallons; Surface – 0 gallons; 1,862,000 gallons for Ricardo bypass; Total 22,881,000 gallons; Average – 3,267,000 gals/day

Wastewater Collection and Treatment Plant (1/21-1/27)

Wastewater Treatment North Plant - Operators and helpers cleaned clarifier troughs and weirs; operators shoveled sludge from sand drying bed; Helpers and operators replaced UV lights; wasting in wedge wire and sand drying beds; plant helpers mowed grass around Treatment Plant & Lift stations; operators worked on Grit pump system; installed submersible pumps down dry well at 17th and Lee St; electrician replaced lighting around Treatment Plants; quarterly Bio-Monitoring.

Wastewater Treatment South Plant - Operator cleaned clarifier troughs; operator shoveled sludge from sand drying beds; wasting in wedge wires and sand drying bed; mowed grass around the plant; wasting sludge into drying beds; CSA Construction worked on Secondary Clarifier and Bar Screen; quarterly Bio-Monitoring.

Wastewater Collection - Had 20 calls for sewer backups. Crews hauled dirt from Police Department to South Plant; cleaned and vacuumed sewer mains around town; greased Trap Inspections, and transported Bar Screen to South Plant for installation.

Water Distribution (01/21-01/27)

Water Division Crews repaired 10 Main Breaks and answered approximately 41 Service Calls (meter leaks, cutoffs and backfills).



Crews met with consultant engineer Mr. Castillo with Alpha Engineering regarding the valve rehabilitation. Each location was visited and mapped out. Water crews dug holes with hydro-excavator for Wash Rack cat-walk and repaired 8" Fireline on the 200 Block of East Kleberg. Crews also worked with Street Department to patch water leak areas. The Water Division would like to thank the Street Division for cleaning and patching South Park Apartments. **Jose Silva, Luis Bautista, Ernie Deases, Aarron Vela and Cecilio Oregon from Water Division are working at 1501 Santa Monica**

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City Garage (1/15-01/28)

Maintenance - 6 Oil changes on preventive maintenance; 34 scheduled work orders; 40 nonscheduled work; 6 Service calls; 0 Call outs; 6 New tires on heavy equipment and trucks; 9 flat tire repairs and balances; 21 pending work orders.

Welder - 1 received work orders; 5 pending work orders; 6 nonscheduled work orders; 3 scheduled work orders; and 8 service calls. Welder also worked on ramp for Leeboy for Street Division.

Solid Waste (1/21-1/27)

Landfill - The grass is taking root nicely on slopes at the Landfill. Saturday operating hours were presented to Commission. Hours will be adjusted after notification of TCEQ. The new hours will be 8:00 a.m. to 12:00 p.m. noon. Landfill Supervisor talked with Scot Collins from Naismith Engineering about progress of permit amendments, TCEQ is currently reviewing. There are several interested buyers for the old compactor. The price of \$70,000.00 was approved by one of the interested buyers. The Operator II position will be open with the resignation of Tim Flores from the Landfill.

Garbage – 382 tons; Brush – 66 tons; Concrete (commercial and residential) – 111 tons; Construction and Demolition (C & D) – 57 tons; Sludge – 63 tons; Shredded Tires – .90 tons; Litter – .50 tons; Trash Off – 44 tons

Sanitation - Residential waste collected from 01/13-01/27– **601,940** pounds; Commercial waste collected **695,200** pounds; Brush collected **116,340** pounds and construction debris collected **124,760** pounds. Brush crews collected Zone 2 and Zone 3 and worked on abatements when possible, weather permitted. White goods were also collected for Zone 2. Demolition was accomplished at 616 ½ N. Wells and at 908 E. Vela. Brush crews collected Christmas trees from the collection activities and mulched the trees in the parking lot. People used this mulch for personal use. Brush was cut at the intersection or 'Y' of 14th and 6th Street and sent to the Landfill.



Collected Christmas Trees



Free Mulch for Residents

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Demolition Assistance - Sanitation Division always helps the Code Enforcement Division for demolition and abatement. Two of several houses recently abated are located at 418 E. Lee and 616 ½ N. Wells.



418 E. Lee



616 ½ N. Wells

PURCHASING AND TECHNOLOGY DEPARTMENT (Courtesy of David

Purchasing/Technology Division



Purchase Orders - For the period of 01-17-2013 through 01-31-2013, 99 purchase orders were issued totaling over \$280,000.00.

Emergency Debris Management Services - The review committee for RFP No. 13-05 Emergency

Debris Management Services met to analyze and rank the eight (8) proposals submitted. The review committee consisted of: David Mason, Purchasing/IT Director, William Donnell, Assistant Public Works Director, Melissa Perez, Risk Manager, and Luke Stevens, Sanitation Supervisor. Staff recommendation will be presented to Commission at the next meeting.

New Pump House for Water Well 19

Alpha Engineering with the help of the Purchasing Department and the Engineering Department held a Pre-Bid meeting on January 29, 2013 to discuss the new pump house for Water Well 19. This bid is scheduled to open on February 7, 2013 at 1:30 p.m.



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Technology Division

Updating and Maintenance - Under Maintenance Task the IT department underwent rework of the SysAid and exchange server by balancing out some performance issues that we were having. IT staff apologizes for the slow down on emails and the unplanned outages at the beginning of the week. Hopefully, the situation has been resolved and won't require further tweaking. IT Staff also upgraded our backup solution to its latest version and performed successful tests using it. Being how it's our primary method of continuity, it's important to ensure that it is updated and properly functioning. IT staff performed some minor maintenance to the Fire Station server in hopes of installing and configuring a separate exchange server as per discussion with the new Fire Chief. IT Staff will determine the optimal deployment strategy and begin test scenarios.

IT Strategy and Projects - The IT Division had its very first "round-table" discussion. The discussion consisted of David Mason, Antonio Verdin, Joey Garcia and Tony Wilson. Topics discussed were pitfalls, training opportunities, and shared general knowledge. The IT Staff believes this meeting was a success and will continue to have meetings like this once a month. One goal that came out of that meeting is to start doing employee training via webinars. IT Staff hopes to get the ball rolling on this with a quick instructional on how to operate SysAid. Also, IT Staff met with the GIS server deployment team. The discussion was very informative on where we are and the future of the project. The IT department is currently awaiting additional information from a third-party vendor.

SysAid Server - Additional information for the SysAid server, IT Staff understands we haven't been fully integrated by supporting this system; however, believes this to be a problem with fine tuning rather than the program itself. The IT Staff has made several changes to the functionality of the SysAid server. Changes include:

- Due Dates - From now on all requests that are put into the system are going to be responded to in 2 days and addressed within 4 business days. If additional time is needed then it will be noted on the ticket. IT Staff has begun fine tuning the response times.
- Precedence - Certain category combinations will have high precedence than others. For example, connecting to email will carry more weight than a paper jam. It is very important that your issue be categorically correct and all the requested information be filled out to the best of your ability.
- Calendar - Entering the calendar module will show you when a ticket was put in and when you can expect results. Also, if you require assistance with a vendor then you will be able to schedule accordingly.
- SSL Access - the SysAid server is a full web service increasing its availability to any web enabled device.

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●Email integration - fixed situation where some email notifications were being blocked.

Please remember this is software that we pay a vendor for the fine tuning so I encourage those who have tried it in the past retry using it, and for new users to at least log in and setup their profiles.

R.J. KLEBERG PUBLIC LIBRARY (Courtesy of Ruth Valdez, Interim Director)

Did You Know?

Did you know that, including branch libraries, there are approximately 16,698 public libraries in the United States?

Library's Facebook Page Becoming Popular

The start of a new year means many patrons have committed themselves to personal goals that will benefit them in the future. This includes leading healthier lifestyles, pursuing new careers and higher education, and even getting into the habit of regular reading. To help patrons decide which books to read, the library has begun a campaign on its Facebook page to promote literacy in the community by highlighting interesting titles from both its Fiction and Non-Fiction collections. The goal of this campaign is to fuel a person's passion for reading and spark a new interest for those who would not ordinarily disconnect themselves from their devices and pick up a book. Several titles have already been spotlighted during the month of January, with many people "liking" the suggested titles the library is promoting. Many people have also "shared" the library's posts with other friends on Facebook, which in turn is also running up the number of Facebook page visitors and increasing patron traffic within the library. To view the library's suggested titles, go to www.facebook.com/kleberglibrary and find a new and interesting book to read for information or pleasure.



Children's Department Offers New Format

The JE books with compact discs are now processed and displayed in transparent sleeves in the children's area where the crayons and coloring pages are located. These sleeves contain compact discs with an entire story read word-for-word so that the child can follow along in the companion book. Children should find these new additions to the library a fun and interesting way to learn words or improve their reading skills. The children's department has received a new selection of popular character books, such as *Curious George*, *Barbie*, *Oswald*, *Care Bears*, and *Thomas and Friends*. These books are being processed now and will be put on the shelves soon. These additions should be a most welcome discovery for small children who



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enjoy these characters. Toddler story time is held every Thursday morning at 9:30 in the children's area. While this has been a regular event for almost three years, word has spread about these fun sessions and attendance has been increasing. Many new faces are replacing those children who have "graduated" from the toddler stage and are now attending school. Recently the attendance has increased to approximately twelve to fifteen children who regularly attend, as well as several others who visit occasionally. Attending parents get involved in the activities also, which makes for an enjoyable time of interaction among all of those involved.

RISK MANAGEMENT (Courtesy of Melissa Perez, Manager)

Risk Manager attended Tier II Training in Victoria, Texas

Risk Manager Melissa Perez attended Tier II Training in Victoria Texas on January 18, 2013. Tier II is an annual Chemical inventory report that has to be turned in to The Department of Human Services annually. City Departments such as Public Works, Wastewater and Health Department



will evaluate their Hazardous Chemical Inventories of no less than 500 pounds and over. The deadline for the report is March 1, 2013. Department heads will be working together with the Risk Manager to get this report accomplished.

Fire Chief Joey Reed and Melissa Perez discussing City's Emergency Plans

Newly appointed Fire Chief Joey Reed and Risk Manager Melissa Perez will be meeting once a week to review, evaluate and work on the City of Kingsville's current Emergency Plans. J.Reed and M. Perez will be utilizing a checklist to ensure all areas are looked at. The plan will contain the city's current Annexes, Emergency Debris Removal, Data Disaster Recovery Plan and the City's emergency response plan with Garner. The Fire Chief, Risk Manager will also be meeting with the Police Chief next week to look at the City's Emergency Siren System.



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Professional Development Program Training January 24, 2013

The City of Kingsville conducted its 2nd Professional Development Program. The Training was Conducted on Thursday January 24th at the Kleberg Bank conference room (basement). Thursday's Program included two sessions:

Session No. 1 - the first session from 9 to 12 conducted by Lisa Aguilar Wood of the Law Office of McKibben, Woosley & Villarreal, LLP topics discussed were work place harassment, retaliation, diversity and discrimination.



Session No. 2 - The second training session was from 1:30 to 4:30 p.m. and was conducted by Dr. Randolph Shane Creel. Topics included leadership and ethics. Thirty eight managers, directors and supervisors attended the training session. Attendees had a very nice lunch and more discussions during lunch at Butch's Restaurant.

Risk Manager visits and conducts a walk through of the Volunteer Fire Department



The Risk Manager visited and conducted a walk through of the Volunteer Fire Department with Asst. Chief Ron Gerd. R.Gerd showed the Risk Manager all areas of the VFD to include the Training Room, Storage areas for Bunker Gear and. Emergency supply room. The computer they are utilizing is out of date so, the Risk Manager and Tony Verdin IT will be replacing it with a much updated model It was found during the walk thru that the department needed another Fire Extinguisher. One was purchased by the Risk Manager to put in place in the Training area. Evacuation routes were also examined.

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Chemical Storage Improvements at the Health Department

Risk Manager visited with Emilio Garcia; Health Department Director this week to walk thru areas and look at Evacuation routes, Fire Exits and Chemical Storage areas. Mr. Garcia has made many much needed improvements in his Department to include, ensuring all his chemical containers are above ground on pallets and keeping his warehouse neat and clean. Mr. Garcia also was also able to allow access on a door that was shut for several years. This door is now a secondary exit for emergencies and has proper signage.



Meeting to discuss Evacuation Routes for City Departments

Naim Khan, City Engineer, Valerie Valero; Engineer and Melissa Perez, Risk Manager met on Thursday January 31, 2013, to discuss plans to update Evacuation Routes

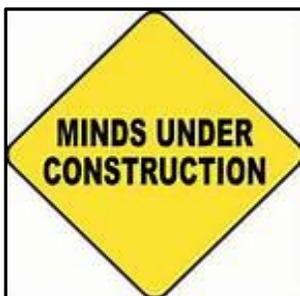
for City Departments. The Risk Manager has been inspecting city departments and reviewing areas for evacuation routes and fire extinguishers. The RM is also ensuring these items are placed in common areas and rooms of high capacity such as training and meeting rooms. V. Valero will be inspecting departments together with the Risk Manager to discuss primary and secondary exits. V. Valero will be working with other Engineering staff in drawing the areas.



Next Professional Development Program (PDP) in the Planning Stages

Training Generals Melissa Perez and Diana Gonzales are working hard to discuss ideas for future Professional Development Program sessions. The next training has been set for April and the one following that in July. The PDP will be utilizing National Seminars to conduct the training sessions. The tentative

topic for April's training will be Performance Evaluations & Accountability. It will be a one day training class. The tentative topic for July will be Managers role in developing people.



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TASK FORCE (Courtesy of Guillermo “Willie” Vera, Commander)

“Today’s New Friend is Tomorrow’s Family”

On Monday January 21, 2013 Assistant Task Force Commander Ken Starrs’ home burned down. Along with it went all of his clothing, vehicles and personal belongings. The most serious and unfortunate result of the fire are the burn injuries to Ken’s wife, Karen, who is hospitalized in San Antonio and will likely remain hospitalized for several more weeks. This unfortunate situation will require financial and spiritual assistance from all of us. The law enforcement community has come to the Starrs’ aid as have numerous other individuals and organizations, but their needs are great. Any assistance will be greatly appreciated by the Task Force Family. An account has been set up at Bank of America to accept donations or contact the Kingsville Task Force office for assistance. All donations will be delivered directly to the Starrs where it will be put to immediate and beneficial use.

Police Chase with Narcotic Smugglers

On Tuesday January 22, 2013 at approximately 12:55pm Task Force Agent McGee attempted to make a traffic stop at U.S. Highway 77 at Co. Rd. 2155 in Ricardo, Texas on a 2006 Chevrolet pick-up displaying Texas registration for speeding. After Agent McGee activated his emergency lights, the Chevrolet truck evaded at a high rate of speed through narrow streets in Ricardo, Texas where the driver wrecked the truck into a tree located on the Ricardo School property. The pick-up driver then evaded on foot. The driver was apprehended a short while later in another 2009 Chevrolet pick-up also with Texas registration. The second truck was being driven by William Lopez. During a search of the 2009 Chevrolet pick-up, Agent McGee located three loaded hand guns and extra ammunition hidden in the engine compartment. All the weapons were wrapped in black ski masks. One of the hand guns was later determined to have been reported stolen. Kingsville Task Force Agents discovered the driver of the 2006 Chevrolet pick-up as Julio Hernandez. Hernandez was wanted out of Houston, Texas for Burglary of a Habitation warrant. During interviews with Hernandez and Lopez, both subjects admitted the 2006 Chevrolet pick-up had been used two weeks prior for smuggling kilos of cocaine from Mexico to Houston, Texas. Suspects also stated they were taking the 2006 Chevrolet to Mexico where it would be loaded with more kilos of cocaine to be smuggled back into the United States. Lopez also stated the 2009 Chevrolet pick-up was going to be driven into Mexico with the firearms and ammo. The investigation is ongoing.

Agency Assist – Narcotics & Vehicle Seizures

On Tuesday January 22nd, Texas DPS Trooper Eric Hinojosa stopped a purple Freightliner with Iowa registration pulling a trailer with Texas registration on U.S. Hwy 77 and CR 2150 in Kleberg County. The driver was identified as Guillermo Herrera from Edinburg, Texas. Consent to search the truck-tractor and trailer was granted by the driver. DPS Cpl. Eric Hinojosa and Agents Kirkpatrick and Tamez of the Kingsville Task Force located a false wall in the front of the trailer. Agent Ruben Guajardo drove the truck-tractor and trailer to the Kingsville Police Department for further investigation. Agent Guajardo took evidence photos for the DPS Troopers. The false front wall was removed and 26 bundles of marijuana were removed. The total weight of the marijuana was 663 pounds. The truck-tractor and trailer were impounded and stored at the Kingsville Task Force office pending seizure. The cargo was released to CH Robinson who picked up the load from the trailer on Friday Jan. 25, 2013.

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Professional Development Training

On Thursday January 24, 2013 Kingsville Task Force Commander Willie Vera and City Staff (Directors and Supervisors) attended Leadership Skills Training in Kingsville. Attendees were given leadership training to enhance their abilities to deal with today's supervisory and employee issues.

Chapter 59 Asset Sharing Helps Fund Local Agency

On Monday January 28, 2013 Kingsville Task Force Commander Willie Vera presented Kleberg County Constable Precinct 3 Cid Zavala with two checks totaling \$3,991.20 during Kleberg County Commissioners Court's regular session. The asset sharing between agencies is in accordance with an existing asset sharing memorandum of understanding for Chapter 59 funds. County commissioners were delighted with the additional funds provided by these agreements.

Public Works Employees Provide Assistance to Kingsville Task Force

On Tuesday January 29, 2013 City of Kingsville Public Works employees assisted the Kingsville Task Force with the clean-up and disposal of several loads of trash and materials at their facility. An early clean-up project took place to prepare for the departure of the U.S. Border Patrol from the facility. Lots of gratitude and many thanks to all involved with this project.



TOURISM SERVICES DEPARTMENT (Courtesy of Bob Trescott, Director)

Report: January 18 – February 1, 2013

Fixing the Fence at Visitor Center – A Unique Cooperative Effort between Tourism Department and Sheriff's Department

There is an old, tall, but scenic privacy fence that separates the City Visitors' Center from the Sheriff's impoundment property. The fence was in poor repair, compromising its appearance and that of the City property and also compromising the security of the County property. It wasn't clear who owned and was responsible for the fence. The cost of totally replacing the fence would have been prohibitively expensive and debating over responsibility with the county would have been delaying – plus we may have ended up with an unattractive chain link fence.

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Chuck contacted the Sheriff's Department and worked out a cost share and completed the work in record time – preserving and enhancing our weathered, attractive boundary frame to our facility while helping the County in securing its facility. This is a great example of communication and collaboration to mutual benefit.

BEFORE



DURING



AFTER



BEFORE

AFTER



Window Repair at Visitor Center
 As part of continuing repairs to our visitors' facility, we have completed some more repairs to the attic, to insulation and to rot under a window.

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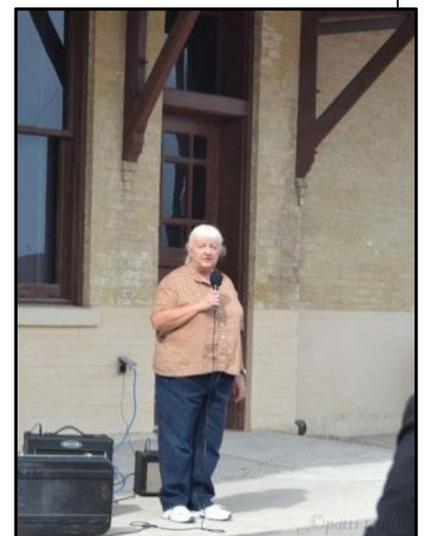
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Successful Martin Luther King Day Parade

On January 21, the Tourism Department supported a very successful downtown MLK Day parade in which we assisted the sponsoring committee in tying the event to the history of our community, specifically the black community's connection to the railroad. Pat Allison spoke about that history, and there was a talent show at the Depot where the parade ended. Many City Departments assist with these downtown events and their participation is cheerful, effective and getting more efficient with practice.

Tourism is increasing participation and promotion of this longstanding event as part of our "build on our strengths" strategy.



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Texas Historical Foundation Presents Check to 1909 HM King School Foundation

Margaret Thomas of Cuero and Elizabeth Susser of Corpus Christi, board members of the Texas Historical Foundation presented a \$5,000 check for the HM King School renovation. The Mayor and City Staff were on hand along with Mrs. Helen Groves and others. Tourism coordinated some maintenance and cleaning, opening the building site, and coordinating some media. Mike Kellam gave a tour of the building.



Mayor and Mrs Groves



Ms Thomas and Ms Susser



Check Presentation

Cynthia Martin at Llano Main Street Training

Cynthia Martin was in Llano January 29 – February 1 for Texas Main Street Training. Those in attendance included new managers, assistant managers and volunteers from 18 cities. There are currently 84 designated Main Street programs in Texas, making it one of the largest state programs in the country. Training was conducted by professional staff of the Texas Main Street Program, which is under the Texas Historical Commission, the state agency for historic preservation. Training content featured the basics of how to implement the Main Street Four Point Approach™, which is used by local Main Street communities across the country.



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Successful Livestock Show & Parade

On January 29, the Tourism Department supported a re-routed Livestock Show Parade through downtown. As part of our efforts to support, especially multi-day, events, we are working with this group to increase their visibility and community participation.



Once again, many City Departments assist with these downtown events and their participation is cheerful, effective and getting more efficient with practice. Tourism is increasing participation and promotion of this longstanding



event as part of our "build on our strengths" strategy.



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Regional Tourism Cooperation

Following up on Kingsville's hosting of the Texas Coastal Bend Regional Tourism Council's meeting on January 17, Bob Trescott traveled to Rockport on January 19 and met with the mayors of Rockport and Fulton, an Aransas County commissioner and business leaders to plan for regional cooperation.

Bob also visited the Texas Coastal Bend Regional Tourism Council's Winter Texan Travel Fair on January 23 to meet with regional tourism folks and to visit with other tourism professionals. King Ranch and the Tourism Department cooperated on a booth for the event that was staffed by King Ranch.



Aransas Pass Winter Texan Meeting

HEB Canopy

The City Building Official has received engineer drawings for the installation of the HEB Canopy prepared by Sample Engineering of Corpus Christi. LONE STAR 811 has been contacted. Test holes have been dug; digging and pouring of footings is being scheduled with Sample Engineering.

Downtown Mural Project

On January 31, Bob Trescott, Patti Trujillo, and Commissioner Leubert met with Gerald Lopez, the artist from Corpus Christi who is painting our downtown historical mural to develop what will become our standard Public/Private Mural Review and Approval Process.



Mural Meeting



Mural Panel



Artist's existing mural

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Newman Center Comes out of the Ground

The monolithic footings and decks have been poured and the framing is going up.



February 2	Saturday	Groundhog Day
February 9	Saturday	Javelina Preview Day
February 12	Tuesday	Lincoln's Birthday
February 12	Tuesday	Mardi Gras
February 14	Thursday	Valentine's Day
Feb 15-16		Professional Bull Riders
February 18	Monday	Presidents Day and Washington's Birthday
March		Women's History
March		Spring Fling
March 8 - 17		Spring Break
March 10	Sunday	Daylight Saving (Start)
		Easter Bunny Ball
March 17	Sunday	St. Patrick's Day

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

Regular Commission Meetings	Monday, February 11, 2013	6:00 p.m.
	Monday, February 25, 2013	6:00 p.m.
Municipal Court Dates	Thursday, February 14, 2013	3:00 p.m.
	Thursday, February 28, 2013	3:00 p.m.
Board Meetings (Commission Chambers)		
Planning and Zoning Board	Wednesday, February 20, 2013	7:00 p.m.
Historic Development Board	tba	
Zoning Board of Adjustments	Tuesday, February 12, 2013	6:00 p.m.
Civil Service Commission	tba	11:00 a.m.
Board Meetings (Respective Location)		
Library Board	Wednesday, April 10, 2013	4:00 p.m.
City/County Health Board	(3 rd week of every other month @ 5:30 p.m.)	

Reminders

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

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