

City of Kingsville, Texas

AGENDA CITY COMMISSION MONDAY, DECEMBER 18, 2017 SPECIAL MEETING

**CITY HALL
HELEN KLEBERG GROVES COMMUNITY ROOM
400 WEST KING AVENUE
5:00 P.M.**

I. Preliminary Proceedings.


OPEN MEETING

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

MINUTES OF PREVIOUS MEETING(S)

None.

APPROVED BY:


Jesús A. Garza
City Manager

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

None.

III. Reports from Commission & Staff.²

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

IV. Public Comment on Agenda Items.³

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

V.

Consent Agenda

Notice to the Public

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being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon.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

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

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

1. Motion to approve final passage of an ordinance amending the FY17-18 budget to accept and expend a Parks donation from the 12th Annual Vishal Bhagat Memorial Golf Tournament. (Parks Director).
2. Motion to approve final passage of an ordinance amending the FY17-18 budget to accept and expend a Police donation from the Kingsville Area Educators Federal Credit Union. (Chief of Police).

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

3. Consider final passage of an ordinance amending the Fiscal Year 2017-2018 budget for the renovation of the Municipal Building. (City Manager).
4. Consider awarding RFP#18-05 for Municipal Building first floor renovations and authorizing staff to negotiate a contract, as per the architect's recommendation. (Purchasing Manager).
5. Consider accepting \$2,000 in Academy Sports & Outdoors gift cards from iHeartMedia's radio station KYRS for the Kingsville Police Department. (Chief of Police).
6. Consider waiver of building permit fees for HOME Program to assist County with grant cash match. (Planning & Development Services Director).
7. Consider waiver of building permit fee and plan review fee for the remodel of the Pete De La Garza (former Exxon Building) for Kleberg County. (Planning & Development Services Director).
8. Consider introduction of an ordinance amending the Fiscal Year 2017-2018 budget to include JK Northway project not completed in FY2016-2017. (Finance Director).
9. Consider accepting donation of approximately \$1,800 bench for the downtown district from the Kingsville Historic Downtown District Association. (Downtown Manager).
10. Consider introduction of an ordinance amending the Fiscal Year 2017-2018 budget to accept and expend a donation from the Kingsville Historic Downtown District Association. (Downtown Manager).

VII. Adjournment.

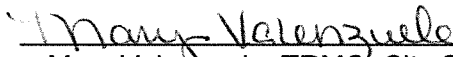
1. No person's comments shall exceed 5 minutes. Cannot be extended by Commission.
2. No person's comments shall exceed 5 minutes without permission of majority of Commission.
3. Comments are limited to 3 minutes per person. May be extended or permitted at other times in the meeting only with 5 affirmative Commission votes. The speaker must identify himself by name and address.
4. Items being considered by the Commission for action except citizen's comments to the Mayor and Commission, no comment at this point without 5 affirmative votes of the Commission.

NOTICE

This City of Kingsville and Community Room are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 361/595-8002 or FAX 361/595-8024 or E-Mail mvalenzuela@cityofkingsville.com for further information. Braille Is Not Available. The City Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551-071 (Consultation with Attorney), 551-072 (Deliberations about Real Property), 551-073 (Deliberations about Gifts and Donations), 551-074 (Personnel Matters), 551-076 (Deliberations about Security Devices), 551-086 (Certain Public Power Utilities: Competitive Matters), and 551-087 (Economic Development).

I, the undersigned authority do hereby certify that the Notice of Meeting was posted on the bulletin board located at City Hall, 400 West King Ave, of the City of Kingsville, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:

December 15, 2017 at 2:00 P.M. and remained so posted continuously for at least 72 hours proceeding the schedule time of said meeting.



Mary Valenzuela, TRMC, City Secretary
City of Kingsville, Texas

This public notice was removed from the official posting board at the Kingsville City Hall on the following date and time: _____

By: _____
City Secretary's Office
City of Kingsville, Texas

CONSENT AGENDA

AGENDA ITEM #1

**City of Kingsville
Parks & Recreation Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Jason Alfaro, Parks & Recreation Director

DATE: December 4, 2017

SUBJECT: Receipt of \$25,000 donation from Vishal Raju Bhagat Foundation

Summary:

The Parks & Recreation Department would like approval from City Commission to receive a \$25,000 donation from the Vishal Raju Bhagat Foundation. These funds would be used to help with the cost of constructing a dog park in Dick Kleberg Park. The park would be constructed near the site recommended by the Parks Master Plan.

Background:

The Foundation focuses its efforts on building sustainable relationships within local communities to provide a positive, direct effect on the beneficiaries of its grants. The primary fund-raising event is the Annual Vishal Bhagat Memorial Golf Tournament, and through support from sponsors, partners, and volunteers have raised over \$1,100,000 for charity.

Financial Impact:

The donation of \$25,000 will help with the construction costs for a formal dog park to be built in Dick Kleberg Park.

Recommendation:

We recommend that City Commission authorize the receipt of this donation in the amount of \$25,000 from the Vishal Raju Bhagat Foundation, and amend the budget to record the acceptance of these funds into the parks budget.



ORDINANCE NO. 2017-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-18 BUDGET TO ACCEPT AND EXPEND A PARKS DONATION FROM THE 12TH ANNUAL VISHAL BHAGAT MEMORIAL GOLF TOURNAMENT GALA.

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

BE IT ORDAINED by the City Commission of the City of Kingsville that the Fiscal Year 2015-2016 budget be amended as follows:

**CITY OF KINGSVILLE
DEPARTMENT EXPENSES
BUDGET AMENDMENT**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
Fund 001 General Fund					
Revenues					
4-4503	Park Maintenance	Park Donations	58003	\$ 25,000	
Expenses					
5-4503	Park Maintenance	Grounds & Perm Fixtures	59100	\$ 25,000	

[To amend the City of Kingsville FY 17-18 budget to accept and expend a parks donation awarded from the 12th Annual Vishal Bhagat Memorial Golf Tournament Gala to be used towards a dog park as per the attached memo from the Parks Director.]

II.

THAT all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

INTRODUCED on this the 11th day of December, 2017.

PASSED AND APPROVED on this the ____ day of _____, 2017.

EFFECTIVE DATE: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #2

**City of Kingsville
Police Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Ricardo Torres, Chief of Police

DATE: December 4, 2017

SUBJECT: Acceptance of Donation from Kingsville Area Educators Federal Credit Union

Summary:

The police department is requesting approval for the acceptance of a monetary donation to be used to purchase tourniquets.

Background:

Our KPD officers have been providing information to some of our local banks and credit unions with regards to crime prevention. The Kingsville Area Educators Federal Credit Union has donated \$500.00 to the Kingsville Police Department to show their appreciation for the assistance provided by the officers. They have requested that these funds be spent on equipment for the officers of the department.

Financial Impact:

The equipment consists of SOFTT WIDE tourniquets. We will purchase as many as we can until we have a minimum of 2 tourniquets per authorized police officer position of the department.

Total Expenditures would be \$500.00

Recommendation:

We request that the donation be accepted to pay for the SOFTT WIDE tourniquets.



ORDINANCE NO. 2017-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-18 BUDGET TO ACCEPT AND EXPEND A POLICE DONATION FROM THE KINGSVILLE AREA EDUCATORS FEDERAL CREDIT UNION.

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

BE IT ORDAINED by the City Commission of the City of Kingsville that the Fiscal Year 2015-2016 budget be amended as follows:

**CITY OF KINGSVILLE
DEPARTMENT EXPENSES
BUDGET AMENDMENT**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
Fund 001 General Fund					
Revenues					
4-0000		Donations	72030	\$ 500	
Expenses					
5-2105	PD	Medical Supplies	22400	\$ 500	

[To amend the City of Kingsville FY 17-18 General Fund Budget to accept and expend a donation from the Kingsville Area Educators Federal Credit Union to assist in the purchase of officer tourniquet kits as per the attached memo from the Chief of Police.]

II.

THAT all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

INTRODUCED on this the 11th day of December, 2017.

PASSED AND APPROVED on this the ____ day of _____, 2017.

EFFECTIVE DATE:_____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

REGULAR AGENDA

AGENDA ITEM #3

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Deborah Balli, Director of Finance

DATE: December 1, 2017

SUBJECT: Budget Amendment-Municipal Building Renovations

Summary:

This item authorizes the approval of a budget amendment to reallocate funds to the Municipal Building renovation budget in UF Capital Projects Fund 054-5-6201-71300 Building.

Background:

Construction costs and furniture estimates show additional funds will be needed to complete the Municipal Building renovation project. The following transfers and adjustments are proposed in the attached budget amendment.

- Utility Fund to Utility Fund Capital Projects
 - Reduce \$95,580 from 051-5-7003-71200 Machinery/Equipment.
- CO Series 2011-Utility Fund Water Production to CO Series 2011-Utility Fund Sewer Construction
 - \$95,580 from 066-5-6002-72025 Water Well #25 to 066-5-7003-71200 Machinery/Equipment for Sewer Construction Equipment purchases.
- Insurance Claim Recovery Fund to Utility Fund Capital Projects
 - \$120,000 from 096-2-61002 Restricted-Insurance Claim Recovery to transfer to Fund 054-UF Capital projects for 054-5-6201-71300 Building.

Financial Impact:

A total of \$215,580 will be added to the Municipal Building Renovation Project line item 054-5-6201-71300 Building. \$95,580 of Waste Water Sewer Construction equipment purchases will be funded from CO 2011 instead of the Utility Fund. The Utility Fund will then transfer \$95,580 to the Municipal Building Renovation Project in Fund 054-UF Capital Projects. Unspent funds of \$120,000 in the Insurance Claim Recovery Fund will be transferred to Fund 054-UF Capital Projects.

Recommendation:

Staff recommends authorization of this budget amendment to complete this capital project.



ORDINANCE NO. 2017-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-2018 BUDGET FOR THE RENOVATION OF THE MUNICIPAL BUILDING.

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

BE IT ORDAINED by the City Commission of the City of Kingsville that the Fiscal Year 2017-2018 budget be amended as follows:

**CITY OF KINGSVILLE
DEPARTMENT EXPENSES
BUDGET AMENDMENT**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
Fund 051 Utility Fund					
Expenses					
5-7003	Sewer Construction	Machinery/Equipment	71200		\$ 93,615
5-7003	Sewer Construction	Minor Equipment	21700		\$ 1,965
5-6900	Fund Trsfrs	Transfer to Fund 054	80054	\$ 95,580	
Fund 054 UF Capital Projects					
Revenues					
4-0000		Transfer From Fund 051	75010	\$ 95,580	
4-0000		Transfer From Fund 096	75096	\$ 120,000	
Expenses					
5-6201		Building	71300	\$ 215,580	
Fund 066 CO Series 2011-Utility					
Expenses					
5-6002	Water Production	Water Well #25	72025		\$ 95,580
5-7003	Sewer Construction	Machinery/Equipment	71200	\$ 95,580	
Fund 096 Insurance Claim Recovery Fund					
Equity					
2		Restricted-Insurance Claim Recovery	61002		\$ 120,000
Expenses					
5-6900	Fund Trsfrs	Transfer to Fund 054	80054	\$ 120,000	

[To amend the City of Kingsville FY 17-18 Budget for Municipal Building renovations as per the attached memo from the Finance Director.]

II.

THAT all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

INTRODUCED on this the 11th day of December, 2017.

PASSED AND APPROVED on this the 18th day of December, 2017.

EFFECTIVE DATE: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #4

**City of Kingsville
Purchasing Department**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: Charlie Sosa Purchasing Manager
DATE: December 13, 2017
SUBJECT: Municipal Building First Floor Renovations

Summary: This item authorizes the City to award the bid and authorize staff to negotiate a contract with Rusty Van Fleet, for the Municipal Building First Floor Renovations for the City of Kingsville.

Background: We published Competitive Sealed Proposals Bid#18-05 in the newspaper on October 29, 2017 and November 05, 2017. Bids were accepted until 2:00 PM on November 14, 2017. Two responses were received from Victory Building Team of Corpus Christi Texas and Rusty Van Fleet of Kingsville, Texas. Staff reviewed RFQ #18-05 and found the information received to be responsive. The Municipal Building First Floor Renovations Architect Solka Nava Torno Inc. reviewed qualifications and discussed the two firm's bids based on a point evaluation system. The Municipal Building First Floor Renovations Architect Solka Nava Torno recommends Rusty Van Fleet to be the best firm for the City of Kingsville Municipal Building First Floor Renovations. Architects cumulative results are in the table below:



**City of Kingsville
Purchasing Department**

November 17, 2017

	Name of Contractor	Rusty Van Fleet	Victory Building Team
	Evaluation Score Rank	1	2
	Monetary Score Rank	2	1
	BASE BID	\$807,000.00	\$805,000.00
1.	Bidders monetary proposal, INCLUDING Alternate Bid Item No. 1 and No. 2- 50 points max.	49.876	50.000
2.	Bidder's experience with similar projects completed within the last five (5) years - 20 points max.	20	20
3.	The qualification and experience (resume) of the Bidder's Project Manager and Superintendent committed to the project - 10 points max.	10	9
4.	References - The quality of references from Owners and Architects of similar projects completed by Bidder within the last five (5) years. Emphasis should be given to providing references from both the Owner and Architect of the same single project - 5 points max.	5	5
5.	Proposed time of completion - 10 points max.	9	10
6.	A schedule of values - 5 points max.	5	4
	Total Score for Contractor	98.876	98.000

Financial Impact:

Total amount of contract for the Municipal Building First Floor Renovations is \$807,000.00 from 054-5-6201-71300 Building Fund are available with an approved budget amendment from commission.

Recommendation:

It is recommendation the City award the bod and authorize staff to negotiate a contract with Rusty Van Fleet of P.O. Box 5101 Kingsville, Texas for the Municipal Building First Floor Renovations for the City of Kingsville, as per staff recommendation.



AGENDA ITEM #5

**City of Kingsville
Police Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Ricardo Torres, Chief of Police

DATE: December 13, 2017

SUBJECT: Acceptance of Donation from iHeartMedia's Radio Station KYRS [Corpus Christi]

Summary:

The police department is requesting approval for the acceptance of a donation from radio station KYRS [Corpus Christi].

Background:

I was contacted on Monday, December 11, 2017 by Nikki Barnicki, National Project Manager|National Sales, iHeartMedia. Ms. Bartnicki informed me iHeartMedia KYRS and Big Frank, teamed up with Academy Sports + Outdoors to help join the giving spree by gifting someone a shopping spree to remember! Listeners were encouraged to Share their story OR nominate a friend, relative, or someone special from their community, for a chance to win an Academy Sports + Outdoors gift card. The giving spree didn't stop there, as Academy Sports + Outdoors wanted them to join in on the fun and pay it forward and nominate a local community center, school, or first responder department for a chance to win a \$2,000 Academy Sports + Outdoors gift card! That's where Kingsville Police Department comes in!

On behalf of Academy Sports + Outdoors and KYRS, they wanted to congratulate Kingsville Police Department on being a recipient of a \$2,000 Academy Sports + Outdoors gift card!

Financial Impact:

The Kingsville Police Department will receive \$2,000.00 in gift cards to be used towards departmental needs to assist us in serving our community.

Recommendation:

We request that the donation be accepted for departmental needs.



IHEART MEDIA RELEASE AND INDEMNITY AGREEMENT

I hereby acknowledge receipt of the following prize which was presented to me by radio station **KYRS [Corpus Christi]** a winner of:

Prize Description:

Prizing: 2x \$1,000 gift cards to Academy Sports and Outdoors

- Card for merchandise and in-store services at any Academy location or for merchandise at academy.com. Gift card is not redeemable for cash or credit, except where required except where required by applicable state law. Lost, stolen, or altered cards cannot be replaced. Gift Cards are not eligible for resale. Gift card is issued by Academy Administrative Services, L.L.C. All rights reserved. © 2017 Academy, Ltd.

- Value: \$2,000 USD

In consideration of IHEART MEDIA providing me with the above item(s), I hereby acknowledge my understanding that neither IHEART MEDIA, their officers, directors and employees, and/or their advertising agencies, and sponsors has made any representation, warranty or guarantee whatsoever with respect to this item, and I hereby relieve them of and from, any further obligations or responsibilities.

For myself, my heirs, executor, administrator, and assigns, I hereby release and forever discharge IHEART MEDIA, and sponsors, from and against any/every claim demand, right or cause of action of whatever kind of nature arising in any way of my receipt, and/or exercise of the item described.

I further understand that I will be responsible for any and all taxes which may be payable (including by not limited to, taxes, sales and use taxes, if any) as the result of the receipt by me of this item.

Furthermore, I hereby agree to permit IHEART MEDIA, to utilize (and license others to use) my name, picture and/or likeness in connection with any advertisements or publicity issued in connection with the above named prize, or the programming of IHEART MEDIA. It is understood that the rights granted hereby will not be used in connection is non-transferable, non-refundable, for equivalency and non-assignable.

In addition, I am aware that IHEART MEDIA will not be held responsible if any concerts, plays, events, etc., gets cancelled. The station will not compensate me, for the tickets that I have won.

ORGANIZATION NAME KINGSVILLE POLICE DEPARTMENT

POINT OF CONTACT NAME CHIEF RICARDO TORRES

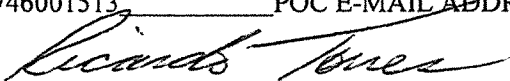
ADDRESS 1700 E. KING AVE., P. O. BOX 1458

CITY KINGSVILLE STATE TX ZIP 78363

DAYTIME PHONE (361) 592-4311 Opt. #5 HOME PHONE _____

TAX ID # 746001513 POC E-MAIL ADDRESS chief@kingsvillepd.us

SIGNATURE



12/11/17
DATE

AGENDA ITEM #6

City of Kingsville
Department of Planning and Development services

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Tom Ginter, Director

DATE: December 12, 2017

SUBJECT: Waiver of Building Permit fee for third home built under the HOME program at 902 E. Lott

Summary: In April of 2016 the City Commission approved the waiver of building permit fees for three homes to be built in the HOME program. At this point two have been built at 1745 E. Avenue F and 1111 E. Kleberg. Now the time is right for the third home to be built.

Background: The HOME program has allowed homeowners who live in near sub- standard homes to have them remodeled or replaced with new homes. The applicant has to be approved by the state and everything has to be in order with their application. This is the third and final applicant that will be getting a home built in Kingsville in this grant cycle. We have waived the building fees in the past which goes toward the cash match that is required as a part of the program.

Financial Impact: The building permit fee is \$264.96. The existing water and sewer taps will be used so there is no fee there according to the contractor.

Recommendation: Waive the building permit fee of \$264.96 for the home to be built at 902 E. Lott under the HOME Program.



CITY OF KINGSVILLE

GENERAL PERMIT

THIS FORM WAS PRINTED ON: 12/12/2017

PERMIT #: P037173-121217

DATE ISSUED: 12/12/2017

PROJECT ADDRESS: 902 E Lott Kingsville, TX 78363

EXPIRES: 12/12/2018

SUBDIVISION: 5Th

Owner : Sandra Lamar Morrissey
Address 902 E Lott Ave
City Kingsville
State TX
Zip: 78363
Phone#:

Contractor: R M QUALITY CONSTRUCTION
Address: P. O. BOX 813
City: CONROE
State: TX
Zip: 77305
Phone#: 9365888331

Zone:
Prop.Use Residential
Work: NEW RESIDENTIAL
Prop.Value: \$85,000.00

SQ FT 1104
Cnst Type: BUILDING
Lot #: 31, 32
Blk #: 5

Description	Unit Price	Quantity	Total
New Building or Addition to new building			
Plan Review Fee			

TOTAL

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

SPECIAL CONDITIONS: CITY BRUSH CREWS WILL NOT PICK UP BROKEN CONCRETE, LUMBER OR BRUSH FROM CONSTRUCTION SITES. PERSONS WORKING AT SUCH SITE ARE RESPONSIBLE FOR CLEANING ALL DEBRIS.

Theresa Cavazos

12/12/2017

AGENDA ITEM #7

City of Kingsville
Department of Planning and Development Services

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Tom Ginter, Director

DATE: December 12, 2017

SUBJECT: Waiver of building permit fee and plan review for the remodel of the Exxon Building done by the Kleberg County

Summary: Kleberg County has requested from the City of Kingsville to waive the building permit fees for the remodeling of the Exxon Building. It is my understanding that the building will be housing public agencies such as USDA and DPS.

Background: I believe in the past we have waived building permit fees for public agencies that are doing construction. This is a remodel project which has a value of \$2.9 million.

Financial Impact: The impact to the city is a total of \$9,697.50. The building permit fee is \$6,465.00 and the plan review fee is \$3,232.50. The waiver numbers do not include any of the trade fees that could occur in the remodeling.

Recommendation: Waive the building permit fee of \$6,465.00 and the plan review fee of \$3,232.50 for a total of \$9,697.50.





CITY OF KINGSVILLE
Planning Department
Building Permit Application

Phone No: (361) 595-8019

Submit the completed form and an Inspector will be assigned to review your application and property before starting the following job.

DATE: 12-12-2017	PERMIT#:	APPROVED BY:
JOB ADDRESS: 700 E. Kleberg		
OWNER'S NAME: LAST: Pete de la Garza Building		FIRST: M:
MAILING ADDRESS:		PHONE NO:
CITY: Kingsville	STATE: Texas	ZIP CODE: 78363
CONTRACTOR: * McKinstry		PHONE NO: 832 816 8432
DESCRIPTION OF WORK: <input type="checkbox"/> New <input checked="" type="checkbox"/> Remodel Square Feet		
VALUATION OF WORK: \$ \$2.9M		
PERMIT FEE: \$		
* Contractor must be registered with the City of Kingsville.		
NOTICE SEPARATE PERMITS ARE REQUIRED FOR, ELECTRICAL, PLUMBING, HEATING, VENTILATING OR AIR-CONDITIONING; ALL CONTRACTORS ARE RESPONSIBLE FOR DISPOSING OF THEIR OWN DEBRIS AT THE SANITARY LANDFILL ON CR 2130. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN SIX MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANYTIME AFTER WORK IS COMMENCED.		
SIGNATURE 		DATE 12-12-17
HOMEOWNER APPLICANTS ONLY: I HEREBY CERTIFY THAT I OWN AND AM NOW LIVING AT THE DWELLING FOR WHICH THIS PERMIT IS BEING ISSUED, AND THAT THE WORK IS BEING PERFORMED BY ME OR A MEMBER OF MY IMMEDIATE FAMILY. I UNDERSTAND THAT, FOR THE PURPOSES OF THIS APPLICATION, MY IMMEDIATE FAMILY IS LIMITED TO MY PARENT, CHILD OR CHILD'S SPOUSE.		
INITIAL HERE _____		

FOR OFFICE USE ONLY

CURRENT ZONING FOR LOCATION:	IS ZONING APPROPRIATE FOR USE REQUIRED: YES/NO
SETBACK REQUIREMENTS VERIFIED: YES/NO	ARE SETBACK REQUIREMENTS MET: YES/NO
IS THE PROPERTY IN THE AICUZ/CCLUA**: YES/NO	DOES IT COMPLY WITH THE AICUZ/CCLUA**: YES/NO
PROPERTY EASEMENT VERIFIED: YES/NO	DIMENTION OF EASEMENT:
AICUZ/CCLUA** DEED NOTIFICATION: YES/NO	** CONTROLLED COMPATIBLE LAND USE AREA (JAZB)

AGENDA ITEM #8

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Deborah Balli, Director of Finance

DATE: December 13, 2017

SUBJECT: Budget Amendment-Roll Over JK Northway Canopy Project

Summary:

This item authorizes the approval of a budget amendment to include a JK Northway capital project not completed in FY 16-17 into the FY 17-18 budget.

Background:

In FY 16-17, the City of Kingsville approved various capital projects that were still in progress at fiscal year-end close. Since the completion dates of these projects were not known at the time of preparing the FY 17-18 budget, the following projects need to be rolled over into the FY 17-18 budget through a budget amendment:

- Insurance Claim Recovery Fund-\$97,261.92 JK Roof and Walls for the completion of the Canopy

Financial Impact:

This budget amendment will allow for the completion of these projects originally budgeted in the prior fiscal year. A total of \$97,261.92 will be rolled over from FY 16-17 fund balance into the FY 17-18 budget.

Recommendation:

Staff recommends authorization of this budget amendment to complete these capital projects.



ORDINANCE NO. 2017-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-2018 BUDGET TO INCLUDE JK NORTHWAY PROJECT NOT COMPLETED IN FISCAL YEAR 2016-2017.

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

BE IT ORDAINED by the City Commission of the City of Kingsville that the Fiscal Year 2017-2018 budget be amended as follows:

**CITY OF KINGSVILLE
DEPARTMENT EXPENSES
BUDGET AMENDMENT**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
Fund 096 Insurance Claim Recovery Fund					
Equity					
2		Restricted-Insurance Claim Recovery	61002		\$ 97,261.92
Expenses					
5-1076		JK Roof and Walls	93003	\$ 97,261.92	

[To amend the City of Kingsville FY 17-18 Budget to include a JK Northway canopy project that was not completed in FY 16-17 as per the attached memo from the Finance Director.]

II.

THAT all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

INTRODUCED on this the 18th day of December, 2017.

PASSED AND APPROVED on this the __ day of _____, 201__.

EFFECTIVE DATE: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #9

**City of Kingsville
Planning Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: December 13, 2017

SUBJECT: Accept donation from the Kingsville Historic Downtown District Association

Summary: It is requested that City Commission accept the donation of a bench for our downtown district.

Background: The Kingsville Historic Downtown District Association (KHDDA) wishes to purchase a bench to be placed downtown. This bench, a L24 Lamplighter Bench 4' with back, will be of the same style and color as the black, metal benches currently installed downtown.

Financial Impact: The price of the bench including donation plaque and shipping is \$1,795 per the attached quote.

Recommendation: We recommend that City Commission authorize the receipt of this donation and amend the budget to record the acceptance of this donation.





670 Mercer Road | Butler, PA 16001-1840
Toll-free: 1-800-284-8208 | Phone: 724-284-1213 | Fax: 724-284-1253
www.keystoneridgedesigns.com

DATE:	12/11/2017	ATTN:	CYNTHIA MARTIN
QUOTATION #:	035990-00	EMAIL:	cmartin@cityofkingsville.com
PROJECT NAME:	KINGSVILLE HISTORIC DOWNTOWN DISTRICT ASSOC	CUSTOMER #:	013265
QUOTE VALID TO:	12/31/2017	SELL TO:	CITY OF KINGSVILLE
PAYMENT TERMS:	NET 30		PO BOX 1458
EST. LEAD TIME:	9 WEEKS		
FAX NUMBER:	(361) 595-8035		KINGSVILLE, TX 78364-1458
SALES REP:	Justin Maskal	SHIP TO:	
EMAIL:	JustinM@keystoneridgedesigns.com		
EXTENSION:	243		KINGSVILLE, TX 78363

Please confirm the ship to location listed on the top portion of this quote and complete the following when placing your order.

24 Hour Advance Shipment Notification To/

Phone: _____

On-Site Contact: _____

QUOTE SUMMARY:

Total Quotation Amount:	\$1,795.00
Payment Required to Activate Order:	\$0.00
Remaining Balance Due Net 30	\$1,795.00

SPECIAL CONSIDERATIONS:

Terms of Sale: Net 30

* Cast nameplate already paid for on SO# 11935 and is to read: KINGSVILLE, TEXAS

* Plaque to read: Donated by Kingsville Historic Downtown District Assoc.

LINE ITEMS:

Line	Part #	Description	Qty	Unit Price	Extended Price
1	0LL02-4000000-0001	L24 - LAMPLIGHTER BENCH 4' WITH BACK - GLOSS BLACK	1	\$1,335.00	\$1,335.00
2	ALCST-0000000-0000	CAST NAME PLATE ADD-ON FOR LAMPLIGHTER BENCH LEGS. UP TO 21 CHARACTERS (INCLUDING SPACES), CUSTOMIZED TO CLIENT'S SPECIFICATIONS. NAMEPLATE AFFIXED TO EACH END CASTING ON LAMPLIGHTER BENCH. (THIS IS A ONE-TIME CHARGE.)	1	\$0.00	\$0.00
3	ACPLQ-10X5000-BRWN	SAND CAST BRONZE PLAQUE AND PLAQUE TRAY HOLDER, 10" X 5" TO FIT ALL 4', 6', AND 8' BENCHES, BROWN LEATHER BACKGROUND, BRONZE LETTERING IN PALATINO FONT, MAXIMUM OF 50 CHARACTERS, PRICE INCLUDES POWDER COATED METAL PLAQUE TRAY WELDED INTO BENCH TO RECESS PLAQUE INTO THE BENCH.	1	\$220.00	\$220.00

Total Material Costs:	\$1,555.00
Freight & Packaging:	\$240.00
Quotation Total:	\$1,795.00

I acknowledge that I have received and reviewed the complete terms and conditions of this quotation. By signing this page, I understand and accept all of Keystone Ridge Designs' Terms and Conditions as outlined on this page and all proceeding and subsequent pages of the quotation. See following page for complete terms and conditions.

I approve Downtown manager Cynthia Martin to order the Bench & nameplate. Board President, FB 12-12-17

AGENDA ITEM #10

**City of Kingsville
Planning Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: December 13, 2017

SUBJECT: Accept donation from the Kingsville Historic Downtown District Association

Summary: It is requested that City Commission accept the donation of a bench for our downtown district.

Background: The Kingsville Historic Downtown District Association (KHDDA) wishes to purchase a bench to be placed downtown. This bench, a L24 Lamplighter Bench 4' with back, will be of the same style and color as the black, metal benches currently installed downtown.

Financial Impact: The price of the bench including donation plaque and shipping is \$1,795 per the attached quote.

Recommendation: We recommend that City Commission authorize the receipt of this donation and amend the budget to record the acceptance of this donation.





670 Mercer Road | Butler, PA 16001-1840
Toll-free: 1-800-284-8208 | Phone: 724-284-1213 | Fax: 724-284-1253
www.keystoneridgedesigns.com

DATE:	12/11/2017	ATTN:	CYNTHIA MARTIN
QUOTATION #:	035990-00	EMAIL:	cmartin@cityofkingsville.com
PROJECT NAME:	KINGSVILLE HISTORIC DOWNTOWN DISTRICT ASSOC	CUSTOMER #:	013265
QUOTE VALID TO:	12/31/2017	SELL TO:	CITY OF KINGSVILLE
PAYMENT TERMS:	NET 30		PO BOX 1458
EST. LEAD TIME:	9 WEEKS		
FAX NUMBER:	(361) 595-8035		KINGSVILLE, TX 78364-1458
SALES REP:	Justin Maskal	SHIP TO:	
EMAIL:	JustinM@keystoneridgedesigns.com		
EXTENSION:	243		KINGSVILLE, TX 78363

Please confirm the ship to location listed on the top portion of this quote and complete the following when placing your order.

24 Hour Advance Shipment Notification To/
On-Site Contact:

Phone: _____

QUOTE SUMMARY:

Total Quotation Amount:	\$1,795.00
Payment Required to Activate Order:	\$0.00
Remaining Balance Due Net 30	\$1,795.00

SPECIAL CONSIDERATIONS:

Terms of Sale: Net 30

* Cast nameplate already paid for on SO# 11935 and is to read: KINGSVILLE, TEXAS

* Plaque to read: Donated by Kingsville Historic Downtown District Assoc.

LINE ITEMS:

Line	Part #	Description	Qty	Unit Price	Extended Price
1	OLL02-4000000-0001	L24 - LAMPLIGHTER BENCH 4' WITH BACK - GLOSS BLACK	1	\$1,335.00	\$1,335.00
2	ALCST-0000000-0000	CAST NAME PLATE ADD-ON FOR LAMPLIGHTER BENCH LEGS. UP TO 21 CHARACTERS (INCLUDING SPACES), CUSTOMIZED TO CLIENT'S SPECIFICATIONS. NAMEPLATE AFFIXED TO EACH END CASTING ON LAMPLIGHTER BENCH. (THIS IS A ONE-TIME CHARGE.)	1	\$0.00	\$0.00
3	ACPLQ-10X5000-BRWN	SAND CAST BRONZE PLAQUE AND PLAQUE TRAY HOLDER, 10" X 5" TO FIT ALL 4', 6', AND 8' BENCHES. BROWN LEATHER BACKGROUND, BRONZE LETTERING IN PALATINO FONT, MAXIMUM OF 50 CHARACTERS, PRICE INCLUDES POWDER COATED METAL PLAQUE TRAY WELDED INTO BENCH TO RECESS PLAQUE INTO THE BENCH.	1	\$220.00	\$220.00

Total Material Costs:	\$1,555.00
Freight & Packaging:	\$240.00
Quotation Total:	\$1,795.00

I acknowledge that I have received and reviewed the complete terms and conditions of this quotation. By signing this page, I understand and accept all of Keystone Ridge Designs' Terms and Conditions as outlined on this page and all proceeding and subsequent pages of the quotation. See following page for complete terms and conditions.

I approve Downtown manager Cynthia Martin to order the Bench & nameplate. Board President, FB 12-12-17

ORDINANCE NO. 2017- _____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-2018 BUDGET TO ACCEPT AND EXPEND A DONATION FROM THE KINGSVILLE HISTORIC DOWNTOWN DISTRICT ASSOCIATION.

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

BE IT ORDAINED by the City Commission of the City of Kingsville that the Fiscal Year 2017-2018 budget be amended as follows:

**CITY OF KINGSVILLE
DEPARTMENT EXPENSES
BUDGET AMENDMENT**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
Fund 001 General Fund					
Revenue					
4-0000		Donations	72030		\$ 1,795.00
Expenses					
5-1020		Grounds & Perm Fixtures	59100	\$ 1,795.00	

[To amend the City of Kingsville FY 17-18 Budget to accept and expend a donation from the Kingsville Historic Downtown District Association (KHDDA) for the purchase of a bench for our downtown district as per the attached memo from the Downtown Manager.]

II.

THAT all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

INTRODUCED on this the 18th day of December, 2017.

PASSED AND APPROVED on this the __ day of _____, 201__.

EFFECTIVE DATE: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney