

City of Kingsville Staff Report

(A Publication of the City Manager's Office)
Monday, June 10, 2013

"Anything too stupid to be said is sung" Voltaire (1694-1778),
www.quotationspage.com

"Excellence is not a skill. It is an attitude." Ralph Marston,
www.brainyquote.com

FOCUS ON EMPLOYEES (Courtesy of Vince Capell, City Manager)

Good Job Award!!!

Myrna Barrera is the materials processor for the Robert J. Kleberg Public Library, and although she has only been working here for a short time, her character and attitude shine brightly. Myrna's primary duty is to process all purchased books and digital materials and make them ready for library patrons to check out. Aside from her behind-the-scenes duties, Myrna also works with the public by assisting them in locating the items they are searching for, assisting in the Circulation, Children's, and



**Myrna Barrera
Library Materials Processor**

Reference Departments, and brings a positive, child-like attitude to all Children's events. Myrna's can-do attitude has helped the library accomplish many things in the past several months, from updating bulletin boards to helping keep the library's bookshelves straightened during the day. Above all of that, Myrna's character helps patrons and visitors feel welcomed and at home in the library, whether they are reading the weekly newspapers, doing research on the Internet, or searching for their favorite book. She always makes it a point to stop and ask someone if they need any assistance and to follow through with the patron to the end to make sure their needs have been fully met. I am very pleased to recommend Myrna for the Good Job Award!!! **Ruthie Valdez, Interim Library Director**

Let's Remember & Recognize Our Award Winners!!!

2012 Safety & Recognition Awards

Jennifer Bernal – Employee of the Year

Task Force Department – Injury Free Award

Avelino "Java" Valadez – Safety Hero Award

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2013 Good Job Awards

Myrna Barrera	R.J. Kleberg Public Library	6/10/13	Helpful and welcoming to all
Theresa Cavazos	Planning	5/28/13	Fundraiser for PDAP
Norma Cavazos	Finance / Accounting	5/13/13	Payroll processing excellence
Luke Stevens	Public Works Sanitation	4/22/13	Assistance to other departments
Capt. Roel Carrion	Fire Department	4/08/13	Selfless service as Interim Chief
Jessica Storck	Planning & Development	3/25/13	Customer service excellence
City Employees	City of Kingsville	3/11/13	Assist. Com Ken Starrs' fundraiser
Chuck Jennings	Tourism	2/25/13	Working effectively with Sheriff
Cpl. Jorge Flores	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Javier Aleman	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Henry A. Cantu	Police Department	2/11/13	Prompt/caring customer response
Ptlm. Allen Brown	Police Department	2/11/13	Prompt/caring customer response
Cindi Flores-Falcon	Community Appearance	1/28/13	Resolving a neighborhood problem

CITY MANAGER (Courtesy of Vince Capell, City Manager)

City Manager to Attend Annual Conference

The City Manager will be attending the Texas City Managers' Annual Conference in San Marcos from Thursday, June 20th through Sunday June 23rd.

City Manager Appoints New Planning and Development Services Director

Vince welcomes Robert "Bob" Isassi, P.E. as the City's new Director of Planning and Development Services. Bob comes to the City of Kingsville from TXDOT where he performed challenging work and received regular promotions. Robert is a licensed professional engineer (P.E.), which he will maintain. Additionally, Bob will be working towards attaining his certification as a City Planner from the American Planning Association and the Institute of Certified Planners (AICP) over the next few years. While not all City Planners have or maintain this certification, I have made it a condition of Robert's employment with the City. Robert will begin his employment with the City on Tuesday, June 18th. My selection of Bob is based on a variety of factors including his record of achievement at TXDOT, personality type, fit with our organization, love for our City, and his potential for helping achieve City Commission goals. Also, it won't hurt to have another licensed engineer on staff. Please join me in congratulating Bob and supporting him in this very important position. Please be advised that I plan to issue a brief press release sometime tomorrow. A brief bio on Bob reads as follows:

Robert G. "Bob" Isassi, P.E. is a project construction engineer for the Texas Department of Transportation (TxDOT) who has directly overseen multiple construction projects in Nueces County such as the Crosstown Interchange in Corpus Christi, TX and the I-69 Corridor Project currently ongoing in Robstown, TX. Mr. Isassi has also recently been assigned as the District Engineer's Liaison for the South Texas Emergency Operations Center which coordinates emergency response efforts between Federal, State, and Local agencies during an emergency.

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Mr. Isassi is a lifelong resident of Kingsville and graduated from H.M. King High as well as Texas A&M University – Kingsville with a degree in Civil Engineering. Mr. Isassi is a licensed professional engineer and brings with him over 14 years of increasingly responsible engineering and management experience. While serving TxDOT's Traffic Operations Office he has been involved with the FHWA's Safe Routes to School Program which designs and proposes additional safety elements on school routes. He has designed and generated plans for various construction and maintenance projects; most notably the Crosstown Extension Project on SH 286 in Corpus Christi. He has been directly accountable for the TxDOT Corpus Christi Area Office's maintenance budgeting and planning strategies which develops a 4-year improvement plan. He is also an engineering mentor for Department's Young Engineers Program which fosters the professional development of recent graduates and newly-hired Engineers-in-Training. Mr. Isassi is a current member of the American Planning Association, Texas Board of Professional Engineers and an Alpha Tau Omega Fraternity alumni. Mr. Isassi enjoys traveling, new technologies, football, baseball, open-wheel racing and outdoor activities such as fishing and camping. Mr. Isassi looks forward to serving the community in which he was born and raised.

CITY-COUNTY HEALTH DEPARTMENT (Courtesy of Emilio H. Garcia, Director)

Food Service Inspections (May 17, 2013-May 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.

Kingsville Quality Inn-100	Hampton Inn-97	Holiday Express-100
JC-3Mart-100	Riviera Food Mart-82	Dairy Queen/Riviera-92
Burger King/Riviera-94	Dairy Queen-82	Burger King-82
Beto's Community Store-100	Blue Ribbon Deli/Coffee Bar-100	Church's Fried Chicken-81
Harrel's Kingsville Pharmacy-90	Pepe's Patio-84	Agave Jalisco-64
Casa De Tacos-78	Little Caesars Pizza-97	Taco Bell-100
McDonald/14 th St.-89	Whataburger/HWY 77-100	Subway/14 th St.-97
The Cherry Tree-94	Royal Buffet-95	Big House Burgers-77
L&M Superette #1-95	Stripes/Riviera, Tx.-96	Methodist Development Center-97

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Subway/Armstrong St.-100	China One-73	El Corral-100
IHOP-86	Domino's Pizza-100	Kwik Pantry/Ricardo, Tx.-95
Sirloin Stockade-78	V&J Food Mart-97	Pizza Parlor-96
Knights of Columbus-97		

Food Handler & Fundraiser Food Handler Classes

Health Department	15 Students	Regular Food Handler Class
Health Department	9 Students	Fundraiser Food Handler Class

Permitted Temporary Food Events

Benefit for Modesto Gonzalez	Carne Guisada plate sale @ KC Hall
7 th grade Riviera Cheerleaders	Hamburger Sale Fundraiser

New Establishments

- ✚ Donut Palace-1023 E. King St., Under New Ownership
- ✚ La Palmera Bar & Grill/HWY 77- Riviera, Texas
- ✚ Speedy Stop- 201 S. 14TH St., Under New Ownership & Name, Is now 7 Eleven

Closed Establishments

- Tazochel Bistro-220 ½ E. Kleberg, Owner closed business
- Exclusive Care Service-1420 N. 17TH St., Owner closed business

Training/Workshop – Coastal Bend Hurricane Conference

On May 14-15, 2013 Jason Torres, Connie Allen and Emilio H. Garcia attended a 2013 Coastal Bend Hurricane Conference at the Richard M. Borchard Regional Fairgrounds, Robstown, Texas. The conference had over 500 attendees from all over South Texas. Attending were Emergency Manager Coordinators, City and County Law Enforcements, Health Professionals, Fire & Rescue Departments, Adult Day Care Center Representatives, Wireless cellphone Representative, Insurance Agencies, Ambulance Service Companies, Weather Forecaster (Meteorologists) and State Officials. Other City of Kingsville attendees were Melissa Perez, Risk Manager, Joey Reed, Kingsville Fire Chief, Joey Garcia, City-County Public Library and Willie Vera, Task Force Commander. Pictured are attendees listening to the opening comments of the conference. In the background is an HEB Disaster Relief Truck.



Pictured is John Metz, Warning Coordinator Meteorologist with the National Weather Service Corpus Christ. Mr. Metz is welcoming attendees to the 2013 Hurricane Conference.

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Be Red Cross Ready

Hurricane Safety Checklist

Hurricanes are strong storms that cause life- and property-threatening hazards such as flooding, storm surge, high winds and tornadoes.

Preparation is the best protection against the dangers of a hurricane.

Know the Difference

Hurricane Watch—Hurricane conditions are a threat within 48 hours. Review your hurricane plans, keep informed and be ready to act if a warning is issued.

Hurricane Warning—Hurricane conditions are expected within 36 hours. Complete your storm preparations and leave the area if directed to do so by authorities.

What should I do?



- Listen to a NOAA Weather Radio for critical information from the National Weather Service (NWS).
- Check your disaster supplies and replace or restock as needed.
- Bring in anything that can be picked up by the wind (bicycles, lawn furniture).
- Close windows, doors and hurricane shutters. If you do not have hurricane shutters, close and board up all windows and doors with plywood.
- Turn the refrigerator and freezer to the coldest setting and keep them closed as much as possible so that food will last longer if the power goes out.
- Turn off propane tanks and unplug small appliances.
- Fill your car's gas tank.
- Talk with members of your household and create an evacuation plan. Planning and practicing your evacuation plan minimizes confusion and fear during the event.
- Learn about your community's hurricane response plan. Plan routes to local shelters, register family members with special medical needs as required and make plans for your pets to be cared for.
- Evacuate if advised by authorities. Be careful to avoid flooded roads and washed out bridges.
- Because standard homeowners insurance doesn't cover flooding, it's important to have protection from the floods associated with hurricanes, tropical storms, heavy rains and other conditions that impact the U.S. For more information on flood insurance, please visit the National Flood Insurance Program Web site at www.FloodSmart.gov.

What supplies do I need?



- Water—at least a 3-day supply; one gallon per person per day
- Food—at least a 3-day supply of non-perishable, easy-to-prepare food
- Flashlight
- Battery-powered or hand-crank radio (NOAA Weather Radio, if possible)
- Extra batteries
- First aid kit
- Medications (7-day supply) and medical items (hearing aids with extra batteries, glasses, contact lenses, syringes, cane)
- Multi-purpose tool
- Sanitation and personal hygiene items
- Copies of personal documents (medication list and pertinent medical information, proof of address, deed/lease to home, passports, birth certificates, insurance policies)
- Cell phone with chargers
- Family and emergency contact information
- Extra cash
- Emergency blanket
- Map(s) of the area
- Baby supplies (bottles, formula, baby food, diapers)
- Pet supplies (collar, leash, ID, food, carrier, bowl)
- Tools/supplies for securing your home
- Extra set of car keys and house keys
- Extra clothing, hat and sturdy shoes
- Rain gear
- Insect repellent and sunscreen
- Camera for photos of damage

What do I do after a hurricane?



- Continue listening to a NOAA Weather Radio or the local news for the latest updates.
- Stay alert for extended rainfall and subsequent flooding even after the hurricane or tropical storm has ended.
- If you evacuated, return home only when officials say it is safe.
- Drive only if necessary and avoid flooded roads and washed-out bridges.
- Keep away from loose or dangling power lines and report them immediately to the power company.
- Stay out of any building that has water around it.
- Inspect your home for damage. Take pictures of damage, both of the building and its contents, for insurance purposes.
- Use flashlights in the dark. Do NOT use candles.
- Avoid drinking or preparing food with tap water until you are sure it's not contaminated.
- Check refrigerated food for spoilage. If in doubt, throw it out.
- Wear protective clothing and be cautious when cleaning up to avoid injury.
- Watch animals closely and keep them under your direct control.
- Use the telephone only for emergency calls.

Let Your Family Know You're Safe

If your community has experienced a hurricane, or any disaster, register on the American Red Cross Safe and Well Website available through RedCross.org/SafeandWell to let your family and friends know about your welfare. If you don't have Internet access, call 1-866-GET-INFO to register yourself and your family.



For more information on disaster and emergency preparedness, visit RedCross.org.

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Be Red Cross Ready

Pets and Disaster Safety Checklist

Our pets enrich our lives in more ways than we can count. In turn, they depend on us for their safety and well-being. The best way to ensure the safety of your family is to be prepared with a disaster plan. If you are a pet owner, that plan includes your pets. Being prepared can help save lives.

Learn First Aid for Your Pets

Dogs and cats are more than pets—they're family. And just like any other family member, pets deserve to be cared for and protected. That's why the American Red Cross has developed Dog First Aid and Cat First Aid, comprehensive guides to help keep pets healthy and safe. From basic responsibilities, like spaying/neutering and giving medications, to managing cardiac emergencies and preparing for disasters, these guides offer information pet owners can trust.

Contact your local chapter to purchase guide books and first aid kits or log on to the Red Cross Store to see all available products.

How can I prepare?



Plan to take your pets with you in an evacuation. If it is not safe for you to stay, it is not safe for them either.

- Know which hotels and motels along your evacuation route will accept you and your pets in an emergency. Call ahead for reservations if you know you may need to evacuate. Ask if no-pet policies could be waived in an emergency.
- Most Red Cross shelters cannot accept pets because of health and safety concerns and other considerations. Service animals that assist people with disabilities are allowed in Red Cross shelters.
- Know which friends, relatives, boarding facilities, animal shelters or veterinarians can care for your animals in an emergency. Prepare a list with phone numbers.
- Although your animals may be more comfortable together, be prepared to house them separately.
- Include your pets in evacuation drills so that they become used to entering and traveling in their carriers calmly.
- Make sure that your pet's vaccinations are current and that all dogs and cats are wearing collars with securely fastened, up-to-date identification. Many pet shelters require proof of current vaccinations to reduce the spread of disease.
- Consider having your pet "microchipped" by your veterinarian.

What should I do?



Assemble a portable kit with emergency supplies for your pets.

- Keep items in an accessible place and store them in sturdy containers so that they can be carried easily. Your kit should include—
 - Sturdy leashes, harnesses and/or carriers to transport pets safely and ensure that they can't escape.
 - Food, drinking water, bowls, cat litter/pan and a manual can opener.
 - Medications and copies of medical records stored in a waterproof container.
 - A first aid kit.
 - Current photos of you with your pet(s) in case they get lost. Since many pets look alike, this will help to eliminate mistaken identity and confusion.
 - Information on feeding schedules, medical conditions, behavior problems, and the name and number of your veterinarian in case you have to foster or board your pets.
 - Pet beds and toys, if easily transportable.

Know what to do as the disaster approaches.

- Often, warnings are issued hours, even days, in advance. At the first hint of disaster, act to protect your pet.
- Call ahead to confirm emergency shelter arrangements for you and your pets.
- Ensure that all pets are wearing collars with securely fastened, up-to-date identification.
- Check that your pet disaster supplies are ready to take at a moment's notice.
- Bring pets inside so you won't have to search for them if you need to leave quickly.

After a disaster ...



- The behavior of pets may change dramatically after a disaster, becoming aggressive or defensive, so be aware of their well-being and protect them from hazards to ensure the safety of other people and animals.
- Watch your animals closely and keep them under your direct control as fences and gates may have been damaged.
- Pets may become disoriented, particularly if the disaster has affected scent markers that normally allow them to find their home.
- Be aware of hazards at nose and paw or hoof level, particularly debris, spilled chemicals, fertilizers and other substances that might not seem to be dangerous to humans.
- Consult your veterinarian if any behavior problems persist.

Emergency action plans for your family should include your animals—all of your animals.

For information on disaster planning and emergency actions to take for livestock, horses, birds, reptiles or other small animals, such as gerbils or hamsters, please visit RedCross.org, the Humane Society of the United States (www.HSUS.org) or RedCross.org.

Let Your Family Know You're Safe

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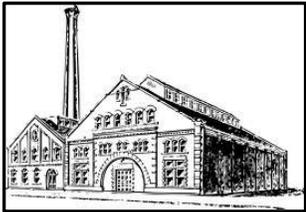
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Animal Control Food Donation – Thank you Wal-Mart

Wal-Mart donated 90 pounds of dry food, 100 cans of cat food, 10 pounds of dry cat food and 50 bags of cat treats. Thanks to Wal-Mart for their generous donation to our local Animal Shelter.



FINANCE DEPARTMENT (Courtesy of Mark Rushing, Director) Finance Administration Division



The *cost principle* states that amounts should be quantified, or measured, by using historical cost. For example, if you have a business that owns a building, the property should show up on your balance sheet at its historical cost; do not adjust the values for changes in fair market value.

CAFR Update - The Management Discussion and Analysis section and final review by the auditors are the last requirements needed to finish the Comprehensive Annual Financial Report. The MD&A is expected to be completed in the next few days. A meeting with Luke Womack, the City's primary auditor is scheduled for June 7th, 2013 to review the status of the overall report and to address any pending issues.

Training at Freeman Governmental Accounting and Financial Reporting Seminar - The Director of Finance and Accounting Manager will be attending the Freeman Governmental Accounting and Financial Reporting Seminar June 3rd -6th. Dr. Robert Freeman is a professor with the Texas Tech School of Business. He literally wrote the book on Governmental Accounting. He served for over a decade on the Governmental Accounting Standards Board (GASB). The GASB is responsible for issuing the Generally Accepted Accounting Principles (GAAP) pronouncements and implementation guidelines for governmental entities. The first three-days cover basic and intermediate-level concepts, standards, methods, and procedures of state and local government (SLG) accounting and financial reporting. Practical day-to-day accounting methods and financial reporting and complying with Generally Accepted Accounting Principles (GAAP) are addressed throughout the seminar.

The fourth day emphasizes understanding and implementing recent GASB Statements (e.g., 60, 61, 62, 63, 65, 66, 67, 68, 69, and 70), Interpretations, Preliminary Views, and Exposure Drafts. Selected GASB Implementation Guide issues are analyzed, and recent and proposed SLG-related audit standards and guidance are reviewed. Key aspects of the 2011 GAO Government Auditing Standards and Single Audit Act changes also are emphasized. This seminar emphasizes the newest pronouncements of the Governmental Accounting Standards Board (GASB), in particular, and relevant recent guidance of the American Institute of Certified Public Accountants (AICPA), the U.S. Government Accountability Office (GAO), the U.S. Office of Management and Budget (OMB), and others (e.g., other Federal agencies) that affect state and local government accounting, financial reporting, and auditing—as well as upcoming changes apt to affect them in the near future.

Vacant Accounting Positions - The Finance Department has received several applications for unfilled positions in the department. Interviews will be scheduled for the second week in June. The Department

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openings are for the Accounting Department Supervisor and the Assistant Director of Finance. The Supervisor position requires a Bachelor's Degree in Accounting or Finance and 2 years supervisor experience in accounting, finance or a related field. The Assistant Director position requires a Bachelor's Degree in Accounting or Finance, 5 year experience in public, private or governmental accounting, 3 years supervisory experience to include areas of accounting, finance, and budget and CAFR preparation. Please review the specific job duties on the City's website.

Time Clock Plus - The payroll department will sent out a memo along with the departmental time sheet stating that we will no longer be using the manual time cards for the next pay period. We believe the departments have shown they are all capable of using the Time Clock Plus software sufficiently to not need the secondary backup any longer. All department supervisors should be reviewing their employee's times on the Time Clock Plus system and ensuring editing and approving time is completed. Keep in mind that any exceptions during the report process will prevent the payroll department from exporting the employee's/departments file. This means the information will not be transferred into Incode resulting in no payment, if left unaddressed.

Utility Billing Division

Fun Fact - Water leads to overall greater health by flushing out wastes and bacteria that can cause disease. <http://www.allaboutwater.org/drink-water.html>

Monthly Billing Report Month End April 2013 -

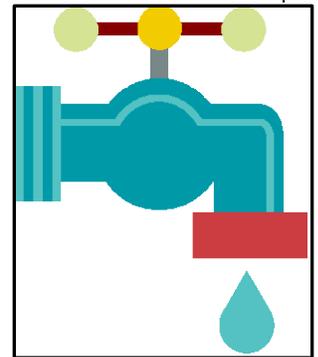
Active accounts: 7,906

Disconnected accounts: 132

Transfer service accounts: 12

Billed Consumption: 117,818,000 gallons

New accounts: 179



Reminder - City Hall will be closed Thursday, July 4th, 2013 in observance of 4th of July Holiday.

Refuse change - Residential- Mon/Thurs. to Mon/Wed. & Tue/Fri will remain the same Commercial- Thurs/Fri. service will be done on Friday. All roll outs must be out by 7 a.m. for trash pickup. Once your roll out has been serviced, it must be removed immediately from the curb or street. For all Community Appearance Issues please call 361-595-8093. For all Sanitation Related Issues please call 361-595-8094.

Paving liens - On March 11, 2013 the Commissioners voted to extend the waiver of interest on paving liens for another year. The Collections Department will continue to accept principal payments through March 11, 2014. The Collections Manager does request 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 Department 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. The customer does have the option of paying the filing fee directly to the

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City and the City will file the release of lien with Kleberg County Courthouse for the customer. For details contact the Utility Billing Department.

Municipal Court Division

Court business during this period May 16, 2013 through May 28, 2013 - There were a total of 167 new cases filed as of May 28, 2013: The Kingsville Police Department filed 112 new traffic violations and 28 new state law offenses. The City Code Enforcement filed 2 new city ordinance- high weeds offenses and the Kingsville Police Department filed 7 new city ordinance- junk vehicle offenses. The State Prosecutor's office filed 5 new Failure to Appear charges.



As of May 28, 2013 there were 113 cases adjudicated by full payments, compliance dismissals and probation programs. A total amount of \$23,820.26 in court fees and fines were collected.

In the warrant section of the court there were 30 new warrants issued and 106 cleared by the Kingsville Police Department officers and Warrant Officer T. Davis, Badge #25.

Cases Heard in Open Court - On May 23, 2013, there were 218 court cases set of which a total of 121 people were to make their court appearance. The final adjudication for these cases presented in court today- ruled as follows; 8 cases were closed upon full payment, 26 new payment plans were authorized, 15 cases were dismissed due to compliance with the law and the probation programs. 11 cases were forward to the Judge for further proceedings and 8 cases were ordered to be reset for a trial hearing. The court approved 24 cases to be reset on later court date and 134 cases were forwarded to the warrant department for processing and suspension of driver's license.

Special Thanks - The Municipal Court would like to send a special thank you to the Kingsville Police Department for providing security during the May court day. Thank you Officer Delarosa #77, Officer Brown #80 and Officer Dodd #88! The court would also like to thank Officer T. Davis for his outstanding performance as the Municipal Court Warrant Officer. Officer T. Davis was one of over two hundred warrant officers who recently attended a three day Municipal Court Warrant Division Conference in Galveston, Texas.

New Information for the Public - The Municipal Court would like to inform the Kingsville citizens and all who come in contact with this court. This court is now working in partnership with a collection agency, Linebarger, Goggan Blair & Sampson, LLP. This court, as of May 28, 2013, has already reported 1,006 cases to the collection agency to obtain full payment of the fines. The court has also reported another 1,200 cases to the Texas Department- Omni data base for suspension of driver's license.

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. Now available on the city website is the option to pay for any outstanding balances due in court, including active warrant orders. Citizens may also make payment on

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active payment plans and extensions by visiting the city website. Interested persons can visit this website at www.cityofkingsville.com.

FIRE DEPARTMENT (Courtesy of Joey Reed, Fire Chief)



Fire Department Mission Statement

Safely respond to fire, medical, and other emergencies. Provide public safety education and prevention programs to protect our community because we care.

Community Participation / Events

Due to the increased number of simultaneous emergencies that are occurring within the City, the Fire Department will not be able to assign personnel or equipment to remain at the location of special events. The Fire Department and its personnel are happy to be involved in community events, but must remain available to respond to emergencies and ensure the fastest possible response times. Personnel may be requested for events through the Fire Chief's office. Daily staffing levels and training schedules may effect resource availability.

Training and Professional Development

Station Drills - Fire crews participated in various training drills throughout the period including emergency medical training on traction splinting, airway management, IV's, BSI, and ladders.

Swiftwater Rescue First Responder Training - Fire Department personnel and members of the Volunteer Fire Department participated in a Swiftwater Rescue training program for first responders. The programs were given on several days and included both classroom and site visits where types of rescues, various scenarios, identification of water hazards, personal protective equipment and rescue equipment needs, team rescue techniques, deployment of resources, pre-planning, and future needs were discussed. The City has over a dozen low water crossings and a few bridges that can become submerged in flood waters. There are 3 main streams that pass through the City and each present different types of dangers and rescue problems. It was determined that there are several locations where a swift water rescue may require either an inflatable rescue boat (IRB) and/or helicopter rescue.



Low Water Crossing training at 10th Street and Tranquitas Creek.

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High Water marker on Brahma Blvd at Santa Getrudis Creek.

HUMAN RESOURCES DEPARTMENT (Courtesy of Diana Gonzales, Director)

Do you know how adults learn?

According to Malcolm Knowles, a pioneer in the study of adult learning, adults learn when 1 of the following 5 things happen:

- 1) a person needs to understand “why” something is important to know or do
- 2) a person has the freedom to learn their own way
- 3) a person learns by doing
- 4) when the time is right for learning
- 5) when the process is positive and encouraging

Advertised Positions and/or Pending Hire

Finance - Assistant Finance Director
Finance - Accounting Supervisor
Fire - Firefighter/Paramedic
Landfill - Maintenance Worker
Planning - Planning and Development Services Director
Planning - Building Inspector
Police - Telecommunications Operator
Street - Equipment Operator III
Sanitation - Equipment Operator III
Wastewater - Lab Technician
Water - Utility Worker

New Employees

Jose Alvarado – Landfill Division – Public Works
Justin Dodd – Police Department

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Separations

Planning – Mike Kellam

Employee Evaluation Update

The following are outstanding evaluations due January 1, 2013 – April 30, 2013:

- 9 – Public Works
- 8 – Police Department
- 3 – Fire Department
- 1 – Finance Department

General

Collective bargaining negotiations commenced on May 22, 2013 with the Kingsville Professional Firefighter's Association, IAFF Local #2390. The Human Resource Director is part of the City's negotiating team which includes the City Attorney and Finance Director.

The Human Resource office is continuing with the preparation of self-funded insurance bid packets. Periodically the City will go out for formal bid to get the best value for employee health plans and administration.

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

Building Services Division

The following permits were recently issued:

Certificates of Occupancy- 5, Remodel- 15, Electrical-12, Fire Inspections- 27, Plumbing- 18, Mechanical- 6, Roofing- 4, Residential Meter- 5, New Residential- 1, Commercial Meter- 6, Gas Inspections- 3, Curb Cut- 1, Demolition- 1. **Total Permits: 104**

New Business:

- No new business to report.

Plan Submittals:

- No new plans submitted.

Community Appearance Division

Recent activity (May 15 – May 29) by Community Appearance Inspectors is as follows:

Activity:	Results:
Notices Sent- 88	Compliances- 53
Inspections- 130	Abatements- 14
Re-Inspections-79	Court Cases- 2
Illegal Dumping Cases- 0	Referral to other Department- 1
Obsolete Sign Violations- 2	

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

Typical Violations & Compliances

Below are photos of recent examples of success in the removal of trash and debris due to our community appearance division efforts:

200 E Carol – City Abated

BEFORE

AFTER



157 W Ave H – Property Owner Abated

BEFORE

AFTER



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Community Appearance Activities

Farewell & Good Luck Mr. Kellam!! From the Planning Dept. - It has been a pleasure working with you. The Building Services Division and Community Appearance Division have goals set and standards established we will continue to strive to surpass them. We will continue to do our very best to beautify Kingsville. With all that our fearless

leader has taught us, our effort will come as second nature. Thank you for all you have done for us.

Community Appearance inspectors have renewed

their focus on major thoroughfares to be done in a larger scale sector where as all violations will be noticed at once. We will communicate to other city departments as to when and where code

officers will be inspecting for violations.



Demolition Initiative

The Building Dept. will present five dilapidated structures to City Commissioners on the June 10th meeting. The demo team plans to submit five structures to Commissioners for review on the last meeting of the month. A goal of 25 demos per fiscal year has been set.

Demolition of dilapidated structures for FY '12-'13

Commission Approved	23
Property Owner Agreement	22

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
Pending	519 N. 6 th St.- Awaiting re-hearing for Demolition Order Request
Pending	603 ½ W Ave D – Commission Approved Demo
Pending	426 W Huisache - Commission Approved Demo
Pending	822 E Ella - Commission Approved Demo
Pending	306 W Huisache - Commission Approved Demo
Pending	609 E Mesquite - Commission Approved Demo
Pending	1229 E Ave B - Commission Approved Demo
Pending	2029 General Cavazos – Property Owner Agreement
Pending	1221 E Ave B – Property Owner Agreement

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604 ½ E Fordyce – Property Owner Agreement

BEFORE



AFTER



330 W Nettie – Commission Approved Demo

BEFORE



AFTER



Top Ten Priority Property Clean Ups

Community Appearance Inspectors are following up on previous City abatements to ensure compliance since 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 15th phase to be completed in June. 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:

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15th Phase	
Property Address	Tentative Date of Abatement
1307 E King	6/3/13
1247 E Kleberg	6/4/13
1240 E Mesquite	6/5/13
1254 E Mesquite	6/6/13
1236 E Ave D	6/7/13
909 E Ragland	6/10/13
431 W King	6/11/13
1407 W Kenedy	6/12/13
1019 N Lantana	6/13/13
500 University	6/18/13

430 E Alice - Phase 14 "Top Ten" City Abated

BEFORE

AFTER



"Ten Worst" - More properties now being cleaned up by property owners

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
PHASE 11	7 out of 10
PHASE 12	8 out of 10
PHASE 13	9 out of 10
PHASE 14	6 out of 10
PHASE 15	

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

KPD Rolls Out New Criminal Interdiction Units

Two new crime fighting vehicles were put into service during the week of May 20th, 2013. The vehicles are outfitted with the latest in crime fighting technology and communications equipment.

The officers assigned to those vehicles work daily to attack the criminal element on our roads and streets that are used as thoroughfares for human trafficking, drug trafficking and the transportation of US Currency. Chief Torres stated, "We are fortunate that we were able to purchase these vehicles through the Operation Stonegarden Grant." This grant is spearheaded by US Customs and Border Protection with the Kleberg County Sheriff's Office as the main recipient. The City of Kingsville Police Department is a sub-recipient of the grant under the Kleberg County Sheriff's Department.



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Chief Torres thanks the Rio Grande Valley Border Patrol Sector Chief Rosendo Hinojosa and Sheriff Edward Moya Mata for their support in the unified efforts in attacking the criminal element.

13-14209 313 Lemonwood/Criminal Mischief, someone damaged car during the night

13-14210 1127 E Gen Cavazos/Accident Minor, male drove into the cement stop sign at the gas pumps, car had to be towed away

13-14211 729 E Kleberg/County Warrant Andrea Martinez 30YOA.

13-14227 2210 S Brahma/Melody Mireles assaulted Briana Salas

13-14228 40 S Wells/POM Eladio Villarreal 21YOA

13-0014168- Theft 1300 E General Cavazos Walmart- Juvenile male 15YOA and Erica Rodriguez 26YOA shop lifting amount of \$321.00

13-14179- Burg Veh- 729 W Richard Small Black Toyota was broken into tools were taken from the vehicle

13-14190-Damage Property- Dollar General- After taking a disturbance call at CowGirls #81 notice a window at Dollar General appeared to have been punched. Window was broken and blood was on the broken glass. Managers were contacted to fix the window. ER called in advising that an Oscar Bueno was getting seen for injuries to his hand. Officers also made contact with Bueno.

13-14197—Burglary Vehicle- 725 W Ave B small black Sentra was broken into Laptop was taken
May 24, 2013

13-14259 Burglary Habitation 619 E Santa Gert Idalia Velaso came home after being gone for 3 wks and found her home was broken into. Believes It may have been the son that took the items but not sure. -74

13-14260 Warrant Arrest TCIC Hit – Juan Guevara 31YOA was taken in for a TCIC warrant.

13-14261 Agency Assist--- 9th/ Kenedy Servando Sanchez 25YOA jumped out of a moving vehicle. Had head injuries and was taken to Memorial Hospital in CC. As of right now subject is in critical condition.

13-14290- DWI- Jose Cantu 26YOA was arrested

13-14294- Suicide- 722 S 13th 21 Year old male was found at his friends house hanging in the garage. EMS did transport the subject to the hospital but did not make it.

An admin message was sent out to Houston area as per 52- reference to CAD # 1300014305 Mrs. Lamas got a call from Paula Lamas saying that she was kidnapped by Christopher Coleman and was trying to get away. She advised that she was at a Super 8 in Houston. – An officer went out and spoke with Mrs Lamas.

13-14312 525 S 14th/Damage Property & POM David Alvarado 22YOA**Davids car hit the pole and when officers arrived they noticed there was some marijuana on the floor board.

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- 13-14315 715 Arroyo Dr/Assault David Schubert assaulted his wife.
- 13-14319 329 W Ave C/Accident Hit & Run Joey Rivera advised someone hit his vehicle during the night.
- 13-14333 3400 Brahma 26-B/Identity Theft Eddie Tapia advised someone used his social security to obtain a credit card
- 13-14337 204 E Fordyce/Credit Card Abuse Mary Edgemon was in jail and Paul Edgemon used her lone star card without her permission
- 13-14344 Hwy 77&FM 1717/Major Accident Minor injuries, both vehicles had to be towed
- 13-14345 1201 E Fordyce/Lost Stolen Property MR Ellis lost his cell phone
- 14358: Disturbance between two girlfriends. One was upset because the other broke up with her. One female brought to PD to cool down and released to her mother, no offense.
- 14359: Theft at Wal-Mart. Loss Prevention contacted Malcolm Bussey just outside the door and escorted him back into the store. Towards the back of the store, Bussey decided he would not participate. He began running for the front door, throwing all of the items that he had concealed. He exited the store and ran around Navy-Army FCU, where he took off his shirt and attempted to calmly walk to his car (as if he were another person). A good Samaritan saw him get into his car and followed him, giving Dispatch the current location. He was stopped at 15th and King. He had no stolen property inside but was caught in several lies. Taken back to the store and positively identified. Video available Monday afternoon. Theft > \$50. Bussey claims to be on parole.
- 14376: David Trevino called in as welfare concern. Officers found him intoxicated and took him in for \$600 in city warrants.
- 14377: Several males contacted in the Double A's parking lot. One especially intoxicated and belligerent male was Riqueline Rodriguez, who began challenging officers. Rodriguez was taken in for PI and a hold was placed on him for Border Patrol.
- 13-14407 Accident Hit & Run 4000 S Brahma Roel Delapaz 2 vehicles got hit during the night by a ford focus that was parked next to his damaged vehicles
- 13-14414 Criminal Mischief 900 Escondido Susan Ivy advised that someone damaged some of the fields where they play baseball

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- 13-14420 Burglary of Building 900 Escondido Susan Ivy advised someone broke into one of the buildings at the park
- 13-14432 Burglary of Building 1324 N Armstrong Church broken into during the night
- 13-14433 UUMV 4000 S Brahma Kristina Chapa owner of ford focus from earlier hit and run accident met someone at the silver spur she took him home and then says that he took her car during the night and probably hit the cars that are damaged. She does not know the males name...
- 13-14434 Assault 119 W Ave B Javier Gomez Sr and Jr assaulted each other
- 13-14450 Theft 1601 S Hwy 77 Yeti was stolen from the the bed of his truck
- 14550: Theft. Xavier Liguez left his Yeti cooler in the back of his pickup while he went inside the movie theater.
- 14458: Warrant Arrest. Units sent for disturbance at 1508 E. Corral. Maurilio Moncevais arrested on Blue Warrant.
- 13-14511 POCS/King & Milton Frank Delbosque 21YOA
- 13-14520 Criminal Mischief 808 E Miller Hoss Castillo scratched Albert Ortgeas corvette
- 13-14522 Theft 2405 Brahma Blower fan taken
- 13-14527 Drug Paraphernalia 300 W Henrietta Olivero Herrera 19YOA
- 13-14553 - Omar Ortegon arrested on County Warrant by Ptlw. C. Garcia after responding to a Civil Matter at the Silver Spur.
- 14559 - Accident/Fail to Stop and Leave Info at the Quality Inn
- 14561 - Assault Joey Alaniz showed with a gash on his head at SKMH. He told the nurse that he had been jumped at Prosperity Bank ATM. He told officer no money was taken from him. First he said he was hit from behind and did not know who did it. Then he said that three males jumped him but had not details. Mr. Alaniza received 5 stitches to his forehead and was unsure if he wanted to make a report.
- 13-14640 Ptlm. S. Flores attempted to conduct traffic stop on a vehicle. The driver of the vehicle evaded in a motor vehicle, bailout of the vehicle at 802 W. Kenedy, and was later placed under

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arrest for evading in motor vehicle, while conducting a search incident to arrest a small baggie of cocaine was found on the subject and he was arrested for POCS. The subject was identified as Roberto Trevino 46YOA.

13-14641 Accident minor 600 E. King.

13-14654 Ptlm. E. Perez #71 was working Stone Garden and conducted a traffic stop and arrested Alan Rodriguez 21YOA for Kleberg County Warrant.

13-14668 Ptlm. A. Sandoval was dispatched to the 300 block of S. 13th in reference to a busted gas line. Entex arrived on location along with KFD and secured the area. Report was made for damage property.

13-14676 Ptlm. S. Flores conducted a traffic stop in the 100 block of S. 10th and arrested the passenger and driver for POM<2oz. The driver was also arrested for DUI. The passenger was also charged with Fail to ID fugitive from Justice because he gave a false last name, and had a warrant from Nueces County. He was also charged with several other offenses. While conducting a search of the vehicle incident to arrest several items were found in the vehicle that maybe be stolen. Both subjects advised they didn't know who owned the items that were found. Made contact with the owner of the vehicle and he advised he didn't own the items and advised both subjects are thieves and burglars. It was suspicious the owner of the vehicle would lend his vehicle to known thieves and believe all three subjects are possible burglars. Officer took custody of the items and logged and tagged the items as evidence. See the report for more details.

13-14687 Ptlm. E. Escobedo was dispatched to Chilis Bar and Grill in reference to a disturbance. Claudia Guajardo wanted to report she was assaulted by her ex-boyfriend Lynell Johnson 31YOA.

1300014811 – TCIC Hit 525 S. 14th 22:38 – Juan Cavazos 20YOA was arrested.

1300014830 – Consumption 1701 Brahma “Cowgirls” 01:43 – Danielle Lopez 19YOA was arrested.

1300014833 – DWI 1400 N Armstrong 2:14 – Pedro Silguero 38YOA was arrested and his vehicle was towed.

1300014841 – PI 400 W. Corral 3:43 – Joseph Garcia 31YOA was arrested.

13-15001 312 E Huisache Assault Rolando Perez assaulted Joanna Jimenez

13-15006 Santa Gertrudis/Retama Accident-Minor no injuries one vehicle was towed by F&B Towing

13-15011 Lost/Stolen property Dog stolen by someone and is at animal control now. Two different citizen's claiming ownership. They were referred to small claims court.

13-15013 Burglary Of Building 824 E Doddridge

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13-15016 Theft 329 E Warren Lawn Mower and Weed Eater taken from the yard.

13-15017 Credit Card Abuse 2525 Brahama Jesse Mendez advised that someone used his debit card in town and spent \$10,000.00 within a week, there is a person on video using the card.

End of School Presentations by KPD

Members of the Kingsville Police department presented several Drug Free-End of School presentations at Harvey Elementary school on 5/23/2013, at Ricardo I.S.D on 5/27/2013, and at Gillett Intermediate school on both 5/28/2013 and 5/29/2013.



Shown in the photograph is Sr. Ptlm. Rick Salinas, Criminal Investigator Daniel Gonzales, and S.R.O. Sr. Ptlm. Jesus Reyes.

PUBLIC WORKS DEPARTMENT (Courtesy of Charlie Cardenas, Director)

Engineering (05/17-05/31)

Recent rains in Kingsville showed a couple of drainage ditch areas of concern. To mitigate standing water, Engineering proposes to "re-grade" a couple of ditches. They are on General Cavasos Blvd. and Loop 428 at Ailsie. Engineering's role is to survey the existing ditch flow line elevations and propose a new flow line. The street department will construct and maintain the ditches.

Engineering welcomes our new Graphic Information Systems (GIS) analyst, Paul Laraway. Paul has extensive knowledge in GIS and surveying techniques. Paul holds a degree in geology. His duties will include mapping, surveying, addressing and drainage functions.

Paul and Sharam Santilla measure street widths for the new 2nd street roadway.



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Street Division (04/28-05/12)

Paving – The Street Division completed road construction on 5th Street from Lemonwood to the dead end (half a block), 4th Street from Lemonwood to the dead end (half a block) and 2nd Street from Lemonwood to the dead end (half a block). Over 155 tons of Hot Mixed Asphalt Concrete (HAMC, or Hot Mix) was used for these streets. Crews are currently working on 15th Street between Johnston and Fordyce.



2nd Street completed with hot mix.



Sweeping – The following is a list of streets the Division swept during the period of 05/12/13 through 05/29/2013. The division also swept Downtown and blew out Downtown street corners.

11th, 10th, 9th, 8th, 7th, 6th and 3rd from Yoakum to King Street

- Henrietta, Kleberg and Yoakum from Armstrong to University
- Lee from Armstrong to Jackson
- Jackson from Lee to Henrietta
- University from King to Santa Gertrudis
- Kleberg from 11th to 3rd
- Shelly from Ailsie to General Cavasos
- Santa Gertrudis from University to US 141
- Santa Monica from Santa Gertrudis to Santa Rosa
- Santa Fe, Santa Maria, Santa Monica, Santa Cecilia from Santa Elena to Santa Rosa
- Billy Evans, Cecil, Jay Vee, Hellen Marie from 6th to Chandler to Dead end
- Chandler from General Cavasos to Jay Vee
- Van from Hellen Marie to Jay Vee
- 14th and 6th from Corral to General Cavasos
- King from US 77 to University Blvd
- Armstrong from Corral to Caesar
- General Cavasos from 14th to US 77
- Ailsie from 6th to Carlos Truan
- Corral from 6th to US 77
- Carlos Truan from 14th to US 77

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Drainage (gutters, ditches and creeks) – In order to maintain proper storm drainage, the Street Department cleaned and maintained the following gutters.

- 5th & Birchwood, East of 6th Street
- 4th & Lemonwood
- Kleberg & Wells
- 4th & Henrietta
- 2nd & Kleberg
- 2nd & Henrietta

Ditches - Crews also worked with Engineering to re-grade the ditches on Loop 428 at Ailsie and on General Cavasos at 14th Street.

Mowing – In an effort to beautify Kingsville and maintain our roadways for safety, Right of Way mowing and maintenance is performed by the Street Division. During the period of 05/17/2013 to 05/2/2013, the division mowed the following roadways.

- General Cavasos from 14th to FM 3320
- Golf Course at FM 3320
- 6th from Alexander to Dick Kleberg Park
- Ailsie from 6th to Franklin Adams
- 14th North Y
- 6th from North Y to Alexander
- Trimmed Kleberg Street
- Downtown Alleys

Weed Killing – Crews sprayed weed killer in zone 2 – General Cavasos from 6th to 14th (North and South of curb), General cavasos from US 77 to NAS Kingsville (North side of the curb), on Kleberg Street 11th to 6th Street, Corral from 14th to General Cavasos, 14th from the High School to General Cavasos, 14th Street from Santa Gertrudis to King Street.

Patching and pot holes – Crews hot patched the following locations.

- 5th & Lemonwood
- Escondido Road
- Yoakum & 11th
- 1100 block pf Doddridge
- 830 E Ave A
- 600 block of S 12th Street
- 917 S 18th Street
- 600 W Henrietta
- 600 W Ella
- Wells Street & 1st Street
- 9th & Ceasar

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- Lott & 12th Street

Sign Shop - Crews picked up barricades at 211 W Ave A and at 1311 E Johnston; swept up water from Washer at Yard; trimmed a tree on 5th & Lemonwood and hauled it off to the Yard; took mobile unit to clean storm drains on 5th & Birchwood; took walk behind saw to Lemonwood & 2nd, 4th & 5th to cut street; checked rails for reflectors on 6th & E Ave B, 9th & Ave B, W Ave D & 4th, 5th & W Ave C, and W Ave I; picked up the trailer and chain saw from the Yard to trim a tree on E Kenedy & US 77 Bypass (south side overpass); picked up a broken pipe on 2nd & Ailsie; measured for crosswalks on W Richard behind Academy; trimmed trees on 15th & Lott; attended training on how to make signs and how to remove letters from signs at Sign Shop; repaired fallen sign on 7th & Lee; replaced new signs on 6th & Henrietta, 6th & Lee, 6th & E Ave C, 6th & S Fordyce, 6th & S Hoffman, 6th & S Shelton, and 6th & Miller; picked up Mourning signs on Margaret Lane and 932 Mesquite Street; used scag to mow on 14th Street; picked up cold mix from Water department to patch up the alley between Kenedy & King; picked up 1 bucket of cold mix from Waste Water department yard; and took 6 barricades to UFW.

Miscellaneous – Crews picked up fallen tree on 16th & Lott, cleaned storm drain on Birchwood & 5th, and cleaned ditch on Pasadena & Loop 428.

Water Production (05/13-05/26)

STWA is out of service due to the booster pump breakdown. Water Production ordered 1500gpm pump and motor unit from Odessa Pumps. It should have been delivered on 04/12/13 but per Pat Bradley, the new delivery date is 05/31/13. Water Production relocated one of the booster pumps from Well 24 to STWA. Plumbing fittings were in order and should have arrived by 4/25/13; delayed per Ferguson Enterprises. Booster Pump at STWA is up and running as of 05/22/13. Grounds are being maintained at four (4) well sites. All water wells are operational at this time. Water Production tested emergency generators on 05/16/13 by having AEP disconnect power. Generator at Well 2 was tested on 05/16 and Wells 20, 21, 23, and 24 were tested on 05/17. All emergency generators responded immediately after detecting a phase loss from AEP and all components including well and booster pump were energized. Water Production operators flushed 35 total dead-end lines the week of 05/27/13.

Water pumped to distribution (05/13-05/26) - Wells – 44,698,000 gallons; Surface – 3,417 gallons; 3,811,000 gallons for Ricardo bypass; Total 44,304,000 gallons; Average – 3,165,000 gals/day



Memorial Day preparation

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Setting pump at STWA

Routine job - Collected 12 routine Bacteriological Samples; collected 14 daily chlorine residuals; daily water system monitoring; delivered Ammonia to 3 sites; delivered Chlorine to 3 sites.

Wastewater Collection and Treatment Plant (05/12-05/26)

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; plant helpers painted railing around plant; installing 16" bypass valve; quarterly Bio-monitoring; vacuumed grease out of thickeners; plant helpers helped Street department cut and weed grass around city

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; replaced Grit pump motor at grit chamber

Wastewater Collection - Had 24 call outs for sewer backups. Crew hauled dirt from North Plant to South Plant and to Landfill; hauled sludge from South Plant to Landfill; completed 800lf replacing sewer main at Yoakum; did 10 line locates for AEP; greased Trap inspections; vacuumed storm water from ditch at General Cavazos Blvd. and from Business 77 & Ailsie; replacing 200lf or 6" sewer main at 1902 South Park.

Water Distribution (05/13-05/26)

Water Division Crews repaired 12 Main Breaks and answered approximately 45 Service Calls (meter leaks, cutoffs and backfills). Crews made ¾" tap at 815 N. 6th and continue to install 8" line on 200 & 300 blocks of Henrietta. Water crews hauled concrete culverts from Caesar to Warehouse and closed water on the east side of the bypass so contractor could install 18" valve.

City Garage (05/14-05/20)

Maintenance - 4 Oil changes on preventive maintenance; 19 scheduled work orders; 18 nonscheduled work; 3 Service calls; 0 Call outs; 4 New tires on heavy equipment and trucks; 7 flat tire repairs and balances; 23 pending work orders.

Welder - Received 0 new work orders; 3 pending work orders; 4 nonscheduled work orders; 1 scheduled work order; and 6 service calls. Welder also worked on 3 yard dumpster and Wash Rack (railing).

Landfill - (05/12-05/26)

Landfill crew cleared and graded all perimeter fire roads around facility, graded landfill roads leading to active area, picked up litter in and around facility, mended 2 sagging fences, and trimmed around wells and fences. Trash placement has been moved to next lift in Sector 3. It should take roughly a year to complete this lift. The Landfill has two positions to be filled – Operator II and Facility Maintenance.

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Trash – 918 tons; Brush – 200 tons; Concrete (commercial and residential) – 333 tons; Construction and Demolition (C & D) – 400 tons; Dirt – 528 tons; Litter – .57 tons; Metals - .59 tons; Tires – 3.37 tons; Shredded tires – .55 tons

Sanitation- (05/12-05/26)

Residential waste collected from 05/12-05/26– **615,240** pounds; Commercial waste collected **839,360** pounds; Brush collected **63,660** pounds and construction debris collected **99,440** pounds. Brush crews collected Zone 3 and worked on abatements when possible, weather permitting. White goods were also collected. Demolitions were completed at 512 E. Alice, 330 W. Nettie, 720 W. Huisache, and at 604 ½ E. Fordyce. Abatements at 426 and 430 E. Alice were also completed. The Sanitation department attended a construction meeting concerning 120 new dumpster enclosures around the City. This will be a very noticeable improvement after the initial fifty (50) were constructed last year. Sanitation is currently ensuring all enclosures can and will be built in an expeditious manner. It was suggested that Mr. Mendez from Mendez Welding, begin the enclosure construction at 14th and Corral and proceed south down 14th.

Sanitation Crews Play a Special and Critical Role Assisting the Community Appearance Office with Dangerous Structure Demolitions

512 E. Alice

BEFORE



AFTER



PURCHASING AND TECHNOLOGY DEPARTMENT (Courtesy of David Mason, Director)

Purchasing Division



Purchase Orders - For the period of 05/16/2013 through 05/28/2013, 52 purchase orders were issued totaling over \$88,000.00.

Vehicles - The Purchasing department received, titled and assigned unit numbers for two (2) new pickups for Wastewater and the F-750 Dump Truck for Water Distribution.

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Utility Service for Task Force - The Purchasing Director has been assisting the Task Force Commander with the transference of utility service from the Border Patrol to the Task Force.

Technology Division

Even though IT Staff was on vacation, he was able to remote in on 05/22 and 05/29, after power failures at City Hall caused interruption of continuity of IT services. Servers needed to be restarted and time clocks repopulated. This was done primarily through remote access by IT staff with onsite assistance from Purchasing/IT Director.



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

2013 Summer Activity Program

Danielle Friend, Children's Librarian

Start Date: Wednesday June 5th, 2013

End Date: Wednesday July 24th, 2013

There will be NO activities on Thursday July 4th!!

The Theme for this year's Summer Reading Program is: [DIG INTO READING](#). We have rearranged the Summer Program to add more time for stories and presentations.

Summer Program Policies

Children are welcome to attend the sessions for their age unless otherwise approved by the Library Director. If the child is 11 or younger, we ask that an adult sign their child in each week and sign them out when the child is picked up. Children under the age of 12 will not be allowed to sign themselves in or out. This is for the child's safety and helps us account for children who have not been picked up. The clipboard for signing children in and out of programs will be located in the library, and parents need to come into the building to sign it. Children will not be allowed to leave the building by themselves or with friends.

WEDNESDAYS

3:00 to 4:00 STORIES AND ACTIVITIES FOR AGES 5-8

Danielle will be reading several stories each week that are appropriate for all ages. This will be followed by crafts and/or games. With our summer theme of "Dig into Reading" we will be focusing on animals and plants that live underground.

THURSDAYS

9:30 to 10:30 TODDLER STORY TIME FOR AGES 4 AND UNDER

Join us for a fun and educational time with the little ones as we read stories, sing songs, and do educational crafts as we help our youngest patrons grow and prepare for school. This is a great time not only for the children to interact but also for parents to make new friends and compare notes.

3:00 to 4:00 SCIENCE AND NATURE TIME FOR AGES 9-11

In the spirit of our summer theme of *Dig Into Reading*, this one-hour session will be a time to learn about animals and nature that live underground. There will be activities as well as guest speakers to help us learn about the world under our feet.

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FRIDAYS

3:00 to 4:00 TECHNOLOGY AND SURVIVAL FOR AGES 12-17

Survival today means using not only our wits but also our technology. Join us as Danielle and Joey teach skills and entertainment that we need in today's world. There will be games, fun, laughter, and snacks.

Summer Special Events and Parties

Summer Reading Movie for all Ages - On Wednesday, July 3rd, 2013, the library will have a showing of ICE AGE 3: DAWN OF THE DINOSAURS. This movie is rated PG. The movie runs for approximately 90 minutes and will start at 3 p.m. in the Women's Club Building. Children will need to be signed in and out of the event just as with any weekly program. Parents are welcome to stay and watch the movie with their children.

The Summer Reading Ice Cream Party - The Summer Reading Ice Cream Party is by invitation only. Children must have completed a reading log by July 13th in order to receive an invitation for the party. Each invitation will admit one child and one adult. The invitations will be available at the Children's Services Desk starting on July 13th. The invitation is the responsibility of the parent or guardian. Reissues will not be made without the Director's approval.

End of Summer Party - Our Annual End of Summer Party will be on Wednesday, July 24th at 3 p.m. at the Community Life Center on the corner of 5th and Yoakum. The Texas State Aquarium will be on hand this year and is featuring live alligators and hands on information about their lives and habitats. Snacks will be served following the presentation. This show is open to the public, and everyone is invited to attend.

RISK MANAGEMENT (Courtesy of Melissa Perez, Manager)

Hurricane Preparedness Training

Risk Manager conducted Hurricane Preparedness Training on May 29, 2013 in the City Hall Commission Chambers. Attendees were trained on the following objectives: City's Annexes and revisions, What is your Department's Role?, How do you prepare?, The City's EMC's Melissa Perez & Joey Reed. Everyone was given a handout from TML on Hurricane Preparedness, list of upcoming Hurricane Names. Staff were also informed on the function of the City's Emergency Go Bags, who has them and what will they be utilized for.



Meeting held with Brandy Ashby Fisher District Coordinator for Emergency Management

Brandy Ashby Fisher District Coordinator for EM with The Department of Public Safety met with Risk Manager Melissa Perez on May 20th. Melissa and Brandy went through all the City of Kingsville's Emergency Annexes. All Annexes are currently updated.

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Joey Reed and Melissa Perez are also currently working on a Hurricane Annex for the city of Kingsville. Preparations and readiness Training is currently being held with all City Staff.

TML Loss Prevention Representatives meet with Risk Manager Melissa Perez to Discuss Workers Compensation Claims



Art Alvarez and Carlos Carillo Loss Prevention Representatives met with Melissa Perez on May 23rd to review the City of Kingsville's Losses with Workers Comp Injuries. The last time they visited with Ms. Perez was in September 2012. Ms. Perez had only been working for the City a few weeks. Overall the City is doing well with Workers Comp Injuries. There is always room for improvement. Training has taken a Big Leap forward with all Departments. There is still more to do, Directors will be informed of the losses in the next Staff Meeting. We can only go forward!!

TML Adjuster Daniel Salazar meets with Risk Manager to discuss "How to investigate Property Claims"

On May 24th 2013 Daniel Salazar Insurance Adjuster with Texas Municipal League (TML) met with Melissa Perez in the Risk Management Office to discuss procedures and recommendations on Investigating Property Claims. The Risk Manager currently goes to all Injuries and accidents that occur out in the field/City. Pictures are taken and witnesses are interviewed in the process. You usually want to get these few words answered. Who, What, Where, When and Why did this injury or accident happen? Daniel usually has to go to the site as well to make his own investigation and determination of the outcome of the claim. Daniel suggested that the Risk Manager attend some of these areas with him so that she can get a different perspective of the incident and investigation.



TASK FORCE (Courtesy of Guillermo "Willie" Vera, Commander)

After School Presentation at Harvey Elementary School

On May 24, 2013 Kingsville Specialized Crimes and Narcotics Task Force Agents Jason McGee, Ruben Villalobos, Richard Kirkpatrick and K9 Agent Apollo participated in an after school presentation at Harvey Elementary. The children were taught the importance of remaining drug free and about the responsibilities the Task Force units are assigned in order to maintain their efforts to keep drugs out of their neighborhoods and schools.

Commander Vera Attends County Commission Meeting

On May 28, 2013, Commander Vera attended the Commissioners Court of Kleberg County. During this session, District Attorney John Hubert (DA) presented the proposal regarding assistance to the Kingsville Specialized Crimes and Narcotics Task Force in obtaining new COPsync equipment with partial cost of \$36,165.60 to be paid through DA's Chapter 59 asset Forfeiture funds. The commissioners were unanimous in their vote on the approval of the proposal.

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Commander Vera Pushes Through Initiatives at City Commission Meeting

Also on May 28, 2013, Commander Vera attended the City Commission Meeting conducting at City Hall. Several items for consideration by the Commissioners were presented and voted on unanimously pertaining to the Kingsville Specialized Crimes and Narcotics Task Force. Items are as follows:

1. Acceptance of new COPsync equipment for four vehicles from Kleberg County District Attorney for the Kingsville Specialized Crimes and Narcotics Task Force.
2. Resolution granted authorizing the City Manager to enter into the COPsync Services Agreement for the Kingsville Specialized Crimes and Narcotics Task Force.
3. Permission granted to loan older COPsync equipment from Task Force to the four Kleberg County Constables for use in their vehicles.

Agents Participate in Communities in School Presentation at Perez Elementary

On May 29, 2013, Kingsville Specialized Crimes and Narcotics Task Force Agent Michael Tamez and Agent Ruben Villalobos participated in a Communities In School presentation at Perez Elementary. The focus of this presentation was to teach the children about the dangers associated with drugs and the role the Task Force plays in helping to remove narcotics from the streets, and their continuing efforts to keep the community safe.

Agents Participate in Communities in Schools Field Day

On May 30, 2013, Kingsville Specialized Crimes and Narcotics Task Force Agents Richard Kirkpatrick, Jason McGee, Ruben Villalobos and Michael Tamez participated in the Communities In Schools "Play with a Cop/End of School Year Drug Free Field Day" at Gillett Intermediate School. Agents participated in field events with the students and encouraged the students to respect Law Enforcement officers as individuals in authority; but also to understand that officers can be trusted to take care of them and the community.

Task Force to Partner with District Attorney's Office in Drug Interdiction Assistance Program (DIAP)

In the coming month, Kingsville Specialized Crimes and Narcotics Task Force in conjunction with the Kleberg County District Attorney's Border Prosecution Unit will be presenting a DIAP (Drug Interdiction Assistance Program) on Commercial Motor Vehicle Interdiction on June 4-6, 2013. The purpose of this course is to familiarize Law Enforcement personnel with current trends and patterns in the use of Commercial Vehicles for significant criminal activity. This presentation will be conducted at the new Border Patrol Complex and the cost is free.

TOURISM SERVICES DEPARTMENT (Courtesy of Bob Trescott, Director)

Downtown Park Pavilion

The Downtown Park Pavilion is already usable as a shade structure for events, but we hope to have some enhancements in place by the Fourth of July.

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We have received a proposal from Mr. Robert Mendez of Mendez Welding and Contracting from Ricardo to coordinate and complete the work for those enhancements of the former HEB canopy for use as the Downtown Park Pavilion by the Fourth.

The proposal includes the following:

- Provide an engineering study for the structure including for wind-loading
- Clear, fill and grade the lot
- Power wash the structure
- Grind, sand, fill, prime and touch-up existing paint
- Provide electrical service to existing lighting and outlets – to code.
- Provide a roughly 112 feet by 36 feet stamped and stained concrete deck
- Build a dumpster enclosure

Meeting that date is dependent upon identifying a funding source and getting necessary approvals. The total cost estimate in the proposal is \$47,958.75 which includes the costs from several sub-contractors.

There are many other potential projects in the works that will turn some underutilized, some industrial, and some unconnected parcels and facilities into an overall downtown linear park that will connect from King Avenue, including the Bandstand, the Depot, the Xeriscape Park, the Pavilion, the Pumphouse, and others – that will link to the Henrietta Memorial.

There will be proposals for fencing, street paving, sidewalks, lighting and other park features, such as water fountains, a water feature, etc. as we move forward. There are possibilities for cooperation with the Union Pacific and others. There is coordination needed with other public works projects.

We will be talking about the Caboose and the Petra Kenedy Building separately, with others to follow.

Decisions on those additions are dependent on other entities and other timetables.

We hadn't originally intended to combine these trades into one contract, but the opportunity presented itself and we are passing it along.

We might proceed with the engineering, the filling & grading, the power-washing, the electrical service, and the dumpster enclosure as stand-alone contracts for now and have the purchasing department go out for bids on the concrete deck. In that case we can manage the contracts ourselves and will require \$10,000 to get started.

Contract Proposal from Mendez Contracting

Engineering for structure and for wind loading (Sample Engineering)	\$1,250
Clear, fill and grade the lot, including provision of fill (Mendez)	\$2,250
Power-wash the structure, grind, sand, fill, prime and touch-up existing paint (Mendez)	\$2,875

Provide electrical service to existing lighting and outlets – to code, using

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Underground conduit and oversize, secure weatherproof panel box (Santana Electric)	\$2,500
Provide a roughly 112 feet by 36 feet concrete deck with approved materials, reinforcements, foundation and design. Surface to be stamped and stained to be attractive and compatible with Xeriscape Park pathways and to help to deter skateboarders. Design to avoid ramps, rails and steps. (Custom Home Design)	\$32,000
Dumpster enclosure and slab (Mendez)	\$900
General contractor fees and expenses, including overall coordination (Mendez)	<u>\$6,183.75</u>
Total	<u>\$47,958.75</u>

Caboose

Our understanding is that the open space north of the 1904 Depot had been reserved for the relocation of the MoPac caboose, currently located at King Avenue and US 77.

We have received a proposal from Ram House Movers to relocate the caboose and install it behind the Depot. We have begun discussions with Union Pacific on matters of mutual interest, including this project. We have contractors looking at the caboose itself to determine repair needs and possibilities.

We request permission to pursue proposals for the work associated with the relocation and stabilization of the caboose cab, to pursue any lease modifications needed with the Union Pacific and to identify a funding source.



Ranch Hand Festival

Planning is underway for this year's Downtown Ranch Hand Festival that complements the King Ranch's Ranch Hand Breakfast. We are working with multiple groups to expand the area and the participation for that event.

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Fourth of July

At the request of the Commission, we have been coordinating communication and collaboration among community groups for ceremonies and celebrations.

Their efforts to date include:

- Refreshments at the Depot
- 9 AM Flag ceremony at Kleberg Bank flagpoles
- Kid's Bike and Pet Parade on Alarcon
- Bike Safety Program
- Music, games, food, Car Show and Touch the Trucks
- Symphony at Jones Auditorium
- Navy Softball challenge to City at TAMUK

Downtown Plan

A downtown work plan has been produced each year since 2101, was brought before the commission in July of 2012, and was updated and discussed at the Commission Goal Setting Retreat in May of this year.



The City desires to preserve, redevelop and revitalize the Kingsville Historic Downtown District; and

The City had adopted a City Master Plan in 2008 that endorses such preservation, redevelopement and revitalization; and

The City had authorized the establishment of a Kingsville Main Street Program in 2011; and

The Kingsville Main Street Program and the Kingsville Historic Downtown Association are partnering with each other, with City departments and boards and with others on projects and programs that advance downtown district preservation, redevelopement and revitalization; and

After comprehensive research and studies of existing physical and market conditions and possible future trends, a comprehensive Downtown Plan has been prepared; and

The Downtown Plan was developed with the purpose of: reviewing the background, enumerating guiding principles, providing a strategic framework, and listing projects and programs that advance downtown district preservation, redevelopement and revitalization; and

The Kingsville Main Street Downtown Plan was developed in accordance with the City of Kingsville Master Plan, wherein "Ongoing development of downtown...establishing special places...and spurring economic development" were identified as goals and wherein action was recommended to develop a downtown plan.

The Kingsville Main Street Downtown Plan was presented and discussed at a City Commission Goal Setting Retreat.

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We request that the Kingsville Main Street Downtown Plan be accepted and approved by the City Commission

Downtown Appearance and Maintenance

Staff continues to do maintenance on downtown street furniture and to work with other departments on additional existing street fixture and furniture projects. Five benches have been refinished and tree rings have been repaired.

Separately, staff is developing a mini-catalog of “families of street furniture” for purchase and use in the future. We will be bringing those choices to downtown groups, the historic preservation board, KKB, the Chamber and others before bringing recommendations for final choices.



Sample Family of Street Furniture

Depot

Staff and volunteers continue to share the depot with tourists and with school groups.



Miguel Martin



Russell Shelton



David Deacon

Preservation Month Program at the Depot

In celebration of Preservation Month, the Historical Development Board invited everyone to a program at the Depot on May 21st. Bob Trescott spoke on the history of theaters in Kingsville, film and live, and Cal Collins spoke on his plans for the Texas Theater. Daniel Morales gave a preview of the upcoming Kleberg County Centennial Celebration, scheduled for Labor Day. Dr. Anders Greenspan, PhD, Asst. History Professor, TAMUK spoke about the grant funded survey of the Historic District. There were photos on display of some of the many historic resources of the City and County provided by the South Texas Archives. James Glusing displayed photographs taken by students for the Historic American Building Survey.



Cal Collins

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Petra Kenedy House

Some time back we learned of the availability for relocation of the structure that had once been the Mifflin and Petra Kenedy home on the Laureles Ranch. The Mayor, Patti Trujillo and Bob Trescott visited the house in San Patricio. We reached out to the Kenedy Foundation and others trying to find a suitable home for the structure.



Recently, the Ed Rachal Foundation reached out to us and offered to help us relocate and re-purpose the building. We are exploring this generous offer and considering its place in our plans for the Downtown Park and for the Richard Street corridor.

PETRA VELA DE VIDAL KENEDY, rancher and philanthropist, was born in 1825 in Mier, Mexico. Her father was a Spanish governor of the Nueces Strip. Already a wealthy woman, she married rancher Mifflin Kenedy in 1852, in Brownsville.



In 1869 the Kenedy family moved from Brownsville and established the Laureles Ranch where they resided on 172,000 acres. This building was their home. In 1882 the Kenedys sold the ranch to the Scottish-owned Texas Land and Cattle Company. The Kenedy family established the Kenedy Pasture Company in now Kenedy County. The Kenedys retired to Corpus Christi.

Petra made generous donations to the Catholic Church in Brownsville and in Corpus Christi. She died at Corpus Christi on March 16, 1885, and was buried at Brownsville.

We in Kingsville are interested in the Kenedy House as an important part of our bi-cultural and ranching history. We understand that the house was the Kenedy home on the Laureles Ranch for a period of time between 1869 and 1882. Both Mr. and Mrs. Kenedy had very significant ties into the Kingsville Community.

We feel that the building and its connections would contribute to our efforts in heritage protection and tourism development. We don't have funding for a move or renovation of the building at this time. Nor do we have a parcel committed to its placement.

The Ed Rachal Foundation has offered to assist in our relocation and adaptive reuse of the building for "charitable, scientific, literary or educational purposes". We can request funds from the Ed Rachal Foundation to allow Ram House Movers to relocate the structure to a City-owned site and funds to secure the roof, windows and doors and to do some site work.

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We will request that the City of Kingsville enter into a lease for the property with the Ed Rachal Foundation or with an agreed-upon third party Texas Non-profit Corporation to complete its re-purposing.

Tourism and Economic Development in Kingsville – an Opportunity

The Convention and Visitors Bureau supported all sorts of community heritage, cultural, educational and recreational activities. It provided a portion of the Conner Museum budget, partnered with Engineering to support the Depot and it supported the Downtown Office.

When the City created the Tourism Office, we put all of downtown management and the Depot under Tourism along with the continuing support for the Conner. My research indicated that our funding had to have closer ties to “heads in beds”. We moved to turn longstanding events into multi-day festivals.

Since then, we have consulted with and reviewed writings of the staff, lawyers and lobbyists of the Texas Association of Convention and Visitors' Bureaus, the Texas Hotel & Lodging Association, the Municipal Affairs Section of the Office of the Attorney General of Texas and the Texas Municipal Association.

We found that:

- A lot of what some people believe about Hotel Occupancy Taxes (HOT) is inaccurate.
- Rather than being about community heritage and cultural, educational and recreational activities, the statutes are about economic development, based upon outsiders making visits to the community.
- Some of Kingsville's expenditures from HOT funds are not authorized by the statute.
- Kingsville is not maximizing delivery of the intent of the statutes.
- HOT funds provide us with dedicated funds for economic development.
- Economic development is centered on the expansion of the hotel business.
- Hotels buy water, pay sales and property taxes, and their visitors generate additional economic activity.
- Visitors stay at our hotels for business, for conferences, for sports, just passing through, as well as for the heritage, cultural, educational and recreational activities.
- HOT funds are required to put “heads in beds” regardless of what brings them to town.
- As long as the expenditures meet the core goal, they can also support community branding, marketing, promotion, business and resident retention and recruitment.
- HOT funds should be coordinated with all economic development promotion by the City, County, Chambers of Commerce, Merchants groups, etc.

- Every dollar spent on promotion and economic development should support every other dollar spent on economic development.
- Quality of life improvements in heritage, culture, education and recreation are bonuses.

We will be making recommendations to:

- Bring our program into compliance
- Maximize economic development

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- Maximize partnerships
- Maximize quality of life benefits

Javelina Baseball Tournament

The City of Kingsville supported Javelina Baseball in hosting its recent tournament



**Bob with Phillip O Brown and Joe Biedron,
Javelina Athletic Department**

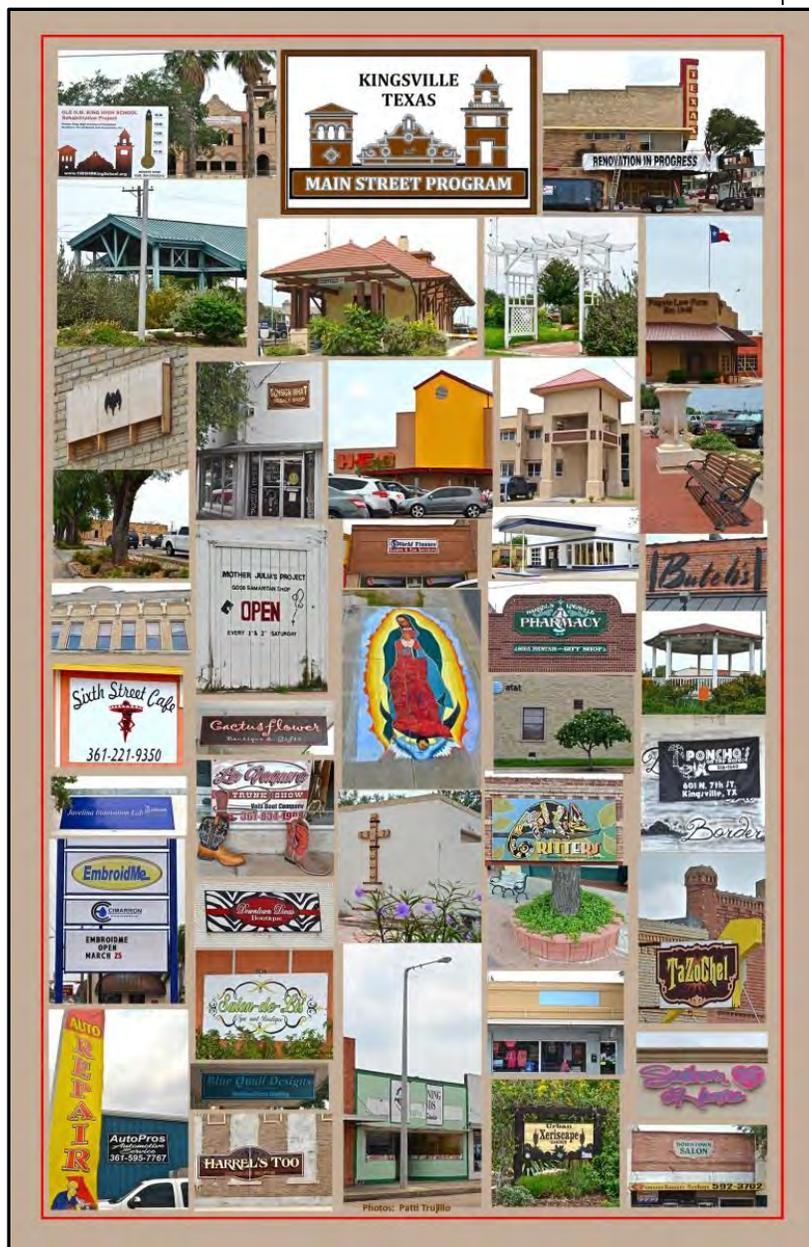
Media

Coverage of HM King School
Channel 3, KIII did a story on the HM King School

Memorial Day



Commissioner Art Pecos



Downtown in Pictures

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What do these Downtown Pictures Represent?				
HM King School		Main Street Logo		Texas Theater
Pavilion		Depot Maintenance	Addition to Park	New Building
Bat Boxes Downtown	New Business & Sign Consign What	HEB Renovations	County Office Building	Maintenance Street Furniture
Landscaping Downtown	Mother Julia Project	Façade & Sign Renovation	Renovation Gulf Station	New Business Butch's
Rebuilt Windows	New Business & Sign Cactus Flower	Ground Mural	New Sign Harrel's	Maintenance Bandstand
New Business Sixth Street Cafe	New Business & Sign La Vaquera	Methodist Garden	Trees Downtown	New Business Poncho's
TAMUK Building Downtown	New Business, Sign & Façade Downtown Divas	New AEP Lamp Posts	New Business & Sign - Critters	New Business & Sign-TaZoChel
New Business EmbroidMe	New Sign Salon de Lis		Repair Tree Planters	New Business & Sign Southern Hearts
New Business AutoPros	New Sign Blue Quail Design		New Business Kingsville Store & Boutique	New Sign Downtown Salon
	Façade & Sign Renovation Harrel's Too			This is not a Complete listing

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

Regular Commission Meetings (Commission Chambers)

Monday, June 10, 2013 6:00 p.m.
Monday, June 24, 2013 6:00 p.m.

Municipal Court Dates (Commission Chambers)

Thursday, June 20, 2013 3:00 p.m.
Thursday, July 11, 2013 3:00 p.m.
Thursday, July 25, 2013 3:00 p.m.

Board Meetings (Commission Chambers):

Planning and Zoning Board	Wednesday, June 19, 2013	7:00 p.m.
Historic Development Board	Wednesday, June 19, 2013	4:00 p.m.
Zoning Board of Adjustments	Thursday, June 13, 2013	6:00 p.m.
Civil Service Commission	TBA	11:00 a.m.

Board Meetings (Respective Location)

Library Board	Wednesday, July 17, 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