

City of Kingsville, Texas

AGENDA CITY COMMISSION MONDAY, SEPTEMBER 24, 2018 REGULAR MEETING

**CITY HALL
HELEN KLEBERG GROVES COMMUNITY ROOM
400 WEST KING AVENUE
6:00 P.M.**

I. Preliminary Proceedings.

OPEN MEETING

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

MINUTES OF PREVIOUS MEETING(S)

Special Meeting – September 4, 2018

Regular Meeting – September 10, 2018

APPROVED BY:



Jesús A. Garza
City Manager

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

1. Public Hearing on Texas Community Development Block Grant Program for Downtown Revitalization and Main Street Fund. (Downtown Manager).

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 & 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. 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being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon.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 City of Kingsville Code of Ordinances by amending Chapter III, Article 7, Personnel Policies. (Human Resource Director).
2. Motion to approve final passage of an ordinance amending the Fiscal Year 2017-2018 budget to cover end of year deficit accounts. (Finance Director).
3. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter V, Article 3, Water, Sections 100-103, providing for updated information in the Water Conservation Management Plan. (Public Works Director).
4. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter V, Article 3, Water, Sections 72, 77, & 78, providing for additional public education method, updated triggers, and updated notification. (Public Works Director).
5. Motion to approve support of and participation in certain events and parades for Fiscal Year 2018-2019 as stated in the memo and attachments. (Downtown Manager).
6. Motion to approve a resolution authorizing the City Manager to enter into an Engagement Letter Agreement between the City of Kingsville, Texas and John Womack & Co., P.C. for the 2017-2018 Fiscal Year Audit. (Finance Director).
7. Motion to approve accepting donation of \$1,724.40 from Leadership Kingsville Academy for park improvements. (Parks Manager).

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

8. Presentation and discussion on the City of Kingsville Drainage Master Plan. (City Engineer).
9. Consider introduction of an ordinance adopting the City of Kingsville Drainage Master Plan. (City Engineer).
10. Consider a resolution approving the City of Kingsville's 2018 Tax Roll as submitted by the Kleberg County Tax Assessor-Collector pursuant to the Texas Property Tax Code, Chapter 26, Section 26.09(e). (Finance Director).

11. Consider health insurance stop-loss carrier for FY18-19. (Human Resources Director).
12. Consider a resolution revising the City of Kingsville Investment Policy and Investment Strategies; designating the City Manager, Director of Finance, and City Accounting Manager as the authorized city representatives with full authority for investment purposes; and providing for disclosure of financial interest. (Finance Director).
13. Consider a resolution adopting the City of Kingsville Capital Asset Policy. (Finance Director).
14. Consider out-of-state travel for Commission and staff to attend the National League of Cities Conference from November 7-10, 2018 in Los Angeles, CA (Commissioner Pecos).
15. Consider out-of-state travel for the Mayor to travel to Washington, D.C. from October 21-24, 2018 for city related business. (Mayor Fugate).
16. Consider out-of-state travel for the City Manager to attend the Local Government Hispanic Network Conference in Phoenix, Arizona from October 25-27, 2018. (City Manager).
17. Consider out-of-state travel for a total of seven fire department personnel to go (generally two per trip) to Appleton, WI from September 25-28, 2018, in March 2019, and in April 2019 for pre-construction, mid-point, and final inspection of the new fire engine with all expenses covered by vendor for six of the employees. (Fire Chief).
18. Consider a resolution authorizing the City Manager to enter into a Product License and Service Agreement with Intellichoice, Inc. d/b/a eForce Software for law enforcement software for the Kingsville Police Department. (Purchasing Manager).
19. Executive Session: Pursuant to Section 551.072, Texas Government Code, Deliberations regarding Real Property Exception, the City Commission shall convene in Executive Session to discuss the purchase, exchange, lease, or value of real property as deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third party. (City Manager).

VII. Adjournment.

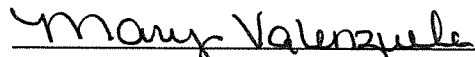
1. No person's comments shall exceed 5 minutes. Cannot be extended by Commission.
2. No person's comments shall exceed 5 minutes without permission of majority of Commission.
3. Comments are limited to 3 minutes per person. May be extended or permitted at other times in the meeting only with 5 affirmative 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:

September 21, 2018 at 4:30 P.M. and remained so posted continuously for at least 72 hours proceeding the schedule time of said meeting.



Mary Valenzuela, TRMG, 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

MINUTES OF PREVIOUS MEETING(S)

SEPTEMBER 4, 2018

A SPECIAL MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON TUESDAY, SEPTEMBER 4, 2018 IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS AT 6:00 P.M.

CITY COMMISSION PRESENT:

Sam Fugate, Mayor
Edna Lopez, Commissioner
Dianne Leubert, Commissioner
Hector Hinojosa, Commissioner
Arturo Pecos, Commissioner

CITY STAFF PRESENT:

Jesus Garza, City Manager
Courtney Alvarez, City Attorney
Kyle Benson, IT Manager
Tom Ginter, Director of Planning & Development Services
Bill Donnell, Public Works Director
Rudy Mora, City Engineer
Deborah Balli, Finance Director
Derek Williams, IT
Diana Gonzales, Human Resources Director
Susan Ivy, Parks Manager
Janine Reyes, Tourism Director
Ricardo Torres, Chief of Police
Stacie Pena, Accounting Supervisor
Emilio Garcia, Health Director
David Bodiford, Accounting Manager
Israel Vasquez, Interim Golf Course Manager
Pete Pina, Landfill Supervisor
Frank Garcia, Waste Water Supervisor

I. Preliminary Proceedings.

OPEN MEETING

Mayor Fugate opened the meeting at 6:00 P.M. with all five Commission members present.

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

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

MINUTES OF PREVIOUS MEETING(S)

Special Meeting- August 20, 2018
Special Meeting- August 22, 2018
Regular Meeting- August 27, 2018
Special Meeting- August 28, 2018

Motion made by Commissioner Lopez to approve the minutes of August 20th, August 22nd, August 27th and August 28, 2018 as presented, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Lopez, Hinojosa, Leubert, Pecos, Fugate voting "FOR".

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

1. Public Hearing on a *proposed* tax rate increase from \$.84220 to \$.90500 for Fiscal Year 2018-2019. (Finance Director).

Mayor Fugate announced and opened this public hearing at 6:02 p.m.

Mayor Fugate announced that this is a public hearing and if anyone would like to speak on behalf of this item may do so now with a five-minute time limit. Additional time cannot be extended by City Commission.

Mrs. Deborah Balli, Finance Director stated that the proposed tax rate is \$.90500, which the budget is based on the current tax of \$.84220.

Mrs. Courtney Alvarez, City Attorney stated that following statement: The vote to adopt the City of Kingsville's 2018-2019 fiscal year tax rate will take place on Monday, September 10, 2018 at the City Commission meeting at 6:00 p.m. in the Helen Kleberg Groves Community Room, City Hall, 400 W. King Ave., Kingsville, TX.

There being no comments made, Mayor Fugate closed this public hearing at 6:04 P.M.

2. Public Hearing on proposed Fiscal Year 2018-2019 budget. (Finance Director).

Mayor Fugate announced and opened this public hearing at 6:04 p.m.

Mayor Fugate announced that this is a public hearing and if anyone would like to speak on behalf of this item may do so now with a five-minute time limit. Additional time cannot be extended by City Commission.

Mr. Jesús Garza, City Manager gave a recap of the overall budget of final numbers that will be proposed. To the change order, staff has added an additional 1% to the increase that was being proposed making it a 2% COLA increase. This will be about \$69,000 that will be added to the General Fund, in order to add the additional 1%. Other funds were available so staff added funds for other projects. One big item on the Utility Fund side is the primary clarifier at the South Plant. Garza stated that staff would like to be proactive with this project as the last time it was replaced was due to it breaking down, so staff would like to avoid this happening again. Other additions to the budget were made which include \$10,000 for Animal Shelter software. Staff is recommending having a Special Election in May 2019 for a Venue Tax.

Commissioner Leubert asked what would be the total cost for the Special Election?

Mr. Garza responded that what is being budgeted is \$30,000 which will be a split between the Tourism Fund and Economic Development Fund.

Mr. Bill Donnell stated that staff is requesting to use utility funds to repair the clarifier . The clarifier was replaced back in 2001 with a second clarifier added in 2013, as per TCEQ Rule 217.153. Engineer probable cost is \$745,000, to replace the entire components of the clarifier. Donnell displayed a detailed spec sheet showing the cost estimates. He further displayed pictures of the clarifier showing how the components work.

Mr. Garza stated that staff wants to be proactive rather than waiting for it to fail. Staff wants to make sure that there are two well-functioning clarifiers. Garza further commented that with the additions made to the change list, the budget for the upcoming fiscal year is \$45,886,452.00. With this being said, the fund balance requirements continue to be met. The reserve percentage is at 29% for the Utility Fund, which is still above the required 25% which equates to about \$400,000 above the minimum. General Fund is at 26.51% for reserves, which is at \$300,046.00, making it \$46.00 above minimum.

Mayor Fugate asked what the time frame would be for the new clarifier. Mr. Donnell responded that it would be around 6 months.

Commissioner Hinojosa asked that on the beginning fund balances in the general fund and utility, are these the audit numbers; 5.9 and 3.6? Mr. Garza responded that it should be. Mrs. Balli commented that these are the audited numbers for last year, 2016-2017, as the new audit for this fiscal year has not been done.

There being no comments made, Mayor Fugate closed this public hearing at 6:15P.M.

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 & 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. No formal action can be taken on these items at this time."

Mr. Garza reminded everyone of the grand opening for the Splash Pad scheduled for Wednesday, September 12th at 5:00 p.m. Garza thanked Stacie Pena and David Bodiford of the Finance Department for their hard work and dedication to the City of Kingsville. Both Ms. Pena and Mr. Bodiford will be departing the City of Kingsville on Friday, September 7th to pursue other opportunities.

Mrs. Alvarez commented that the next regular meeting is scheduled for September 10th. She further commented that there is a Trash Off scheduled for Saturday, September 15th from 8:30 a.m. to 12:00 p.m.

IV. Public Comment on Agenda Items.³

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

No comments made.

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)

None.

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

- 1. Consider introduction of an ordinance adopting the City Manager's budget, as amended, of the City of Kingsville, Texas, and appropriating funds for the fiscal year beginning October 01, 2018 and ending September 30, 2019 in the particulars hereinafter stated. (Finance Director).**

Commissioner Hinojosa stated that he is concerned about the sales tax as it has been budgeted \$5 million dollars for the whole year. For the last five years the city has not hit the \$5 million dollar mark, so this concerns him that the city might not be able to make it. He stated that he took the liberty of figuring out some figures which were provided to Mr. Garza. Hinojosa further stated that he is concern that the city might not meet the \$5 million dollar mark. He also stated that with regards to the tax rate, which has it at \$.84 in the budget, he would like for it to go down to \$.82. He stated that this can be achieved by not eliminating 3 or 4 positions, but by freezing the 4 positions for the upcoming fiscal year. These positions would include the Staff Accountant, which will save \$67,000; Parks Director, savings of \$106,000; Golf Course Manager for \$89,000 savings, for a total savings of \$262,000, which would allow the city to drop the tax rate by \$.02. He further stated that the other position he would like to see frozen for the year is Capital Improvement Manager saving the city \$85,000, but this would be the City Manager's decision to make.

Mayor Fugate asked how the Golf Course would be manned without a Golf Course Manager?

Commissioner Hinojosa responded to keep Mr. Israel Vasquez at the Golf Course and provide him with a small increase in his salary.

Mayor Fugate asked the City Manager if he feels that the city will hit the \$5 million dollar in sales tax? Mr. Garza responded that staff is basing it on growth as there is some work that Mr. Manny Salazar is working on regrading retail development. Garza further stated that he doesn't disagree with Commissioner Hinojosa that historically the city hasn't met that mark, the \$5 million dollar is being based on future verses on history. He stated that it is a questions of priorities for the Commission on the level of risk that the Commission wants to take verses the operational impact of holding positions frozen. From staffs perspective, staff finds value in the positions that are currently there now, or they wouldn't be there. Garza gave an example by stating that the Capital Improvement Manager position help achieve certain grants that historically the city wasn't pursuing, such as the CDBG Grant.

Commissioner Leubert asked if the Capital Improvement Manager is coordinating grants if the city receives them?

Mr. Garza responded that they are currently involved with grants, for example, the Parks Department received a Parks grant, and certain components of that application was done by the Capital Improvement Manager.

Commissioner Leubert further asked if the city could get these grants without a Capital Improvements Manager?

Mr. Garza responded that it is important to have people involved with the implementation of these projects.

Commissioner Leubert commented that she can see where Commissioner Hinojosa is coming from regarding freezing some positions, but there are some that need to be filled.

Mr. Garza commented that for clarification, the Capital Improvement Manager position is not fully funded by the General Fund. It is a split funded position between the Utility Fund and General Fund.

Commissioner Hinojosa commented that he doesn't mind collective bargaining and he will back away from the Capital Improvement Manager position. He also commented that the \$5 million dollars, staff is looking into the future and looking at collecting the taxes for businesses that are not here. He further commented that the city needs to be conservative.

Mayor Fugate asked what has been collected so far. Mayor Fugate read off a document that was provided to him by Commissioner Hinojosa and stated that the city has collected \$4.7 million dollars, as of September, and the city still has a month to go.

Mr. Garza stated that staff is estimating \$4.8 million dollars. He further stated that in 2016 it was \$4.799 million; 2017 it was \$4.77 million; and what is being estimated this year is \$4.866 million. Over the last three years, there has been an increase of over \$100,000. Garza state that when staff says \$5 million, it is not because the city reached \$5 million last year but historically, numbers show that it has increased.

Commissioner Hinojosa commented that he would rather be conservative on the sales tax.

Mr. Garza commented that if it is the feel of the Commission to adjust that number, they would need to keep in mind that staff would need to cut something, and staff could always look into that, if it is something that needs to be done.

2. **Consider introduction of an ordinance establishing and adopting the ad valorem tax rate for all taxable property within the City of Kingsville, Texas for fiscal year beginning October 01, 2018 and ending September 30, 2019, distributing the tax levy among the various funds, and providing for a lien on real and personal property to secure the payment of taxes assessed. (Finance Director).**

Commissioner Lopez commented that she also agrees with Commissioner Hinojosa regarding lowering the tax rate by \$.02 and not touch the Capital Improvement Manager position.

VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 6:35 P.M.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, TRMC, CMC, City Secretary

SEPTEMBER 10, 2018

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, SEPTEMBER 10, 2018 IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS AT 6:00 P.M.

CITY COMMISSION PRESENT:

Sam Fugate, Mayor
Edna Lopez, Commissioner
Dianne Leubert, Commissioner
Hector Hinojosa, Commissioner
Arturo Pecos, Commissioner

CITY STAFF PRESENT:

Jesus Garza, City Manager
Mary Valenzuela, City Secretary
Courtney Alvarez, City Attorney
Kyle Benson, IT Manager
Tom Ginter, Director of Planning & Development Services
Bill Donnell, Public Works Director
Rudy Mora, City Engineer
Deborah Balli, Finance Director
Derek Williams, IT
David Solis, Risk Manager
Diana Gonzales, Human Resources Director
Susan Ivy, Parks Manager
Cynthia Martin, Downtown Manager
Janine Reyes, Tourism Director
Charlie Sosa, Purchasing Manager
Emilio Garcia, Health Director
Israel Vasquez, Interim Golf Course Manager
Pete Pina, Landfill Supervisor
Frank Garcia, Waste Water Supervisor
Jennifer Bernal, Community Appearance Supervisor
Robert Rodriguez, Library Director

I. Preliminary Proceedings.

OPEN MEETING

Mayor Fugate opened the meeting at 6:00 P.M. with all five Commission members present.

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

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

MINUTES OF PREVIOUS MEETING(S)

None.

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

1. Public hearing for an ordinance amending the zoning ordinance by granting a Special Use Permit to place two mobile/manufactured homes at Galma Sub., Lot 7, (2.45 acres), also known as 1902 N 20th St., Kingsville, Texas, amending the comprehensive plan to account for any deviations from the existing comprehensive plan, Edwin Cann, applicant/owner. (Director of Planning & Development Services).

Public hearing was not needed, as applicant pulled his application after the agenda was posted. The Director of Planning & Development Services received an email from the applicant withdrawing his application.

Mayor Fugate asked if the individual had a permit to have these trailers in this area.

Mrs. Alvarez responded that no permits were obtained prior to moving the trailers onto the property. Property owner should be removing the trailers within the next 30 days.

Mayor Fugate stated that he would like to be given a report on the consequences for placing the trailers onto the property without a permit. Fugate stated that he feels that the property owner should be fined for doing this without a permit.

Mr. Garza commented that the property owner does have 30 days to remove the trailers.

Mayor Fugate commented that they should be fined and not just allowed to put something on a piece of property without the proper permits in place.

Mr. Ginter commented that he and the City Attorney have discussed this, and if the property owner does not remove them in 30 days, staff will retrieve a court order to remove these trailers.

Mayor Fugate commented that there would not be a need to go through District Court, this could be done through Code Enforcement and have it filed with the City Municipal Court. Fugate further commented that when someone does something like this without retrieving the proper permits, they must pay the consequences.

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 & 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. No formal action can be taken on these items at this time."

Mr. Bill Donnell, Public Works Director gave a brief Streets Update to the City Commission.

Commissioner Lopez asked if the Street crew sweeps through the neighborhoods.

Mr. Donnell responded that neighborhoods get swept, but due the being under staff in this department, the Street Department is only sweeping the thoroughfares.

Commissioner Lopez further asked if there was a schedule that is being followed. Mr. Donnell commented that there is a schedule but due to this department being short six employees, employees that are working on curb and gutter can be pulled to do the sweeping.

Mr. Garza commented that with regards to the grand-opening of the Splash Pad this Wednesday, there will be a delay due to weather conditions.

Commissioner Lopez commented that there is something scheduled at Thompson Park, this event will be going into the Douglas Center, as she has not heard of a postponement for this event.

Mrs. Alvarez reported that the next regular meeting is scheduled for September 24th with agenda items due by September 14th.

Commissioner Lopez asked if staff was preparing for the bad weather that is being predicted to come in the next few days and is staff cleaning the ditches. She also asked if updates will be sent to the City Commission.

Mr. Garza responded that staff is already cleaning the ditches and staff is keeping an eye on weather conditions and updates will be sent out to the Commission, which will be coming from Fire Chief Garcia.

IV. Public Comment on Agenda Items.³

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

No public comments made.

V.

Consent Agenda

Notice to the Public

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

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

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

Motion made by Commissioner Pecos to approve a resolution authorizing the City Manager to enter into a Memorandum of Understanding between the City of Kingsville and Texas A&M University-Kingsville for student internships, seconded by Commissioner Leubert. The motion was passed and approved by the following vote: Lopez, Hinojosa, Leubert, Pecos, Fugate voting "FOR".

1. **Motion to approve a resolution authorizing the City Manager to enter into a Memorandum of Understanding between the City of Kingsville and Texas A&M University-Kingsville for student internships. (City Manager).**

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

2. Consider final passage of an ordinance adopting the City Manager's budget, as amended, of the City of Kingsville, Texas, and appropriating funds for the fiscal year beginning October 01, 2018 and ending September 30, 2019 in the particulars hereinafter stated. (Finance Director).

Mrs. Deborah Balli, Finance Director reported that after the last meeting that had occurred, there were some additional changes that were made to the budget making the proposed budget at \$45,764,362.00.

Mr. Garza stated that in an attempt to find compromise between the different views amongst the Commission, the following changes were made from the introduction that occurred on September 4th. These changes include dropping the overall tax rate to \$.83, which would be a decrease of \$1.2 million dollars, also reduce the revenue by sales tax by \$25,000, these would decrease the city's revenues by \$126,000. The items that are being proposed to be cut from the budget, in order to make up the \$126,000 is by freezing the Golf Course Manager position for the fiscal year which will give the city roughly around \$80,000 in savings. Also proposed is eliminating the transfer of the Economic Development Fund as it has a health fund balance so it will not need to necessitate this for a year. Also proposed to eliminate some supplemental request from the General Fund such as the \$16,200 for additional AV Equipment for the Community Room and \$4,800 for new tires for Brush 2, which staff will just get from the vehicle replacement fund that the city has for the Fire Department. All these changes have been provided to the City Commission via an updated change list.

Commissioner Hinojosa commented that he has been going back and forth with staff on the budget, he has seen the numbers and he is in disagreement with the numbers. He further commented that when he met with the City Manager, he gave him his proposal on what he wanted to see on the budget, which did not happen. Hinojosa further commented that he could not agree with the \$.83 for the tax rate as being proposed. He would like for the tax rate to drop down to \$.82 versus the \$.84 that is in the budget now. He stated that \$.83 is a good start, but the tax payers need a break as they have been taxed on other things and it is time to give them a break. Hinojosa commented that he and the City Manager did not agree on the way the sales tax is being figured out and further commented that when he gave the City Manager the proposal it was all or none. He further stated that he wanted to see the Parks Director position being frozen. He stated that he is aware that staff has asked Texas Parks and Wildlife for a grant and on this grant it ask for two contact persons being Stacie and Susan. It also asked who all was going to be on this team for this grant, a letter was sent out that it would include five individuals which would include the Engineer, Finance Director, Capital Improvements Manager, and the Parks Director. At this time, the Capital Improvements Manager position is vacant, which Hinojosa stated that this position is needed and he is in agreement with the split of 75/25 as the City Manager proposed, but what he doesn't agree with is the hiring of a Parks Director at this time. Hinojosa stated that staff can send a letter to Parks Wildlife stating that due to budget constraints the Parks Director position will not be filled. He further stated that there are four other people on this team and five is an overkill to him. He knows that this is a good grant and he is not against it, but they don't dictate to the city who should be on that team. Hinojosa further commented that he would like to see the tax rate at \$.82.

Commissioner Lopez commented that she is also in agreement with the \$.82 tax rate. She feels that the citizens have been taxed enough including the increases made with the water and sewer rates made recently, which didn't go well with the citizens. She also commented that property values are up so they're taxes will increase as well. She further commented that staff can do other things to try and get others involved in the grant. A Parks Director position is not needed and the city now has capable people running the Golf Course now so this would save about \$107,000 in the Parks

Department. Lopez further asked for clarification on the Golf Course Manager position being frozen, and asked what Mr. Israel Vasquez position was.

Mr. Garza responded that currently Mr. Vasquez is the Facilities Manager and presently in his interim roll he is receiving his normal pay plus a small stipend for his interim roll in the Golf Course. Garza stated that the Facility Manager position is split funded between the Utility Fund and General Fund. What would happen is leaving Mr. Vasquez as an interim, not making him Golf Course Manager, as that position is all from General Fund. If the decision was to make Mr. Vasquez as the Golf Course Manager there would be no \$80,000 savings that the city has, simply be keeping as an interim.

Commissioner Lopez commented that she is in favor for increases for the employees, but when the city can do other things with that position and find someone else to take that position.

Mayor Fugate asked who she would suggest to take that position. Commissioner Lopez suggested the City Manager to assist with the grant.

Mayor Fugate commented that it is disingenuous of Commissioner Hinojosa and Commissioner Lopez to come up this late in the day with a different tax rate when it has already been discussed to have it at \$.83. He further commented that he is a tax payer and he wants to pay a fair tax and by decreasing it by \$.01 is in the right direction. Fugate continued to comment that the Parks Director position, the reason to receive the Parks & Wildlife grant was due to it being sufficiently staffed and being able to handle a grant of this size. Fugate further stated that if a letter is sent out to the Parks & Wildlife stating that because of budget restraints, which we don't have, the possibilities are high that the City will lose that grant. Mayor Fugate stated the items that the city is risking in loosing that are involved in this grant; playground equipment and shade structures for 9 to 12 structures, toddler swings, accessible surfacing for toddler swings/sidewalks additions, 10 picnic tables, 9 grills, outdoor exercise equipment, shelters renovations, baseball fields, (Fugate commented which has been a big concern of Commissioner Lopez that something be done about the baseball fields), totally redo fields 4 & 6 which would be renovated with wheelchair dugouts; Turn multipurpose football soccer and new football field goals irrigation, girls softball field wheelchair dugouts shade scoreboard windscreen, history of baseball interpretive sign and grant signage. Fugate commented that this is a \$448,000 which would turn Dick Kleberg Park around. He further commented that this is something that the citizens have been asking for, for quite some time. He stated that he, as a member of this Commission, will not jeopardize this grant and be short sided about not having a Parks Director. Mayor Fugate further stated that he is aware that Commissioner Hinojosa and Commissioner Lopez are very concerned about how much staff the city has, but when Commissioner Hinojosa was the City Manager for the City of Kingsville, he had an Assistant City Manager and had two City Attorney's, one being an Assistant City Attorney. The City Attorney also worked as a liaison for the City Manager's Department as well. He further commented that in 2002, this city was not as busy as it is today. This city is busy in Economic Development, Parks, Golf Courses, and beautification. This is a busy city in every aspect of our citizens life, and this is done with one City Manager. The current City Manager does not have an Assistant City Manager nor does the City Attorney have an Assistant either. Fugate further commented that he feels that it is disingenuous to say "you can do it"; be City Manager and Parks Director, which is too much to put on the City Manager. Fugate stated that the Parks Director position is needed which he supports 100%.

Commissioner Hinojosa commented that he knows that the Mayor is putting the fear on the City Commission regarding the possibility of not receiving the grant, but nobody has heard from them to say that the city will be awarded this grant. Hinojosa further stated that what Commissioner Lopez was trying to say is to substitute the City Manager's

name for the Park's Director. He further stated to freeze the Parks Director position for 1 year and see what happens. He also commented that Mayor Fugate was correct regarding the Assistant City Manager position when he was City Manager and had two City Attorneys, but when he oversaw the Finance Department, he only had four employees. He did say that time have change with all the changes happening in Kingsville, and is aware that the city needs personnel which is the reason he backed off the Staff Accountant position, as it is needed.

Motion made by Commissioner Pecos to approve the budget as presented, seconded by Commissioner Leubert.

Commissioner Hinojosa commented that he would like to amend the motion.

There was some confusion on whether or not Commissioner Hinojosa could amend a motion that already had a first and a second. Mrs. Alvarez commented that because there is a first and a second to the motion on the floor, a vote must be taken. If the item is not approved, at that time Commissioner Hinojosa can raise his motion and see if he can get a second on it.

Commissioner Lopez commented that she respects Mayor Fugate's comments and would not want not to have the items that can improve the parks, but there is no reason why employees can't be moved around to cover what the grant is requesting. Lopez further commented that the city is top heavy with employees and is not saying that she won't vote for this, as the increase in salaries are included in this, but she does have to voice her opinion.

Commissioner Leubert commented that the citizens would like for the Commission to do their due diligence and move this city forward. She further commented that the city is health financially. The city has a City Manager who decides who and how many people to have on the city's payroll. If the Commission wants people to live here and have quality of life, we need to make sure that the citizens have what they need. She further stated that the Commission has a hard job in making the tough decisions for this community in order to give them what they need.

Commissioner Hinojosa commented that as he is not aware of what the motion was that Commissioner Pecos made, cause he wasn't specific, all that was said by Commissioner Pecos "so moved".

Mayor Fugate made it clear as to what Commissioner Pecos motion was and stated that the motion made by Commissioner Pecos was to approve final passage of an ordinance adopting the City Manager's budget, as amended, of the City of Kingsville, Texas, and appropriating funds for the fiscal year beginning October 01, 2018 and ending September 30, 2019 in the particulars hereinafter stated. Fugate mentioned that it is what is stated in the agenda.

Mrs. Alvarez commented that the amount for the budget is \$45,764,362.00, which would result in a tax rate of \$.83, because once you adopt the budget, you have accepted the tax rate, although it would need to be done by a separate vote.

Commissioner Hinojosa continued to state that he had an amendment to make to the motion.

A point of order was called. Mrs. Alvarez commented that a vote on the first motion which was also seconded would need to take place first.

Motion was passed and approved by the following vote: Leubert, Pecos, Lopez, Fugate voting "FOR". Hinojosa "AGAINST".

3. **Consider final passage of an ordinance establishing and adopting the ad valorem tax rate for all taxable property within the City of Kingsville, Texas for fiscal year beginning October 01, 2018 and ending September 30, 2019, distributing the tax**

levy among the various funds, and providing for a lien on real and personal property to secure the payment of taxes assessed. (Finance Director).

Motion made by Commissioner Hinojosa to set the tax rate at \$.82.

Mrs. Alvarez commented that this motion could not be made, as the budget has already been adopted and the budget sets the tax rate.

Motion made by Commissioner Leubert that the property tax rate be increased by the adoption rate of tax rate of \$0.83000 which is effectively a 1.26% increase in the tax rate, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Leubert, Pecos, Lopez, Fugate voting "FOR". Hinojosa "AGAINST".

4. Consider ratifying the property tax increase reflected in the 2018-2019 Annual Budget of the City of Kingsville. (Finance Director).

Mrs. Alvarez commented that this is an item that is required by statutes.

Motion made by Commissioner Leubert to approve ratifying the property tax increase reflected in the 2018-2019 Annual Budget of the City of Kingsville, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Pecos, Lopez, Leubert, Fugate voting "FOR". Hinojosa "AGAINST".

5. Consider introduction of an ordinance amending the zoning ordinance by granting a Special Use Permit to place two mobile/manufactured homes at Galma Sub., Lot 7, (2.45 acres), also known as 1902 N 20th St., Kingsville, Texas, amending the comprehensive plan to account for any deviations from the existing comprehensive plan. (Director of Planning & Development Services).

No discussion took place, as item not needed.

6. Consider introduction of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter III, Article 7, Personnel Policies. (Human Resource Director).

Mrs. Diana Gonzales, Human Resource Director, recapped the position changes within the Classification & Compensation Plan that were discussed during the budget hearings. As for the Classification Compensation Plan for exempt employees, calling the positions Management Level and changing to Exempt Class. Other changes in the exempt level is the change in the anniversary step program changing all steps that are at 2% to 3%. The entire schedule also includes the change of 2% increase for Cost of Leaving Adjustment.

Introduction item.

7. Consider a resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy No.720.01-Designation of Holidays. (Human Resources Director).

Motion made by Commissioner Pecos to approve the resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy No.720.01-Designation of Holidays, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Lopez, Hinojosa, Leubert, Pecos, Fugate voting "FOR".

8. Consider a resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy No.720.02-Compensation for Holidays. (Human Resources Director).

Motion made by Commissioner Leubert to approve this resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy No.720.02-Compensation for Holidays, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Hinojosa, Leubert, Pecos, Lopez, Fugate voting "FOR".

9. Consider introduction of an ordinance amending the Fiscal Year 2017-2018 budget to cover end of year deficit accounts. (Director of Finance).

Mrs. Balli reported that this item authorizes the approval of an end of year budget amendment to cover deficit accounts. At the end of Fiscal Year 2017-2018, the following budget amendments are needed to cover deficit funds: General Fund-Fund 001: Landfill, remove \$318,216 Machinery/Equipment & other income – lease purchase budget for item purchased through capital lease prior fiscal year; Fire, remove \$330,422 Machinery/Equipment & other income-lease purchase budget for item purchased through capital lease prior fiscal year; Law Enforcement Officer Stand-Police-Fund 009: Police, record revenue and expenditures for funds received in FY 17-18; Utility Fund Debt Service – Fund 012, debt service, increase paying agent fees by \$250 for FY 17-18 fees; Texas Parks & Wildlife Community Outdoor Grant – Fund 078, Parks, record \$17,534.02 in State Grant Revenue and Parks Expenditures to roll over grant into FY 17-18. Transfer excess grant match of \$3,589.89 (transferred in prior year) back to General Fund, Fund 001. In Economic Development Fund, Fund 098, EDC, include tax payment of \$19,595.89 on 11 acre property in FY 17-18 instead of FY 18-19. This budget amendment will have the following effects on fund balances: Fund 001 – General Fund – increase \$3,589.89; Fund 009 0 Law Enforcement Officer Stand, Police no effect; Fund 012, UF Debt Service, decrease \$250; Fund 078, Texas Parks & Wildlife Grant, decrease \$3,589.89 to close out fund; and Fund 098, Economic Development Fund, decrease \$19,595.89.

Commissioner Hinojosa asked that on Fund 098, on the amended budget there was \$10,000 included. Is staff increasing by adding an additional \$19,000 or can it just be increased by \$9,000.

Mrs. Balli commented that staff has to put the \$19,000 in this year as the city paid the taxes on the 11 acre property this year, so the expenditure would need to be placed into this fiscal year.

Commissioner Hinojosa commented that he understood this, but in the amended budget he recalls seeing \$10,000 in this particular line item.

Mrs. Balli commented that it has been removed what they had for this item, in this fiscal year and recording it into the current year.

Introduction item.

10. Consider introduction of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter V, Article 3, Water, Sections 100-103, providing for updated information in the Water Conservation Management Plan. (Public Works Director).

Mr. Donnell commented that this is to update the Water Conservation Plan for the Texas Water Development Board. This updates the water services capacities, water supply sources, wastewater treatment facilities including goals and long range plans by the City of Kingsville.

Introduction item.

11. Consider introduction of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter V, Article 3, Water, Sections 72, 77, & 78, providing for additional public education method, updated triggers, and updated notification. (Public Works Director).

Mr. Donnell commented that this update brings public awareness of possible actions/restrictions during water shortages to protect public health, safety, and welfare. This plan is a requirement as part of TCEQ compliance.

Introduction item.

12. Consider awarding RFP#18-13 to E-Force Software and authorizing staff to negotiate a contract with E-Force Software for the KPD Law Enforcement Software, as per staff recommendation. (Purchasing Manager).

Mr. Charlie Sosa, Purchasing Manager reported that this item authorizes the award of RFP 18-13 and for the city to negotiate a contract with E-Force Software for the KPD Law Enforcement Software for the City of Kingsville. The Law Enforcement software will provide CAD/RMS software for the Kingsville Police Department. Staff published Request for Proposal in the newspaper on August 5th and August 12, 2018. Requests for proposal were accepted until 2:00 p.m. on August 28th. Three responses were received which were from E-Force Software, NovoTrax Public Safety, and Mark 43. Staff reviewed RFP 18-13 and found the information received to be responsive. The KPD Law Enforcement Software Committee reviewed qualifications and discussed the three firms RFP's based on experience and capacity to perform certifications approved by the Department of Public Safety. The KPD Law Enforcement Software Committee recommends E-Force Software to be the best value to the City.

Mr. Garza commented that this is part of a grant, therefore money will not be coming from Chapter 59 nor General Fund.

Motion made by Commissioner Lopez to approve the award of RFP#18-13 to E-Force Software and authorizing staff to negotiate a contract with E-Force Software for the KPD Law Enforcement Software, as per staff recommendation, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Leubert, Pecos, Lopez, Hinojosa, Fugate voting "FOR".

13. Presentation and discussion on Preliminary Project and Financing Plan for potential Tax Increment Reinvestment Zone #1, Historic Downtown Kingsville, Texas. (Director of Planning & Development Services).

Mr. Garza reported that communities all over the country are either developing TIRZ or Public Improvements Districts (PID) for their downtown. Garza stated that staff has decided to bring up a TIRZ instead of a PID, as TIRZ may be a little bit easier for the business owner, since it comes from the taxes they pay, as opposed to a PID which will be something that they would have to sign another check for, which would be a bit difficult to receive some support for.

Mayor Fugate commented that during the time that the previous Planning & Development Director and the previous City Manager this item died because the School District cannot participate in this. If they participate in this, they lose this tax money and lose the average daily attendance money as well.

Mr. Tom Ginter, Director of Planning & Development Services passed out a timetable to the Commissioner for establishing a Tax Increment Reinvestment Zone. Mr. Ginter went over the timetable.

The timetable is attached to this set of minutes as "Exhibit A", which includes the Process/Timetable for establishing a Tax Increment Reinvestment Zone as well as an example of a Public Hearing Notice.

Mr. Garza commented that creating a new Board can be kind of daunting to small cities, but what they sometimes do is that the Board members that they choose are existing Board members for other things. The city could appoint the same people that sit on our Main Street Board who already have a vested interest in that geographical area to be the city's representatives for the TIRZ Board. If the County went in on this, they would have the option to appoint their own representative to the Board. This could be the Main Street Board plus one individual from as the County representative as well as include a representative from the Water Authority, if they choose to be included.

Mr. Tom Ginter continued with his presentation of "Exhibit A".

Mr. Garza commented that staff would like to recommend beginning the process the key point is to get this right. This has never been done here in Kingsville so this will be a learning process for all those involved.

Mrs. Cynthia Martin, Downtown Manager presented on the preliminary project and financing plan for the Tax Increment Reinvestment Zone. She reported that the Texas Tax Code Chapter 311 allows the city to create a TIRZ Zone, but prior to adopting an ordinance, they would need to prepare a preliminary investment zone financing report and have a public hearing. In this report, it should include the description and map of the propose to create a TIRZ with a list of estimated project cost and the project as well.

Commissioner Hinojosa asked from what point will this zone be from? Mr. Garza responded that staff has it running from City Hall down to the Courthouse.

Mrs. Martin stated that the TIRZ is running from the railroad tracks down to just past 8th Street.

Mr. Garza stated that he would be involved with speaking to other entities to consider joining in the effort.

Commissioner Hinojosa commented that he likes the idea but has the city's financial advisor been involved in this as well, as this will take an effort of all the entities to participate in this.

Mr. Garza responded that at this point, there hasn't been conversations with other entities with regards to this. Mr. Garza spoke about an Exhibit B that is an estimated captured appraised value by year. He further stated that what staff is hoping for, is the redevelopment of downtown to occur in the future and have the percentage of taxable value increase than what is being projected in Exhibit B. Mr. Garza commented that the TIRZ would need to run for a few years, before seeing any financing for it. He further commented that any financial advisor will want to see back record of how much money is coming into the TIRZ and how much is being managed. He also commented that other cities are doing this and the time for our to city to do it is soon.

Exhibit B is attached to the minutes as "Exhibit B".

14. Presentation and discussion on Brownfield Grant opportunity and property located at 400 E. Caesar (old hospital), Kingsville, Texas. (Director of Planning & Development Services).

Mr. Garza commented that at one point, the city had allocated some funds for the remediation of this old hospital, but for some reason or the other, it did not happen.

Mr. Ginter reported that at this time, this property is under private ownership. In order for the City of Kingsville to receive a Brownfield Grant to abate the asbestos in that building, the building would need to be under City ownership. Ginter further stated that this property owes back taxes. As of October 2nd, 2018, the amount of back taxes owed is \$42,969.14, which have not been paid since 2008. Ginter also stated that the current appraised value of the building is \$50,800.

Commissioner Leubert asked if this was only the hospital building, as there are other structures around and possibly on the same land.

Mr. Ginter responded that this is only the hospital building which is on about 3 acre land. Ginter stated that it is his opinion that before it goes to foreclosure, which the city risk in someone else placing a bid for the building and losing it.

Mayor Fugate asked if staff has spoken with the property owner and see if they would sale the building for \$50,000. Mr. Ginter responded no.

Mr. Garza commented that once the Commission decides on what they would like to do, staff will need to place an executive session item, on a future agenda, under the option of real estate.

Mayor Fugate asked staff how sure staff is about this grant? Mr. Ginter responded that these grants are very competitive across the United States. Ginter commented that they have tried once already and have kept in contact with TCEQ and have had a conference call with EPA where staff has been debriefed on what exactly staff has to do, but there is no guarantee in receiving this grant.

Mr. Ginter commented that approximately 5 years ago, a report on asbestos was done on the hospital. The report located where the asbestos is but did not give quantities. Staff has contracted with Enviro Test to update this report and obtain quantities of asbestos. Ginter further stated that once staff receives this report they can take it to a company and get an estimate of the cost of an abatement.

Commissioner Leubert asked staff if they are aware if the asbestos is viable or non-viable? Mr. Ginter responded that staff would find that out in the report.

Mr. Ginter further stated that Phase 1 has been done which TCEQ will update the Phase 1 environmental site assessment. The key for the update is that it has to be correct within 180 days of acquisition of the property. The Phase 1 assessment assists us in the issue when it comes to liability of the property. Ginter stated that a Phase 2 has already been done which was paid by TCEQ. They did soil samples and just out of monitoring precaution, they may place a monitoring well in for water but not for soil. Ginter stated that they were looking for Mercury and other biohazards that may have been left from the hospital that may have been in the soil. Ginter stated that the other thing that is important for this grant application is for the city to conduct a community engagement effort on how to repurpose the property for the future. This is also an important part of the grant application which the EPA reviewers like to read about. At this point staff has contacted Kansas State Brownfields, who provides free re-use planning and visioning services for Brownfield grant applicants. There are a number of phone conversations with Blaise Leven, TAB Program Coordinator on getting this started. There is a scheduled public meeting for Thursday, October 25, 2018 at 6:00 p.m. at St. Gertrude's Catholic Church Parish Hall.

Mr. Garza commented that this is only an update for the Commission as these items are a priority to the Commission. He further commented that the Commission can expect receiving updates on a variety of different topics, now that the budget has been adopted.

VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 7:15 P.M.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, TRMC, CMC, City Secretary

PROCESS /TIMETABLE FOR ESTABLISHING A TAX INCREMENT REINVESTMENT ZONE

At the September 10, 2018 City Commission meeting the Department of Planning and Development Services will introduce the process and timetable for the implementation of a TIRZ. At this meeting we can present a draft timetable and preliminary project and financing plan. The tax code doesn't specify what the preliminary financing plan must contain. It is suggested to include each of the items that would be in the final reinvestment zone financing plan.

1. **September 24 or October 22, 2018:** Since at this point there doesn't appear that there will be a first meeting in the month of October so at one of the above suggested meetings there will be a public hearing for the creation of the TIRZ. Prior to the meeting a public notice must be published 7 days prior to the meeting concerning the creation of the reinvestment zone. It is determined that at this point the notice could be put into the paper the weekends of September 14 for the 24th or September 28, October 5, or even October 12 for October 22.
2. **October 22 or November 12:** City Commission at this meeting by ordinance will then designate a contiguous area as a reinvestment zone for tax increment purposes. Also at this meeting the City Commission will create a Board of Directors for the reinvestment zone. Since the zone is being created by the City, the board could consist of at least 5 members and not more than 15. The board is composed of appointees from each taxing unit that levies taxes on real property. A taxing unit may waive its right to appoint a governing board member. The board member appointed by the governing board that created the zone must be: 18 years of age, a resident of the county in which the zone is located, a county adjacent to the county in which the zone is located, or own real property in the zone, whether or not the individual resides in the county in which the zone is located or a county adjacent to that county. The taxing units in the reinvestment zone are, City of Kingsville, KISD, Kleberg County, and the South Texas Water Authority. The actual approval of the ordinance would occur at the next regularly scheduled City Commission meeting.
3. **After the October 22nd or November 12th meeting:** the Board of Directors will meet with staff to review the Project Plan and the Reinvestment Zone Finance Plan. The Board of Directors has to approve the Project Plan and Refinancing Plan before it goes to the City Commission. The November meetings for the City Commission are the 12th and the 26th. The December meetings are the 10th and Christmas Eve so it is undetermined at this point if there will be another meeting scheduled. Because of scheduling the meeting with the unnamed Board of Directors at this time prior to the 26th, I think would be to quick and not give them time to understand the concept, process and objectives of their mission along being in the middle of the Thanksgiving holiday, it seems likely that the December 10th meeting would be the one that the City Commission would approve the plans. If it is required to go to the first meeting in January which would be the 14th that would be okay also.
4. **December 10 or January 14:** Prior to this meeting the plans have been approved by the Board of Directors. The plans then will then be presented to the City Commission at this meeting for

approval. At this meeting the City Commission can also approve the contribution by the city. At this time the other taxing units would also approve their contribution.

Other points of information:

1. Once these items have been approved by the City Commission the Board of Directors may exercise any power granted to them by the Tax Increment Financing Act.
2. The City must submit an annual report to the chief executive of each taxing unit that levies taxes on property within the zone. The report must be provided within 150 days the end of the fiscal year which would be September 30, 2018. So the report which would also go to the Comptroller's office would be delivered before April 1, 2019.
3. In addition to work on a final plan for the TIRZ, staff will also be making contact with the other taxing units, which are Kleberg County, South Texas Water Authority and Kingsville Independent School District.

September 4, 2018

**NOTICE OF THE PUBLIC HEARING FOR THE CREATION OF TAX
INCREMENT REINVESTMENT ZONE #1, HISTORICAL
DOWNTOWN DISTRICT KINGSVILLE, TEXAS UNDER CHAPTER
311, TEXAS TAX CODE**

Notice is hereby given that the City Commission of the City of Kingsville will hold a public hearing on Tuesday, October 9, 2018 beginning at 6:00PM at the City Hall, Helen Kleberg Groves Community Room, 400 West King Avenue, Kingsville, Texas 78363 concerning creation of Tax Increment Reinvestment Zone #1 Historic Downtown District, Kingsville, Texas (the "TIRZ") under the provisions of Chapter 311 of the Texas Tax Code for tax increment financing purposes. The vision for the TIRZ and the benefits to the City and the property within the zone will be discussed.

At the hearing any interested person may speak for or against the creation of the TIRZ, its proposed boundaries or the concept of the tax increment financing in general. Owners of the property in the proposed TIRZ will be given a reasonable opportunity to protest the inclusion of their property in the TIRZ. Copies of the metes and bounds description and drawings of the proposed TIRZ are available at the City Secretary's office at City Hall.

Should you have any questions concerning the public hearing, please contact City Secretary Mary Valenzuela at (361) 595-8002 or via email at mvalenzuela@cityofkingsville.com

Exhibit B - "Estimated Captured Appraised Value by Year"

Base Year	Base Year	Taxable Value	Incremental Increase	COK -\$.69055 Taxes Based on PY M&O Tax Rate	KC-\$.761970 Taxes Based on PY M&O Tax Rate	KISD-\$.170000 Taxes Based on PY M&O Tax Rate	STWA-\$.064224 Taxes Base on PY M&O Tax Rate	Total
1	2017	14,126,174						
2	2018	14,482,154	355,980	2,458.22	2,712.46	4,164.96	228.62	9,564.26
3	2019	14,847,104	364,950	2,520.16	2,780.81	4,269.92	234.39	9,805.28
4	2020	15,221,251	374,147	2,583.67	2,850.89	4,377.52	240.29	10,052.37
5	2021	15,604,826	383,576	2,648.78	2,922.73	4,487.83	246.35	10,305.69
6	2022	15,998,068	393,242	2,715.53	2,996.38	4,600.93	252.56	10,565.40
7	2023	16,401,219	403,151	2,783.96	3,071.89	4,716.87	258.92	10,831.64
8	2024	16,814,530	413,311	2,854.12	3,149.30	4,835.74	265.44	11,104.60
9	2025	17,238,256	423,726	2,926.04	3,228.67	4,957.60	272.13	11,384.44
10	2026	17,672,660	434,404	2,999.78	3,310.03	5,082.53	278.99	11,671.32
11	2027	18,118,011	445,351	3,075.37	3,393.44	5,210.61	286.02	11,965.44
12	2028	18,574,585	456,574	3,152.87	3,478.96	5,341.91	293.23	12,266.97
13	2029	19,042,665	468,080	3,232.32	3,566.63	5,476.53	300.62	12,576.10
14	2030	19,522,540	479,875	3,313.78	3,656.50	5,614.54	308.20	12,893.02
15	2031	20,014,508	491,968	3,397.29	3,748.65	5,756.03	315.96	13,217.92
16	2032	20,518,874	504,366	3,482.90	3,843.11	5,901.08	323.92	13,551.01
17	2033	21,035,949	517,076	3,570.67	3,939.96	6,049.78	332.09	13,892.50
18	2034	21,566,055	530,106	3,660.65	4,039.25	6,202.24	340.46	14,242.59
19	2035	22,109,520	543,465	3,752.89	4,141.04	6,358.54	349.03	14,601.50
20	2036	22,666,680	557,160	3,847.47	4,245.39	6,518.77	357.83	14,969.46
21	2037	23,237,880	571,200	3,944.42	4,352.38	6,683.04	366.85	15,346.69
22	2038	23,823,474	585,595	4,043.82	4,462.05	6,851.46	376.09	15,733.43
23	2039	24,423,826	600,352	4,145.73	4,574.50	7,024.11	385.57	16,129.91
24	2040	25,039,306	615,480	4,250.20	4,689.78	7,201.12	395.29	16,536.38
25	2041	25,670,297	630,991	4,357.31	4,807.96	7,382.59	405.25	16,953.10
26	2042	26,317,188	646,891	4,467.11	4,929.12	7,568.63	415.46	17,380.32
27	2043	26,980,382	663,193	4,579.68	5,053.33	7,759.36	425.93	17,818.30
28	2044	27,660,287	679,906	4,695.09	5,180.68	7,954.90	436.66	18,267.32
29	2045	28,357,326	697,039	4,813.40	5,311.23	8,155.36	447.67	18,727.66
30	2046	29,071,931	714,605	4,934.70	5,445.07	8,360.87	458.95	19,199.60
			14,945,757	103,207.92	113,882.18	174,865.36	9,598.76	401,554.23

PUBLIC HEARING(S)

PUBLIC HEARING #1

**City of Kingsville
Planning Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: September 14, 2018

SUBJECT: Public Hearing Prior to Application for a TxCDBG Program Grant

Summary: The City of Kingsville intends to submit an application for funding under the Texas Community Development Block Grant Program, Downtown Revitalization and Main Street Fund, for the purpose of requesting grant funding for sidewalk replacement and ADA improvements in Kingsville's designated Main Street area in the amount of \$250,000. To comply with TxCDBG Citizen Participation Plan requirements, a public hearing must be held prior to submitting an application. The public hearing must include a discussion with citizens covering the following topics: the development of local housing and community development needs, the amount of funding available, all eligible activities under the Texas Community Development Block Grant Program, the City's past use of TxCDBG funds, and the estimated amount of funds proposed for activities that will meet the national objective of benefit to low-to-moderate income persons.

Background: This grant program provides eligible Texas Main Street communities with matching grants to expand or enhance public infrastructure in historic Main Street districts. The program aids in eliminating handicapped barriers and deteriorated conditions in the downtown. Grants range from \$50,000 to \$250,000. If awarded, the grant will be used to construct new handicapped ramps downtown and replace deteriorated curb, gutter and sidewalk in the Kingsville Main Street District for a total project cost of \$300,000. The cash match of 20% or \$50,000 will come from funds designated for Downtown in the 2016 Certificate of Obligation. Additional match contributions of in-kind services may earn additional points in the scoring process. Proposed sources of these funds are engineering and administrative work done by City staff.

Financial Impact: None

Recommendation: We respectfully request a public hearing be held at the City Commission meeting on September 24, 2018 to comply with the Citizen Participation Plan requirements noted above.



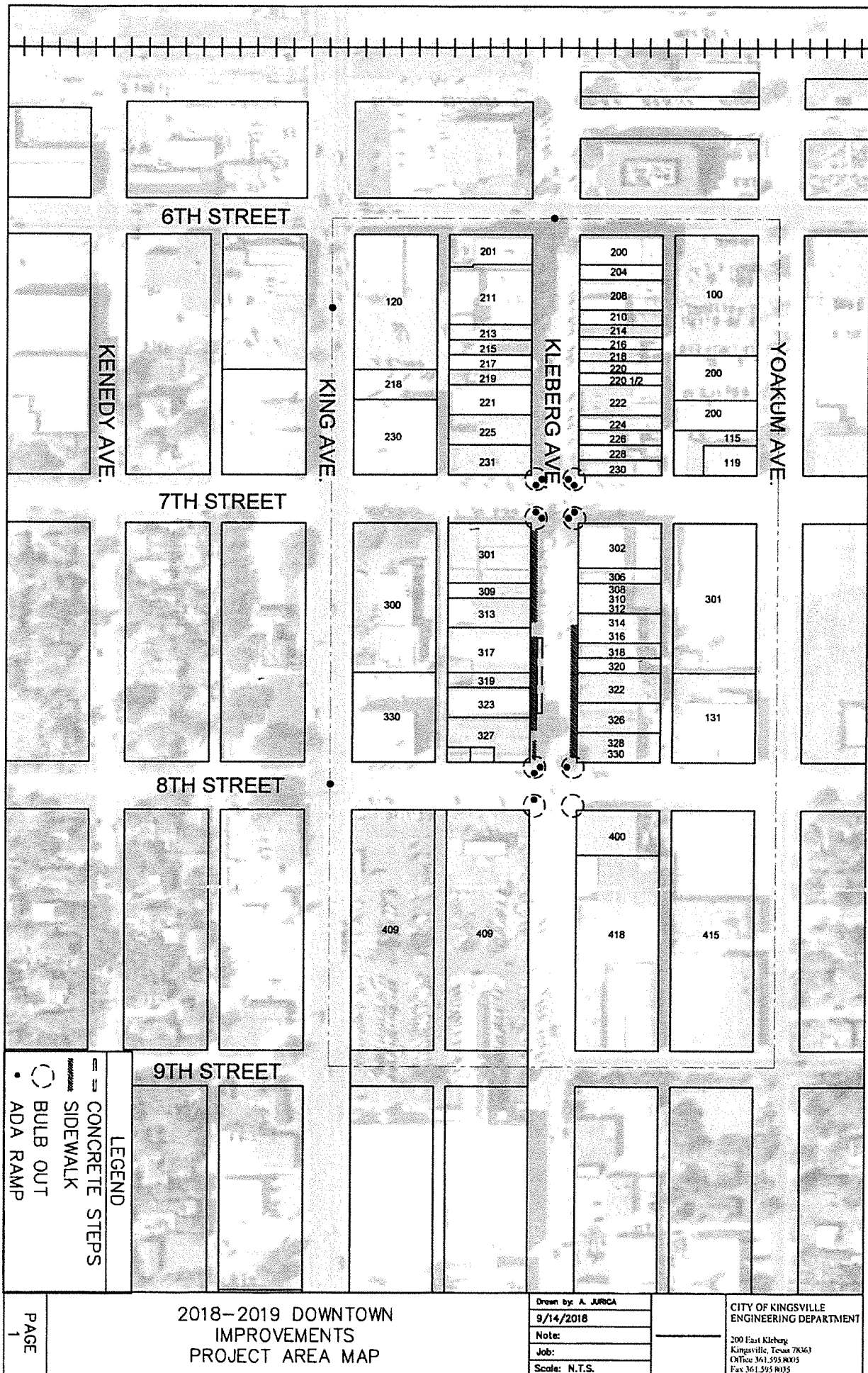
Project summary

The existing sidewalks in the Main Street District are deteriorated and present a hazard to individuals in the area. Additionally, sidewalks lack ADA compliant access including wheelchair accessible ramps.

Kingsville's Main Street District stretches along Kleberg Avenue from the Kleberg County Courthouse at 11th Street and Kleberg Avenue on the east to City Hall at 3rd Street and Kleberg Avenue on the west; from King Avenue on the south to Yoakum Avenue on the north; along 6th Street from King Avenue on the south to Alice Avenue on the north; plus a small section from Yoakum Avenue to the next alley north and from 8th Street to the alley west of 7th Street.

The contractor shall install six hundred linear feet (600 l.f.) of concrete sidewalks, new decorative street lights at the intersection of 8th Street & Kleberg Avenue and twelve (12) ADA compliant ramps and associated appurtenances in the Main Street District. The sidewalk replacement will take place in the 300 block of East Kleberg Avenue, the ADA compliant ramps will be installed at the intersections of 7th Street & Kleberg Avenue and 8th Street and Kleberg Avenue, bulb outs created at 8th Street & Kleberg Avenue and street lamps installed on the three corners of that intersection that currently have none.

The City of Kingsville will provide a cash match of 20% or \$50,000 which will come from funds designated for Downtown in the 2016 Certificate of Obligation. Additional match contributions of in-kind services are engineering and administrative work done by City staff.



HELP WANTED

Sanders Ag in Robstown looking for Driver/Warehouse Person

Responsible for product delivery, warehouse, customer service, vehicle and facility maintenance

- A current, active Class A-CDL with Hazardous Materials, or immediate ability to get certification and Tanker endorsements REQUIRED.
- Ensure the proper loading and operations of vehicles in compliance with DOT, OSHA and Hazardous regulations
- Ability to use a computer including Microsoft Office Suite and Outlook - or mobile app.
- Ability to effectively communicate both orally and in writing
- Minimum High School diploma
- Earning at \$15/hr.

Email resume to jeann.scholz@sanders.com



Engineering
Capital Improvements Manager \$47K - \$67K

Facilities
P/T Maintenance Worker \$10.00 hr.

Finance
Accounting Manager \$47K - \$67K

Parks & Recreation Department

P/T Maintenance Worker - Golf \$10.00 hr.

P/T Maintenance Worker \$10.00 hr.

Parks and Recreation Director \$10.00 hr.

Police Department

Telecommunications Operator \$12.17 - \$13.29 hr.

Public Works Department

Street

Equipment Operator I \$10.00 hr.

Equipment Operator II \$12.17 - \$13.00 hr.

Water

Water Supervisor \$42K - \$61K

Equipment Operator II \$12.17 - \$13.00 hr.

REQUIREMENTS: All selected candidates

require proof of legally work in the U.S.; past

background investigations and drug screens. See

specific job posting for additional requirements.

Job posting and applications available at www.kingsvillerecord.com

and at Human Resources, 400 W. King Avenue, Kingsville, Texas 78363.

For more information call (409) 595-8055 or

email hradmin@cityofkingsville.com. EOE.

Taking applications for a Part-time Bartender

Apply in person at

Elks Lodge #1926

1404 S. 6th St, Kingsville, TX 78363

Pursuant to the provisions of the Transportation Code Chapter 683 this is notice to the owner and lien holder of the following vehicle impounded item that you have 20 days after this notice to reclaim the item upon payment of towing and storage charges accrued by the impound facility. Failure to do so is a waiver of all your right, title, and interest in the item and consent to sale of the item at a public auction.

16 CHEV 4D VIN:1G1Z955T2GF030671

This item is being stored at:

JUANS WRECKER TRUCK & ROAD SERVICE LLC
103 N TONY DE LA ROSA BARITA, TX 78385
TDLR VSF Lic. No.0599558VSF Ph# (361) 296-4367
Total \$892.50

Total charges cannot be consumed until vehicle is claimed.
Storage charges will accrue daily until vehicle is released.

(Ad#54589)

THE STATE OF TEXAS

CITIBANK, N.A.,

NOT IN ITS INDIVIDUAL CAPACITY,

BUT SOLELY AS

TRUSTEE OF NRZ

PASS-THROUGH

TRUST VI VS EL-

VIRA GARCIA,

MARIA ELENA

GONZALEZ, TE-

RESA ROLES AND

THE UNKNOWN

HEIRS AT LAW OF

BENEDICTA C. GON-

ZALEZ, DECEASED

IN RE: 813 W. AVE

G, KINGSVILLE,

TEXAS 78363

IN THE DISTRICT

COURT

106TH JUDICIAL

DISTRICT

KLEBERG COUNTY,

TEXAS

TO: UNKNOWN

HEIRS-AT-LAW OF

BENEDICTA C. GON-

ZALEZ, DECEASED,

CEASED, Defend-

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TO THE CITY OF

KINGSVILLE, KLE-

BERG COUNTY, TEXAS, VOLUME

BUT SOLELY AS

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PASS-THROUGH

TRUST VI VS EL-

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RESA ROLES AND

THE UNKNOWN

HEIRS AT LAW OF

BENEDICTA C. GON-

ZALEZ, DECEASED

IN RE: 813 W. AVE

G, KINGSVILLE,

TEXAS 78363

IN THE DISTRICT

COURT

106TH JUDICIAL

DISTRICT

KLEBERG COUNTY,

TEXAS

TO: UNKNOWN

HEIRS-AT-LAW OF

BENEDICTA C. GON-

ZALEZ, DECEASED,

CEASED, Defend-

ant-GREETING

Citizens unable to

attend this meeting

may submit their

views and propos-

als to Tom Gintar,

Director

of Planning and Development

Services, (361) 595-8055.

Persons with disabilities

that wish to attend this meeting

CONSENT AGENDA

AGENDA ITEM #1

ORDINANCE NO. 2018- _____

AMENDING THE CITY OF KINGSVILLE CODE OF ORDINANCES BY AMENDING CHAPTER III, ARTICLE 7, PERSONNEL POLICIES; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

WHEREAS, this Ordinance is necessary to protect the public safety, health, and welfare of the City of Kingsville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT Section 3-7-1 of Article 7: Personnel Policies of Chapter III. Administration of the Code of Ordinances of the City of Kingsville, Texas, shall be amended to read as follows:

§ 3-7-1 ADOPTION OF THE JOB CLASSIFICATION AND COMPENSATION PLAN.

The City of Kingsville Classification and Compensation Plan dated effective as of October 1, 2018 is hereby adopted by reference providing for certain classifications and positions as more particularly defined therein. Classified positions and incumbents thereof who have completed the designated probationary period and any extensions thereof shall be subject to the terms and conditions of all policies incorporated by reference and adopted by the City Commission by resolution. Except members of the Fire and Police collective bargaining units, all other employees (executive, exempt and non-exempt managerial, ~~or hourly~~) serve at will, at the pleasure of the City Manager, or designee, or at the pleasure of the City Commission if appointed by the City Commission, and shall have and continue such at-will status, notwithstanding any other provision of this Classification Plan, any other City Ordinance, or any rule or regulation of the City.

All Non-Exempt Non-Civil Service employees of the City of Kingsville are placed in a step according to the City of Kingsville Fiscal Year 2018-2019 Non-Exempt Hourly Chart.

New hires shall be placed at the compensation Class for the designated positions. New hires may be placed in the Step within the designated Class corresponding to the years of experience the new employee brings to the City correlating to the designated duties of the position not to exceed ~~the Ten (10) Year Step~~ Step 5 unless approved by City Commission.

Non-Exempt employees promoted, transferred or temporarily assigned to a position in a higher classification range shall commence at ~~the first a~~ a step of the higher Class ~~that causes an increase in the employees' hourly pay rate~~. Each promoted, transferred or temporarily assigned employee shall then proceed to the next step after one (1) year in their current position and shall proceed to each step thereafter on the 3rd, 6th, 10th, and 15th year or until the employee reaches the fifth step of the compensation schedule.

Employees demoted, transferred, temporarily assigned, or accepting a position in a lower Class shall commence at a ~~the same~~ step of pay in the lower Class ~~as the employee held at the time of such demotion, transfer, temporary assignment or acceptance of the lower Class position~~. Employees ~~meeting these criteria~~ shall proceed to the next step of the compensation plan, as scheduled, based on years of City service.

All ~~management-Exempt Class~~ Management Level Exempt Class employees of the City of Kingsville shall be placed in a step program to receive a scheduled salary increase on the anniversary date of their 1st, 3rd, 6th, 10th, 15th, 20th and 25th year of service in the Management Level Exempt Class position. Percentage increases shall correspond to the Management Level Exempt Class Step Program included in the Classification and Compensation Plan for Fiscal Year 2018-2019.

Executive Level 1 & 2 positions shall receive a cost of living adjustment when Non-Exempt Non-Civil Service employees receive a cost of living adjustment. The City Commission shall evaluate the performance of and recommend salaries for Executive Level 1 & 2 positions each July to prepare for the up-coming fiscal year.

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 be codified and become effective on and after adoption and publication as required by law.

INTRODUCED on this the 10th day of September, 2018.

PASSED AND APPROVED on this the _____ day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

DRAFT 08.28.2018

**CITY OF KINGSVILLE
CLASSIFICATION AND COMPENSATION PLAN
FISCAL YEAR ~~2017-2018~~ 2018-2019**

Original Introduction: _____

Approved: _____

CITY OF KINGSVILLE
CLASSIFICATION AND COMPENSATION PLAN - NON EXEMPT
FISCAL YEAR ~~2017-2018~~ 2018-2019

Updated 08.29.2018

Class

Step 7 & 8 available to employees
in these steps as of October 1, 2016

1	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Max1	Step 7
	\$ 10.20	\$ 10.51	\$ 10.83	\$ 11.15	\$ 11.48	\$ 11.83		\$ 12.18
	<i>Animal Care Attendant</i>			<i>Golf Pro Shop Attendant</i>				
	<i>Animal Control Specialist</i>			<i>Library Assistant</i>				
	<i>Children's Services Librarian</i>			<i>Maintenance Worker</i>				
	<i>Custodian</i>			<i>Plant Helper</i>				
	<i>Equipment Operator I</i>			<i>Recycling Technician</i>				
	<i>Equipment Service Worker</i>			<i>Utility Worker</i>				

2	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Max1- Step 7	Max2- Step 8
	\$ 10.61	\$ 10.93	\$ 11.26	\$ 11.60	\$ 11.94	\$ 12.30	\$ 12.67	\$ 13.05
	<i>Circulation Librarian</i>			<i>Reference/Information Librarian</i>				
	<i>Customer Service Representative</i>			<i>Technical Services Assistant</i>				

3	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	\$ 11.04	\$ 11.37	\$ 11.71	\$ 12.06	\$ 12.42	\$ 12.79
	<i>Pump Operator</i>					

4	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	\$ 11.48	\$ 11.83	\$ 12.18	\$ 12.55	\$ 12.92	\$ 13.31

5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	\$ 11.94	\$ 12.30	\$ 12.66	\$ 13.04	\$ 13.43	\$ 13.84
	<i>Animal Control Specialist</i>					
	<i>Inventory Clerk</i>					
	<i>Tourism Services Technician</i>					

6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Max2- Step 8
	\$ 12.41	\$ 12.79	\$ 13.17	\$ 13.57	\$ 13.97	\$ 14.39	\$ 15.26
	<i>Customer Billing Specialist</i>			<i>GIS Technician</i>			
	<i>Deputy Clerk</i>			<i>Meter Reader Technician</i>			
	<i>Engineering Technician</i>			<i>Telecommunications Operator</i>			
	<i>Equipment Operator II</i>			<i>Street Equipment Operator I</i>			

7	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	\$ 12.91	\$ 13.30	\$ 13.70	\$ 14.11	\$ 14.53	\$ 14.97
	<i>Administrative Assistant I</i>					

8	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	\$ 13.43	\$ 13.86	\$ 14.24	\$ 14.67	\$ 15.11	\$ 15.56
	<i>Accounting Assistant</i>					

CITY OF KINGSVILLE
CLASSIFICATION AND COMPENSATION PLAN - NON EXEMPT
FISCAL YEAR ~~2017-2018~~ 2018-2019

Step 7 & 8 available to employees
in these steps as of October 1, 2016

9	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>		<i>Max— Step 8</i>
	\$ 13.96	\$ 14.38	\$ 14.81	\$ 15.26	\$ 15.72	\$ 16.19		\$ 17.17

A/P Specialist

Help Desk Technician

Accounting Assistant

Maintenance Technician

Administrative Assistant II

Street Equipment Operator II

Assistant Library Administrator

Water/Wastewater Operator

Digital Services Librarian

Welder/Fabricator

Equipment Operator III

10	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 14.52	\$ 14.96	\$ 15.41	\$ 15.87	\$ 16.34	\$ 16.83

Human Resource Specialist

Lab Technician

Payroll Specialist

11	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 15.10	\$ 15.56	\$ 16.02	\$ 16.50	\$ 17.00	\$ 17.51

Community Appearance Inspector

Lead Telecommunications Operator

Lead Maintenance Technician

Paralegal

Street Equipment Operator III

12	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 15.71	\$ 16.18	\$ 16.66	\$ 17.16	\$ 17.68	\$ 18.21

13	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 16.34	\$ 16.82	\$ 17.33	\$ 17.85	\$ 18.38	\$ 18.94

Foreman

14	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 16.99	\$ 17.50	\$ 18.02	\$ 18.56	\$ 19.12	\$ 19.69

Street Foreman

15	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 17.67	\$ 18.20	\$ 18.74	\$ 19.31	\$ 19.88	\$ 20.48

Building Inspector

Crime Scene Specialist

Health Inspector I

16	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 18.37	\$ 18.93	\$ 19.49	\$ 20.08	\$ 20.68	\$ 21.30

Engineer's Assistant

17	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>
	\$ 19.11	\$ 19.68	\$ 20.27	\$ 20.88	\$ 21.51	\$ 22.15

Facilities & Event Specialist

Health Inspector II

**OTHER
POSITIONS**

Min	
\$ 10.00	\$ 7.50

Seasonal/Temporary Employees

Example of positions include: Pool Manager/Attendants/Instructors/Lifeguards, Recreational Assistants, etc.

CITY OF KINGSVILLE
CLASSIFICATION AND COMPENSATION PLAN - NON EXEMPT
FISCAL YEAR 2017-2018 2018-2019

Step increases are calculated from Step placement at time of hire. Employees progress to the next Step upon completion of 1 year, 3 year, 6th year, 10th year and 15th year or until reach Step 6. Steps 7 & Step 8 are limited to employees in those steps as of October 1, 2016.

STEP 1 New Hire-
STEP 2 Step following completion of one (1) year of employment.
STEP 3 Step for eligible employees with three (3) years of current uninterrupted City service.
STEP 4 Step for eligible employees with six (6) years of current uninterrupted City service.
STEP 5 Step for eligible employees with ten (10) years of current uninterrupted City service.
STEP 6 Step for eligible employees with fifteen (15) years of current uninterrupted City service.
~~**Classification Step** Maximum step due to FY 16-17 reclassification; individuals in this step not eligible for additional steps.~~
~~**Classification Step** Maximum step due to FY 16-17 reclassification; individuals in this step not eligible for additional steps.~~

The hourly chart shall be relevant to all non-exempt, non-civil service employees maintaining a position in the same CLASS, unless otherwise approved by the City Manager.

CERTIFICATION PAY - NON-EXEMPT EMPLOYEES (EXCLUDES CIVIL SERVICE PERSONNEL)

Class/Grade/Unit	Monthly	Per Pay Period Basis *	Class/Grade/Unit	Monthly	Per Pay Period Basis *
TCEQ 1 or D	\$30.00	\$13.85	TCEQ II or B	\$55.00	\$25.39
TCEQ C	\$40.00	\$18.47	TCEQ III or A	\$85.00	\$39.24

* Rounding may be required for payroll purposes.

CITY OF KINGSVILLE
CLASSIFICATION COMPENSATION PLAN - EXEMPT
FISCAL YEAR ~~2017-2018~~ 2018-2019

	Minimum	Midpoint	Maximum
EXECUTIVE OFFICER – 1	\$ 103,098	\$ 124,967	\$ 146,836
City Manager			
EXECUTIVE OFFICER - 2	\$ 93,513	\$ 113,349	\$ 133,185
City Attorney			
Municipal Court Judge			
MANAGEMENT LEVEL EXEMPT CLASS - 1	\$ 76,933	\$ 93,252	\$ 109,571
City Engineer			
Fire Chief			
Finance Director			
Police Chief			
MANAGEMENT LEVEL EXEMPT CLASS - 2	\$ 73,720	\$ 88,812	\$ 104,354
Assistant City Attorney			
Planning & Development Services Director			
Economic Development Director			
Public Works Director			
MANAGEMENT LEVEL EXEMPT CLASS - 3	\$ 63,293	\$ 76,719	\$ 90,145
Human Resources Director			
Tourism Services Director			
Parks and Recreation Director			
MANAGEMENT LEVEL EXEMPT CLASS - 4	\$ 60,279	\$ 73,066	\$ 85,852
Health Director			
Library Director			
MANAGEMENT LEVEL EXEMPT CLASS - 5	\$ 54,675	\$ 66,273	\$ 77,870
Risk Manager			
MANAGEMENT LEVEL EXEMPT CLASS - 6	\$ 47,230	\$ 57,249	\$ 67,267
Accounting Manager			
Golf Course Manager			
Building Official			
Information Technology Manager			
Capital Improvements Manager			
Parks Manager			
City Secretary			
Purchasing Manager			
Facilities Manager			
MANAGEMENT LEVEL EXEMPT CLASS - 7	\$ 42,839	\$ 51,926	\$ 61,013
Accounting Supervisor			
Staff Accountant			
Collection's Supervisor			
Solid Waste Supervisor			
Communication's Supervisor			
Street Supervisor			
Community Appearance Supervisor			
Systems Specialist			
Downtown Manager			
Wastewater Supervisor			
Facilities Supervisor			
Water Production Supervisor			
Garage Supervisor			
Water Supervisor			
Municipal Court Supervisor			
MANAGEMENT LEVEL EXEMPT CLASS STEP PROGRAM - ANNIVERSARY INCREASES BASED ON CURRENT POSITION			
1ST YEAR	3%	15TH YEAR	-2% 3%
3RD YEAR	3%	20TH YEAR	2% 3%
6TH YEAR	3%	25TH YEAR	-2% 3%
10TH YEAR	-2% — 3%		

AGENDA ITEM #2

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: Deborah Balli, Director of Finance
DATE: August 30, 2018
SUBJECT: Budget Amendment-End of Year Deficit Accounts

Summary:

This item authorizes the approval of an end of year budget amendment to cover deficit accounts.

Background:

At the end of Fiscal Year 17-18, the following budget amendments are needed to cover deficit funds.

General Fund- Fund 001

Landfill

Remove \$318,216 Machinery/Equipment & Other Income – Lease Purchase budget for item purchased through capital lease prior fiscal year.

Fire

Remove \$330,422 Machinery/Equipment & Other Income – Lease Purchase budget for item purchased through capital lease prior fiscal year.

Law Enforcement Officers Stand-Police – Fund 009

Police

Record revenue and expenditures for funds received in FY 17-18.

Utility Fund Debt Service – Fund 012

Debt Service

Increase Paying Agent Fees by \$250 for FY17-18 fees.

Texas Parks & Wildlife Community Outdoor Grant – Fund 078



**City of Kingsville
Finance Department**

Parks

Record \$17,534.02 in State Grant Revenue and Parks Expenditures to roll over grant into FY17-18.
Transfer excess grant match of \$3,589.89 (transferred in prior year) back to General Fund – Fund 001.

Economic Development Fund – Fund 098

EDC

Include Tax Payment of \$19,595.89 on 11-acre property in FY17-18 instead of FY18-19.

Financial Impact:

This budget amendment will have the following effects on fund balances:

Fund 001 – General Fund – Increase \$3,589.89

Fund 009 – Law Enf Off Stand – Police – No effect

Fund 012 – UF Debt Service – Decrease \$250

Fund 078 – Texas Parks & Wildlife Grant – Decrease \$3,589.89 to close out fund

Fund 098 – Economic Development Fund – Decrease \$19,595.89

Recommendation:

Staff recommends authorization of this end of year budget amendment.



ORDINANCE NO. 2018-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2017-2018 BUDGET TO COVER END OF YEAR DEFECIT ACCOUNTS.

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					
Revenues					
4-0000		Transfer From Fund 078	75078	\$ 3,589.89	
4-1702	Landfill	Other Inc- Lease Purchase	59947		\$ 318,216
4-2200	Fire	Other Inc- Lease Purchase	59947		\$ 330,422
Expenses					
5-1703	Landfill	Machinery/Equipment	71200		\$ 318,216
5-2200	Fire	Machinery/Equipment	71200		\$ 330,422
Fund 009 - Law Enf Off Stand Police					
Revenues					
4-2100		State Grants	72010	\$ 910	
Expenses					
5-2100		Subscriptions	33100	\$ 910	
Fund 012 - UF Debt Service					
Equity					
2		Unreserved Fund Balance	61002		\$ 250
Expenses					
5-5100		Paying Agent Fees	63100	\$ 250	

Fund 078 - Texas Parks & Wildlife Community Outdoor Grant**Equity**

2	Restricted - Federal/State Programs	61002	\$ 3,589.89
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Revenues

4-0000	State Grants	72010	\$ 17,534.02
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Expenses

5-4503	Parks	Salaries & Wages	11100	\$ 3,158.18
5-4503	Parks	Minor Eq/Furniture	21700	\$ 5,953.49
5-4503	Parks	Recreational Programs	31499	\$ 4,922.35
5-4503	Parks	Machinery/Equipment	71200	\$ 3,500.00
5-6900	Fund Trsfrs	Transfer To General Fund	80001	\$ 3,589.89

Fund 098 - Economic Development Fund**Equity**

2	Unassigned Fund Balance	61002	\$ 19,595.89
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Expenses

5-1060	Professional Services	31400	\$ 19,595.89
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[To amend the City of Kingsville FY 17-18 Budget to transfer funds to cover deficit funds with end of year transfers as per the attached memo from the Director of Finance.

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 10th day of September, 2018.

PASSED AND APPROVED on this the ___ day of September, 2018.

EFFECTIVE DATE: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #3

**City of Kingsville
Public Works**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: William Donnell, Public Works Director
DATE: August 30, 2018
SUBJECT: Water Conservation Management Plan Update

Summary:

This Water Conservation Management Plan identifies water conservation goals and plans.

Background:

The Water Conservation Management Plan was adopted by Ordinance #2010-21. This conservation plan updates the water service capacities, water supply sources, wastewater treatment facilities including goals and long-range plans by the City of Kingsville.

Financial Impact:

The Water Conservation Management Plan has minimal financial impact to the utility revenues.

Recommendation:

Staff recommends approval of this Water Conservation Management Plan.



ORDINANCE NO. 2018-_____

AMENDING THE CITY OF KINGSVILLE CODE OF ORDINANCES BY AMENDING CHAPTER V, ARTICLE 3, WATER, SECTIONS 100-103; PROVIDING FOR UPDATED INFORMATION IN THE WATER CONSERVATION MANAGEMENT PLAN; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

WHEREAS, this Ordinance is necessary to protect the public safety, health, and welfare of the City of Kingsville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT Sections 5-3-100 through 5-3-103 of Article 3: Water of Chapter V, Public Works of the Code of Ordinances of the City of Kingsville, Texas, shall be adopted to read as follows:

**WATER CONSERVATION
MANAGEMENT PLAN**

§ 5-3-100 BRIEF DESCRIPTION OF PLANNING AREA

The City of Kingsville in Kleberg County provides water utility service to portions of approximately 13.6 sq. mi. Service is provided throughout the City limits and to portions of Kleberg County which lie near the City limits. The service population is approximately 26,215 ~~25,575~~. This includes service to Texas A&M Kingsville and Naval Air Station Kingsville (NAS) which are the two major consumers of water. The sources of the City's water supply are groundwater which is composed of 7 wells drilled into the Goliad Aquifer, and surface water which is treated by City of Corpus Christi and purchased from the South Texas Water Authority.

The City also provides wastewater collection and treatment services to nearly all the residents and commercial establishments within the City limits. There are two wastewater treatment plants, the North Plant, capacity of 3MGD and the South Plant, capacity of 1MGD.

§ 5-3-101 UTILITY EVALUATION DATA

Projecting future population and water requirements based on historical patterns do not follow state trends. Although the population of Texas is growing, Kingsville's population has remained constant over the past 10 years. The ~~2000~~2010 census reports a population of 26,215 ~~25,575~~ and estimated

~~2008~~2016 demographics by ~~Workforce Stats~~ the U.S. Census Bureau are ~~26,782~~ 26,071. The population has remained fairly stable as the major employers: Texas A&M University-Kingsville, NAS-Kingsville and Celanese have maintained their employment base. The major factor affecting future population is the status of NAS-Kingsville and the Federal Base Closure Committee. If NAS-Kingsville is reduced or closed, the potential decrease in population could be as much as 2,500 employees. Another alternative is a similar increase in population if the Base Closure Committee closes the NAS in Meridian, Mississippi and those forces are relocated to Kingsville.

At this time, Kingsville's water supply is more than double the demand. Average daily demand is ~~3.8~~ 3.6 million gallons per day (mgd) and our current pumping capacity is ~~12.8-14.7~~ mgd. Peak demand was ~~5.3~~ 4.9 mgd. Our per capita consumption is ~~452~~ 141 gallons per day, which represents ~~3.8~~ 3.7 mgd. The remaining pumping capacity of ~~9~~ 9.8 mgd is used for city utility usage, commercial supply, firefighting purposes and other emergency conditions. If an additional 2,500 people moved to Kingsville, the average daily demand could be expected to increase to ~~4.1~~ 4.0 mgd based on per capita consumption. Even with a corresponding increase in commercial usage, the existing supply would be sufficient

~~Appendix A contains a Utility Evaluation Data Form which is the basis of these figures.~~

§ 5-3-102 NEED FOR GOALS OF THE PROGRAM

The major goal of Kingsville's Water Conservation Plan is to reduce gallons per capita per day (gpcd) of water consumption. Currently the daily gpcd water consumption is ~~452-141~~. It is the goal of the City of Kingsville to reduce daily gpcd water consumption by 1% each year resulting in a gpcd of ~~444.40~~ 135.40 in the year ~~2014-2022~~.

Additionally, the City of Kingsville has made long range plans for maintaining the City's groundwater supply at least the same capacity as the present, 8mdg. If production from existing wells should fall below this, a replacement well will be required. However, careful investigation and consideration of the location for replacement wells will be made in order to minimize draw down and over pumping the aquifer.

§ 5-3-103 LONG-TERM WATER CONSERVATION PLAN ELEMENTS

A. Education and Information

The City intends to use public notification and education through the local newspaper, the Kingsville Record; the Public Access station on local Cable-TV station (CMA, KingTV69, KvllTV18); local radio station (KTAI); and area news media such as the Corpus Christi Caller-Times newspaper and the three network

affiliate television stations in Corpus Christi: (Channels 3, 6, 10). Brochures prepared by the Texas Water Development Board with general information concerning water conservation will be distributed to new customers when applying for service.

Other information such as indoor water conservation and landscaping water conservation are distributed to the public at special events such as Earth Day, school functions, Water Utility Awareness Week etc.

B. Conservation-Oriented Water Rate Structure

The current water rate structure (increasing block rate) should promote water conservation practices.

C. Metering Program

The City completed a residential meter accuracy test in 2017 and is planning to replace radio read devices on meters in FY 2019 change-out program replacing all meters within the City in 2006. The City also has a meter testing program. The Utility Billing Department has a portable meter tester which is utilized in the field for meter testing. All meters six inch and larger are to be tested annually for accuracy and for deviations from 100% greater or less than 2%, the meter is re-calibrated.

D. Leak detection and repair

The City will maintain its program as follows:

1. Utility Billing automatically separates high usage readings from the other billings. These are re-read for accuracy. If there is actually high usage, the customer is notified to check for leaks.

2. Monthly comparisons of total water sales and water produced.

3. Continuous monitoring of storage tanks to detect water main breaks.

4. Visual inspection by meter readers and City employees for abnormal conditions indicating leaks.

5. Prompt repair of water system leaks and water main breaks.

6. Implementation and Enforcement

Except as provided for by other existing City ordinances, compliance with the City's water conservation program will be voluntary. The user charges for the water system are substantial; therefore, voluntary compliance with water conservation measures should be effective.

7. Periodic Review and Evaluation

The City of Kingsville will evaluate the effectiveness of this plan annually and report the progress towards the City's stated goals to the

Texas Water Development Board until all financial obligations to the State have been discharged.

8. Water-Conserving Landscape Programs

The City of Kingsville actively supports the efforts of the local Kingsville Gardeners Club and Keep Kingsville Beautiful Committee. This committee of volunteers has conducted several demonstrations and educational events to inform citizens about the use of native, drought tolerant plants in local landscaping.

9. Distribution System Pressure Control

The City's water supply controls operate on a Supervisory Control and Data Acquisition System which monitors storage tank levels and converts that information into pressure readings. There is continual monitoring of these readings. Furthermore, pressure indicators and recorders have been installed in two critical points in the distribution system. This information is also monitored at least daily. These pressure indicators alert City personnel if severe changes occur which are then investigated immediately.

10. Water Recycling and Reuse Programs

The City of Kingsville has an as needed wastewater reuse program for the L.E. Ramey Golf Course to use effluent water for irrigation purposes.

11. Five-year and Ten-year targets

The City of Kingsville has goals to reduce the total gpcd by 1% each year resulting in a gpcd of ~~144.40~~ 133.95 in the year ~~2014~~ 2023 and a gpcd of ~~135.28~~ 126.90 in the year ~~2020~~ 2028. Water loss expressed in gpcd also has a goal of 1% reduction each year resulting in a water loss gpcd of ~~7.50~~ 4.75 in the year ~~2014~~ 2023 and a gpcd of ~~7.03~~ 4.5 in the year ~~2020~~ 2028.

~~APPENDIX A (attached)~~

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 be codified and become effective on and after adoption and publication as required by law.

INTRODUCED on this the 10th day of September, 2018.

PASSED AND APPROVED on this the 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #4

**City of Kingsville
Public Works**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: William Donnell, Public Works Director
DATE: August 30, 2018
SUBJECT: Drought Contingency Plan Update

Summary:

This update brings public awareness of possible actions/restrictions during water shortages to protect public health, safety and welfare. This plan is a requirement as part of TCEQ compliance.

Background:

The Drought Contingency Plan was adopted by Ordinance #2002-14. This plan identifies the criteria for initiation and termination, drought response stages and potential impacts to water customers.

Financial Impact:

The Drought Contingency Plan has no financial impact to the City.

Recommendation:

Staff recommends approval of this drought contingency plan.



ORDINANCE #2018-_____

AMENDING THE CITY OF KINGSVILLE CODE OF ORDINANCES BY AMENDING CHAPTER V, ARTICLE 3, WATER, SECTIONS 72, 77 & 78, PROVIDING FOR ADDITIONAL PUBLIC EDUCATION METHOD, UPDATED TRIGGERS, AND UPDATED NOTIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

WHEREAS, this Ordinance is necessary to protect the public safety, health, and welfare of the City of Kingsville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT Sections 5-3-72, 5-3-77, and 5-3-78 of Article 3: Water of Chapter V, Public Works of the Code of Ordinances of the City of Kingsville, Texas, shall be amended to read as follows:

...

§ 5-3-72 PUBLIC EDUCATION

The City of Kingsville will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of a public meetings, utility bill inserts, city website and/or publication in a newspaper of general circulation.

...

§ 5-3-77 CRITERIA FOR INITIATION AND TERMINATION OF DROUGHT RESPONSE STAGES

The City Manager or his/her designee shall monitor water supply and/or demand conditions on a weekly basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified "triggers" are reached. Customer notification of the initiation or termination of drought response stages will be made by mail and/or publication in a newspaper of general circulation.

The triggering criteria described below are based on groundwater capacity limits.

ORDINANCE #2018-_____

AMENDING THE CITY OF KINGSVILLE CODE OF ORDINANCES BY AMENDING CHAPTER V, ARTICLE 3, WATER, SECTIONS 72, 77 & 78, PROVIDING FOR ADDITIONAL PUBLIC EDUCATION METHOD, UPDATED TRIGGERS, AND UPDATED NOTIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

WHEREAS, this Ordinance is necessary to protect the public safety, health, and welfare of the City of Kingsville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT Sections 5-3-72, 5-3-77, and 5-3-78 of Article 3: Water of Chapter V, Public Works of the Code of Ordinances of the City of Kingsville, Texas, shall be amended to read as follows:

...

§ 5-3-72 PUBLIC EDUCATION

The City of Kingsville will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of a public meetings, utility bill inserts, city website and/or publication in a newspaper of general circulation.

...

§ 5-3-77 CRITERIA FOR INITIATION AND TERMINATION OF DROUGHT RESPONSE STAGES

The City Manager or his/her designee shall monitor water supply and/or demand conditions on a weekly basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified "triggers" are reached. Customer notification of the initiation or termination of drought response stages will be made by mail and/or publication in a newspaper of general circulation.

The triggering criteria described below are based on groundwater capacity limits.

Stage 1 Triggers -- MILD Water Shortage Conditions

Requirements for initiation

Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on water uses, defined in Section 5-3-76 Definitions when the criteria described as follows occurs. The City of Kingsville will recognize that a mild water shortage exists when the capacity of the City of Kingsville's groundwater wells is equal to or less than 90 percent of the original capacity (approximately ~~5.0~~ 7.4 million gallons per day), and the total daily water demand equals or exceeds 6.0 million gallons for 3 consecutive days.

Requirements for termination

Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 7 consecutive days.

Stage 2 Triggers -- MODERATE Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in Section 5-3-78 of this Plan when the criteria described as follows occurs. The City of Kingsville will recognize that a moderate water shortage exists when the capacity of the City of Kingsville's groundwater wells is equal to or less than 85 percent of the original capacity (approximately ~~4.6~~ 7.0 million gallons per day), and the total daily water demand equals or exceeds 7.0 million gallons for 3 consecutive days.

Requirements for termination

Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 15 consecutive days. Upon termination of Stage 2, Stage 1 becomes operative.

Stage 3 Triggers -- SEVERE Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 3 of this Plan when the criteria described as follows occurs. The City of Kingsville will recognize that a severe water shortage exists when the capacity of the City of Kingsville's groundwater wells is equal to or less than 80 percent of the original capacity (approximately ~~4.4~~ 6.6 million gallons per day), and the total daily water demand equals or exceeds 7.5 million gallons for 3 consecutive days.

Requirements for termination

Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 30 consecutive days. Upon termination of Stage 3, Stage 2 becomes operative.

Stage 4 Triggers -- EMERGENCY Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 4 of this Plan when the criteria described as follows occurs. The City of Kingsville will recognize that an emergency water shortage exists when:

1. Major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service; **or**
2. Natural or man-made contamination of the water supply source(s).

Requirements for termination

Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 7 consecutive days. Upon termination of Stage 4, Stage 3 becomes operative.

Stage 5 Triggers -- WATER ALLOCATION

Requirements for initiation

Customers shall be required to comply with the water allocation plan prescribed in Section 5-3-78 of this Plan and comply with the requirements and restrictions for Stage 4 - EMERGENCY Water Shortage Conditions of this Plan when the City Manager determines that water shortage conditions threaten public health, safety and welfare.

Requirements for termination

Water allocation may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 15 consecutive days.

§ 5-3-78 DROUGHT RESPONSE STAGES

The City Manager, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section 5-3-77 of this Plan, shall determine that a mild, moderate, severe, emergency or water shortage condition exists and shall implement the following notification procedures:

Notification

Notification of the Public:

The City Manager or his/her designee shall notify the public by means of publication in a newspaper of general circulation, direct mail, and/or public service announcements.

Additional Notification:

The City Manager or his/her designee shall notify directly or cause to be notified directly, the following individuals and entities:

Mayor and members of the City Commission
Fire Chief
City and/or County Emergency Management Coordinator
County Judge and Commissioners
State Disaster District/Department of Public Safety
~~TNRCC~~ TCEQ (required when mandatory restrictions are imposed)
Major water users
Critical water users, i.e. hospitals
~~Parks/Street superintendents and~~ Public Facilities Managers

Stage 1 Response -- MILD Water Shortage Conditions

Goal: Achieve a voluntary 10% percent reduction in total water use.

Supply Management Measures:

The City of Kingsville will prohibit the use of ornamental fountains, reduce or discontinue flushing of water mains and schedule meetings with large water users, industrial and commercial to exchange information regarding methods of saving water.

Voluntary Water Use Restrictions:

- (a) Water customers are requested to voluntarily limit the irrigation of landscaped areas to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of midnight and 10:00 a.m. and 8:00 p.m. to midnight on designated watering days.

- (b) All operations of the City of Kingsville shall adhere to water use restrictions prescribed for Stage 2 of the Plan.
- (c) Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

Stage 2 Response -- MODERATE Water Shortage Conditions

Goal: Achieve a 15% percent reduction in total water use.

Supply Management Measures:

Continue Stage 1 measures and implement any additional regulations and prohibitions.

Water Use Restrictions:

Under threat of penalty for violation, the following water use restrictions shall apply to all persons:

- (a) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 12:00 midnight until 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated watering days. However, irrigation of landscaped areas is permitted at anytime if it is by means of a hand-held hose, a faucet filled bucket or watering can of five (5) gallons or less, or drip irrigation system.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rises. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.

- (c) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or jacuzzi-type pools is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- (e) Use of water from hydrants shall be limited to fire fighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City of Kingsville.
- (f) Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated watering days between the hours 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight. However, if the golf course utilizes a water source other than that provided by the City of Kingsville, the facility shall not be subject to these regulations.
- (g) All restaurants are prohibited from serving water to patrons except upon request of the patron.
- (h) The following uses of water are defined as non-essential and are prohibited:
 1. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
 2. use of water to wash down buildings or structures for purposes other than immediate fire protection;
 3. use of water for dust control;
 4. flushing gutters or permitting water to run or accumulate in any gutter or street; and
 5. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

Stage 3 Response -- SEVERE Water Shortage Conditions

Goal: Achieve a 25% reduction in total water use.

Supply Management Measures:

Continuation of restrictions set forth in previous conditions and implementation of additional regulations or prohibitions.

Water Use Restrictions: All requirements of Stage 2 shall remain in effect during Stage 3 except:

- (a) Irrigation of landscaped areas shall be limited to designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, drip irrigation, or permanently installed automatic sprinkler system only. The use of hose-end sprinklers is prohibited at all times.
- (b) The watering of golf course tees is prohibited unless the golf course utilizes a water source other than that provided by the City of Kingsville.
- (c) The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued.

Stage 4 Response -- Emergency Water Shortage Conditions

Goal: Achieve a 35% reduction in total water use.

Supply Management Measures:

Continuation of restrictions set forth in previous conditions and implementation of additional regulations or prohibitions by the South Texas Water Authority.

Water Use Restrictions. All requirements of Stage 2 and 3 shall remain in effect during Stage 4 except:

- (a) Irrigation of landscaped areas is absolutely prohibited.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is absolutely prohibited.
- (c) The filling, refilling, or adding of water to swimming pools, wading pools, and jacuzzi-type pools is prohibited.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support

aquatic life or where such fountains or ponds are equipped with a recirculation system.

- (e) No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage or a higher-numbered stage shall be in effect.
- (f) Irrigation of landscaped areas shall be limited to designated watering days between the hours of 6:00 a.m. and 10:00 a.m. and between 8 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, or drip irrigation only. The use of hose-end sprinklers or permanently installed automatic sprinkler system are prohibited at all times.

Stage 5 Response -- WATER ALLOCATION

In the event that water shortage conditions threaten public health, safety, and welfare, the City Manager is hereby authorized to allocate water according to the following water allocation plan:

Single-Family Residential Customers

The allocation to residential water customers residing in a single-family dwelling shall be as follows:

Persons per Household	Gallons per Month
1 or 2	6,000
3 or 4	7,000
5 or 6	8,000
7 or 8	9,000
9 or 10	10,000
11 or more	12,000

"Household" means the residential premises served by the customer's meter. "Persons per household" includes only those persons currently physically residing at the premises and expected to reside there for the entire billing period. It shall be assumed that a particular customer's household is comprised of two (2) persons unless the customer notifies the City of Kingsville of a greater number of persons per household on a form prescribed by the City Manager. The City of Kingsville shall give his/her best effort to see that such forms are mailed, otherwise provided,

or made available to every residential customer. If, however, a customer does not receive such a form, it shall be the customer's responsibility to go to the City of Kingsville offices to complete and sign the form claiming more than two (2) persons per household. New customers may claim more persons per household at the time of applying for water service on the form prescribed by the City Manager. When the number of persons per household increases so as to place the customer in a different allocation category, the customer may notify the City of Kingsville on such form and the change will be implemented in the next practicable billing period. If the number of persons in a household is reduced, the customer shall notify the City of Kingsville in writing within two (2) days. In prescribing the method for claiming more than two (2) persons per household, the City Manager shall adopt methods to insure the accuracy of the claim. Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of persons in a household or fails to timely notify the City of Kingsville of a reduction in the number of person in a household shall be fined not less than \$ 100.00.

Residential water customers shall pay the following surcharges:

- \$5.00 for the first 1,000 gallons over allocation.
- \$8.00 for the second 1,000 gallons over allocation.
- \$16.00 for the third 1,000 gallons over allocation.
- \$40.00 for each additional 1,000 gallons over allocation.

Surcharges shall be cumulative.

Master-Metered Multi-Family Residential Customers

The allocation to a customer billed from a master meter which jointly measures water to multiple permanent residential dwelling units (e.g., apartments, mobile homes) shall be allocated 6,000 gallons per month for each dwelling unit. It shall be assumed that such a customer's meter serves two dwelling units unless the customer notifies the City of Kingsville of a greater number on a form prescribed by the City Manager. The City Manager shall give his/her best effort to see that such forms are mailed, otherwise provided, or made available to every such customer. If, however, a customer does not receive such a form, it shall be the customer's responsibility to go to the City of Kingsville offices to complete and sign the form claiming more than two (2) dwellings. A dwelling unit may be claimed under this provision whether it is occupied or not. New customers may claim more dwelling units at the time of applying for water service on the form prescribed by the City Manager. If the number of dwelling units served by a master meter is reduced, the customer shall notify the City of Kingsville in writing within two (2) days. In prescribing the method for claiming more than two (2) dwelling units, the City Manager

shall adopt methods to insure the accuracy of the claim. Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of dwelling units served by a master meter or fails to timely notify the City of Kingsville of a reduction in the number of person in a household shall be fined not less than \$ 200.00. Customers billed from a master meter under this provision shall pay the following monthly surcharges:

- \$ 5.00 for 1,000 gallons over allocation up through 1,000 gallons for each dwelling unit.
- \$ 8.00, thereafter, for each additional 1,000 gallons over allocation up through a second 1,000 gallons for each dwelling unit.
- \$16.00, thereafter, for each additional 1,000 gallons over allocation up through a third 1,000 gallons for each dwelling unit.
- \$40.00, thereafter for each additional 1,000 gallons over allocation.

Surcharges shall be cumulative.

Commercial Customers

A monthly water allocation shall be established by the City Manager, or his/her designee, for each nonresidential commercial customer other than an industrial customer who uses water for processing purposes. The non-residential customer's allocation shall be approximately 75 percent of the customer's usage for corresponding month's billing period for the previous 12 months. If the customer's billing history is shorter than 12 months, the monthly average for the period for which there is a record shall be used for any monthly period for which no history exists. Provided, however, a customer, 75 percent of whose monthly usage is less than 6,000 gallons, shall be allocated 6,000 gallons. The City Manager shall give his/her best effort to see that notice of each non-residential customer's allocation is mailed to such customer. If, however, a customer does not receive such notice, it shall be the customer's responsibility to contact the City of Kingsville to determine the allocation. Upon request of the customer or at the initiative of the City Manager, the allocation may be reduced or increased if, (1) the designated period does not accurately reflect the customer's normal water usage, (2) one nonresidential customer agrees to transfer part of its allocation to another nonresidential customer, or (3) other objective evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the City Manager. Nonresidential commercial customers shall pay the following surcharges:

Customers whose allocation is 6,000 gallons through 20,000 gallons per month:

\$ 5.00 per thousand gallons for the first 1,000 gallons over allocation.

\$ 8.00 per thousand gallons for the second 1,000 gallons over allocation.

\$16.00 per thousand gallons for the third 1,000 gallons over allocation.

\$40.00 per thousand gallons for each additional 1,000 gallons over allocation.

Customers whose allocation is 21,000 gallons per month or more:

One times the block rate for each 1,000 gallons in excess of the allocation up through 5 percent above allocation.

Three times the block rate for each 1,000 gallons from 5 percent through 10 percent above allocation.

Five times the block rate for each 1,000 gallons from 10 percent through 15 percent above allocation.

Ten times the block rate for each 1,000 gallons more than 15 percent above allocation.

The surcharges shall be cumulative. As used herein, "block rate" means the charge to the customer per 1,000 gallons at the regular water rate schedule at the level of the customer's allocation.

Industrial Customers

A monthly water allocation shall be established by the City Manager, or his/her designee, for each industrial customer, which uses water for processing purposes. The industrial customer's allocation shall be approximately 90 percent of the customer's water usage baseline. Ninety (90) days after the initial imposition of the allocation for industrial customers, the industrial customer's allocation shall be further reduced to 85 percent of the customer's water usage baseline. The industrial customer's water use baseline will be computed on the average water use for the 36-month period ending prior to the date of implementation of Stage 2 of the Plan. If the industrial water customer's billing history is shorter than 36 months, the monthly average for the period for which there is a record shall be used for any monthly period for which no billing history exists. The City Manager shall give his/her best effort to see that notice of each industrial customer's allocation is mailed to such customer. If, however, a customer does not receive such notice, it shall be the customer's responsibility to contact the City of Kingsville to determine the allocation, and the allocation shall be fully effective notwithstanding the lack of receipt of written notice. Upon request of the customer or at the

initiative of the City Manager, the allocation may be reduced or increased, (1) if the designated period does not accurately reflect the customer's normal water use because the customer had shutdown a major processing unit for repair or overhaul during the period, (2) the customer has added or is in the process of adding significant additional processing capacity, (3) the customer has shutdown or significantly reduced the production of a major processing unit, (4) the customer has previously implemented significant permanent water conservation measures such that the ability to further reduce water use is limited, (5) the customer agrees to transfer part of its allocation to another industrial customer, or (6) if other objective evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the City Manager. Industrial customers shall pay the following surcharges:

Customers whose allocation is 6,000 gallons through 20,000 gallons per month:

\$ 5.00 per thousand gallons for the first 1,000 gallons over allocation.

\$ 8.00 per thousand gallons for the second 1,000 gallons over allocation.

\$16.00 per thousand gallons for the third 1,000 gallons over allocation.

\$40.00 per thousand gallons for each additional 1,000 gallons over allocation.

Customers whose allocation is 21,000 gallons per month or more:

One times the block rate for each 1,000 gallons in excess of the allocation up through 5 percent above allocation.

Three times the block rate for each 1,000 gallons from 5 percent through 10 percent above allocation.

Five times the block rate for each 1,000 gallons from 10 percent through 15 percent above allocation.

Ten times the block rate for each 1,000 gallons more than 15 percent above allocation.

The surcharges shall be cumulative. As used herein, "block rate" means the charge to the customer per 1,000 gallons at the regular water rate schedule at the level of the customer's allocation.

...

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 be codified and become effective on and after adoption and publication as required by law.

INTRODUCED on this the 10th day of September, 2018.

PASSED AND APPROVED on this the 24th day of September, 2018.

Effective Date: _____

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

AGENDA ITEM #5

City of Kingsville Downtown

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: September 14, 2018

SUBJECT: Request for City Support for Events & Parades

Summary:

The City Commission has a tradition of granting support for certain community parades and events that are held each year downtown. Instead of bringing these forward as individual agenda items, it is requested that the City Commission waive the street closing fees and support costs for the attached listing of parades and events for this fiscal year.

Background:

For any event requiring temporary closure of one or more streets, City ordinances require a fee to be paid for the requisite street closure(s) and require that City be reimbursed any actual costs and expenses incurred by them in support of the event. Ordinances also allow the City Commission to waive these requirements. Event organizers are still required to comply with all City ordinances and state laws with regards to health and safety issues. And are still required to submit a request for a permit for the required street closure(s).

Financial Impact:

The total parade/event costs to the City for FY 2018-2019 is \$10,279 of which \$850 are street closing fees.

Recommendation:

It is recommended that street closing fees be waived and the services provided by the City in support of these parades and events be considered as in-kind sponsorship.



Downtown Parades and Events FY 2018-2019

TAMUK Homecoming Parade, Oct. 25, 2018

Fall Festival, Oct. 26, 2018

Veteran's Day Parade, Nov. 11, 2018

Ranch Hand Festival, Nov. 16 - 18, 2018

Stride for Health 5K/10K Run, Nov. 17, 2018

La Posada de Kingsville Parade, Dec. 1, 2018

MLK Day Parade & Celebration, Jan. 21, 2019

PDAP (Palmer Drug Abuse Program) Drug Free Walk, April 27, 2019

Festival de la Loteria, April 27, 2019

4th of July Parade & Celebration, July 4, 2019

KISD (Kingsville Ind. School District) Annual Community Fair, Aug. 23, 2019

Fiesta de Paloma, Sept. 14, 2019

HM King High School Homecoming Parade, Sept. 19, 2019

Parade Costs to the City FY 2018-2019

Community Parades (5)

TAMUK Homecoming Parade, Oct. 25, 2018

Veteran's Day Parade, Nov. 11, 2018

MLK Day Parade, Jan. 21, 2019

4th of July Parade, July 4, 2019

HM King High School Homecoming Parade, Sept. 19, 2019

Public Works

Barricades: Build-up & Tear-down \$15/hr. (10 men/6hrs) = \$900

Parade permit = \$0

Cost of \$ 900 per parade

Christmas Parade (1)

La Posada Parade, Dec. 1, 2018

Public Works

Barricades: Build-up & Tear-down \$10/hr. (15 men/6hrs) = \$900

Trash & Recycling: Delivery/Pickup/Dumping \$6 (x20) = \$120

Dumpsters: \$30 (x3) = \$90

Parade permit = \$0

Cost of \$1,110

Total parade costs \$5,550

Event Costs to the City FY 2018-2019

Fall Festival, Nov. 16- 18, 2018

Public Works

Barricades: Build-up & Tear-down \$15/hr. (3 men/4hrs) = \$180

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x 3 containers x 2 = \$36

Street closing permit for large events = \$150

Cost of \$ 366

Ranch Hand Festival, Nov. 16- 18, 2018

Public Works

Barricades: Build-up & Tear-down \$15/hr. (10 men/8hrs) = \$1,200

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x 10 containers x 2 = \$120

Dumpsters: \$30 (x3) = \$90

Street closing permit fee for large events = \$150

Cost of \$1,560

Stride for Health 5/10K Run, Nov. 17, 2018

Public Works

Barricades: Build-up & Tear-down \$15/hr. (10 men/6hrs) = \$900

Cost of \$ 900

PDAP (Palmer Drug Abuse Program) Drug Free Walk & BBQ, April 27, 2019

Public Works

Barricades: Build-up & Tear-down \$15/hr. (10 men/4hrs) = \$600

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x 10 containers x 2 = \$120

Street closing permit fee for large events = \$150

Cost of \$ 870

Festival de la Loteria, April 27, 2019

Public Works

Barricades: Build-up & Tear-down \$15/hr. (5 men/4hrs) = \$300

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x 10 containers x 2 = \$120

Street closing permit fee for large events = \$150

Cost of \$570

KISD Annual Community Fair, Aug. 23, 2019

Public Works

Barricades: Build-up & Tear-down \$15/hr. (10 men/4hrs) = \$600

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x average 10 containers x 2 = \$120

Street closing permit fee for large events = \$150

Cost of \$ 870

Fiesta de Paloma, Sept. 14, 2019

Public Works

Barricades: Deliver and pick-up \$20/hr. (4 men/2hrs) = \$160

Trash & Recycling: Delivery/Pickup/Dumping \$6 each x average 6 containers x 2 = \$78

Street closing permit for small events = \$100

Cost of \$338

Total event costs \$4,747

AGENDA ITEM #6

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Deborah R Balli, Finance Director

DATE: September 17, 2018

SUBJECT: Audit Engagement Letter

Summary:

This item authorizes the acceptance of the audit engagement letter from John Womack and Company for audit services for FY 17-18.

Background:

The Finance/Audit Committee met on Wednesday, September 12, 2018 to review the audit engagement letter and found no issues in recommending acceptance of this audit engagement with John Womack and Company.

Financial Impact:

The estimated fees for services are \$109,500 which has been budgeted in Fund 001 – General Fund and Fund 051 – Utility Fund.

Recommendation:

Staff recommends approval of the audit engagement letter from John Womack and Company.



RESOLUTION NO. 2018-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ENGAGEMENT LETTER AGREEMENT BETWEEN THE CITY OF KINGSVILLE, TEXAS AND JOHN WOMACK & CO., P.C. FOR THE 2017-2018 FISCAL YEAR AUDIT; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED by the City Commission of the City of Kingsville, Texas:

I.

THAT the City Manager is authorized and directed as an act of the City of Kingsville, Texas to enter into an Engagement Letter Agreement Between John Womack & Co., P.C. and the City of Kingsville, Texas for the 2017-2018 Fiscal Year audit in accordance with Exhibit A hereto attached and made a part hereof.

II.

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

III.

THAT this Resolution shall be and become effective on and after adoption.

PASSED AND APPROVED by a majority vote of the City Commission on the 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

JOHN WOMACK & CO., P.C.
CERTIFIED PUBLIC ACCOUNTANTS

JOHN L. WOMACK, CPA
MARGARET KELLY, CPA

P. O. BOX 1147
KINGSVILLE, TEXAS 78364
(361) 592-2671
FAX (361) 592-1411

August 07, 2018

Mayor Sam Fugate, City Commissioners and City Manager
City of Kingsville
P.O. Box 1458
Kingsville, Texas 78364

We are pleased to confirm our understanding of the services we are to provide the City of Kingsville for the year ended September 30, 2018. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Kingsville as of and for the year ended September 30, 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Kingsville's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Kingsville's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary comparison schedules.
3. GASB required supplementary pension information and
4. OPEB.



We have also been engaged to report on supplementary information other than RSI that accompanies the City of Kingsville's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Combining statements for the CAFR.
2. Individual Fund Statements and Supporting Schedules and
3. Schedule of Expenditures of Federal Awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over

compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our single audit. Our reports will be addressed to management and the governing Board of the City of Kingsville. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S.

generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Kingsville's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Kingsville's major programs. The purpose of these procedures will be to express an opinion on the City of Kingsville's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, depreciation schedules (if needed) using your assigned life and depreciation method, schedule of expenditures of federal awards, and related notes of the City of Kingsville in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, depreciation schedules, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls, including internal controls over federal awards, and for

evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of

noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on October 15, 2018.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those

audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, depreciation schedules (if needed), schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, depreciation schedules (if needed), schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, depreciation schedules (if needed), schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Other Matters and Limitation on Liability

In the unlikely event that differences concerning our services or fees should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, the City agrees to participate in mediation, under the Commercial Mediation Rules of the American Arbitration Association, before any claim is asserted.

In the event that John Womack & Co., P.C. is found to be negligent in provision of any services covered by this agreement which result in damage to the City, John Womack & Co., P.C.'s liability to the City will be limited to actual damages or losses incurred by the City. John Womack & Co., P.C. will not be liable to the City for any punitive damages.

Engagement Administration, Fees, and Other

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the

necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate. We will not undertake any accounting services (including but not limited to reconciliation of accounts and preparation of requested schedules) without obtaining approval through a written change order or additional engagement letter for such additional work.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of John Womack & Co., P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to cognizant agencies or their designees, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of John Womack & Co., P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

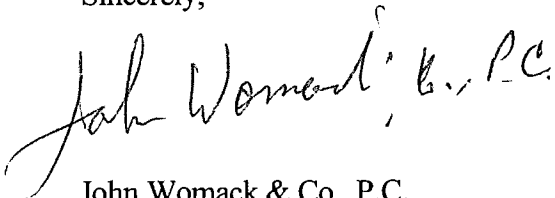
We expect to begin our audit on approximately October 15, 2018 and to issue our reports no later than March 29, 2019. John L Womack is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual

to sign them. To ensure that John Womack & Co., P.C.'s independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

We estimate our fee for these services will be \$69,500 for the audit, \$17,500 for the GASB 34 and the GFOA report presentation, \$9,000 for Fixed Assets, \$8,000 for the state and federal grants and \$5,500 for the Retirement System disclosure reporting requirements for GASB 68, plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.). Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Kingsville and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2017 peer review report accompanies this letter.

Sincerely,

A handwritten signature in cursive script that reads "John Womack, P.C." is written over the printed name.

John Womack & Co., P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Kingsville.

Management Signature: _____

Title: _____

Governance Signature: _____

Title: _____



BUMGARDNERMORRISON

CPAs • Tax • Audit & Accounting

Report on the Firm's System of Quality Control

To the Owner of John L. Womack & Company, P.C.
And the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of John L. Womack & Company, P.C. (the firm) in effect for the year ended August 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of John L. Womack & Company, P.C. in effect for the year ended August 31, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. John L. Womack & Company, P.C. has received a peer review rating of *pass*.

Bumgardner, Morrison & Company, LLP

BUMGARDNER, MORRISON & COMPANY, LLP

February 1, 2017

Bumgardner, Morrison & Company, LLP
Certified Public Accountants

Members: American Institute of Certified Public Accountants
Texas Society of Certified Public Accountants
AICPA Private Companies Practice Section
AICPA Employee Benefit Plan Audit Quality Center
AICPA Government Audit Quality Center

1501 E Mockingbird Lane, Suite 300
PO Box 3750
Victoria, Texas 77903-3750
Phone: 361.575.0271
Fax: 361.578.0880
Website: BMCcpa.com

AGENDA ITEM #7

**City of Kingsville
Parks & Recreation Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Susan Ivy, Parks Manager

DATE: September 14, 2018

SUBJECT: Agenda Request – Receipt of Donation from Leadership Kingsville Academy

Summary: Kingsville Parks & Recreation is requesting approval of receipt of a \$1724.40 donation from Kingsville Leadership Academy.

Background: Kingsville Leadership Academy contacted the Parks Manager inquiring about assisting with the installation of the new Splash Pad at Flores Park in some way. They were advised that the Parks Department would be purchasing picnic tables and benches for the area around the new facility and offered them the opportunity to contribute to that project. It was discussed and agreed that they could purchase two picnic tables and 4 benches with the budget they were working with.

Financial Impact: The picnic tables and benches that have been placed at the Splash Pad were purchased from the Park Maintenance fund – 093-4503. Tables were \$502.20 each and benches were \$180.00 each. The donation from Leadership Kingsville will replenish \$1724.40 into the Park Maintenance Fund.

Recommendation:

Kingsville Parks & Recreation recommends the approval of the receipt of a \$1724.40 from Leadership Kingsville Academy. It should be noted that the Kingsville Noon Rotary Club assisted with funding this donation. Both entities will be recognized with a plaque at the Splash Pad at Flores Park.



REGULAR AGENDA

AGENDA ITEM #8

**City of Kingsville
Engineering Dept.**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Rutilio P. Mora Jr, P.E., City Engineer

DATE: September 24, 2018

SUBJECT: Presentation and Discussion on the City of Kingsville Drainage Master Plan
- Phase II

Summary:

This item concludes the recommendations and Opinion of Construction Costs for 9 locations selected by Commission for potential City-wide drainage improvements. It also includes Opinion of Construction Costs for downstream improvements on 6 of the 9 locations.

Background:

In 2016 after May rain events, it was determined that the City of Kingsville needed a Citywide Drainage Master Plan to address drainage issues and improvements throughout the City.

December 11 & 18, 2016, RFQ 17-07 was solicited for professional engineering services. May 8, 2017, the Commission awarded RFQ 17-07 to Kimley-Horn for professional services.

December 11, 2017, Kickoff Commission Meeting was held

December 12, 2017, Public Involvement Meeting was conducted.

January 8, 2018, Commission Meeting.

January 12, 2018, Site Visits and Existing Condition Observation.

April 16, 2018, Conceptual Drainage Improvements.

September 24, 2018, Presentation to Commission Meeting.

City of Kingsville Drainage Master Plan - Phase II included tasks 7 – 10 which consisted of City-Wide Drainage Plan: Site Visits and existing Condition Observation, City-Wide Master Drainage Plan: Conceptual Drainage Improvements, Planting Standards and Maintenance Recommendations and Meetings & City Commission Presentation.



**City of Kingsville
Engineering Dept.**

Financial Impact:

There is no financial impact by adopting the plan. Once a funding source is identified, then a part or all of the plan could be bid out at which time a financial impact would be created.

The Drainage Master Plan for improvements on all 9 locations is estimated at approximately \$16 million dollars excluding the downstream improvements. The downstream improvement can range from \$59 million to \$85 million dollars to address the proposed 10-year storm upstream capacity improvements.

The City may elect to have the consultant assist with possible funding mechanisms to complete these necessary improvements. Some possible funding mechanisms the City could use include the stormwater fee, grants, or Certifications of Obligations.

Recommendation:

Staff recommends approval of the Drainage Master Plan as presented.

Attachments:

Opinion of Probable Construction Cost for locations 1 – 9

Analysis Location 1 – 9 Structure Table and Exhibits

Opinion of Probable Construction Cost for locations 2, 3, 4, 5, 7, and 9

Analysis Location 2, 3, 4, 5, 7, and 9 for Downstream Conceptual Improvements



Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: SUMMARY OF PROJECT TOTAL COSTS

Location 1	\$	1,388,016
Location 2	\$	1,352,544
Location 3	\$	1,509,807
Location 4	\$	1,890,123
Location 5	\$	1,950,640
Location 6	\$	223,060
Location 7	\$	1,419,236
Location 8	\$	695,936
Location 9	\$	5,552,983

Unit prices are based on TxDOT average low unit bid prices for Corpus Christi District 16 as of June 2018. Contingencies added for utility adjustments, landscaping, and construction. No design was performed for these items.

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 1

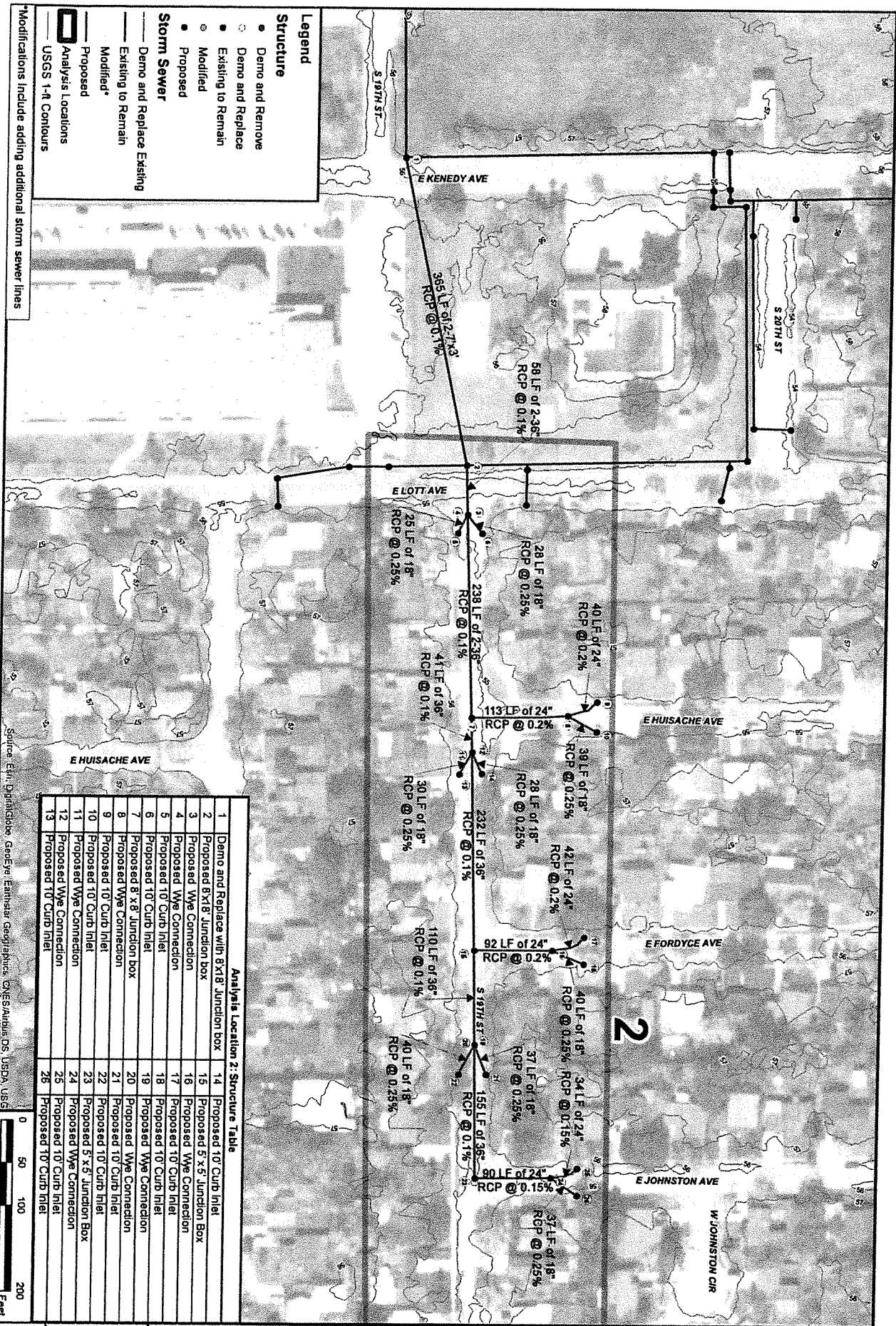
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 1					
1	MOBILIZATION	1	LS	\$74,010.00	\$74,010
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	3,350	SY	\$8.00	\$26,800
5	REMOVE EXISTING CURB AND GUTTER	180	LF	\$10.00	\$1,800
6	SAW CUT CURB REMOVAL	20	LF	\$30.00	\$600
7	12" FLEXBASE W/GEOGRID	3,350	SY	\$20.00	\$67,000
8	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
9	RC PIPE (CL III)(18 IN)	310	LF	\$60.00	\$18,600
10	RC PIPE (CL III)(24 IN)	270	LF	\$75.00	\$20,250
11	RC PIPE (CL III)(36 IN)	1,175	LF	\$115.00	\$135,125
12	CONC BOX CULV (6 FT X 3 FT)	300	LF	\$370.00	\$111,000
13	CONC BOX CULV (7 FT X 3 FT)	360	LF	\$450.00	\$162,000
14	JUNCTION BOX (5 FT X 5 FT)	3	EA	\$5,400.00	\$16,200
15	JUNCTION BOX (8 FT X 4 FT)	1	EA	\$7,200.00	\$7,200
16	JUNCTION BOX (10 FT X 10 FT)	2	EA	\$14,400.00	\$28,800
17	WYE CONNECTION	9	EA	\$1,500.00	\$13,500
18	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
19	10' CURB INLET TYP I	8	EA	\$6,000.00	\$48,000
20	15' CURB INLET TYP I	6	EA	\$7,000.00	\$42,000
21	WINGWALL (PW - 1) (HW=3 FT)	1	EA	\$8,500.00	\$8,500
22	CHANNEL EXCAVATION	1,075	CY	\$18.00	\$19,350
Base Bid A - Storm System Improvements Total					\$844,035

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$844,035
Landscaping Contingency (5%, +/-)	\$42,202
Construction Contingency (25%, +/-)	\$211,009
Total Estimated Construction Cost	\$1,097,246
Utility Adjustments Contingency (15% ±)	\$164,587
Total Estimated Construction Cost with Utility Adjustments	\$1,261,832
Engineering Services (10% Estimated)	\$126,183
TOTAL:	\$1,388,016

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



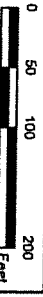
- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Demo and Replace Existing
 - Existing to Remain
 - Modified*
 - Proposed
 - Analysis Locations
 - USGS 1-ft Contours

Modifications include adding additional storm sewer lines

Source: Esri, DigitalGlobe, GeoEye, Earthstar, Geographic, CNES/Airbus DS, USDA, USGS

Analysis Location 2: Structure Table

1	Demo and Replace with 8x18" Junction box	14	Proposed 10" Curb Inlet
2	Proposed 8x18" Junction box	15	Proposed 5' x 5' Junction Box
3	Proposed Wye Connection	16	Proposed Wye Connection
4	Proposed Wye Connection	17	Proposed 10" Curb Inlet
5	Proposed 10" Curb Inlet	18	Proposed 10" Curb Inlet
6	Proposed 10" Curb Inlet	19	Proposed Wye Connection
7	Proposed 8' x 8' Junction box	20	Proposed Wye Connection
8	Proposed Wye Connection	21	Proposed 10" Curb Inlet
9	Proposed 10" Curb Inlet	22	Proposed 10" Curb Inlet
10	Proposed 10" Curb Inlet	23	Proposed 5' x 5' Junction Box
11	Proposed Wye Connection	24	Proposed Wye Connection
12	Proposed Wye Connection	25	Proposed 10" Curb Inlet
13	Proposed 10" Curb Inlet	26	Proposed 10" Curb Inlet



2	DATE: AUGUST 2018	 City of Kingsville, Texas Master Drainage Plan	 N W E S	Kimley-Horn Engineering Firm Registration No. F-428 13455 Nouri Road Two Oaks Office Tower, Suite 700 Dallas, Texas 75240 (972) 770-1300 Phone (972) 239-3820 Fax
	DESIGN: MOJ			
	DRAWN: MOJ			
	CHECKED: KEP			
KHA NO.: 067796301				

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 2

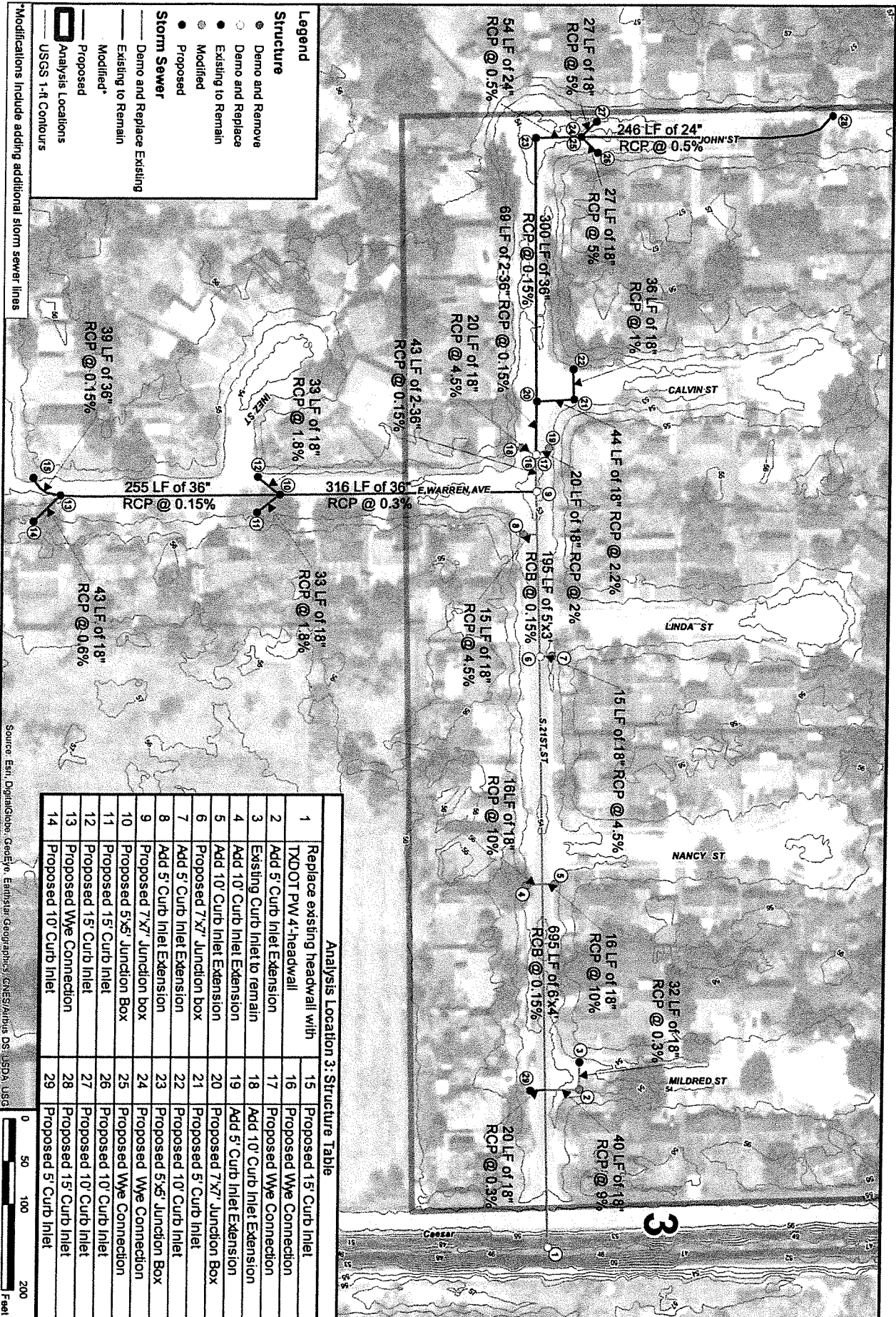
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 2					
1	MOBILIZATION	1	LS	\$72,050.00	\$72,050
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	2,130	SY	\$8.00	\$17,040
5	REMOVE EXISTING CURB AND GUTTER	210	LF	\$10.00	\$2,100
6	12" FLEXBASE W/GEOGRID	2,130	SY	\$20.00	\$42,600
7	4" HOT MIX ASPHALT	20	TON	\$110.00	\$2,200
8	RC PIPE (CL III)(18 IN)	310	LF	\$60.00	\$18,600
9	RC PIPE (CL III)(24 IN)	415	LF	\$75.00	\$31,125
10	RC PIPE (CL III)(36 IN)	1,130	LF	\$115.00	\$129,950
11	CONC BOX CULV (7 FT X 3 FT)	730	LF	\$450.00	\$328,500
12	JUNCTION BOX (5 FT X 5 FT)	2	EA	\$5,400.00	\$10,800
13	JUNCTION BOX (8 FT X 8 FT)	1	EA	\$10,200.00	\$10,200
14	JUNCTION BOX (18 FT X 8 FT)	2	EA	\$20,400.00	\$40,800
15	WYE CONNECTION	9	EA	\$1,500.00	\$13,500
16	10' CURB INLET TYP I	12	EA	\$6,000.00	\$72,000
17	DEMO EXISTING JUNCTION	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$822,465

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$822,465
Landscaping Contingency (5%, +/-)	\$41,123
Construction Contingency (25%, +/-)	\$205,616
Total Estimated Construction Cost	\$1,069,205
Utility Adjustments Contingency (15% ±)	\$160,381
Total Estimated Construction Cost with Utility Adjustments	\$1,229,585
Engineering Services (10% Estimated)	\$122,959
TOTAL:	\$1,352,544

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3

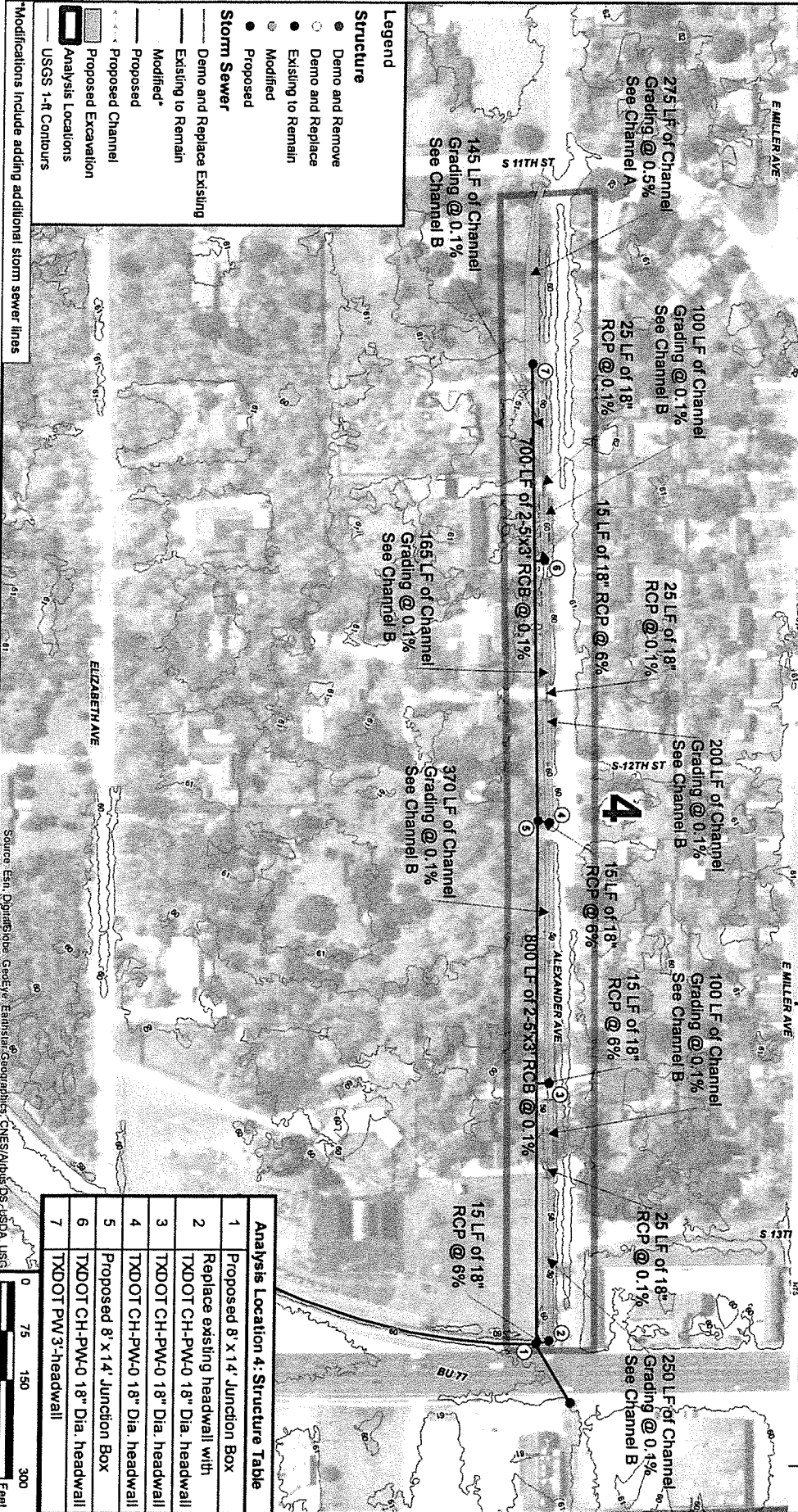
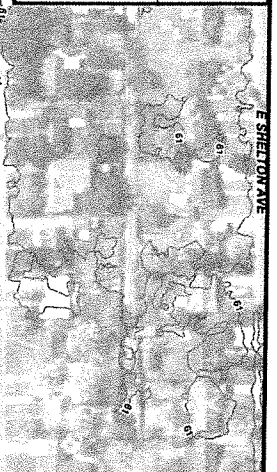
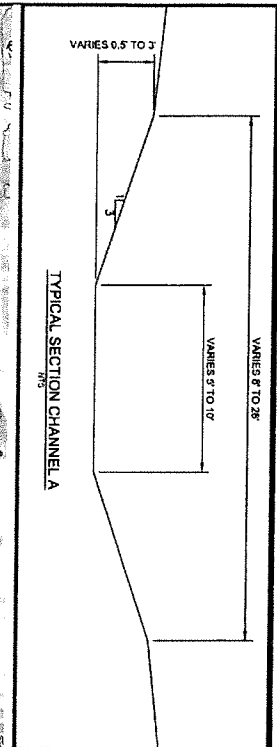
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 3					
1	MOBILIZATION	1	LS	\$80,740.00	\$80,740
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,110	SY	\$8.00	\$32,880
5	REMOVE EXISTING CURB AND GUTTER	160	LF	\$10.00	\$1,600
6	12" FLEXBASE W/GEOGRID	4,110	SY	\$20.00	\$82,200
7	4" HOT MIX ASPHALT	35	TON	\$110.00	\$3,850
8	RC PIPE (CL III)(18 IN)	440	LF	\$60.00	\$26,400
9	RC PIPE (CL III)(24 IN)	300	LF	\$75.00	\$22,500
10	RC PIPE (CL III)(36 IN)	1,135	LF	\$115.00	\$130,525
11	CONC BOX CULV (6 FT X 4 FT)	700	LF	\$400.00	\$280,000
12	CONC BOX CULV (5 FT X 3 FT)	200	LF	\$310.00	\$62,000
13	JUNCTION BOX (5 FT X 5 FT)	2	EA	\$5,400.00	\$10,800
14	JUNCTION BOX (7 FT X 7 FT)	3	EA	\$8,400.00	\$25,200
15	WYE CONNECTION	5	EA	\$1,500.00	\$7,500
16	5' CURB INLET EXTENSION	4	EA	\$3,500.00	\$14,000
17	10' CURB INLET EXTENSION	3	EA	\$5,000.00	\$15,000
18	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
19	10' CURB INLET TYP I	4	EA	\$6,000.00	\$24,000
20	15' CURB INLET TYP I	4	EA	\$7,000.00	\$28,000
21	WINGWALL (PW - 1) (HW=4 FT)	1	EA	\$11,000.00	\$11,000
22	REMOV STR (HEADWALL)	1	EA	\$1,500.00	\$1,500
23	REMOV STR (PIPE)	1,150	LF	\$16.00	\$18,400
Base Bid A - Storm System Improvements Total					\$918,095

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$918,095
Landscaping Contingency (5%, +/-)	\$45,905
Construction Contingency (25%, +/-)	\$229,524
Total Estimated Construction Cost	\$1,193,524
Utility Adjustments Contingency (15% ±)	\$179,029
Total Estimated Construction Cost with Utility Adjustments	\$1,372,552
Engineering Services (10% Estimated)	\$137,255
TOTAL:	\$1,509,807

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Demo and Replace Existing
 - Existing to Remain
 - Modified*
 - Proposed
 - Proposed Channel
 - Proposed Excavation
 - Analysis Locations
 - USGS 1-ft Contours

*Modifications include adding additional storm sewer lines

Analysis Location 4: Structure Table	
1	Proposed 8' x 14' Junction Box
2	Replace existing headwall with TxDOT CH-PW-0.18" Dia. headwall
3	TxDOT CH-PW-0.18" Dia. headwall
4	TxDOT CH-PW-0.18" Dia. headwall
5	Proposed 8' x 14' Junction Box
6	TxDOT CH-PW-0.18" Dia. headwall
7	TxDOT PW-3' headwall

DATE: AUGUST 2018
 DESIGN: MDJ
 DRAWN: MDJ
 CHECKED: KEP
 RHA NO.: 087786301

Analysis Location 4



City of Kingsville, Texas
 Master Drainage Plan



Kimley-Horn
 Engineering Firm Registration No. F-428
 1345 West Road
 Two Office Towers, Suite 700
 Dallas, Texas 75240
 (972) 770-1300 Phone
 (972) 324-3820 Fax

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDJ

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4

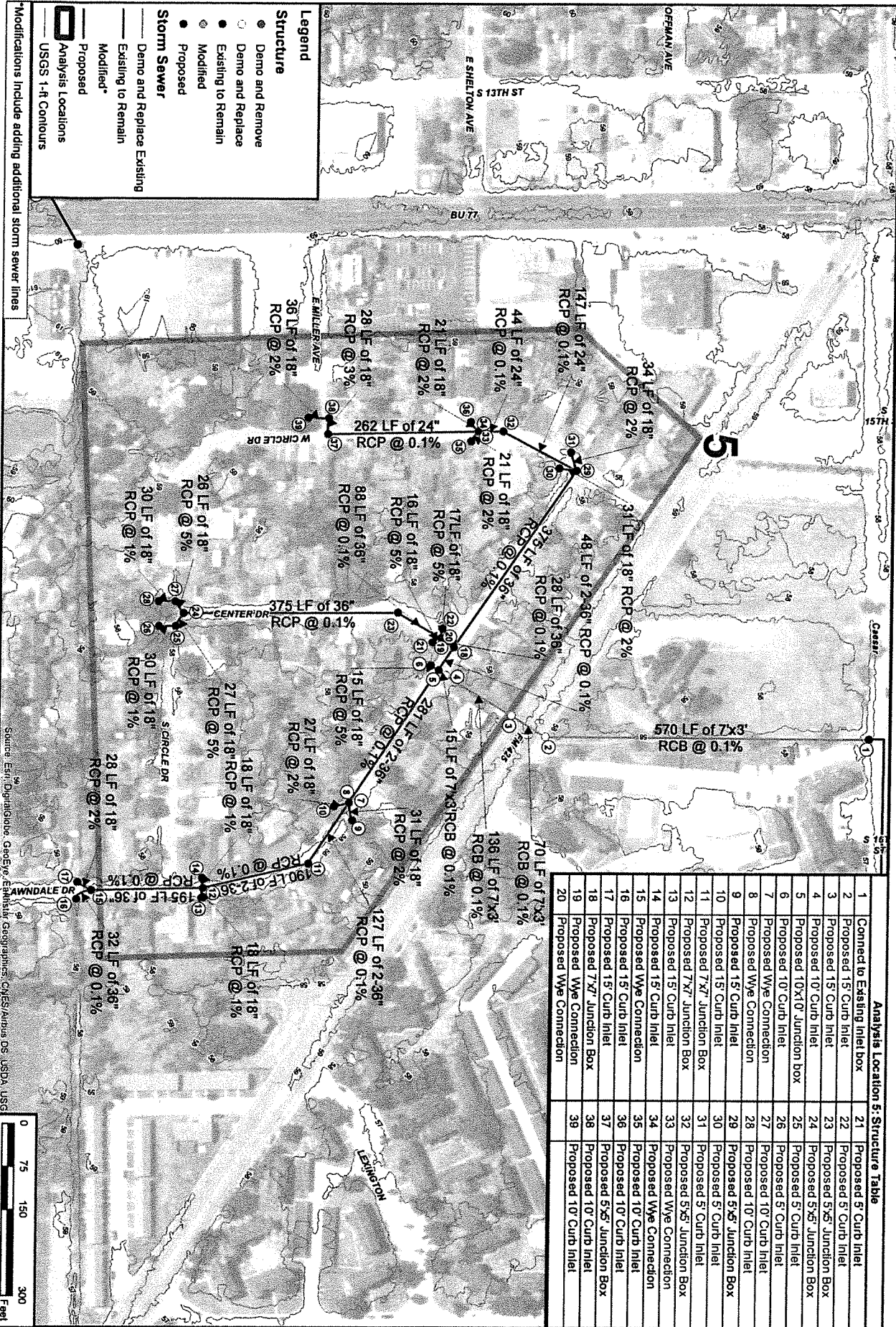
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 4					
1	MOBILIZATION	1	LS	\$101,760.00	\$101,760
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	420	SY	\$10.00	\$4,200
5	12" FLEXBASE W/GEOGRID	420	SY	\$22.00	\$9,240
6	4" HOT MIX ASPHALT	5	TON	\$120.00	\$600
7	RC PIPE (CL III)(18 IN)	135	LF	\$60.00	\$8,100
8	CONC BOX CULV (5 FT X 3 FT)	3,000	LF	\$310.00	\$930,000
9	JUNCTION BOX (14 FT X 8 FT)	2	EA	\$15,600.00	\$31,200
10	WINGWALL (PW - 1 HW=3 FT)	1	EA	\$8,500.00	\$8,500
11	HEADWALL (CH - PW - 0) (DIA= 18 IN)	4	EA	\$3,500.00	\$14,000
12	REMOV STR (HEADWALL)	1	EA	\$1,500.00	\$1,500
13	CHANNEL EXCAVATION	570	CY	\$18.00	\$10,260
Base Bid A - Storm System Improvements Total					\$1,149,360

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,149,360
Landscaping Contingency (5%, +/-)	\$57,468
Construction Contingency (25%, +/-)	\$287,340
Total Estimated Construction Cost	\$1,494,168
Utility Adjustments Contingency (15% ±)	\$224,125
Total Estimated Construction Cost with Utility Adjustments	\$1,718,293
Engineering Services (10% Estimated)	\$171,829
TOTAL:	\$1,890,123

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



Analysis Location 5: Structure Table

1	Connected to Existing Inlet box	21	Proposed 5' Curb Inlet
2	Proposed 15' Curb Inlet	22	Proposed 5' Curb Inlet
3	Proposed 15' Curb Inlet	23	Proposed 5' Curb Inlet
4	Proposed 10' Curb Inlet	24	Proposed 5' Curb Inlet
5	Proposed 10'x10' Junction Box	25	Proposed 5' Curb Inlet
6	Proposed 10' Curb Inlet	26	Proposed 5' Curb Inlet
7	Proposed Wye Connection	27	Proposed 10' Curb Inlet
8	Proposed Wye Connection	28	Proposed 10' Curb Inlet
9	Proposed 15' Curb Inlet	29	Proposed 5' Curb Inlet
10	Proposed 15' Curb Inlet	30	Proposed 5' Curb Inlet
11	Proposed 7'x7' Junction Box	31	Proposed 5' Curb Inlet
12	Proposed 7'x7' Junction Box	32	Proposed 5' Curb Inlet
13	Proposed 15' Curb Inlet	33	Proposed Wye Connection
14	Proposed 15' Curb Inlet	34	Proposed Wye Connection
15	Proposed Wye Connection	35	Proposed 10' Curb Inlet
16	Proposed 15' Curb Inlet	36	Proposed 10' Curb Inlet
17	Proposed 15' Curb Inlet	37	Proposed 5' Curb Inlet
18	Proposed 7'x7' Junction Box	38	Proposed 10' Curb Inlet
19	Proposed Wye Connection	39	Proposed 10' Curb Inlet

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 5

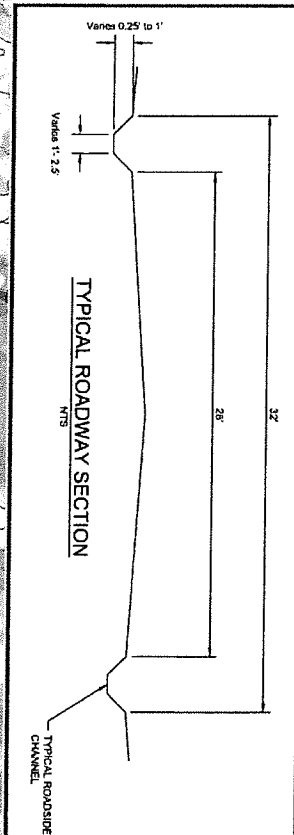
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 5					
1	MOBILIZATION	1	LS	\$105,110.00	\$105,110
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,450	SY	\$8.00	\$35,600
5	REMOVE EXISTING CURB AND GUTTER	190	LF	\$10.00	\$1,900
6	12" FLEXBASE W/GEOGRID	4,450	SY	\$20.00	\$89,000
7	4" HOT MIX ASPHALT	35	TON	\$110.00	\$3,850
8	RC PIPE (CL III)(18 IN)	455	LF	\$60.00	\$27,300
9	RC PIPE (CL III)(24 IN)	455	LF	\$75.00	\$34,125
10	RC PIPE (CL III)(36 IN)	2,385	LF	\$115.00	\$274,275
11	CONC BOX CULV (7 FT X 3 FT)	800	LF	\$450.00	\$360,000
12	JUNCTION BOX (5 FT X 5 FT)	5	EA	\$5,400.00	\$27,000
13	JUNCTION BOX (7 FT X 7 FT)	3	EA	\$8,400.00	\$25,200
14	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
15	WYE CONNECTION	7	EA	\$1,500.00	\$10,500
16	5' CURB INLET TYP I	6	EA	\$5,000.00	\$30,000
17	10' CURB INLET TYP I	8	EA	\$6,000.00	\$48,000
18	15' CURB INLET TYP I	8	EA	\$7,000.00	\$56,000
19	REMOVE EXISTING INLET	3	EA	\$500.00	\$1,500
20	REMOV STR (PIPE)	775	LF	\$16.00	\$12,400
Base Bid A - Storm System Improvements Total					\$1,186,160

Basis for Cost Projection:

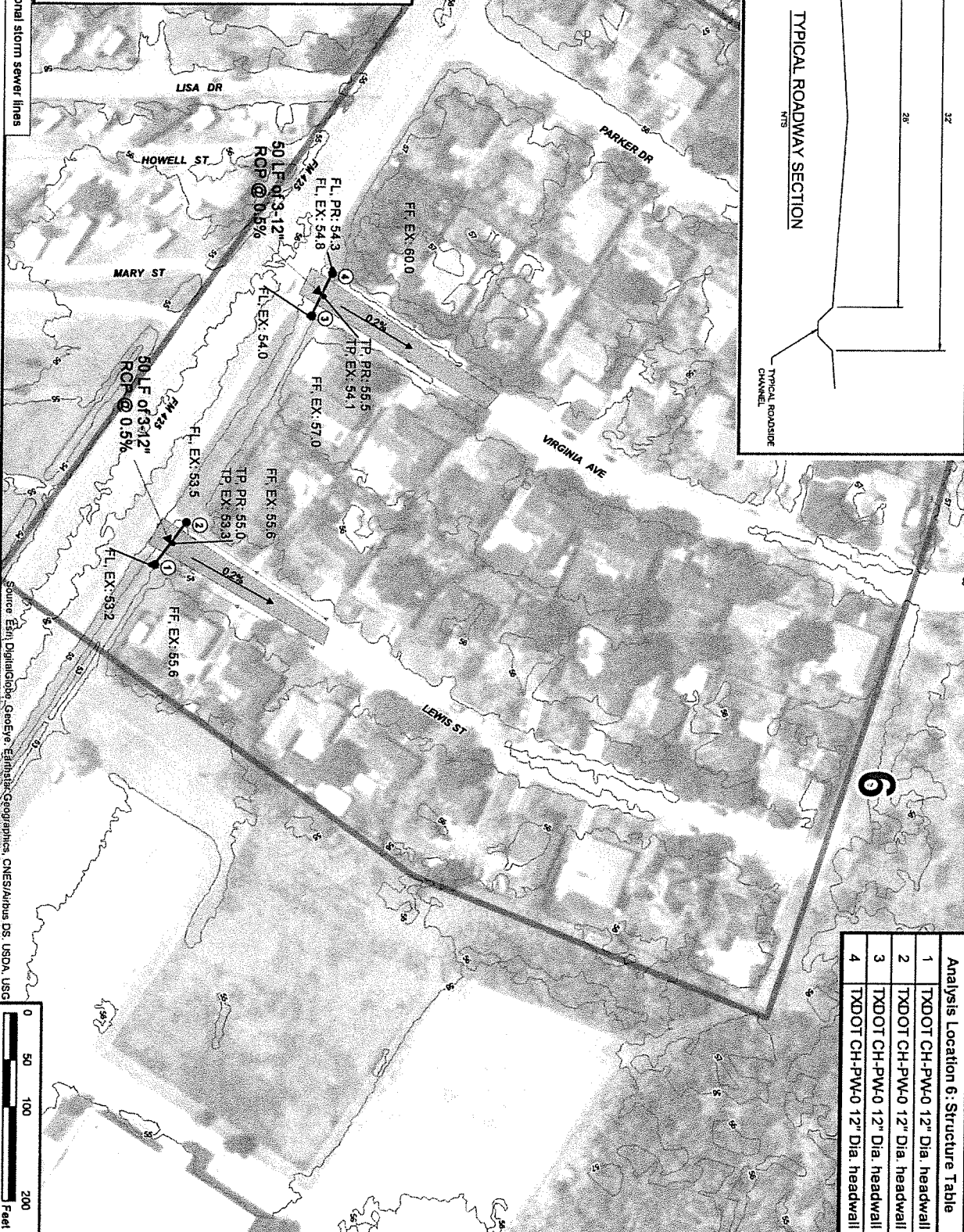
- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,186,160
Landscaping Contingency (5%, +/-)	\$59,308
Construction Contingency (25%, +/-)	\$296,540
Total Estimated Construction Cost	\$1,542,008
Utility Adjustments Contingency (15% ±)	\$231,301
Total Estimated Construction Cost with Utility Adjustments	\$1,773,309
Engineering Services (10% Estimated)	\$177,331
TOTAL:	\$1,950,640

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Demo and Replace Existing
 - Existing to Remain
 - Modified*
 - Proposed
 - Proposed Channel
 - Proposed Fill
 - Proposed Excavation
 - Analysis Locations
 - USGS 1-ft Contours
- *Modifications include adding additional storm sewer lines



Analysis Location 6: Structure Table

1	TXDOT CH-PW-0 12" Dia. headwall
2	TXDOT CH-PW-0 12" Dia. headwall
3	TXDOT CH-PW-0 12" Dia. headwall
4	TXDOT CH-PW-0 12" Dia. headwall



SHEET 6	DATE: AUGUST 2018	 City of Kingsville, Texas Master Drainage Plan	 N S E W	Kimley»Horn Engineering Firm Registration No. F-428 13455 Noel Road Two Oaks in Office Tower, Suite 700 Dallas, Texas 75240 (972) 770-1300 Phone (972) 538-3820 Fax
	DESIGN: MDJ			
	DRAWN: MDJ			
	CHECKED: KEP			
KHA NO.: 087796301		K:\DAL_Hydro\067796301 - Kingsville MDPI\GIS\Exhibit\Phase I\Locations Exhibit_6_11x17_01.mxd		

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 6

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 6					
1	MOBILIZATION	1	LS	\$9,610.00	\$9,610
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,300	SY	\$8.00	\$10,400
5	REMOVE EXISTING CURB AND GUTTER	900	LF	\$10.00	\$9,000
6	BACKFILL	85	CY	\$18.00	\$1,530
7	12" FLEXBASE W/GEOGRID	1,300	SY	\$20.00	\$26,000
8	4" HOT MIX ASPHALT	10	TON	\$110.00	\$1,100
9	RC PIPE (CL III)(12 IN)	300	LF	\$60.00	\$18,000
10	HEADWALL (PW - 0) (DIA=1 FT)	4	EA	\$3,000.00	\$12,000
11	CONCRETE CHANNEL 4" THICKENSS	45	CY	\$400.00	\$18,000
Base Bid A - Storm System Improvements Total					\$135,640

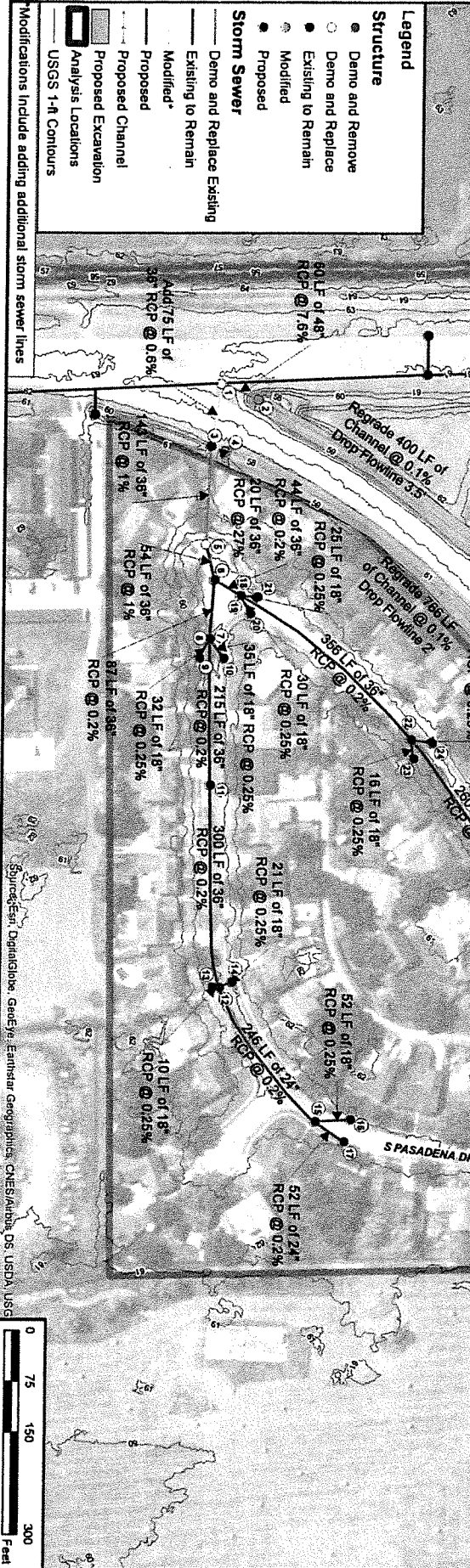
Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$135,640
Landscaping Contingency (5%, +/-)	\$6,782
Construction Contingency (25%, +/-)	\$33,910
Total Estimated Construction Cost	\$176,332
Utility Adjustments Contingency (15% ±)	\$26,450
Total Estimated Construction Cost with Utility Adjustments	\$202,782
Engineering Services (10% Estimated)	\$20,278
TOTAL:	\$223,060

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Analysis Location 7: Structure Table	
1	Demo and Replace with 10' x 10' Junction box
2	Lower Flowline 3.5'
3	Existing Junction Box to Remain
4	Lower Flowline 2.0'
5	Demo and Replace with 5' Curb Inlet
6	Proposed 5' x 5' Junction Box
7	Proposed Wye Connection
8	Proposed 10' Curb Inlet
9	Proposed 10' Curb Inlet
10	Proposed 5' x 5' Junction Box
11	Proposed 5' x 5' Junction Box
12	Proposed 10' Curb Inlet
13	Proposed 10' Curb Inlet
14	Proposed Wye Connection
15	Proposed 10' Curb Inlet
16	Proposed Wye Connection
17	Proposed 10' Curb Inlet
18	Proposed Wye Connection
19	Proposed 10' Curb Inlet
20	Proposed 10' Curb Inlet
21	Proposed 5' x 5' Junction Box
22	Proposed 10' Curb Inlet
23	Proposed 10' Curb Inlet
24	Proposed Wye Connection
25	Proposed 10' Curb Inlet
26	Proposed 10' Curb Inlet
27	Replace Headwall with 1200T CH-PW-0 36" Dia. Headwall
28	Replace Headwall with 1200T CH-PW-0 36" Dia. Headwall
29	Replace Headwall with 1200T PW-3 Headwall
30	Replace Headwall with 1200T PW-3 Headwall
31	Replace Headwall with 1200T PW-3 Headwall
32	Replace Headwall with 1200T PW-3 Headwall
33	Replace Headwall with 1200T PW-3 Headwall
34	Proposed 5' x 5' Junction Box
35	Proposed 10' Curb Inlet
36	Proposed 10' Curb Inlet
37	Proposed 10' Curb Inlet
38	Proposed 10' Curb Inlet
39	Proposed Wye Connection



DATE: AUGUST 2018 DESIGN: MDJ DRAWN: MDJ CHECKED: KEP KHA NO.: 087796301	Analysis Location 7	City of Kingsville, Texas Master Drainage Plan		Kimley-Horn Engineering Firm Registration No. F-028 13455 New Road Two Cedar in Office Tower, Suite 700 Dallas, Texas 75240 (972) 775-1300 Phone (972) 236-3820 Fax

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 7					
1	MOBILIZATION	1	LS	\$75,730.00	\$75,730
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	3,680	SY	\$8.00	\$29,440
5	REMOVE EXISTING CURB AND GUTTER	165	LF	\$10.00	\$1,650
6	12" FLEXBASE W/GEOGRID	3,680	SY	\$20.00	\$73,600
7	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
8	RC PIPE (CL III)(18 IN)	340	LF	\$60.00	\$20,400
9	RC PIPE (CL III)(24 IN)	730	LF	\$75.00	\$54,750
10	RC PIPE (CL III)(36 IN)	1,550	LF	\$115.00	\$178,250
11	RC PIPE (CL III)(48 IN)	60	LF	\$170.00	\$10,200
12	CONC BOX CULV (4 FT X 3 FT)	210	LF	\$240.00	\$50,400
13	JUNCTION BOX (5 FT X 5 FT)	5	EA	\$5,400.00	\$27,000
14	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
15	WYE CONNECTION	7	EA	\$1,500.00	\$10,500
16	5' CURB INLET TYP I	1	EA	\$5,000.00	\$5,000
17	10' CURB INLET TYP I	16	EA	\$8,000.00	\$96,000
18	HEADWALL (CH - PW - 0) (DIA= 36IN)	2	EA	\$8,500.00	\$17,000
19	WINGWALL (PW - 1) (HW=3 FT)	4	EA	\$8,500.00	\$34,000
20	CHANNEL EXCAVATION	6,750	CY	\$18.00	\$121,500
21	REMOVE EXISTING INLET	1	EA	\$500.00	\$500
22	REMOV STR (PIPE)	525	LF	\$16.00	\$8,400
23	REMOVE EXISTING JUNCTION BOX	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$863,020

Basis for Cost Projection:

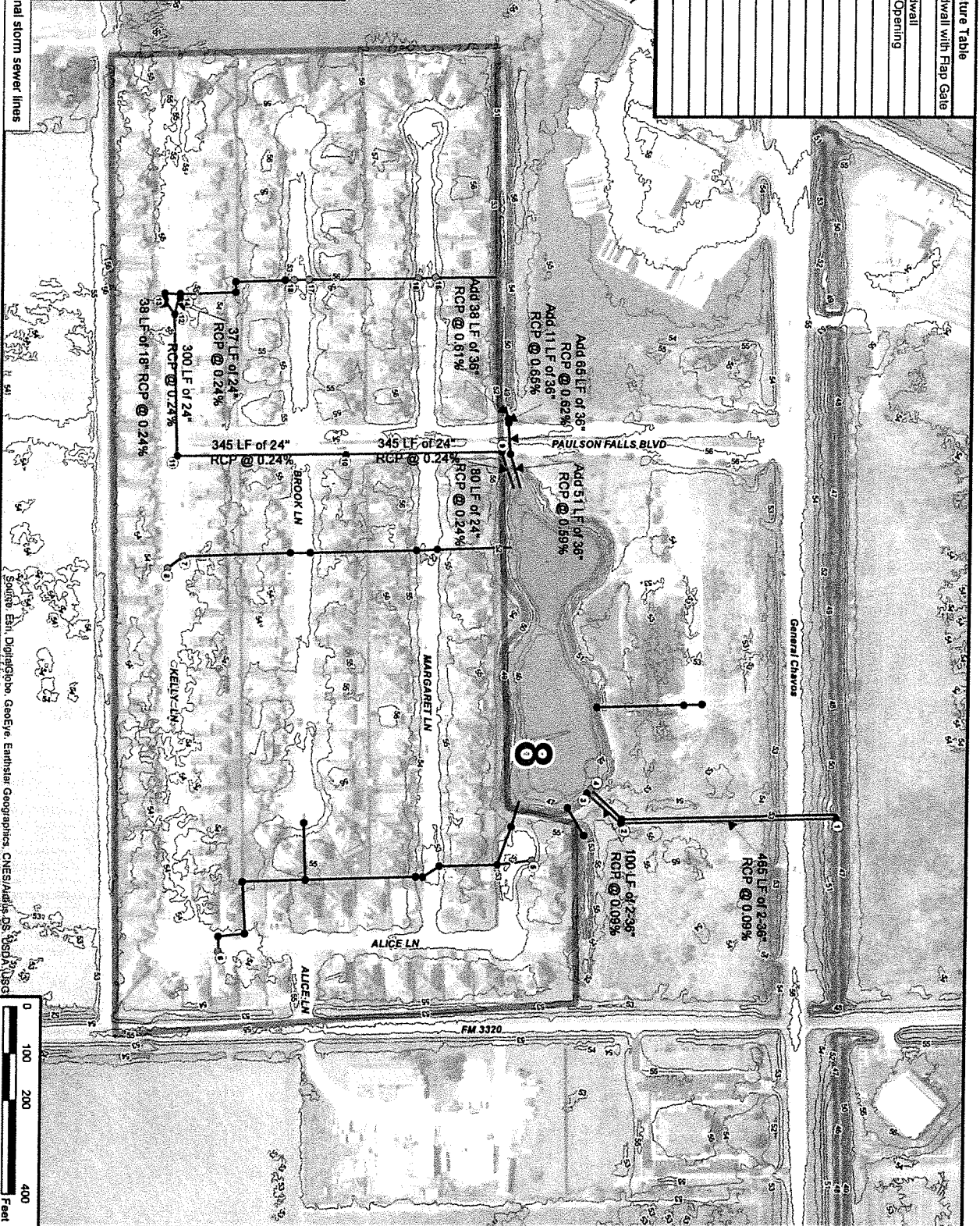
- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$863,020
Landscaping Contingency (5%, +/-)	\$43,151
Construction Contingency (25%, +/-)	\$215,755
Total Estimated Construction Cost	\$1,121,926
Utility Adjustments Contingency (15% ±)	\$168,289
Total Estimated Construction Cost with Utility Adjustments	\$1,290,215
Engineering Services (10% Estimated)	\$129,021
TOTAL:	\$1,419,236

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Analysis Location 8: Structure Table	
1	Proposed 1XDOOT FW-0 Headwall with Flap Gate
2	Proposed 7' x 7' Junction Box
3	Proposed 1XDOOT FW-0 Headwall
4	Replace 8' Opening with 24" Opening
5	Add 5' Curb Inlet Extension
6	Add 5' Curb Inlet Extension
7	Add 5' Curb Inlet Extension
8	Add 5' Curb Inlet Extension
9	Proposed 4' x 4' Junction Box
10	Proposed 4' x 4' Junction Box
11	Proposed 4' x 4' Junction Box
12	Proposed Wye Connection
13	Proposed 5' Curb Inlet
14	Proposed 5' Curb Inlet
15	Add 5' Curb Inlet Extension
16	Add 5' Curb Inlet Extension
17	Add 5' Curb Inlet Extension
18	Add 5' Curb Inlet Extension

- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Existing to Remain
 - Modified*
 - Proposed
- Analysis Locations
- USGS 1-ft Contours



8 SHEET	DATE: AUGUST 2018	City of Kingsville, Texas Master Drainage Plan	 N S E W	Kimley-Horn Engineering Firm Registration No. P-228 1445 West Road Two Galveston Office Towers, Suite 700 Dallas, Texas 75240 (972) 770-1300 Phone (972) 238-3820 Fax
	DESIGN: MDJ			
	DRAWN: MDJ			
	CHECKED: KEP			
	KHA NO.: 087786301			

Analysis Location 8

Kingsville

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 8

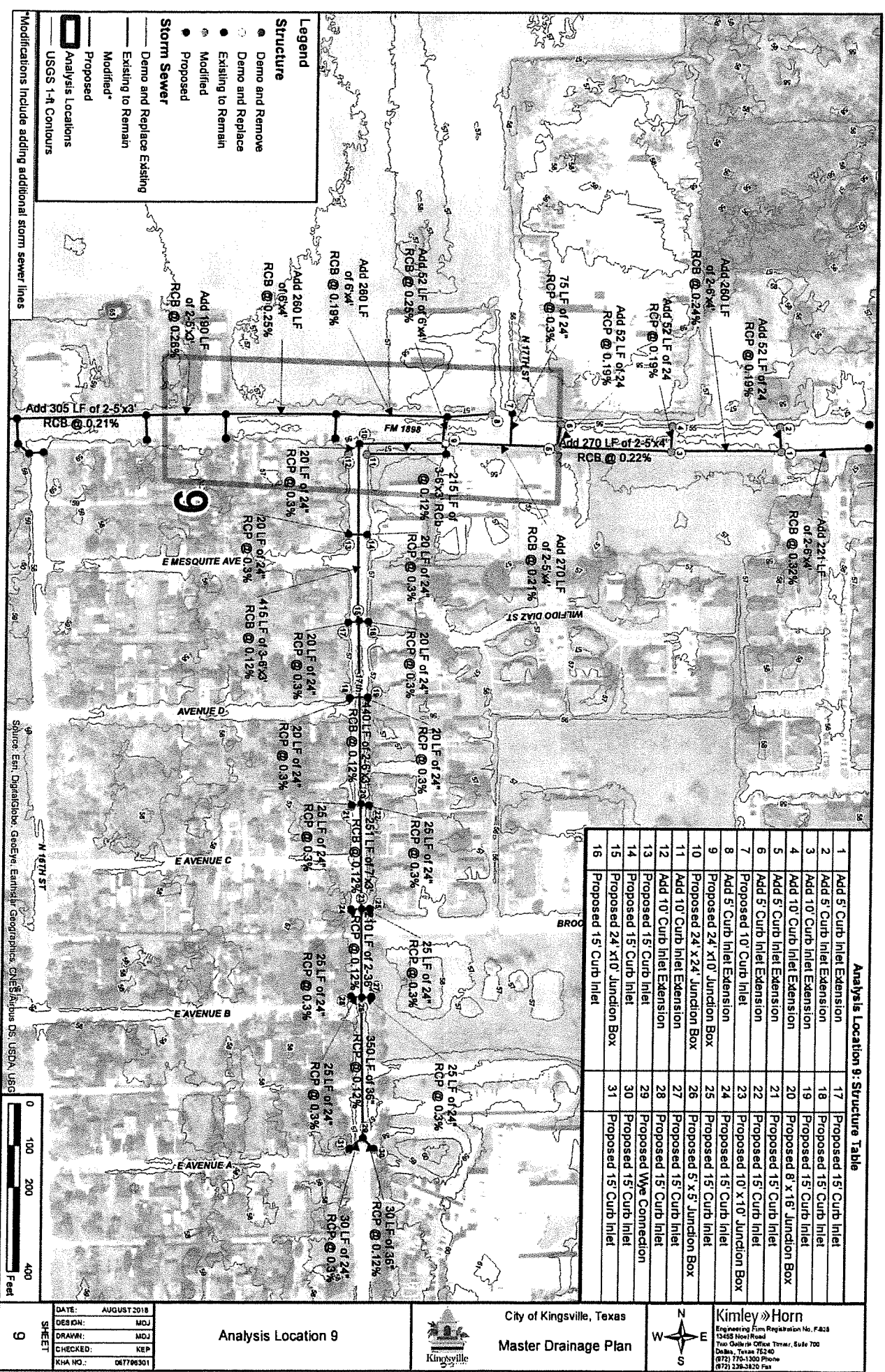
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 8					
1	MOBILIZATION	1	LS	\$35,750.00	\$35,750
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,380	SY	\$8.00	\$11,040
5	REMOVE EXISTING CURB AND GUTTER	50	LF	\$10.00	\$500
6	12" FLEXBASE W/GEOGRID	1,380	SY	\$20.00	\$27,600
7	4" HOT MIX ASPHALT	15	TON	\$110.00	\$1,650
8	RC PIPE (CL III)(18 IN)	40	LF	\$60.00	\$2,400
9	RC PIPE (CL III)(24 IN)	1,110	LF	\$75.00	\$83,250
10	RC PIPE (CL III)(36 IN)	1,300	LF	\$115.00	\$149,500
11	JUNCTION BOX (4 FT X 4 FT)	3	EA	\$4,800.00	\$14,400
12	JUNCTION BOX (7 FT X 7 FT)	1	EA	\$8,400.00	\$8,400
13	WYE CONNECTION	1	EA	\$1,500.00	\$1,500
14	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
15	5' CURB INLET EXTENSION	8	EA	\$3,500.00	\$28,000
16	WINGWALL (PW - 0) (DIA=36 IN)	2	EA	\$8,500.00	\$17,000
17	FLAP GATE FOR 36" RCP	2	EA	\$1,000.00	\$2,000
18	DRILL 24" OPENING IN EXISTING OUTFALL STRUCTURE	1	EA	\$200.00	\$200
Base Bid A - Storm System Improvements Total					\$423,190

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$423,190
Landscaping Contingency (5%, +/-)	\$21,160
Construction Contingency (25%, +/-)	\$105,798
Total Estimated Construction Cost	\$550,147
Utility Adjustments Contingency (15% ±)	\$82,522
Total Estimated Construction Cost with Utility Adjustments	\$632,669
Engineering Services (10% Estimated)	\$63,267
TOTAL:	\$695,936

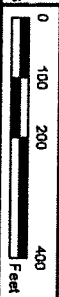
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- Legend**
- Structure
 - Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
 - Storm Sewer
 - Demo and Replace Existing
 - Existing to Remain
 - Modified
 - Proposed
 - Analysis Locations
 - USGS 1-ft Contours

Modifications include adding additional storm sewer lines

Analysis Location 9: Structure Table			
1	Add 5' Curb Inlet Extension	17	Proposed 15' Curb Inlet
2	Add 5' Curb Inlet Extension	18	Proposed 15' Curb Inlet
3	Add 10' Curb Inlet Extension	19	Proposed 15' Curb Inlet
4	Add 10' Curb Inlet Extension	20	Proposed 8' x 16' Junction Box
5	Add 5' Curb Inlet Extension	21	Proposed 15' Curb Inlet
6	Add 5' Curb Inlet Extension	22	Proposed 15' Curb Inlet
7	Proposed 10' Curb Inlet	23	Proposed 10' x 10' Junction Box
8	Add 5' Curb Inlet Extension	24	Proposed 15' Curb Inlet
9	Proposed 24' x10' Junction Box	25	Proposed 15' Curb Inlet
10	Proposed 24' x 24' Junction Box	26	Proposed 5' x 5' Junction Box
11	Add 10' Curb Inlet Extension	27	Proposed 15' Curb Inlet
12	Add 10' Curb Inlet Extension	28	Proposed 15' Curb Inlet
13	Proposed 15' Curb Inlet	29	Proposed Wye Connection
14	Proposed 15' Curb Inlet	30	Proposed 15' Curb Inlet
15	Proposed 24' x10' Junction Box	31	Proposed 15' Curb Inlet
16	Proposed 15' Curb Inlet		



DATE: AUGUST 2018
DESIGN: MOJ
DRAWN: MOJ
CHECKED: KEP
KHA NO.: 067766301

Analysis Location 9

City of Kingsville, Texas
Master Drainage Plan

Kimley-Horn
Engineering Firm Registration No. F-428
13455 North Road
Two Galleria Office Tower, Suite 700
Dallas, Texas 75240
(872) 770-1300 Phone
(872) 328-3820 Fax

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 9					
1	MOBILIZATION	1	LS	\$304,250.00	\$304,250
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,475	SY	\$8.00	\$35,800
5	REMOVE EXISTING CURB AND GUTTER	295	LF	\$10.00	\$2,950
6	12" FLEXBASE W/GEOGRID	4,475	SY	\$20.00	\$89,500
7	4" HOT MIX ASPHALT	40	TON	\$110.00	\$4,400
8	RC PIPE (CL III)(24 IN)	560	LF	\$75.00	\$42,000
9	RC PIPE (CL III)(36 IN)	800	LF	\$115.00	\$92,000
10	CONC BOX CULV (6 FT X 3 FT)	2,770	LF	\$370.00	\$1,024,900
11	CONC BOX CULV (7 FT X 3 FT)	260	LF	\$450.00	\$117,000
12	CONC BOX CULV (5 FT X 3 FT)	990	LF	\$310.00	\$306,900
13	CONC BOX CULV (5 FT X 4 FT)	1,080	LF	\$340.00	\$367,200
14	CONC BOX CULV (6 FT X 4 FT)	1,540	LF	\$400.00	\$616,000
15	JUNCTION BOX (5 FT X 5 FT)	1	EA	\$5,400.00	\$5,400
16	JUNCTION BOX (8 FT X 16 FT)	1	EA	\$18,000.00	\$18,000
17	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
18	JUNCTION BOX (24 FT X 10 FT)	1	EA	\$30,000.00	\$30,000
19	JUNCTION BOX (24 FT X 24 FT)	2	EA	\$66,000.00	\$132,000
20	WYE CONNECTION	1	EA	\$1,500.00	\$1,500
21	5' CURB INLET EXTENSION	5	EA	\$3,500.00	\$17,500
22	10' CURB INLET EXTENSION	4	EA	\$5,000.00	\$20,000
23	10' CURB INLET TYP I	1	EA	\$6,000.00	\$6,000
24	15' CURB INLET TYP I	14	EA	\$7,000.00	\$98,000
25	DEMO EXISTING JUNCTION	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$3,376,700

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,376,700
Landscaping Contingency (5%, +/-)	\$168,835
Construction Contingency (25%, +/-)	\$844,175
Total Estimated Construction Cost	\$4,389,710
Utility Adjustments Contingency (15% +/-)	\$658,457
Total Estimated Construction Cost with Utility Adjustments	\$5,048,167
Engineering Services (10% Estimated)	\$504,817
TOTAL:	\$5,552,983

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: SUMMARY OF PROJECT TOTAL COSTS

Location 2 Downstream Improvements	\$ 2,232,067
Location 3 Downstream Improvements Option 1	\$ 6,613,029
Location 3 Downstream Improvements Option 2	\$ 20,165,400
Location 4 Downstream Improvements Option 1	\$ 24,815,034
Location 4 Downstream Improvements Option 2	\$ 17,204,284
Location 5 Downstream Improvements	\$ 5,753,496
Location 7 Downstream Improvements Option 1	\$ 6,992,136
Location 7 Downstream Improvements Option 2	\$ 9,805,637
Location 9 Downstream Improvements Option 1	\$ 19,684,116
Location 9 Downstream Improvements Option 2	\$ 21,871,719

Unit prices are based on TxDOT average low unit bid prices for Corpus Christi District 16 as of June 2018. Contingencies added for utility adjustments, landscaping, and construction. No design or analysis was performed for these items.

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 2 DOWNSTREAM - 19th Street from Kenedy Ave to Tranquitas Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 2 Downstream					
1	MOBILIZATION	1	LS	\$109,570.00	\$109,570
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	3,500	SY	\$8.00	\$28,000
5	12" FLEXBASE W/GEOGRID	3,500	SY	\$20.00	\$70,000
6	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
7	REMOVE CONCRETE PIPE	1,825	LF	\$15.00	\$27,375
8	CONC BOX CULV (7 FT X 4 FT)	315	LF	\$490.00	\$154,350
9	CONC BOX CULV (7 FT X 5 FT)	1,510	LF	\$520.00	\$785,200
10	WINGWALL (PW - 1 HW=5 FT)	1	EA	\$13,000.00	\$13,000
11	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
Base Bid A - Storm System Improvements Total					\$1,250,195

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,250,195
Landscaping Contingency (5%, +/-)	\$62,510
Construction Contingency (30%, +/-)	\$375,059
Total Estimated Construction Cost	\$1,687,763
Utility Adjustments Contingency (15% ±)	\$253,164
Total Estimated Construction Cost with Utility Adjustments	\$1,940,928
Engineering Services (15% Estimated)	\$291,139
TOTAL:	\$2,232,067

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3 DOWNSTREAM OPTION 1 - Caesar Ditch

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 3 Downstream Option 1					
1	MOBILIZATION	1	LS	\$334,000.00	\$334,000
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	CONCRETE RIPRAP	8,350	CY	\$400.00	\$3,340,000
Base Bid A - Storm System Improvements Total					\$3,704,000

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,704,000
Landscaping Contingency (5%, +/-)	\$185,200
Construction Contingency (30%, +/-)	\$1,111,200
Total Estimated Construction Cost	\$5,000,400
Utility Adjustments Contingency (15% ±)	\$750,060
Total Estimated Construction Cost with Utility Adjustments	\$5,750,460
Engineering Services (15% Estimated)	\$862,569
TOTAL:	\$6,613,029

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3 DOWNSTREAM OPTION 2 - Caesar Ditch

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 3 Downstream Option 2					
1	MOBILIZATION	1	LS	\$1,024,070.00	\$1,024,070
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,700	SY	\$8.00	\$13,600
5	12" FLEXBASE W/GEOGRID	1,700	SY	\$20.00	\$34,000
6	4" HOT MIX ASPHALT	10	TON	\$110.00	\$1,100
7	CONC BOX CULV (10 FT X 6 FT)	9,600	LF	\$860.00	\$8,256,000
8	CONC BOX CULV (8 FT X 6 FT)	2,700	LF	\$600.00	\$1,620,000
9	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
10	REMOVE CONCRETE BOX CULVERT	2,000	LF	\$150.00	\$300,000
Base Bid B - Storm System Improvements Total					\$11,294,770

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$11,294,770
Landscaping Contingency (5%, +/-)	\$564,739
Construction Contingency (30%, +/-)	\$3,388,431
Total Estimated Construction Cost	\$15,247,940
Utility Adjustments Contingency (15% ±)	\$2,287,191
Total Estimated Construction Cost with Utility Adjustments	\$17,535,130
Engineering Services (15% Estimated)	\$2,630,270
TOTAL:	\$20,165,400

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Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4 DOWNSTREAM OPTION 1 - FM 1717 from Alexander Ave to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for location 4 Downstream Option 1					
1	MOBILIZATION	1	LS	\$1,259,460.00	\$1,259,460
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	27,000	SY	\$8.00	\$216,000
5	12" FLEXBASE W/GEOGRID	27,000	SY	\$20.00	\$540,000
6	4" HOT MIX ASPHALT	220	TON	\$110.00	\$24,200
7	REMOVE EXISTING CURB AND GUTTER	3,200	LF	\$10.00	\$32,000
8	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
9	CONC BOX CULV (6 FT X 3 FT)	1,200	LF	\$370.00	\$444,000
10	CONC BOX CULV (9 FT X 5 FT)	16,400	LF	\$680.00	\$11,152,000
11	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
12	CONC CURB AND GUTTER	3,200	LF	\$12.00	\$38,400
Base Bid A - Storm System Improvements Total					\$13,899,060

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$13,899,060
Landscaping Contingency (5%, +/-)	\$694,953
Construction Contingency (30%, +/-)	\$4,169,718
Total Estimated Construction Cost	\$18,763,731
Utility Adjustments Contingency (15% ±)	\$2,814,560
Total Estimated Construction Cost with Utility Adjustments	\$21,578,291
Engineering Services (15% Estimated)	\$3,236,744
TOTAL:	\$24,815,034

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4 DOWNSTREAM OPTION 2 - FM 1717 from Alexander Ave to Escondido Creek

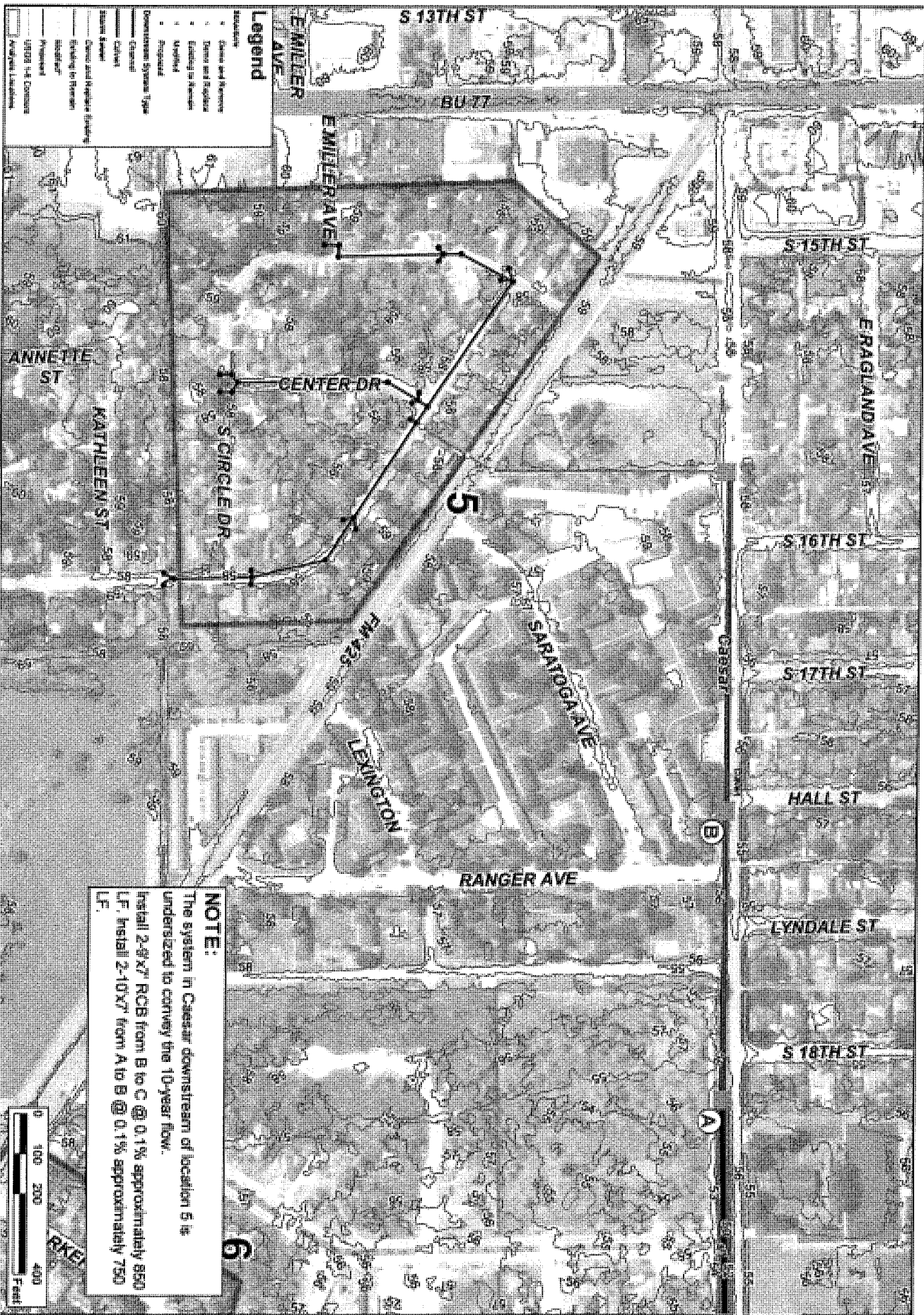
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 4 Downstream Option 2					
1	MOBILIZATION	1	LS	\$871,930.00	\$871,930
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	24,000	SY	\$8.00	\$192,000
5	12" FLEXBASE W/GEOGRID	24,000	SY	\$20.00	\$480,000
6	4" HOT MIX ASPHALT	190	TON	\$110.00	\$20,900
7	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
8	CONC BOX CULV (6 FT X 3 FT)	1,200	LF	\$370.00	\$444,000
9	CONC BOX CULV (10 FT X 6 FT)	8,600	LF	\$860.00	\$7,396,000
10	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
11	CONC CURB AND GUTTER	3,200	LF	\$12.00	\$38,400
Base Bid B - Storm System Improvements Total					\$9,636,230

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$9,636,230
Landscaping Contingency (5%, +/-)	\$481,812
Construction Contingency (30%, +/-)	\$2,890,869
Total Estimated Construction Cost	\$13,008,911
Utility Adjustments Contingency (15% ±)	\$1,951,337
Total Estimated Construction Cost with Utility Adjustments	\$14,960,247
Engineering Services (15% Estimated)	\$2,244,037
TOTAL:	\$17,204,284

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Legend

- 1. Storm and Drainage
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NOTE:

The system in Caesar downstream of location 5 is undersized to convey the 10-year flow.
 Install 2'-8"x7' RCB from B to C @ 0.1% approximately 850 LF.
 LF. Install 2'-10"x7' from A to B @ 0.1% approximately 750 LF.



Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan: Location 5 Downstream	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 5 DOWNSTREAM - Caesar Road from S. 16th St. to S. 18th St.

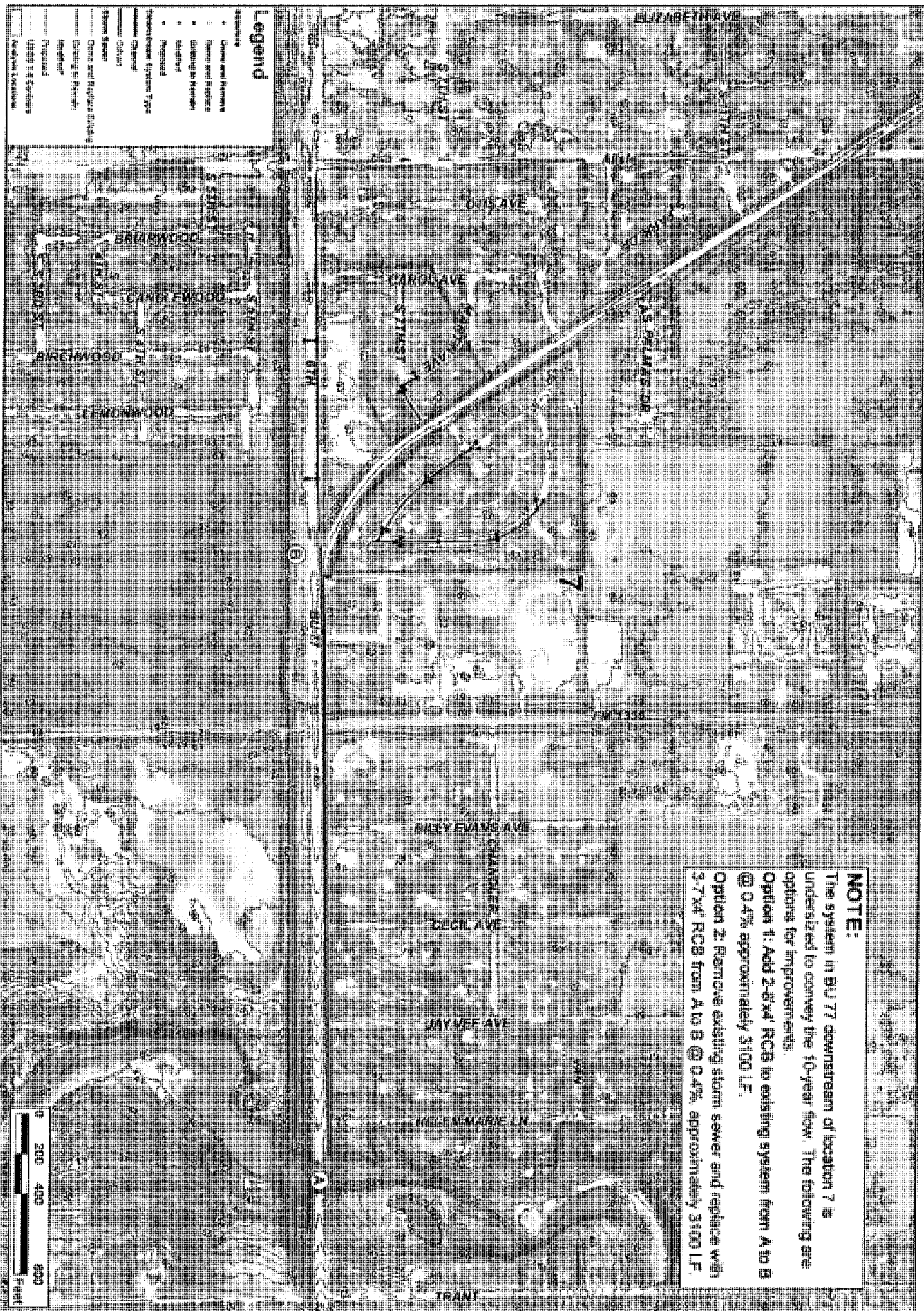
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 5 Downstream					
1	MOBILIZATION	1	LS	\$288,870.00	\$288,870
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	6,400	SY	\$8.00	\$51,200
5	12" FLEXBASE W/GEOGRID	6,400	SY	\$20.00	\$128,000
6	4" HOT MIX ASPHALT	50	TON	\$110.00	\$5,500
7	CONC BOX CULV (9 FT X 7 FT)	1,700	LF	\$770.00	\$1,309,000
8	CONC BOX CULV (10 FT X 7 FT)	1,500	LF	\$910.00	\$1,365,000
9	JUNCTION BOX (24 FT X 10 FT)	1	EA	\$30,000.00	\$30,000
Base Bid A - Storm System Improvements Total					\$3,222,570

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$3,222,570
Landscaping Contingency (5%, +/-)	\$161,129
Construction Contingency (30%, +/-)	\$966,771
Total Estimated Construction Cost	\$4,350,470
Utility Adjustments Contingency (15% ±)	\$652,570
Total Estimated Construction Cost with Utility Adjustments	\$5,003,040
Engineering Services (15% Estimated)	\$750,456
TOTAL:	\$5,753,496

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NOTE:

The system in BU 77 downstream of location 7 is undersized to convey the 10-year flow. The following are options for improvements.

Option 1: Add 2-8'x4' RCB to existing system from A to B @ 0.4% approximately 3100 LF.

Option 2: Remove existing storm sewer and replace with 3-7'x4' RCB from A to B @ 0.4% approximately 3100 LF.

Legend

- Existing
- Proposed
- Storm Sewer
- Sanitary Sewer
- Manhole
- Catch Basin
- Utility
- Right of Way
- Property Line
- Water
- Shrub
- Tree
- Topography
- Survey
- Other



Kimley-Horn
 Engineering Firm Registration No. 1408
 1408 West Road
 P.O. Box 100
 Dallas, Texas 75240
 Tel: 214-740-0000
 Fax: 214-740-0001



City of Kingsville, Texas
Master Drainage Plan

Downstream Conceptual Improvements

DATE:	APRIL 1, 2010
DESIGNED:	MDL
DRAWN:	MDL
CHECKED:	MDL
SCALE:	AS SHOWN
PROJECT:	77

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7 DOWNSTREAM OPTION 1 - BU 77 from 6th St. to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 7 Downstream Improvements Option 1					
1	MOBILIZATION	1	LS	\$351,940.00	\$351,940
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	9,700	SY	\$8.00	\$77,600
5	12" FLEXBASE W/GEOGRID	9,700	SY	\$20.00	\$194,000
6	4" HOT MIX ASPHALT	80	TON	\$110.00	\$8,800
7	CONC BOX CULV (8 FT X 4 FT)	6,200	LF	\$520.00	\$3,224,000
8	WINGWALL (PW - 1 HW=4 FT)	1	EA	\$15,000.00	\$15,000
Base Bid A - Storm System Improvements Total					\$3,916,340

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,916,340
Landscaping Contingency (5%, +/-)	\$195,817
Construction Contingency (30%, +/-)	\$1,174,902
Total Estimated Construction Cost	\$5,287,059
Utility Adjustments Contingency (15% ±)	\$793,059
Total Estimated Construction Cost with Utility Adjustments	\$6,080,118
Engineering Services (15% Estimated)	\$912,018
TOTAL:	\$6,992,136

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7 DOWNSTREAM OPTION 2 - BU 77 from 6th St. to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 7 Downstream Option 2					
1	MOBILIZATION	1	LS	\$495,200.00	\$495,200
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	11,700	SY	\$8.00	\$93,600
5	12" FLEXBASE W/GEOGRID	11,700	SY	\$20.00	\$234,000
6	4" HOT MIX ASPHALT	90	TON	\$110.00	\$9,900
7	REMOVE CONCRETE PIPE	3,100	LF	\$15.00	\$46,500
8	CONC BOX CULV (7 FT X 4 FT)	9,300	LF	\$490.00	\$4,557,000
9	WINGWALL (PW - 1 HW=4 FT)	1	EA	\$11,000.00	\$11,000
Base Bid B - Storm System Improvements Total					\$5,492,200

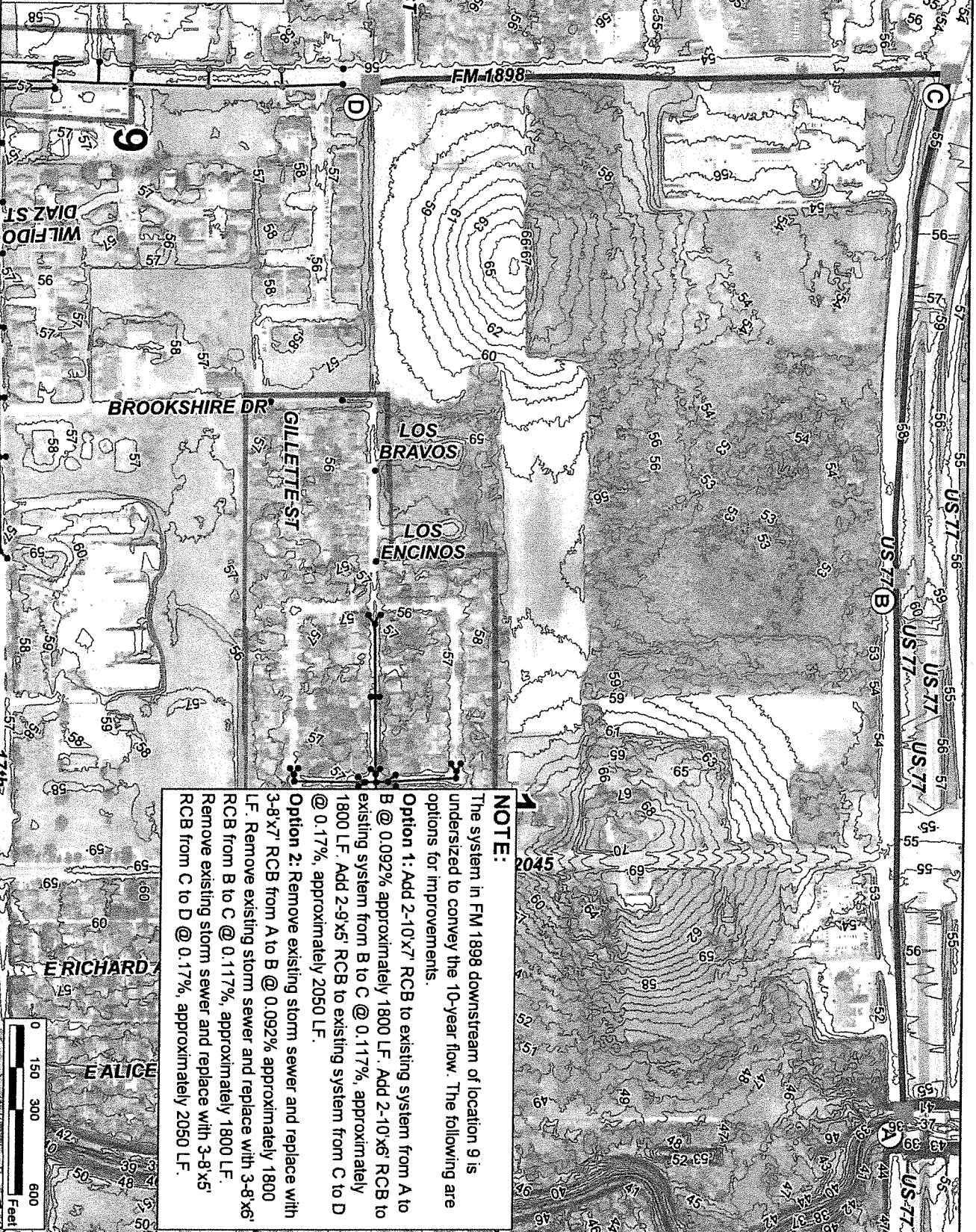
Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$5,492,200
Landscaping Contingency (5%, +/-)	\$274,610
Construction Contingency (30%, +/-)	\$1,647,660
Total Estimated Construction Cost	\$7,414,470
Utility Adjustments Contingency (15% ±)	\$1,112,171
Total Estimated Construction Cost with Utility Adjustments	\$8,526,641
Engineering Services (15% Estimated)	\$1,278,996
TOTAL:	\$9,805,637

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- Legend**
- Structure
 - Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
 - Downstream System Type
 - Channel
 - Culvert
 - Storm Sewer
 - Demo and Replace Existing
 - Existing to Remain
 - Modified
 - Proposed
 - USGS 1-ft Contours
 - Analysis Locations

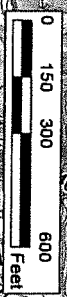


NOTE:

The system in FM 1898 downstream of location 9 is undersized to convey the 10-year flow. The following are options for improvements.

Option 1: Add 2-10'x7' RCB to existing system from A to B @ 0.092% approximately 1800 LF. Add 2-10'x6' RCB to existing system from B to C @ 0.117%, approximately 1800 LF. Add 2-9'x5' RCB to existing system from C to D @ 0.17%, approximately 2050 LF.

Option 2: Remove existing storm sewer and replace with 3-8'x7' RCB from A to B @ 0.092% approximately 1800 LF. Remove existing storm sewer and replace with 3-8'x6' RCB from B to C @ 0.117%, approximately 1800 LF. Remove existing storm sewer and replace with 3-8'x5' RCB from C to D @ 0.17%, approximately 2050 LF.



DATE:	AUGUST 2018
DESIGN:	MDJ
DRAWN:	MDJ
CHECKED:	800
KHA NO.:	067796301

Downstream Conceptual Improvements



City of Kingsville, Texas
Master Drainage Plan



Kimley»Horn
Engineering Firm Registration No. F-028
12455 New Road
Two Gates in Office Tower, Suite 700
Dallas, Texas 75240
(972) 770-1300 Phone
(972) 238-3820 Fax

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9 DOWNSTREAM OPTION 1 - FM 1898 and US 77 from N. 20th St. to Tranquitas Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 9 Downstream Option 1					
1	MOBILIZATION	1	LS	\$998,200.00	\$998,200
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	24,000	SY	\$8.00	\$192,000
5	12" FLEXBASE W/GEOGRID	24,000	SY	\$20.00	\$480,000
6	4" HOT MIX ASPHALT	190	TON	\$110.00	\$20,900
7	REMOVE EXISTING CURB AND GUTTER	2,050	LF	\$10.00	\$20,500
8	CONC BOX CULV (10 FT X 7 FT)	3,600	LF	\$910.00	\$3,276,000
9	CONC BOX CULV (10 FT X 6 FT)	3,600	LF	\$860.00	\$3,096,000
10	CONC BOX CULV (9 FT X 5 FT)	4,100	LF	\$680.00	\$2,788,000
11	JUNCTION BOX (24 FT X 24 FT)	1	EA	\$66,000.00	\$66,000
12	WINGWALL (PW - 1 HW=7 FT)	1	EA	\$18,000.00	\$18,000
13	CONC CURB AND GUTTER	2,050	LF	\$12.00	\$24,600
Base Bid A - Storm System Improvements Total					\$11,025,200

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$11,025,200
Landscaping Contingency (5%, +/-)	\$551,260
Construction Contingency (30%, +/-)	\$3,307,560
Total Estimated Construction Cost	\$14,884,020
Utility Adjustments Contingency (15% ±)	\$2,232,603
Total Estimated Construction Cost with Utility Adjustments	\$17,116,623
Engineering Services (15% Estimated)	\$2,567,493
TOTAL:	\$19,684,116

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9 DOWNSTREAM OPTION 2 - FM 1898 and US 77 from N. 20th St. to Tranquitas Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 9 Downstream Improvements Option 2					
1	MOBILIZATION	1	LS	\$1,109,590.00	\$1,109,590
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	25,100	SY	\$8.00	\$200,800
5	12" FLEXBASE W/GEOGRID	25,100	SY	\$20.00	\$502,000
6	4" HOT MIX ASPHALT	200	TON	\$110.00	\$22,000
7	REMOVE EXISTING CURB AND GUTTER	2,050	LF	\$10.00	\$20,500
8	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
9	CONC BOX CULV (8 FT X 7 FT)	5,400	LF	\$630.00	\$3,402,000
10	CONC BOX CULV (8 FT X 6 FT)	5,400	LF	\$600.00	\$3,240,000
11	CONC BOX CULV (8 FT X 5 FT)	6,150	LF	\$560.00	\$3,444,000
12	JUNCTION BOX (30 FT X 30 FT)	1	EA	\$90,000.00	\$90,000
13	WINGWALL (PW - 1 HW=7 FT)	1	EA	\$18,000.00	\$18,000
14	CONC CURB AND GUTTER	2,050	LF	\$12.00	\$24,600
Base Bid B - Storm System Improvements Total					\$12,250,490

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$12,250,490
Landscaping Contingency (5%, +/-)	\$612,525
Construction Contingency (30%, +/-)	\$3,675,147
Total Estimated Construction Cost	\$16,538,162
Utility Adjustments Contingency (15% ±)	\$2,480,724
Total Estimated Construction Cost with Utility Adjustments	\$19,018,886
Engineering Services (15% Estimated)	\$2,852,833
TOTAL:	\$21,871,719

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AGENDA ITEM #9

**City of Kingsville
Engineering Dept.**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Rutilio P. Mora Jr, P.E., City Engineer

DATE: September 24, 2018

SUBJECT: Presentation and Discussion on the City of Kingsville Drainage Master Plan
- Phase II

Summary:

This item concludes the recommendations and Opinion of Construction Costs for 9 locations selected by Commission for potential City-wide drainage improvements. It also includes Opinion of Construction Costs for downstream improvements on 6 of the 9 locations.

Background:

In 2016 after May rain events, it was determined that the City of Kingsville needed a Citywide Drainage Master Plan to address drainage issues and improvements throughout the City.

December 11 & 18, 2016, RFQ 17-07 was solicited for professional engineering services. May 8, 2017, the Commission awarded RFQ 17-07 to Kimley-Horn for professional services.

December 11, 2017, Kickoff Commission Meeting was held

December 12, 2017, Public Involvement Meeting was conducted.

January 8, 2018, Commission Meeting.

January 12, 2018, Site Visits and Existing Condition Observation.

April 16, 2018, Conceptual Drainage Improvements.

September 24, 2018, Presentation to Commission Meeting.

City of Kingsville Drainage Master Plan - Phase II included tasks 7 – 10 which consisted of City-Wide Drainage Plan: Site Visits and existing Condition Observation, City-Wide Master Drainage Plan: Conceptual Drainage Improvements, Planting Standards and Maintenance Recommendations and Meetings & City Commission Presentation.



**City of Kingsville
Engineering Dept.**

Financial Impact:

There is no financial impact by adopting the plan. Once a funding source is identified, then a part or all of the plan could be bid out at which time a financial impact would be created.

The Drainage Master Plan for improvements on all 9 locations is estimated at approximately \$16 million dollars excluding the downstream improvements. The downstream improvement can range from \$59 million to \$85 million dollars to address the proposed 10-year storm upstream capacity improvements.

The City may elect to have the consultant assist with possible funding mechanisms to complete these necessary improvements. Some possible funding mechanisms the City could use include the stormwater fee, grants, or Certifications of Obligations.

Recommendation:

Staff recommends approval of the Drainage Master Plan as presented.

Attachments:

Opinion of Probable Construction Cost for locations 1 – 9

Analysis Location 1 – 9 Structure Table and Exhibits

Opinion of Probable Construction Cost for locations 2, 3, 4, 5, 7, and 9

Analysis Location 2, 3, 4, 5, 7, and 9 for Downstream Conceptual Improvements



ORDINANCE NO. 2018-_____

AN ORDINANCE ADOPTING THE CITY OF KINGSVILLE DRAINAGE MASTER PLAN; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 213 of the Texas Local Government Code ("Chapter 213") provides that municipalities may adopt comprehensive plans for the purposes of promoting the sound development of the municipality and promoting the public health, safety, and welfare;

WHEREAS, the City adopted a Comprehensive Master Plan previously and determined a need recently for a drainage master plan;

WHEREAS, the City Commission had City staff and paid consultants undertake a series of studies and public hearings/meetings on the elements of the comprehensive drainage plan;

WHEREAS, the Drainage Master Plan contains general policies that are proposed to be used by the City in the preparation of land use and development ordinances, in decisions regarding the provisions of City services and capital improvements, and in other policy considerations by the City Commission and its various boards, commissions and committees;

WHEREAS, the City staff and the consultants have met numerous times over the last year and there have been public forums to give citizens the opportunity to comment on and participate in the City of Kingsville Drainage Master Plan;

WHEREAS, the City of Kingsville Drainage Master Plan has been completed and presented to the City Commission, and a presentation on the final plan was held on September 24, 2018;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT, the Kingsville City Commission hereby adopts the final City of Kingsville Drainage Master Plan dated 2018, as is attached hereto and included herein for all purposes, as the City's Drainage Master Plan.

II.

THAT, the Drainage Master Plan is hereby declared to be a plan for the development of drainage improvements for this area of the community, and will be used as a guide and companion document to the land use and development regulations of the City. Notwithstanding the foregoing, the City recognizes that circumstances may change in ways not anticipated by the elements of the Drainage Master Plan, and the City Commission reserves the right to legislatively

determine that the Drainage Master Plan needs amendment, by way of example, by allowing for different drainage improvements or locations than shown in the Plan. Any such amendment shall not be granted without careful study and consideration, but must be made only on a showing of substantially changed circumstances. The City Commission may refer any requested change to the Drainage Master Plan and its elements back to city staff and such committees as may be appropriate for further study and recommendations.

III.

THAT, the City Commission reserves the right to amend the Drainage Master Plan at any time by adding or removing elements or by amending in part or in whole the elements listed in the Plan.

IV.

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

V.

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.

VI.

THAT this Ordinance shall become effective on and after adoption and publication as required by law.

INTRODUCED on this 24th day of September, 2018.

PASSED AND APPROVED on this the _____ day of October, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

Kimley-Horn and Associates, Inc.**Opinion of Probable Construction Cost**

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

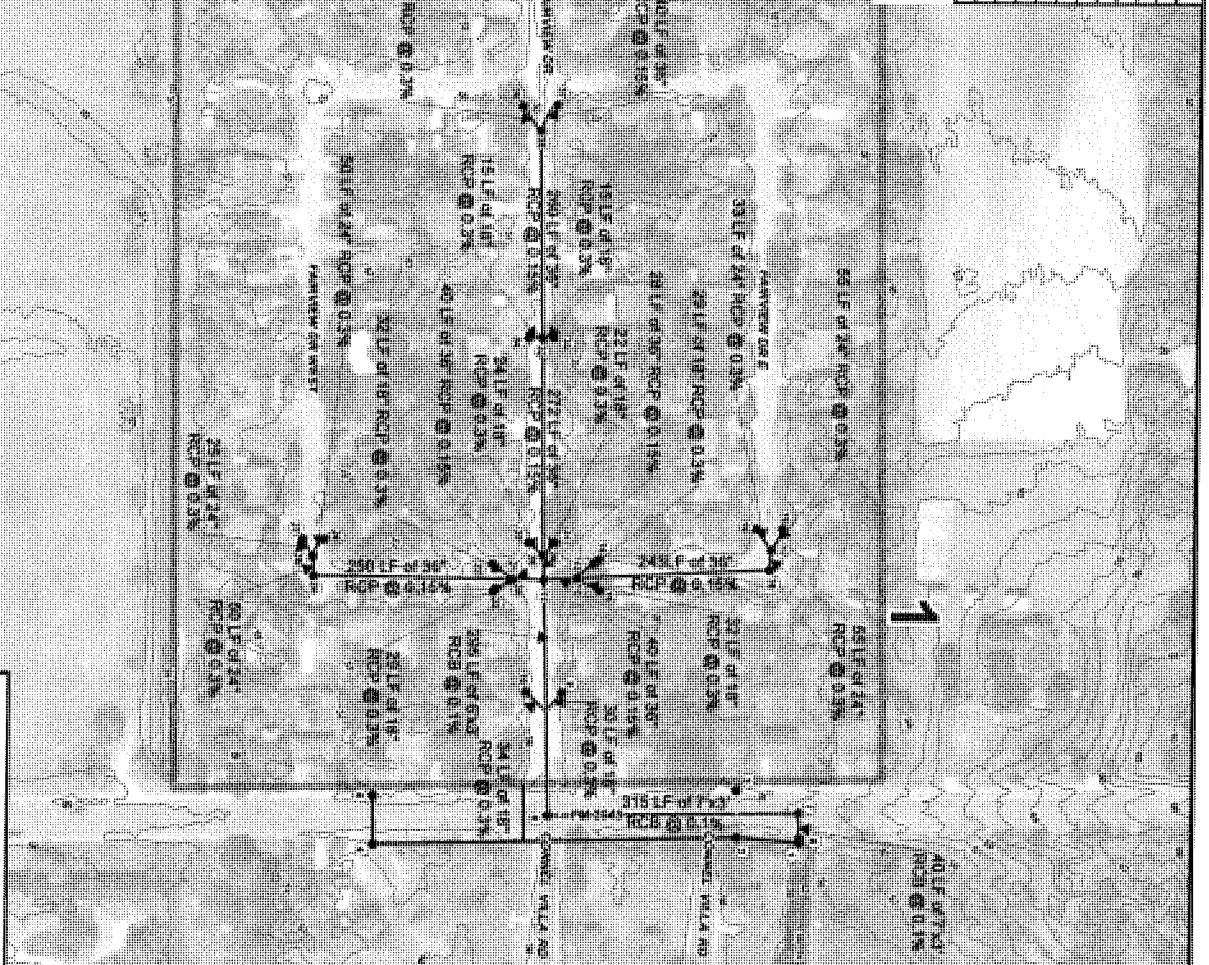
Title: SUMMARY OF PROJECT TOTAL COSTS

Location 1	\$	1,388,016
Location 2	\$	1,352,544
Location 3	\$	1,509,807
Location 4	\$	1,890,123
Location 5	\$	1,950,640
Location 6	\$	223,060
Location 7	\$	1,419,236
Location 8	\$	695,936
Location 9	\$	5,552,983

Unit prices are based on TxDOT average low unit bid prices for Corpus Christi District 16 as of June 2018. Contingencies added for utility adjustments, landscaping, and construction. No design was performed for these items.

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Analysis Location 1 to Structure Table			
1	Existing Channel to remain	16	Proposed 24" Catchment Box
2	Existing Catchment to remain	17	Proposed 18" Catchment Box
3	Existing Catchment to remain	18	Proposed 18" Catchment Box
4	Existing Catchment to remain	19	Proposed 18" Catchment Box
5	Existing Catchment to remain	20	Proposed 18" Catchment Box
6	Proposed 18" Catchment Box	21	Proposed 18" Catchment Box
7	Proposed 18" Catchment Box	22	Proposed 18" Catchment Box
8	Proposed 18" Catchment Box	23	Proposed 18" Catchment Box
9	Proposed 18" Catchment Box	24	Proposed 18" Catchment Box
10	Proposed 18" Catchment Box	25	Proposed 18" Catchment Box
11	Proposed 18" Catchment Box	26	Proposed 18" Catchment Box
12	Proposed 18" Catchment Box	27	Proposed 18" Catchment Box
13	Proposed 18" Catchment Box	28	Proposed 18" Catchment Box
14	Proposed 18" Catchment Box	29	Proposed 18" Catchment Box
15	Proposed 18" Catchment Box	30	Proposed 18" Catchment Box



Analysis Location 1

City of Kingsville, Texas

Master Drainage Plan

Kimley-Horn

Engineering Firm Registration No. P-628

12401 West Road

Trinity, Texas 76260

Phone: 817-251-1111

Fax: 817-251-1112

Web: www.kimley-horn.com

DATE: 01/11/2011

DESIGNER: JH

DRAWN: JH

CHECKED: JH

SCALE: 1"=100'

1

Modifications include adding additional storm sewer lines.

Source: City of Kingsville, Texas; Texas Department of Transportation, CADD, 10/01/10.

Scale: 1"=100'

Sheet: 1

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 1

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 1					
1	MOBILIZATION	1	LS	\$74,010.00	\$74,010
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	3,350	SY	\$8.00	\$26,800
5	REMOVE EXISTING CURB AND GUTTER	180	LF	\$10.00	\$1,800
6	SAW CUT CURB REMOVAL	20	LF	\$30.00	\$600
7	12" FLEXBASE W/GEOGRID	3,350	SY	\$20.00	\$67,000
8	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
9	RC PIPE (CL III)(18 IN)	310	LF	\$60.00	\$18,600
10	RC PIPE (CL III)(24 IN)	270	LF	\$75.00	\$20,250
11	RC PIPE (CL III)(36 IN)	1,175	LF	\$115.00	\$135,125
12	CONC BOX CULV (6 FT X 3 FT)	300	LF	\$370.00	\$111,000
13	CONC BOX CULV (7 FT X 3 FT)	360	LF	\$450.00	\$162,000
14	JUNCTION BOX (5 FT X 5 FT)	3	EA	\$5,400.00	\$16,200
15	JUNCTION BOX (8 FT X 4 FT)	1	EA	\$7,200.00	\$7,200
16	JUNCTION BOX (10 FT X 10 FT)	2	EA	\$14,400.00	\$28,800
17	WYE CONNECTION	9	EA	\$1,500.00	\$13,500
18	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
19	10' CURB INLET TYP I	8	EA	\$6,000.00	\$48,000
20	15' CURB INLET TYP I	6	EA	\$7,000.00	\$42,000
21	WINGWALL (PW - 1) (HW=3 FT)	1	EA	\$8,500.00	\$8,500
22	CHANNEL EXCAVATION	1,075	CY	\$18.00	\$19,350
Base Bid A - Storm System Improvements Total					\$844,035

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$844,035
Landscaping Contingency (5%, +/-)	\$42,202
Construction Contingency (25%, +/-)	\$211,009
Total Estimated Construction Cost	\$1,097,246
Utility Adjustments Contingency (15% ±)	\$164,587
Total Estimated Construction Cost with Utility Adjustments	\$1,261,832
Engineering Services (10% Estimated)	\$126,183
TOTAL:	\$1,388,016

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 2

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 2					
1	MOBILIZATION	1	LS	\$72,050.00	\$72,050
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	2,130	SY	\$8.00	\$17,040
5	REMOVE EXISTING CURB AND GUTTER	210	LF	\$10.00	\$2,100
6	12" FLEXBASE W/GEOGRID	2,130	SY	\$20.00	\$42,600
7	4" HOT MIX ASPHALT	20	TON	\$110.00	\$2,200
8	RC PIPE (CL III)(18 IN)	310	LF	\$60.00	\$18,600
9	RC PIPE (CL III)(24 IN)	415	LF	\$75.00	\$31,125
10	RC PIPE (CL III)(36 IN)	1,130	LF	\$115.00	\$129,950
11	CONC BOX CULV (7 FT X 3 FT)	730	LF	\$450.00	\$328,500
12	JUNCTION BOX (5 FT X 5 FT)	2	EA	\$5,400.00	\$10,800
13	JUNCTION BOX (8 FT X 8 FT)	1	EA	\$10,200.00	\$10,200
14	JUNCTION BOX (18 FT X 8 FT)	2	EA	\$20,400.00	\$40,800
15	WYE CONNECTION	9	EA	\$1,500.00	\$13,500
16	10' CURB INLET TYP I	12	EA	\$6,000.00	\$72,000
17	DEMO EXISTING JUNCTION	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$822,465

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$822,465
Landscaping Contingency (5%, +/-)	\$41,123
Construction Contingency (25%, +/-)	\$205,616
Total Estimated Construction Cost	\$1,069,205
Utility Adjustments Contingency (15% ±)	\$160,381
Total Estimated Construction Cost with Utility Adjustments	\$1,229,585
Engineering Services (10% Estimated)	\$122,959
TOTAL:	\$1,352,544

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3

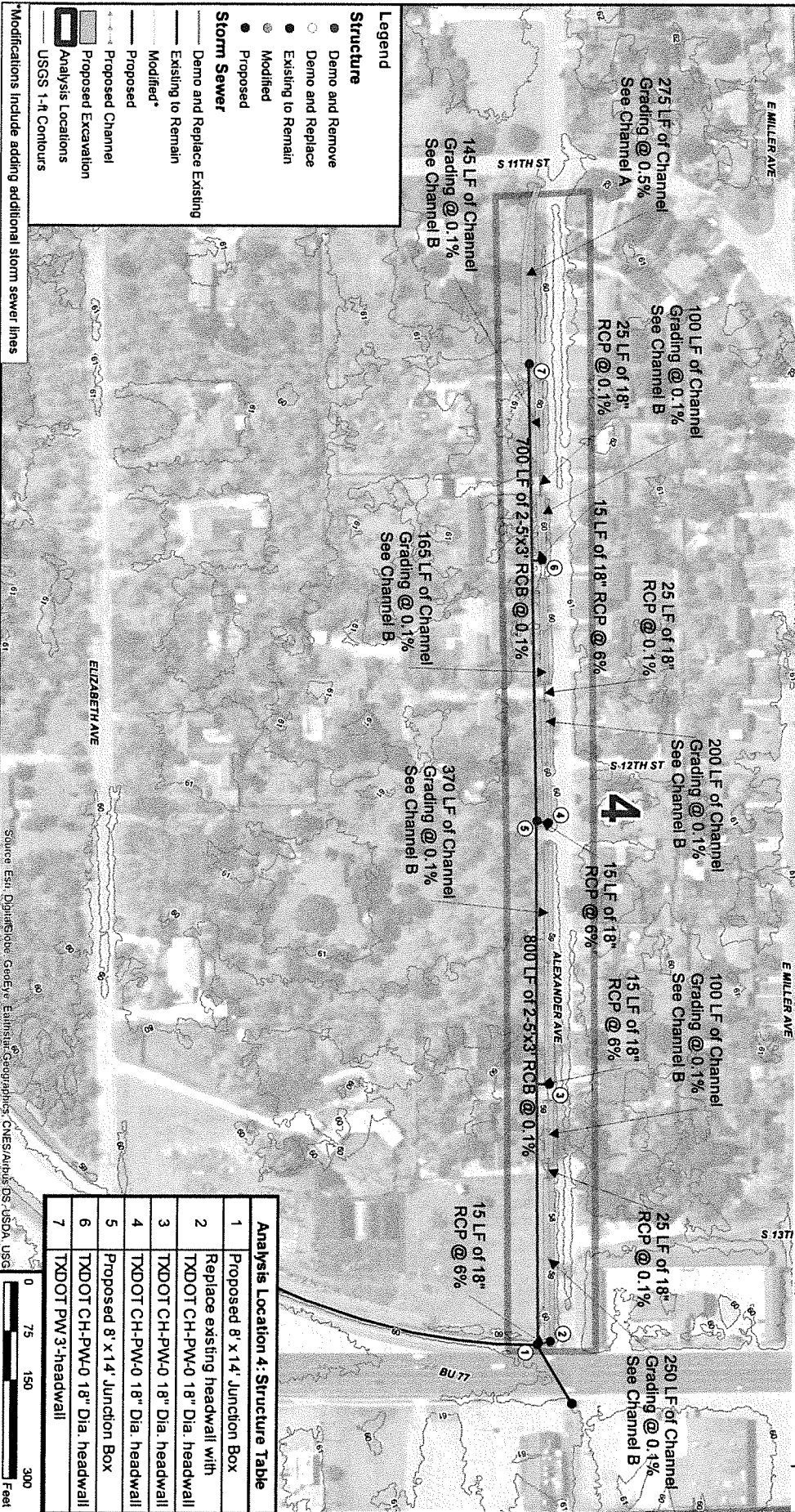
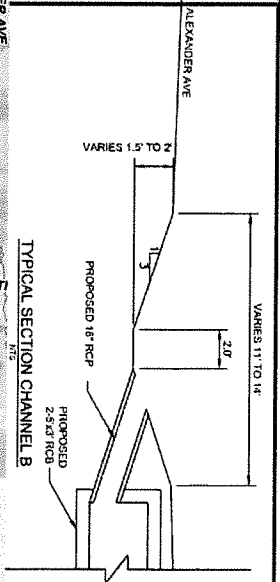
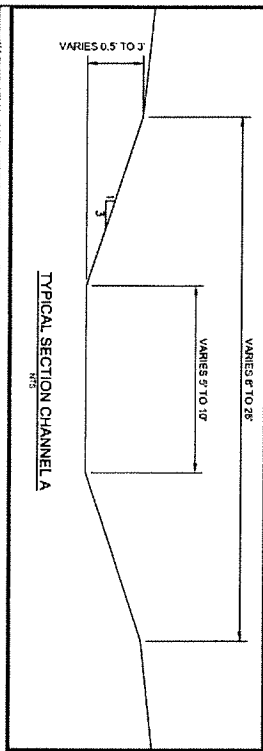
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 3					
1	MOBILIZATION	1	LS	\$80,740.00	\$80,740
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,110	SY	\$8.00	\$32,880
5	REMOVE EXISTING CURB AND GUTTER	160	LF	\$10.00	\$1,600
6	12" FLEXBASE W/GEOGRID	4,110	SY	\$20.00	\$82,200
7	4" HOT MIX ASPHALT	35	TON	\$110.00	\$3,850
8	RC PIPE (CL III)(18 IN)	440	LF	\$60.00	\$26,400
9	RC PIPE (CL III)(24 IN)	300	LF	\$75.00	\$22,500
10	RC PIPE (CL III)(36 IN)	1,135	LF	\$115.00	\$130,525
11	CONC BOX CULV (6 FT X 4 FT)	700	LF	\$400.00	\$280,000
12	CONC BOX CULV (5 FT X 3 FT)	200	LF	\$310.00	\$62,000
13	JUNCTION BOX (5 FT X 5 FT)	2	EA	\$5,400.00	\$10,800
14	JUNCTION BOX (7 FT X 7 FT)	3	EA	\$8,400.00	\$25,200
15	WYE CONNECTION	5	EA	\$1,500.00	\$7,500
16	5' CURB INLET EXTENSION	4	EA	\$3,500.00	\$14,000
17	10' CURB INLET EXTENSION	3	EA	\$5,000.00	\$15,000
18	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
19	10' CURB INLET TYP I	4	EA	\$6,000.00	\$24,000
20	15' CURB INLET TYP I	4	EA	\$7,000.00	\$28,000
21	WINGWALL (PW - 1) (HW=4 FT)	1	EA	\$11,000.00	\$11,000
22	REMOV STR (HEADWALL)	1	EA	\$1,500.00	\$1,500
23	REMOV STR (PIPE)	1,150	LF	\$16.00	\$18,400
Base Bid A - Storm System Improvements Total					\$918,095

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$918,095
Landscaping Contingency (5%, +/-)	\$45,905
Construction Contingency (25%, +/-)	\$229,524
Total Estimated Construction Cost	\$1,193,524
Utility Adjustments Contingency (15% ±)	\$179,029
Total Estimated Construction Cost with Utility Adjustments	\$1,372,552
Engineering Services (10% Estimated)	\$137,255
TOTAL:	\$1,509,807

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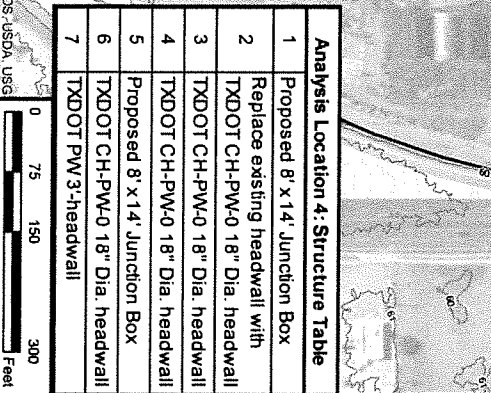


- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Demo and Replace Existing
 - Existing to Remain
 - Modified*
 - Proposed
 - Proposed Channel
 - Proposed Excavation
 - Analysis Locations
 - USGS 1-ft Contours

Modifications include adding additional storm sewer lines

Analysis Location 4: Structure Table

1	Proposed 8' x 14' Junction Box
2	Replace existing headwall with TXDOT CH-PW-0 18" Dia. headwall
3	TXDOT CH-PW-0 18" Dia. headwall
4	TXDOT CH-PW-0 18" Dia. headwall
5	Proposed 8' x 14' Junction Box
6	TXDOT CH-PW-0 18" Dia. headwall
7	TXDOT PW-3-headwall



Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 4					
1	MOBILIZATION	1	LS	\$101,760.00	\$101,760
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	420	SY	\$10.00	\$4,200
5	12" FLEXBASE W/GEOGRID	420	SY	\$22.00	\$9,240
6	4" HOT MIX ASPHALT	5	TON	\$120.00	\$600
7	RC PIPE (CL III)(18 IN)	135	LF	\$60.00	\$8,100
8	CONC BOX CULV (5 FT X 3 FT)	3,000	LF	\$310.00	\$930,000
9	JUNCTION BOX (14 FT X 8 FT)	2	EA	\$15,600.00	\$31,200
10	WINGWALL (PW - 1 HW=3 FT)	1	EA	\$8,500.00	\$8,500
11	HEADWALL (CH - PW - 0) (DIA= 18 IN)	4	EA	\$3,500.00	\$14,000
12	REMOV STR (HEADWALL)	1	EA	\$1,500.00	\$1,500
13	CHANNEL EXCAVATION	570	CY	\$18.00	\$10,260
Base Bid A - Storm System Improvements Total					\$1,149,360

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,149,360
Landscaping Contingency (5%, +/-)	\$57,468
Construction Contingency (25%, +/-)	\$287,340
Total Estimated Construction Cost	\$1,494,168
Utility Adjustments Contingency (15% ±)	\$224,125
Total Estimated Construction Cost with Utility Adjustments	\$1,718,293
Engineering Services (10% Estimated)	\$171,829
TOTAL:	\$1,890,123

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 5

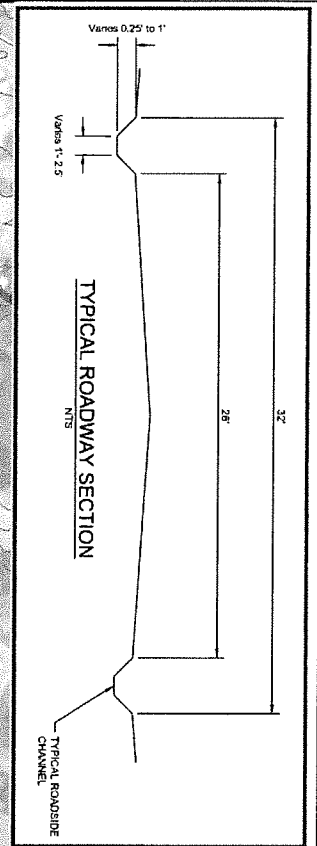
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 5					
1	MOBILIZATION	1	LS	\$105,110.00	\$105,110
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,450	SY	\$8.00	\$35,600
5	REMOVE EXISTING CURB AND GUTTER	190	LF	\$10.00	\$1,900
6	12" FLEXBASE W/GEOGRID	4,450	SY	\$20.00	\$89,000
7	4" HOT MIX ASPHALT	35	TON	\$110.00	\$3,850
8	RC PIPE (CL III)(18 IN)	455	LF	\$60.00	\$27,300
9	RC PIPE (CL III)(24 IN)	455	LF	\$75.00	\$34,125
10	RC PIPE (CL III)(36 IN)	2,385	LF	\$115.00	\$274,275
11	CONC BOX CULV (7 FT X 3 FT)	800	LF	\$450.00	\$360,000
12	JUNCTION BOX (5 FT X 5 FT)	5	EA	\$5,400.00	\$27,000
13	JUNCTION BOX (7 FT X 7 FT)	3	EA	\$8,400.00	\$25,200
14	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
15	WYE CONNECTION	7	EA	\$1,500.00	\$10,500
16	5' CURB INLET TYP I	6	EA	\$5,000.00	\$30,000
17	10' CURB INLET TYP I	8	EA	\$6,000.00	\$48,000
18	15' CURB INLET TYP I	8	EA	\$7,000.00	\$56,000
19	REMOVE EXISTING INLET	3	EA	\$500.00	\$1,500
20	REMOV STR (PIPE)	775	LF	\$16.00	\$12,400
Base Bid A - Storm System Improvements Total					\$1,186,160

Basis for Cost Projection:

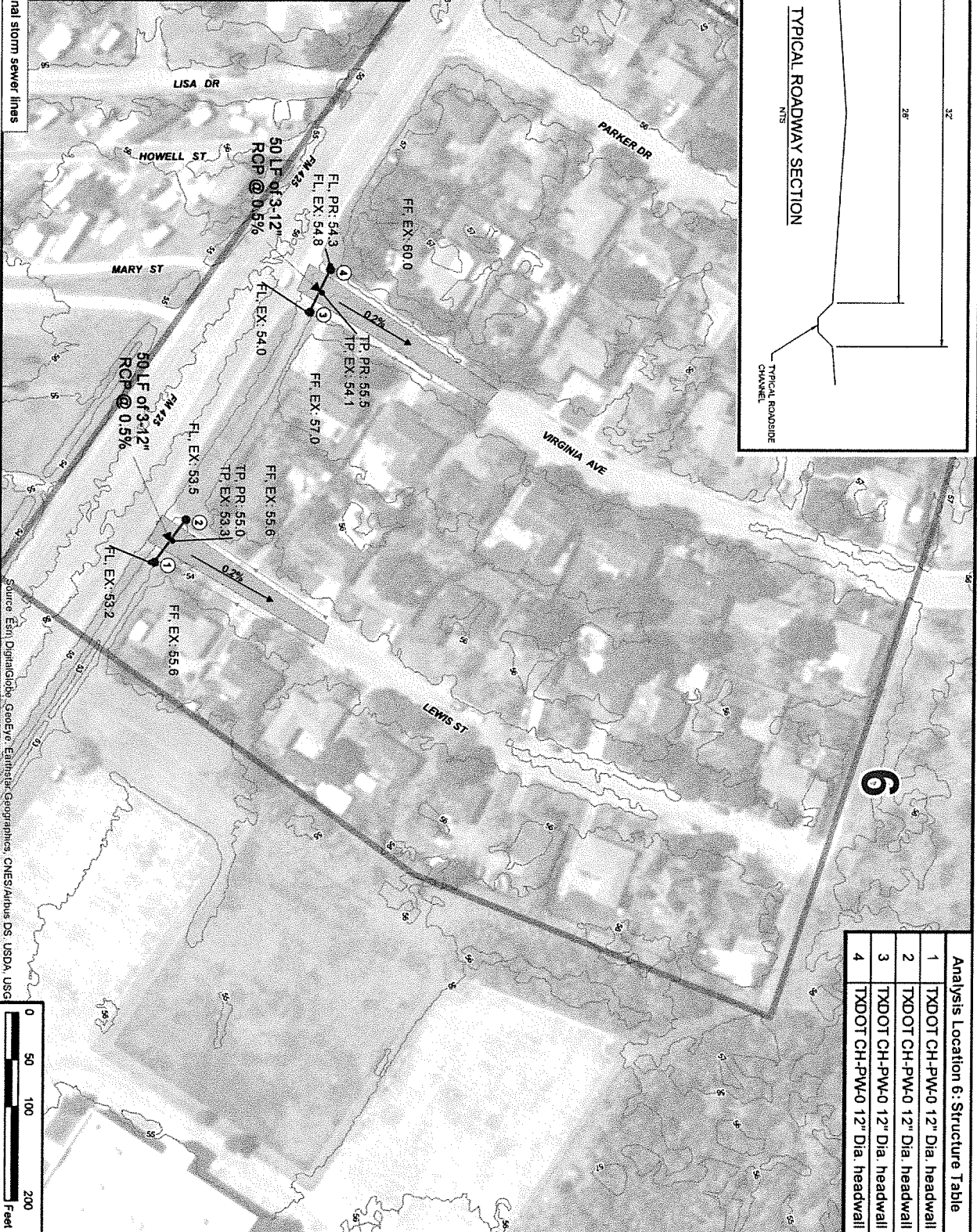
- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,186,160
Landscaping Contingency (5%, +/-)	\$59,308
Construction Contingency (25%, +/-)	\$296,540
Total Estimated Construction Cost	\$1,542,008
Utility Adjustments Contingency (15% ±)	\$231,301
Total Estimated Construction Cost with Utility Adjustments	\$1,773,309
Engineering Services (10% Estimated)	\$177,331
TOTAL:	\$1,950,640

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- Legend**
- Structure**
- Demo and Remove
 - Demo and Replace
 - Existing to Remain
 - Modified
 - Proposed
- Storm Sewer**
- Demo and Replace Existing
 - Existing to Remain
 - Modified*
 - Proposed
 - Proposed Channel
 - Proposed Fill
 - Proposed Excavation
 - Analysis Locations
 - USGS 1-ft Contours



DATE: AUGUST 2018

DESIGN: MDJ

DRAWN: MDJ

CHECKED: KEP

KHA NO.: 067796301

Analysis Location 6

City of Kingsville, Texas

Master Drainage Plan

Kimley-Horn

Engineering Firm Registration No. F-428

13455 Nouri Road

Two Galveston Office Towers, Suite 100

Galveston, Texas 77550

(409) 770-1300 Phone

(409) 770-3820 Fax

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 6

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 6					
1	MOBILIZATION	1	LS	\$9,610.00	\$9,610
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,300	SY	\$8.00	\$10,400
5	REMOVE EXISTING CURB AND GUTTER	900	LF	\$10.00	\$9,000
6	BACKFILL	85	CY	\$18.00	\$1,530
7	12" FLEXBASE W/GEOGRID	1,300	SY	\$20.00	\$26,000
8	4" HOT MIX ASPHALT	10	TON	\$110.00	\$1,100
9	RC PIPE (CL III)(12 IN)	300	LF	\$60.00	\$18,000
10	HEADWALL (PW - 0) (DIA=1 FT)	4	EA	\$3,000.00	\$12,000
11	CONCRETE CHANNEL 4" THICKENSS	45	CY	\$400.00	\$18,000
Base Bid A - Storm System Improvements Total					\$135,640

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$135,640
Landscaping Contingency (5%, +/-)	\$6,782
Construction Contingency (25%, +/-)	\$33,910
Total Estimated Construction Cost	\$176,332
Utility Adjustments Contingency (15% ±)	\$26,450
Total Estimated Construction Cost with Utility Adjustments	\$202,782
Engineering Services (10% Estimated)	\$20,278
TOTAL:	\$223,060

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 7					
1	MOBILIZATION	1	LS	\$75,730.00	\$75,730
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	3,680	SY	\$8.00	\$29,440
5	REMOVE EXISTING CURB AND GUTTER	165	LF	\$10.00	\$1,650
6	12" FLEXBASE W/GEOGRID	3,680	SY	\$20.00	\$73,600
7	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
8	RC PIPE (CL III)(18 IN)	340	LF	\$60.00	\$20,400
9	RC PIPE (CL III)(24 IN)	730	LF	\$75.00	\$54,750
10	RC PIPE (CL III)(36 IN)	1,550	LF	\$115.00	\$178,250
11	RC PIPE (CL III)(48 IN)	60	LF	\$170.00	\$10,200
12	CONC BOX CULV (4 FT X 3 FT)	210	LF	\$240.00	\$50,400
13	JUNCTION BOX (5 FT X 5 FT)	5	EA	\$5,400.00	\$27,000
14	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
15	WYE CONNECTION	7	EA	\$1,500.00	\$10,500
16	5' CURB INLET TYP I	1	EA	\$5,000.00	\$5,000
17	10' CURB INLET TYP I	16	EA	\$6,000.00	\$96,000
18	HEADWALL (CH - PW - 0) (DIA= 36IN)	2	EA	\$8,500.00	\$17,000
19	WINGWALL (PW - 1) (HW=3 FT)	4	EA	\$8,500.00	\$34,000
20	CHANNEL EXCAVATION	6,750	CY	\$18.00	\$121,500
21	REMOVE EXISTING INLET	1	EA	\$500.00	\$500
22	REMOV STR (PIPE)	525	LF	\$16.00	\$8,400
23	REMOVE EXISTING JUNCTION BOX	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$863,020

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$863,020
Landscaping Contingency (5%, +/-)	\$43,151
Construction Contingency (25%, +/-)	\$215,755
Total Estimated Construction Cost	\$1,121,926
Utility Adjustments Contingency (15% ±)	\$168,289
Total Estimated Construction Cost with Utility Adjustments	\$1,290,215
Engineering Services (10% Estimated)	\$129,021
TOTAL:	\$1,419,236

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 8

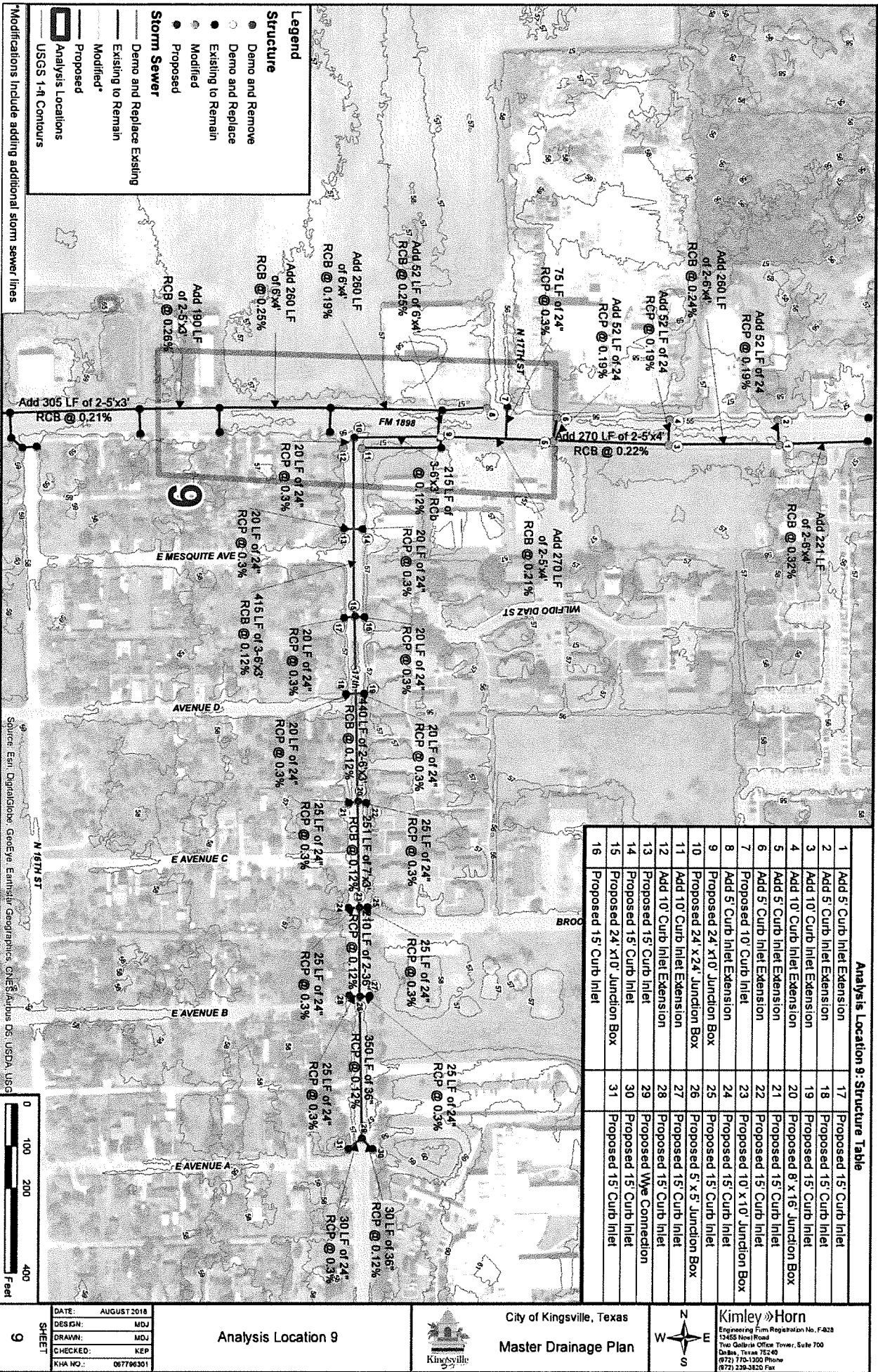
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 8					
1	MOBILIZATION	1	LS	\$35,750.00	\$35,750
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,380	SY	\$8.00	\$11,040
5	REMOVE EXISTING CURB AND GUTTER	50	LF	\$10.00	\$500
6	12" FLEXBASE W/GEOGRID	1,380	SY	\$20.00	\$27,600
7	4" HOT MIX ASPHALT	15	TON	\$110.00	\$1,650
8	RC PIPE (CL III)(18 IN)	40	LF	\$60.00	\$2,400
9	RC PIPE (CL III)(24 IN)	1,110	LF	\$75.00	\$83,250
10	RC PIPE (CL III)(36 IN)	1,300	LF	\$115.00	\$149,500
11	JUNCTION BOX (4 FT X 4 FT)	3	EA	\$4,800.00	\$14,400
12	JUNCTION BOX (7 FT X 7 FT)	1	EA	\$8,400.00	\$8,400
13	WYE CONNECTION	1	EA	\$1,500.00	\$1,500
14	5' CURB INLET TYP I	2	EA	\$5,000.00	\$10,000
15	5' CURB INLET EXTENSION	8	EA	\$3,500.00	\$28,000
16	WINGWALL (PW - 0) (DIA=36 IN)	2	EA	\$8,500.00	\$17,000
17	FLAP GATE FOR 36" RCP	2	EA	\$1,000.00	\$2,000
18	DRILL 24" OPENING IN EXISTING OUTFALL STRUCTURE	1	EA	\$200.00	\$200
Base Bid A - Storm System Improvements Total					\$423,190

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$423,190
Landscaping Contingency (5%, +/-)	\$21,160
Construction Contingency (25%, +/-)	\$105,798
Total Estimated Construction Cost	\$550,147
Utility Adjustments Contingency (15% ±)	\$82,522
Total Estimated Construction Cost with Utility Adjustments	\$632,669
Engineering Services (10% Estimated)	\$63,267
TOTAL:	\$695,936

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Client:	City of Kingsville, Texas	Date:	8/20/2018
Project:	Kingsville Master Drainage Plan	Prepared By:	MDJ
KHA No.:	067796301	Checked By:	SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 9					
1	MOBILIZATION	1	LS	\$304,250.00	\$304,250
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	4,475	SY	\$8.00	\$35,800
5	REMOVE EXISTING CURB AND GUTTER	295	LF	\$10.00	\$2,950
6	12" FLEXBASE W/GEOGRID	4,475	SY	\$20.00	\$89,500
7	4" HOT MIX ASPHALT	40	TON	\$110.00	\$4,400
8	RC PIPE (CL III)(24 IN)	560	LF	\$75.00	\$42,000
9	RC PIPE (CL III)(36 IN)	800	LF	\$115.00	\$92,000
10	CONC BOX CULV (6 FT X 3 FT)	2,770	LF	\$370.00	\$1,024,900
11	CONC BOX CULV (7 FT X 3 FT)	260	LF	\$450.00	\$117,000
12	CONC BOX CULV (5 FT X 3 FT)	990	LF	\$310.00	\$306,900
13	CONC BOX CULV (5 FT X 4 FT)	1,080	LF	\$340.00	\$367,200
14	CONC BOX CULV (6 FT X 4 FT)	1,540	LF	\$400.00	\$616,000
15	JUNCTION BOX (5 FT X 5 FT)	1	EA	\$5,400.00	\$5,400
16	JUNCTION BOX (8 FT X 16 FT)	1	EA	\$18,000.00	\$18,000
17	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
18	JUNCTION BOX (24 FT X 10 FT)	1	EA	\$30,000.00	\$30,000
19	JUNCTION BOX (24 FT X 24 FT)	2	EA	\$66,000.00	\$132,000
20	WYE CONNECTION	1	EA	\$1,500.00	\$1,500
21	5' CURB INLET EXTENSION	5	EA	\$3,500.00	\$17,500
22	10' CURB INLET EXTENSION	4	EA	\$5,000.00	\$20,000
23	10' CURB INLET TYP I	1	EA	\$6,000.00	\$6,000
24	15' CURB INLET TYP I	14	EA	\$7,000.00	\$98,000
25	DEMO EXISTING JUNCTION	1	EA	\$1,000.00	\$1,000
Base Bid A - Storm System Improvements Total					\$3,376,700

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,376,700
Landscaping Contingency (5%, +/-)	\$168,835
Construction Contingency (25%, +/-)	\$844,175
Total Estimated Construction Cost	\$4,389,710
Utility Adjustments Contingency (15% ±)	\$658,457
Total Estimated Construction Cost with Utility Adjustments	\$5,048,167
Engineering Services (10% Estimated)	\$504,817
TOTAL:	\$5,552,983

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: SUMMARY OF PROJECT TOTAL COSTS

Location 2 Downstream Improvements	\$	2,232,067
Location 3 Downstream Improvements Option 1	\$	6,613,029
Location 3 Downstream Improvements Option 2	\$	20,165,400
Location 4 Downstream Improvements Option 1	\$	24,815,034
Location 4 Downstream Improvements Option 2	\$	17,204,284
Location 5 Downstream Improvements	\$	5,753,496
Location 7 Downstream Improvements Option 1	\$	6,992,136
Location 7 Downstream Improvements Option 2	\$	9,805,637
Location 9 Downstream Improvements Option 1	\$	19,684,116
Location 9 Downstream Improvements Option 2	\$	21,871,719

Unit prices are based on TxDOT average low unit bid prices for Corpus Christi District 16 as of June 2018. Contingencies added for utility adjustments, landscaping, and construction. No design or analysis was performed for these items.

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Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 2 DOWNSTREAM - 19th Street from Kenedy Ave to Tranquitas Creek

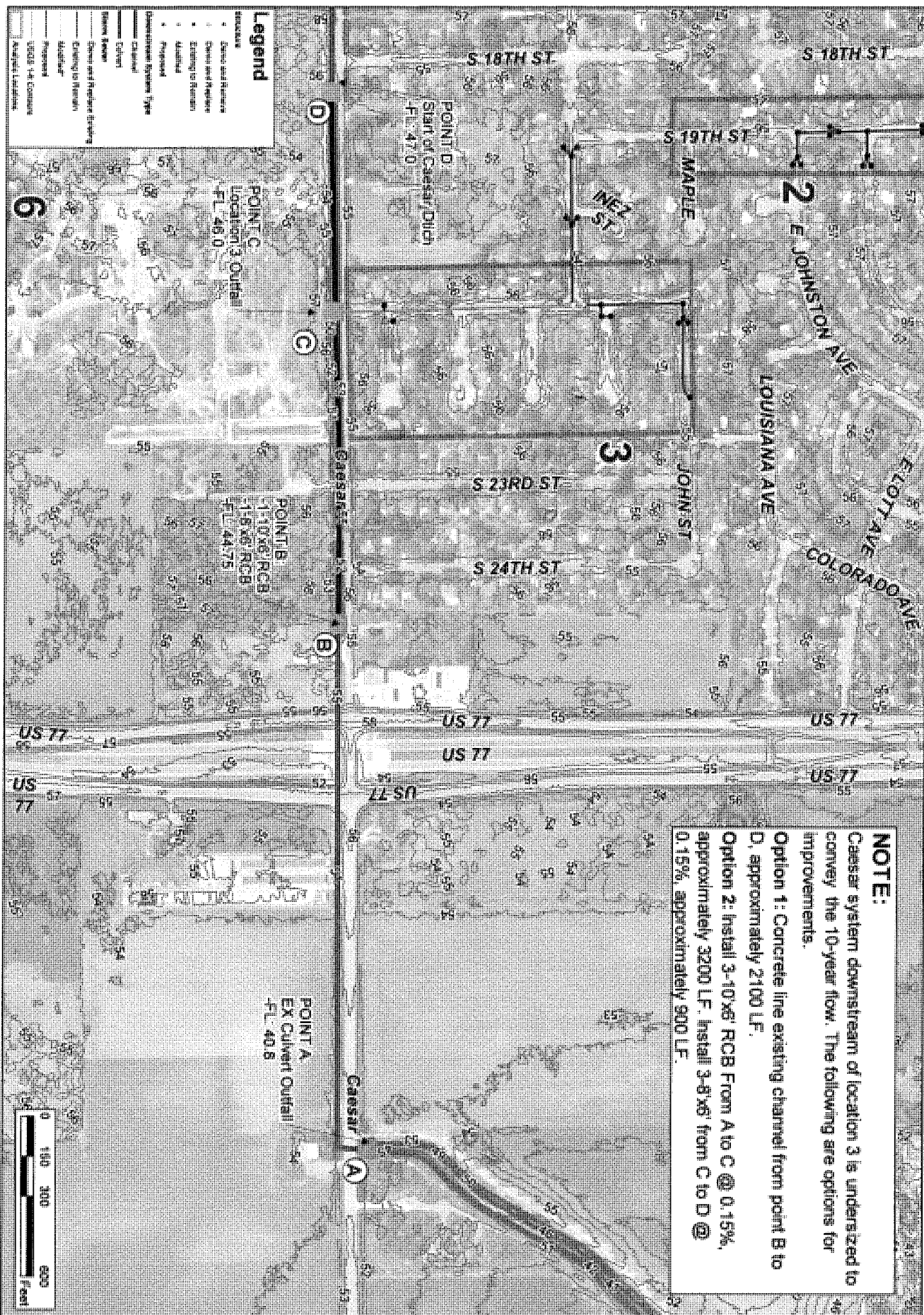
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 2 Downstream					
1	MOBILIZATION	1	LS	\$109,570.00	\$109,570
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	3,500	SY	\$8.00	\$28,000
5	12" FLEXBASE W/GEOGRID	3,500	SY	\$20.00	\$70,000
6	4" HOT MIX ASPHALT	30	TON	\$110.00	\$3,300
7	REMOVE CONCRETE PIPE	1,825	LF	\$15.00	\$27,375
8	CONC BOX CULV (7 FT X 4 FT)	315	LF	\$490.00	\$154,350
9	CONC BOX CULV (7 FT X 5 FT)	1,510	LF	\$520.00	\$785,200
10	WINGWALL (PW - 1 HW=5 FT)	1	EA	\$13,000.00	\$13,000
11	JUNCTION BOX (10 FT X 10 FT)	1	EA	\$14,400.00	\$14,400
Base Bid A - Storm System Improvements Total					\$1,250,195

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$1,250,195
Landscaping Contingency (5%, +/-)	\$62,510
Construction Contingency (30%, +/-)	\$375,059
Total Estimated Construction Cost	\$1,687,763
Utility Adjustments Contingency (15% ±)	\$253,164
Total Estimated Construction Cost with Utility Adjustments	\$1,940,928
Engineering Services (15% Estimated)	\$291,139
TOTAL:	\$2,232,067

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NOTE:

Caesar system downstream of location 3 is undersized to convey the 10-year flow. The following are options for improvements.

Option 1: Concrete line existing channel from point B to D, approximately 2100 LF.

Option 2: Install 3-10'x6' RCB from A to C @ 0.15%, approximately 3200 LF. Install 3-8'x6' from C to D @ 0.15%, approximately 900 LF.

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3 DOWNSTREAM OPTION 1 - Caesar Ditch

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 3 Downstream Option 1					
1	MOBILIZATION	1	LS	\$334,000.00	\$334,000
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	CONCRETE RIPRAP	8,350	CY	\$400.00	\$3,340,000
Base Bid A - Storm System Improvements Total					\$3,704,000

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,704,000
Landscaping Contingency (5%, +/-)	\$185,200
Construction Contingency (30%, +/-)	\$1,111,200
Total Estimated Construction Cost	\$5,000,400
Utility Adjustments Contingency (15% ±)	\$750,060
Total Estimated Construction Cost with Utility Adjustments	\$5,750,460
Engineering Services (15% Estimated)	\$862,569
TOTAL:	\$6,613,029

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 3 DOWNSTREAM OPTION 2 - Caesar Ditch

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 3 Downstream Option 2					
1	MOBILIZATION	1	LS	\$1,024,070.00	\$1,024,070
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$15,000.00	\$15,000
3	TRAFFIC CONTROL	1	LS	\$15,000.00	\$15,000
4	REMOVE EXISTING PAVEMENT	1,700	SY	\$8.00	\$13,600
5	12" FLEXBASE W/GEOGRID	1,700	SY	\$20.00	\$34,000
6	4" HOT MIX ASPHALT	10	TON	\$110.00	\$1,100
7	CONC BOX CULV (10 FT X 6 FT)	9,600	LF	\$860.00	\$8,256,000
8	CONC BOX CULV (8 FT X 6 FT)	2,700	LF	\$600.00	\$1,620,000
9	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
10	REMOVE CONCRETE BOX CULVERT	2,000	LF	\$150.00	\$300,000
Base Bid B - Storm System Improvements Total					\$11,294,770

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$11,294,770
Landscaping Contingency (5%, +/-)	\$564,739
Construction Contingency (30%, +/-)	\$3,388,431
Total Estimated Construction Cost	\$15,247,940
Utility Adjustments Contingency (15% ±)	\$2,287,191
Total Estimated Construction Cost with Utility Adjustments	\$17,535,130
Engineering Services (15% Estimated)	\$2,630,270
TOTAL:	\$20,165,400

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Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4 DOWNSTREAM OPTION 1 - FM 1717 from Alexander Ave to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for location 4 Downstream Option 1					
1	MOBILIZATION	1	LS	\$1,259,460.00	\$1,259,460
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	27,000	SY	\$8.00	\$216,000
5	12" FLEXBASE W/GEOGRID	27,000	SY	\$20.00	\$540,000
6	4" HOT MIX ASPHALT	220	TON	\$110.00	\$24,200
7	REMOVE EXISTING CURB AND GUTTER	3,200	LF	\$10.00	\$32,000
8	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
9	CONC BOX CULV (6 FT X 3 FT)	1,200	LF	\$370.00	\$444,000
10	CONC BOX CULV (9 FT X 5 FT)	16,400	LF	\$680.00	\$11,152,000
11	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
12	CONC CURB AND GUTTER	3,200	LF	\$12.00	\$38,400
Base Bid A - Storm System Improvements Total					\$13,899,060

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$13,899,060
Landscaping Contingency (5%, +/-)	\$694,953
Construction Contingency (30%, +/-)	\$4,169,718
Total Estimated Construction Cost	\$18,763,731
Utility Adjustments Contingency (15% ±)	\$2,814,560
Total Estimated Construction Cost with Utility Adjustments	\$21,578,291
Engineering Services (15% Estimated)	\$3,236,744
TOTAL:	\$24,815,034

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 4 DOWNSTREAM OPTION 2 - FM 1717 from Alexander Ave to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 4 Downstream Option 2					
1	MOBILIZATION	1	LS	\$871,930.00	\$871,930
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	24,000	SY	\$8.00	\$192,000
5	12" FLEXBASE W/GEOGRID	24,000	SY	\$20.00	\$480,000
6	4" HOT MIX ASPHALT	190	TON	\$110.00	\$20,900
7	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
8	CONC BOX CULV (6 FT X 3 FT)	1,200	LF	\$370.00	\$444,000
9	CONC BOX CULV (10 FT X 6 FT)	8,600	LF	\$860.00	\$7,396,000
10	WINGWALL (PW - 1 HW=6 FT)	1	EA	\$16,000.00	\$16,000
11	CONC CURB AND GUTTER	3,200	LF	\$12.00	\$38,400
Base Bid B - Storm System Improvements Total					\$9,636,230

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$9,636,230
Landscaping Contingency (5%, +/-)	\$481,812
Construction Contingency (30%, +/-)	\$2,890,869
Total Estimated Construction Cost	\$13,008,911
Utility Adjustments Contingency (15% ±)	\$1,951,337
Total Estimated Construction Cost with Utility Adjustments	\$14,960,247
Engineering Services (15% Estimated)	\$2,244,037
TOTAL:	\$17,204,284

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan: Location 5 Downstream
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 5 DOWNSTREAM - Caesar Road from S. 16th St. to S. 18th St.

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 5 Downstream					
1	MOBILIZATION	1	LS	\$288,870.00	\$288,870
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	6,400	SY	\$8.00	\$51,200
5	12" FLEXBASE W/GEOGRID	6,400	SY	\$20.00	\$128,000
6	4" HOT MIX ASPHALT	50	TON	\$110.00	\$5,500
7	CONC BOX CULV (9 FT X 7 FT)	1,700	LF	\$770.00	\$1,309,000
8	CONC BOX CULV (10 FT X 7 FT)	1,500	LF	\$910.00	\$1,365,000
9	JUNCTION BOX (24 FT X 10 FT)	1	EA	\$30,000.00	\$30,000
Base Bid A - Storm System Improvements Total					\$3,222,570

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$3,222,570
Landscaping Contingency (5%, +/-)	\$161,129
Construction Contingency (30%, +/-)	\$966,771
Total Estimated Construction Cost	\$4,350,470
Utility Adjustments Contingency (15% ±)	\$652,570
Total Estimated Construction Cost with Utility Adjustments	\$5,003,040
Engineering Services (15% Estimated)	\$750,456
TOTAL:	\$5,753,496

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



NOTE:

The system in BU 77 downstream of location 7 is undersized to convey the 10-year flow. The following are options for improvements.

Option 1: Add 2-8'x4' RCB to existing system from A to B @ 0.4% approximately 3100 LF.

Option 2: Remove existing storm sewer and replace with 3-7'x4' RCB from A to B @ 0.4%, approximately 3100 LF.



DATE:	AUGUST 2011
DRAWN:	MDL
CHECKED:	MDL
INCHES:	1"=100'
BY:	MDL
DATE:	AUGUST 2011

Downstream Conceptual Improvements



City of Kingsville, Texas
Master Drainage Plan



Kanley & Horn
Engineering Firm Registration No. 7324
1200 New Road
P.O. Box 1000 Kingsville, Texas 78340
Phone: 361-570-1200
Fax: 361-570-1201

Client: City of Kingsville, Texas	Date: 8/20/2018
Project: Kingsville Master Drainage Plan	Prepared By: MDJ
KHA No.: 067796301	Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7 DOWNSTREAM OPTION 1 - BU 77 from 6th St. to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 7 Downstream Improvements Option 1					
1	MOBILIZATION	1	LS	\$351,940.00	\$351,940
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	9,700	SY	\$8.00	\$77,600
5	12" FLEXBASE W/GEOGRID	9,700	SY	\$20.00	\$194,000
6	4" HOT MIX ASPHALT	80	TON	\$110.00	\$8,800
7	CONC BOX CULV (8 FT X 4 FT)	6,200	LF	\$520.00	\$3,224,000
8	WINGWALL (PW - 1 HW=4 FT)	1	EA	\$15,000.00	\$15,000
Base Bid A - Storm System Improvements Total					\$3,916,340

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$3,916,340
Landscaping Contingency (5%, +/-)	\$195,817
Construction Contingency (30%, +/-)	\$1,174,902
Total Estimated Construction Cost	\$5,287,059
Utility Adjustments Contingency (15% ±)	\$793,059
Total Estimated Construction Cost with Utility Adjustments	\$6,080,118
Engineering Services (15% Estimated)	\$912,018
TOTAL:	\$6,992,136

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 7 DOWNSTREAM OPTION 2 - BU 77 from 6th St. to Escondido Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 7 Downstream Option 2					
1	MOBILIZATION	1	LS	\$495,200.00	\$495,200
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	11,700	SY	\$8.00	\$93,600
5	12" FLEXBASE W/GEOGRID	11,700	SY	\$20.00	\$234,000
6	4" HOT MIX ASPHALT	90	TON	\$110.00	\$9,900
7	REMOVE CONCRETE PIPE	3,100	LF	\$15.00	\$46,500
8	CONC BOX CULV (7 FT X 4 FT)	9,300	LF	\$490.00	\$4,557,000
9	WINGWALL (PW - 1 HW=4 FT)	1	EA	\$11,000.00	\$11,000
Base Bid B - Storm System Improvements Total					\$5,492,200

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$5,492,200
Landscaping Contingency (5%, +/-)	\$274,610
Construction Contingency (30%, +/-)	\$1,647,660
Total Estimated Construction Cost	\$7,414,470
Utility Adjustments Contingency (15% ±)	\$1,112,171
Total Estimated Construction Cost with Utility Adjustments	\$8,526,641
Engineering Services (15% Estimated)	\$1,278,996
TOTAL:	\$9,805,637

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Client: City of Kingsville, Texas
 Project: Kingsville Master Drainage Plan
 KHA No.: 067796301

Date: 8/20/2018
 Prepared By: MDJ
 Checked By: SDG

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9 DOWNSTREAM OPTION 1 - FM 1898 and US 77 from N. 20th St. to Tranquitas Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid A - Storm System Improvements for Location 9 Downstream Option 1					
1	MOBILIZATION	1	LS	\$998,200.00	\$998,200
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	24,000	SY	\$8.00	\$192,000
5	12" FLEXBASE W/GEOGRID	24,000	SY	\$20.00	\$480,000
6	4" HOT MIX ASPHALT	190	TON	\$110.00	\$20,900
7	REMOVE EXISTING CURB AND GUTTER	2,050	LF	\$10.00	\$20,500
8	CONC BOX CULV (10 FT X 7 FT)	3,600	LF	\$910.00	\$3,276,000
9	CONC BOX CULV (10 FT X 6 FT)	3,600	LF	\$860.00	\$3,096,000
10	CONC BOX CULV (9 FT X 5 FT)	4,100	LF	\$680.00	\$2,788,000
11	JUNCTION BOX (24 FT X 24 FT)	1	EA	\$66,000.00	\$66,000
12	WINGWALL (PW - 1 HW=7 FT)	1	EA	\$18,000.00	\$18,000
13	CONC CURB AND GUTTER	2,050	LF	\$12.00	\$24,600
Base Bid A - Storm System Improvements Total					\$11,025,200

Basis for Cost Projection:

- ☒ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid A):	\$11,025,200
Landscaping Contingency (5%, +/-)	\$551,260
Construction Contingency (30%, +/-)	\$3,307,560
Total Estimated Construction Cost	\$14,884,020
Utility Adjustments Contingency (15% ±)	\$2,232,603
Total Estimated Construction Cost with Utility Adjustments	\$17,116,623
Engineering Services (15% Estimated)	\$2,567,493
TOTAL:	\$19,684,116

Title: OPCC - CONCEPTUAL DRAINAGE IMPROVEMENTS: LOCATION 9 DOWNSTREAM OPTION 2 - FM 1898 and US 77 from N. 20th St. to Tranquitas Creek

Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost
Base Bid B - Storm System Improvements for Location 9 Downstream Improvements Option 2					
1	MOBILIZATION	1	LS	\$1,109,590.00	\$1,109,590
2	STORM WATER POLLUTION PREVENTION PLAN/EROSION CONTROL	1	LS	\$20,000.00	\$20,000
3	TRAFFIC CONTROL	1	LS	\$25,000.00	\$25,000
4	REMOVE EXISTING PAVEMENT	25,100	SY	\$8.00	\$200,800
5	12" FLEXBASE W/GEOGRID	25,100	SY	\$20.00	\$502,000
6	4" HOT MIX ASPHALT	200	TON	\$110.00	\$22,000
7	REMOVE EXISTING CURB AND GUTTER	2,050	LF	\$10.00	\$20,500
8	REMOVE CONCRETE PIPE	8,800	LF	\$15.00	\$132,000
9	CONC BOX CULV (8 FT X 7 FT)	5,400	LF	\$630.00	\$3,402,000
10	CONC BOX CULV (8 FT X 6 FT)	5,400	LF	\$600.00	\$3,240,000
11	CONC BOX CULV (8 FT X 5 FT)	6,150	LF	\$560.00	\$3,444,000
12	JUNCTION BOX (30 FT X 30 FT)	1	EA	\$90,000.00	\$90,000
13	WINGWALL (PW - 1 HW=7 FT)	1	EA	\$18,000.00	\$18,000
14	CONC CURB AND GUTTER	2,050	LF	\$12.00	\$24,600
Base Bid B - Storm System Improvements Total					\$12,250,490

Basis for Cost Projection:

- ☐ No Design Completed
☐ Preliminary Design
☐ Final Design

Subtotal (Base Bid B):	\$12,250,490
Landscaping Contingency (5%, +/-)	\$612,525
Construction Contingency (30%, +/-)	\$3,675,147
Total Estimated Construction Cost	\$16,538,162
Utility Adjustments Contingency (15% ±)	\$2,480,724
Total Estimated Construction Cost with Utility Adjustments	\$19,018,886
Engineering Services (15% Estimated)	\$2,852,833
TOTAL:	\$21,871,719

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

AGENDA ITEM #10

RESOLUTION NO. 2018-_____

RESOLUTION APPROVING THE CITY OF KINGSVILLE'S 2018 TAX ROLL AS SUBMITTED BY THE KLEBERG COUNTY TAX ASSESSOR-COLLECTOR PURSUANT TO THE TEXAS PROPERTY TAX CODE, CHAPTER 26, SECTION 26.09(E).

WHEREAS, the duly appointed Kleberg County Tax Assessor Collector has submitted the 2018 Tax Roll for the City of Kingsville; and

WHEREAS, the City Commission has reviewed the appraisal and tax rolls, and set the tax rate at the level necessary to support the approved budget of the City of Kingsville.

NOW THEREFORE BE IT RESOLVED by the City Commission of the City of Kingsville, Texas that:

"The 2018 Tax Roll for the City of Kingsville is hereby approved pursuant to Section 26.09 (e) of the Texas Property Tax Code".

PASSED AND APPROVED by majority vote of the City Commission on the 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

**SUBMISSION OF THE 2018 TAX ROLL FOR THE CITY OF
KINGSVILLE PURSUANT TO SECTION 26.09(e) OF THE TEXAS
PROPERTY TAX CODE**

The 2018 Tax Roll for the City of Kingsville is hereby submitted for approval at the next regular scheduled meeting of the City of Kingsville Commissioner's Court. The 2018 Tax Roll is submitted for approval under Section 26.09(e) of the Texas Property Tax Code and was calculated in compliance with the same code by multiplying the values from the Certified Appraisal Roll plus/minus any changes in value approved by the Kleberg County Appraisal Review Board by the tax rate adopted by this governing body for the 2018 tax year. Values and taxes are at a ratio of 100% of appraised value. The 2018 Tax Roll for the City of Kingsville is stored in the Kleberg County Tax Office in compliance with the State Records Retention guidelines. A copy of the tax roll for reference purposes and convenient availability is filed with the Kleberg County Clerk's Office.

I, Melissa T. De La Garza, PCC – Kleberg County Tax Assessor-Collector, hereby certify the figures from the 2018 Tax Roll as reflected on the attached summary page taken directly from the 2018 Tax Roll. I certify that the foregoing information, and the roll it represents is accurate and correct to the best of my knowledge. Certified and submitted this 19th day of September 2018.


Melissa T. De La Garza, PCC

Kleberg County Tax Assessor-Collector

Improvements:		Number	Amount		
Homesteadable		3,928	287,044,380--:		
New Homesteadable		277	1,803,410 :	Impr. Total	
Non-Homesteadable		4,544	423,401,922 :--	712,249,712--:	
New Non-Homesteadable			0--:		
Land:		Number	Amount		
Homesteadable		3,864	38,160,255--:	Land Total	
Non-Homesteadable		5,510	86,776,170--:--	124,936,425--:	
Acres	7,662.530	9,358			Total Market
Productivity:		Number	Amount		
Agricultural Market		152	11,502,421--:	Productivity Mkt	Total Accounts
Timber Market			0--:--	11,502,421--:	11,291
Agricultural Use Value		152	539,769		
Timber Use Value			0		
Exempt Agricultural Market			0		
Exempt Agricultural Value			0		
Other:		Number	Amount		
Minerals			0--:	Other	
Personal Property Market		1,162	133,390,330--:--	133,390,330--:	
Miscellaneous:		Number	Amount		
Homestead Market Value		3,894	325,438,938		
Homestead Cap Value		3,894	323,682,053		
Tax Increment Zone Market			0		
Tax Increment Zone Base			0		
Deductions:		Exemption	Number	Amount	
Constitutional Exempt				0-----:	
Productivity Loss		152	10,962,652-----:		
Homestead Cap Loss		302	1,756,885-----:		
Homestead			0--:		
Homestead Frozen			0 :	Homestead Total	
Homestead Local			0 :--	0--:	
Homestead Local Frozen			0 :		
Homestead Local %			0 :		
Homestead Local % Frozen			0--:		Total
Over 65	8,400	1,547	12,767,985--:		Deductions
Over 65 Frozen			0 :	Over 65 Total	135,228,654
Over 65 Local			0 :--	12,767,985--:	
Over 65 Local Frozen			0--:		
Disabled Person			0--:		
Disabled Person Frozen			0 :	Disabled Person	
Disabled Person Local			0 :--	0--:	
Disabled Person Lcl Frzn			0--:		
Disabled Veteran HS Full		90	9,042,328--:		
Disabled Veteran		247	2,574,876 :	Disabled Veteran	
Disabled Veteran Frozen			0--:--	11,617,204--:	
Abatements		1	7,326,950--:		
Pollution Control		1	10,220 :		
Freeport			0 :	Other Exemptions	
HB366		38	9,780 :--	98,123,928--:	
Prorated Exempt			0 :		
Other		445	90,776,978--:		Net Taxable
Frozen Taxable Value Loss			0		846,850,234
Frozen Limit (CAD Original)			.00		
Frozen Limit Adjusted (Transfers)			.00		Net Taxable
Frozen Tax Levy Used			.00		Less Frozen
Late Agricultural Penalty			.00		846,850,234
Late Correction Penalty			.00		
Late Rendition Penalty		379	8,052.12		

Total Tax Levy 0.00830000

Actual Levy
7,036,929.22

Calculated Levy
7,036,909.06


Calc sequence: DV Tot HS,Dis Vet,Ovr 65,Ovr 65 Lcl,Hmstd,Hmstd Lcl,Disabled,Disabled Lcl,Other.
Apply Ownership Interest to Hmstd, Over 65, Dis Person, Hmstd Lcl %, Hmstd Lcl, Hmstd Min, Dis V
Apply Disabled Veteran exemption to Non-Homestead then to Homestead values.

AGENDA ITEM #11

City of Kingsville
Human Resource Department

TO: Mayor and City Commissioners

CC: Jesús A. Garza, City Manager

FROM: Diana Gonzales, Human Resource Director 

DATE: September 12, 2018

SUBJECT: FY 2018-2019 Health Plan

Summary: Updated renewal information for health Stop Loss coverage was provided by ENTRUST on September 11, 2018. Gerber Life updated their quote which resulted in an increased exposure of \$350,000. Westport, the existing Stop Loss vendor, updated their quote which would result in an increased exposure of \$150,000.

Based on this updated information, the potential additional risk with Westport is \$150,000 which is \$200,000 less than with Gerber Life.

Attached is document submitted by ENTRUST representative, Rick Medrano, Director of South Texas Operations updating the stop loss additional exposures for FY 2018-2019.

Background: On July 16th, 2018, City Commission approved ENTRUST as the City's Third-Party Administrator. In addition, City Commission approved Stop Loss by Gerber Life based on the information available. City Commission was informed final numbers are not available until closer to renewal as this is based on current and potential future claims as information is updated.

Financial Impact: Based on this updated information, the potential additional risk with Westport is \$150,000 for Fiscal Year 2018-2019.

Recommendation: Remain with current Stop Loss carrier of Westport for FY 2018-2019.



September 11, 2018

City of Kingsville
400 W. King Ave
Kingsville, Texas 78363
Attn: Diana Gonzales

Re: City of Kingsville 2018/2019 Stop Loss Renewal

Diana:

In early August, The City of Kingsville Commission approved the 2018/2019 Stop Loss Renewal for the Health Insurance with Gerber Life to be effective October 1, 2018. The current Reinsurance Carrier is Westport. Both Reinsurance Carriers required final Medical Underwriting based on claims data thru August 2018.

Effective October 1, 2018, The City of Kingsville will have a \$100,000 Specific Deductible per eligible person enrolled on the Health Plan. Meaning, eligible claims expenses exceeding \$100,000 on any given person in this upcoming Plan Year become the financial responsibility of the Reinsurance Carrier, and NOT the City of Kingsville.

Subsequent to the approval by the Commission, and after final Medical Underwriting, Gerber Life came back with an additional \$350,000 risk potential (Laser) on one specific individual. This means the City of Kingsville could have the potential of spending \$450,000 on this one individual (\$100,000 Specific Deductible + \$350,000 Laser) prior to stop loss protection.

The current Carrier, Westport, also came back with an additional risk potential on the same individual. However, their Laser puts the City of Kingsville at risk to potentially spend an additional \$150,000 above the \$100,000 Specific Deductible.

The potential additional risk with Westport is \$200,000 less than with Gerber Life.

Please let me know if you have any questions.

Rick Medrano
Director, South Texas Operations
Entrust, Inc.
(361) 814-7878, ext 177

AGENDA ITEM #12

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: Deborah R Balli, Finance Director
DATE: September 17, 2018
SUBJECT: Investment Policy

Summary:

This item authorizes the acceptance of the updated Investment Policy.

Background:

The updated Investment Policy was sent to members of the Investment Committee with no issues or concerns voiced on updates as suggested by the Policy Reviewer. The Investment Policy must be accepted annually by City Commission.

Financial Impact:

There are no financial impacts from the acceptance of the updated Investment Policy.

Recommendation:

Staff recommends approval of the updated Investment Policy.



RESOLUTION NO. 2018-_____

A RESOLUTION REVISING THE CITY OF KINGSVILLE INVESTMENT POLICY AND INVESTMENT STRATEGIES; DESIGNATING THE CITY MANAGER, DIRECTOR OF FINANCE, AND CITY ACCOUNTING MANAGER AS THE AUTHORIZED CITY REPRESENTATIVES WITH FULL AUTHORITY FOR INVESTMENT PURPOSES, AND PROVIDING FOR DISCLOSURE OF FINANCIAL INTEREST.

WHEREAS, the City Commission previously adopted a formal Investment Policy, which was most recently revised on October 25, 2017; and

WHEREAS, in 2015 the Finance Department submitted the City's Investment Policy to the Government Treasurer's Organization of Texas (GTOT) certification program and was awarded a Certificate of Distinction for a two year period which ended on March 6, 2017; and

WHEREAS, the GTOT has established this certification program for those entities that develop an investment policy that meets the requirements of the Public Funds Investment Act and the standards for prudent public investing established by the GTOT, and GTOT has provided suggested revisions to the City's Investment Policy which have been incorporated into the attached policy;

WHEREAS, the City would like to submit the City's Investment Policy to GTOT again and would like the attached changes made to the policy prior to submission;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT the INVESTMENT POLICY (THE "Investment Policy", attached as Exhibit A) is hereby approved:

II.

THAT the City Manager, Director of Finance, and the City Accounting Manager are hereby authorized as City Representatives. The Director of Finance and the City Accounting Manager are authorized as the investment officers responsible for the investment of the City's funds consistent with the investment policy adopted by the City;

III.

THAT the persons designated as investment officers shall exercise the judgment and care, under prevailing circumstances that a prudent person would exercise in the management of the person's own affairs, but that the City Commission retains ultimate responsibility as fiduciary of the assets of the City;

IV.

THAT the authorized officers are hereby granted authority to invest the City's funds until rescinded by the City Commission, until expiration of an officer's term, or the termination of the person's employment with the City.

V.

THAT the changes recommended by staff and the Government Treasurer's Organization of Texas that are incorporated into the attached policy be approved.

VI.

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

VII.

THAT this Resolution shall be and become effective on and after adoption.

PASSED AND APPROVED by a majority vote of the City Commission on the 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney



INVESTMENT POLICY

Approved by City Commission via Resolution Dated
September 24, 2018

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APPENDICES

- A. PUBLIC FUNDS INVESTMENT ACT
- B. LIST OF AUTHORIZED CITY REPRESENTATIVES
- C. INTEREST DISCLOSURE FORMS
- D. INVESTMENT POLICY RESOLUTION

INTRODUCTION

It is the policy of the City of Kingsville to invest all available monies in conformance with these legal and administrative guidelines.

Effective cash management is recognized as essential to good fiscal management. A cash management program will be pursued to maximize interest earnings as a viable and material revenue source. The City's portfolio shall be designated and managed in a manner responsive to the public trust and consistent with local, state, and federal law.

Investments shall be made with the primary objective of:

- Preservation of capital and protection of principal;
- Maintenance of sufficient liquidity to meet operating needs;
- Security of city funds and investments;
- Diversification of investment to minimize risk while maximizing interest earnings; and
- Maximization of return on the portfolio.

Earnings from investments will be used in a manner that will best serve the interests of the City of Kingsville.

II. PURPOSE

Authorization

This Investment Policy is authorized by the City Commission (see Appendix C) in accordance with Chapter 2256, Subchapter A of the Government Code - The Public Funds Investment Act (see the attached and incorporated Appendix A).

Scope

This Investment Policy applies to activities of the City, excluding pension funds, regarding investing the financial assets of Funds, including, but not limited to:

- General Funds
- Special Revenue Funds
- Enterprise Funds
- Internal Service Funds
- Capital Improvement Funds (Bond Proceeds, Bond Reserves and Debt Service)
- Endowments, Benevolence Fund

In addition to this policy, the investment of Bond Funds, Debt Service, and Reserve Funds shall be managed by their governing ordinances and Federal Law, including the Tax Reform Act of 1986 and subsequent legislation.

Review and Amendment

This policy shall be reviewed annually by the City Commission on or before December 31 of each calendar year after its adoption. The City Commission must authorize amendments to the policy.

The City Commission shall adopt a written instrument by ordinance or resolution stating that it has reviewed the Investment Policy. The written instrument so adopted shall record any changes made to the Investment Policy.

III. DEFINITIONS

Director of Finance – The Director of Finance is the Municipal Finance Officer responsible for City investments.

Director of Finance Designee – Accounting Manager.

Excess Cash Balances – Collected bank balances not needed to pay estimated check clearings.

Investment Officers – Director of Finance and Accounting Manager.

Investment Portfolio – all City monies being invested under authority of the Investment officers.

Institution – Any firm, bank, bondholding company, broker or dealer who provides quotes for either the purchase or sale of investments.

Third Party Safekeeping Institution – Any Institution not affiliated with Institution delivering the Investment.

Investment – All authorized Securities listed in Item V. Authorized investments and maximum term investments approved by the Investment Committee include U.S. Treasuries, U.S. Agencies, Repurchase Agreements, Local Government Investment Pool, and Collateralized Certificates of Deposit.

D.K. (Don't Know) Transaction – An Investment that an Institution fails to deliver to the City's Third-Party Safekeeping Institution.

Collateral - Securities or surety bond pledged by an Institution to safeguard City assets; the City requires either U.S. Treasuries or U.S. Agencies Securities so that the market values can be readily determined at any point in time.

Authorized City Representative – Officers authorized to transact as set out in the attached and incorporated Appendix B on behalf of the City (City Manager, Director of Finance and Accountant).

Reserve Funds – Funds designated by Commission for specific purposes, which have not been appropriated for spending.

Securities – Approved Investments designated by the Investment committee to be held in the Investment Portfolio or acceptable to be pledged as Collateral to secure the monies of the City.

Authorized Selling Group – Primary dealer and regional firms that have been selected by the underwriter to sell their securities. Each authorized member of a selling group will offer the issue at the price authorized by the governmental agency.

Qualified Representative – A person, who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following:

- For a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the Financial Industry Regulatory Authority (FINRA);
- For a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution; or
- For an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the written instrument on behalf of the investment pool; or
- For an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80-b-1 et seq.) or if not subject to registration under that Act registered with the State Securities Board, a person who is an officer or principal of the investment management firm.

IV. INVESTMENT OBJECTIVES

Preservation and Safety of Principal

Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall Investment Portfolio.

Liquidity

The City's Investment Portfolio must be structured in a manner that maintains the liquidity necessary to pay obligations as they become due. Timing disbursements and depositing funds as quickly as possible can generally maintain sufficient cash flows. Generally, investments are matched to specific cash flow requirements such as payrolls, debt service payments and other payables. Liquidity is also achieved by investing in investments with active secondary markets or in Local Government Pools with stable net asset values.

Return on Investments

The City's Investment Portfolio shall be designed with the objective of regularly exceeding the average yield of the three-month U.S. Treasury bill in a manner consistent with the principles of this policy described in IV. A and B. However, it must be recognized that during a declining market, satisfying this objective may not be practical until investments mature and can be re-invested.

Diversification

Diversification is required because of differing liquidity needs of the City and is employed to control risks. Diversification minimizes the risk to the overall Investment Portfolio of potential losses on individual securities and enhances the safety of the Investment Portfolio.

Through the solicitation of competitive proposals, the City shall allocate and diversify its Investments through various Institutions. The following types of Investments will be solicited from the following types of Institutions:

- Government Securities – through approved brokers;
- Repurchase Agreements – through a Third-Party Safekeeping Institution Agreement, which includes an approved primary dealer;
- Public Funds Investments Pools – through participation agreements; and
- Certificates of Deposit – as allowed by state law and this policy.

The City recognizes that investment risks can result from default risk and market price risks due to various technical and fundamental economic factors, and other complications, leading to temporary illiquidity.

To control market price risks, volatile Investments shall be avoided. To control default risk, the only acceptable method of payment will be on a delivery versus payment-basis for all transactions, except investment pool funds and repurchase agreements.

A delivery versus payment basis provides for payment to Institutions at the time the Investments are recorded in book entry form at the City's Third-Party Safekeeping Institution, currently maintained at the Federal Reserve. For certificates of deposit, sufficient Collateral at 102% of current market values must be pledged to protect all City monies or monies under its control that exceed Federal Deposit Insurance Corporation (FDIC) overage; the Collateral must be safe kept at a Third-Party Safekeeping Institution not affiliated with the bank or bank holding company providing the certificate of deposit. (See addendum.)

V. AUTHORIZED INVESTMENTS AND MAXIMUM TERM

The City of Kingsville is authorized to invest in:

Authorized Investments – Obligations of, or Guaranteed by Governmental Entities

- obligations, including letters of credit, of the United States or its agencies and instrumentalities;
- direct obligations of this state or its agencies and instrumentalities
- collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;

- other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States;
- obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and
- bonds issued, assumed, or guaranteed by the State of Israel.

Unauthorized Investments

The following are not authorized investments:

- obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal
- obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Authorized Investments – Certificates of Deposit and Share Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in this state and is:

- guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;
- secured by obligations that are described by Sec V (A), including mortgage backed securities directly issued by less than the principal amount of the certificates, but excluding mortgage backed securities of the nature described by Section V; or
- secured in any other manner and amount provided by law for deposits for the City of Kingsville.

In addition to the authority to invest funds in certificates of deposit under this section, an investment in certificates of deposit must be made in accordance with:

- the funds are invested by the City of Kingsville through:
 - a broker that has its main office or a branch office in this state and is selected from a list adopted by the City of Kingsville Commission or
 - a depository institution that has its main office or a branch office in this state and that is selected by the City of Kingsville
- the broker or depository institution selected by the City of Kingsville which arranges for the deposit of funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the City of Kingsville;

- the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
- the City of Kingsville appoints the depository institution selected by the City of Kingsville, or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity.

Authorized Investments - Repurchase Agreements

A fully collateralized repurchase agreement is an authorized investment under this subchapter if the repurchase agreement:

- has a defined termination date;
- is secured by a combination of cash and obligations described by this section; and
 - requires the securities being purchased by the entity or cash held by the entity to be pledged to the entity, held in the entity's name, and deposited at the time the investment is made with the entity or with a third party selected and approved by the entity;
 - is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state

In this section, "repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligation described by Section V (A) 1, at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.

Notwithstanding any other law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered.

Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement

Only those investments listed in this section are authorized.

Local Government Investment Pool

The City of Kingsville may invest its funds and funds under its control through an eligible investment pool by way of rule, order, ordinance, or resolution by the City Commission. An investment pool shall invest the funds it receives from entities in authorized investments permitted by this section. An investment pool may invest its funds in money market mutual funds to the extent permitted by and consistent with this section and the investment policies and objective adopted by the investment pool.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville, an investment pool must furnish to the investment officer or other authorized representative an offering circular or other similar disclosure of the instrument that contains, at a minimum, the following information:

- the types of investments in which money can be invested;
- the maximum average dollar-weighted maturity allowed, based on the stated maturity date, or the pool;
- the maximum stated maturity date any investment security within the portfolio has;
- the objectives of the pool;
- the size of the pool;
- the names of the members of the advisory board of the pool and the dates their terms expire;
- the custodian bank that will safe keep the pool's assets;
- whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;
- whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment;
- the name and address of the independent auditor of the pool;
- the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool; and
- the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios.

To maintain eligibility to receive funds from and invest funds, an investment pool must furnish to the investment officer or other authorized representative of the entity:

- investment transaction confirmations; and
- a monthly report that contains, at a minimum, the following information:
 - the types and percentage breakdown of securities in which the pool is invested;
 - the current average dollar-weighted maturity, based on the stated maturity date, of the pool;
 - the current percentage of the pool's portfolio in investments that have state maturities of more than one year;
 - the book value versus the market value of the pool's portfolio, using amortized cost valuation;
 - the size of the pool;
 - the number of participants in the pool;
 - the custodian bank that is safekeeping the assets of the pool;
 - a listing of daily transaction activity for the City of Kingsville
 - the yield and expense ratio of the pool, including a statement regarding how yield is calculated;
 - the portfolio managers of the pool; and
 - any changes or addenda to the offering circular.

The City of Kingsville may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.

In this section, “yield” shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the federal Securities and Exchange Commission.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville, a public funds investment pool created to function as a money market mutual funds must mark its portfolio to market daily, and, to the extent reasonably possible, stabilize at a \$1 net asset value. If the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, portfolio holdings shall be sold as necessary to maintain the ratio between 0.995 and 1.005. In addition to the requirements of the Investment Policy and any other forms of reporting, a public funds investment pool created to function as money market mutual fund shall report yield to its investors in accordance with regulations of the federal Securities and Exchange Commission applicable to reporting by money market funds.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville under this section, a public funds investment pool must have an advisory board composed:

- equally of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for a public funds investment pool created under Chapter 791 and managed by a state agency; or
- of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for other investment pools.

To maintain eligibility to receive funds from and invest funds on behalf of the City of Kingsville, an investment pool must be continuously rate no lower than AAA or AA-m or at an equivalent rating by at least one nationally recognized rating service. If liquidation is necessary due to security's loss of rating, all prudent measures will be taken to liquidate the investment.

If the investment pool operates an Internet website, the information in a disclosure instrument or report described in section b, c (ii) and f must be posted on the website.

To maintain eligibility to receive funds from and invest funds on behalf of the City of Kingsville under this section, an investment pool must make available an annual audited financial statement of the investment pool in which funds are invested.

If an investment pool offers fee breakpoints based on fund balances invested, the investment pool in advertising investment rates must include either all levels of return based on the breakpoints provided or state the lowest possible level of return based on the smallest level of funds invested.

Collateralized Certificates of Deposit – maximum term up to 1 year

Certificates of deposit to other instruments issued by state and national banks doing business in Texas that are:

- Guaranteed or insured by the Federal Deposit Insurance Corporation or its successor; or
- Secured by obligations that are described by Section V

Certificates of deposit must be fully collateralized at 102% of their market value. The City requires the bank to pledge U.S. treasuries or U.S. agencies as collateral, (Collateral Mortgage Obligations will not be eligible as Collateral see X.C.).

Weighted Average Maturity

To minimize risk of loss to Investment Portfolio due to interest rate fluctuations, Investment maturities will not exceed the anticipated cash flow requirements of the Funds. Maturity guidelines by Fund are as follows:

- Operating Funds - The weighted average days to maturity of Investments, other than Reserve Funds, shall be 365 days or less. The Investment Officers will monitor the maturity level and make changes as appropriate.
- Capital Improvement Funds (Bond Proceeds, bond Reserves, and Debt Service) - The Investment maturity of that portion of the City Portfolio that represents Capital Improvement Funds (bond proceeds, reserve funds, and debt service) shall be determined considering:
 - The anticipated cash flow requirements of the Capital Improvement Funds; and
 - The "temporary period" as defined by Federal tax law during which time bond proceeds may be invested at an unrestricted yield. After the expiration of the temporary period, bond proceeds subject to yield restriction shall be invested considering the anticipated cash flow requirements of the Capital Improvement Funds.

Before an Investment can be made of bond proceeds from all bond issues affected by the Tax Reform Act of 1986, a careful yield analysis must be performed to comply with the Tax Reform Act. Also, an annual rebate calculation must be performed to determine if the City is required to rebate interest at the end of each respective bond issue's five-year term. Beginning on the anniversary of the third year for the respective bond issues, all bond proceeds will be yield restricted as required by the Tax Reform Act.

- Reserve Funds: Established by Operative Bond Fund or by the City Commission - the following Reserve Funds may be invested up to two years in U.S
- Revenue Bond Interest & Sinking – Treasuries with a maximum value of \$400,000
- G.O. Debt Service Fund – Treasuries with a maximum value of \$750,000

City monies governed by this Policy may not be invested in other investments permitted by law unless (i) such investments are specifically authorized for the investment of these monies by an ordinance adopted by the City Commission issuing bonds or other debt obligations or (ii) this Policy is amended to permit such investment.

VI. EXEMPTION FOR EXISTING INVESTMENTS

The City of Kingsville is not required to liquidate investments that were authorized investments at the time of purchase.

VII. INVESTMENT MIX AND STRATEGIES

Investment Mix

As a target to ensure adequate liquidity, the Investment Portfolio administered by the Investment Officers should consist of at least 10% in U.S. Treasury Securities described in V.A.I.a. and/or certificates of deposit. A minimum of 35% of the total Investment Portfolio shall be held in Investments with maturity dates of 90 days or less for liquidity. U.S. Treasuries/Agencies may be purchased for longer term maturities (greater than one year) but shall not exceed 10% of the total Investment Portfolio to preserve liquidity.

Investment reports shall specifically address whether stated Investment mix requirements are being met. Unless approved by the Investment Advisory Committee, the target percentages specified shall not be exceeded for temporary periods greater than (30) thirty days without the Investment Officers taking corrective action.

Strategies

Investment strategies for Operating Funds and Capital Improvement Funds have as the primary objective the assurance that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create an Investment Portfolio structure that will experience minimal volatility during economic cycles. To accomplish this strategy, the City will purchase high quality, short-to-medium term investments which will complement each other.

To pay for anticipated disbursements, investments will be laddered to correspond with the projected cash needs of the City. Some Investments are acquired on the short end of the yield curve (90 days or less) to meet immediate cash needs. A few Investments are purchased on the intermediate part of the yield curve (1-2 years) to lock in high interest rates when rates are projected to decline due to the economic cycle of the economy. The dollar weighted average investment maturity of 365 days or less will be calculated using the stated final maturity dates of each investment.

Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligations on the required payment date. Investments purchased shall not have a stated final maturity date that exceeds the debt service payment date.

Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from investments with a low degree of volatility. In accordance with the bond ordinance specific to an individual bond issue that sets out the maximum investment term, Investments should be of high quality, with short-to-intermediate-term maturities.

Achieving Investment Return Objectives

Investment selection shall be based on legality, appropriateness, liquidity, and risk/return considerations. Monies designated for immediate expenditure should be passively invested.

Passive Investment provides for:

- Liquidity to pay upcoming disbursements (payroll, debt service, payments, payables, etc.);
- Maximizing investment terms under the current budget; and
- Structuring the Investment Portfolio on a "laddered" basis.

The remaining portion of the Investment Portfolio may be invested actively.

VIII. RESPONSIBILITY AND CONTROLS

Authority to Invest

The authority to invest City funds and the execution of any documentation necessary to evidence the investment of City funds is granted to the Director of Finance. The Director of Finance or Designee will approve all investments in writing.

The City Commission may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of public funds or other funds under its control. A contract made under authority of this subsection may not be for a term longer than two years. The City Commission must approve a renewal or extension of the contract by ordinance or resolution.

Establishment of Internal controls

The Director of Finance will establish a system of internal controls over Investment activities of the City that are consistent with this Investment Policy. Investment procedures should include reference to the following: safekeeping agreements, repurchase agreements, wire transfer agreements, collateral agreements, depository service contracts and agreements, broker/dealer selection criteria, and security bidding and purchase processes. Such procedures shall include explicit delegation of authority to persons responsible for routine authorization of investments and the Accounting Manager shall be responsible for proper accounting of investments to maintain appropriate internal controls. The Director of Finance shall establish a system of controls to regulate the activities of subordinates.

Prudent Investment Management

Investments shall be made with the same judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Prudent investment is to be judged by the Investment Portfolio as a whole, not on individual Investments.

The standard of prudence to be used by Investment Officers shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The Investment Officers, acting in accordance with written procedures and the Investment Policy, and exercising due

diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided deviations from expectations are reported immediately upon knowledge of the deviation and appropriate action is taken to control adverse developments.

Investment Officers shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively. The designated Investment Officers shall perform their duties in accordance with the adopted Investment Policy and Procedures set forth in the Investment Procedures Manual. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of person liability.

Investment of monies shall be governed by the following investment objectives in order of priority:

- preservation and safety or principal - by insuring that all securities are of a sufficiently high quality and duration to limit exposure to credit and market risks. The portfolio should therefore experience minimal volatility during varying economic cycles. Securities of all types are purchased with the intention of holding until maturity;
- liquidity - including the ability to reasonably meet unanticipated needs by purchasing securities with an active secondary/resale market. Diversification is maintained to minimize possible credit risk in a specific security type; and
- yield - obtaining a market rate of return while considering risk constraints and cash flow needs, is much less important than safety of principal and liquidity. The majority of investments are limited to low risk securities earning an equitable rate of return relative to the amount of risk.

Standards of Ethics

To the extent required by section 2256.005(i) of the Government Code, the Authorized City Representatives shall make such filings as required by law.

Training and Education

Recognizing that the training and education of Investment Officers contributes to efficient and effective investment management, the City requires its City Manager, Director of Finance, Accounting Manager and designated Investment Officers to receive ten (10) hours of training within twelve (12) months of taking office and at least eight (8) hours every two years; training must be from an independent source approved by the entity's governing body, and training must include controls, risks, diversification and PFIA compliance. Such training is currently required by and shall be obtained in accordance with *Section 2256.008-Investment Training; Local Governments* of the Government Code Public Funds Investment Act. The Investment Committee approves investments - training seminars presented by the following organizations.

- Government Finance Officers Association
- Government Finance Officers Association of Texas
- Government Treasurers Organization of Texas
- Municipal Treasurers Association
- Texas Municipal League

If the Investment Officer desires to attend an investment training seminar presented by another organization for training credit, such seminar must be approved by the City Manager or his designee.

IX. COMPETITIVE SOLICITATION

Except for repurchase agreements and public funds investment pools, any new issue investment will be purchased through an Authorized Selling Group or directly through the issuer.

For any Investment purchased or sold through the secondary market, the City will obtain at least three proposals from authorized Institutions.

Any Institution authorized to participate in the City's investment program must meet Collateral pledge requirement outlined in Section IV.D. And must submit annual financial reports.

X. AUTHORIZED INSTITUTIONS

All institutions who seek to sell an authorized Investment to the City are required to complete the questionnaire approved by the Investment Committee and furnish supporting documentation required by the Investment Committee. Securities shall only be purchased through those Institutions approved by the Investment Committee.

Investments shall only be made with those Institutions who have executed a written instrument in a form acceptable to the City, executed by a Qualified Representative of the Institution, and substantially to the effect that the Institution has:

- Received, thoroughly reviewed and acknowledged, in writing, receipt and understanding of the City's Investment Policy, and;
- Acknowledged that the Institution has implemented reasonable procedures and controls to preclude investment transactions conducted between the Institution and the City that are not authorized by the City's Investment Policy.

Investments shall only be made with those business organizations (including money market mutual funds and local government invest pools) that have provided the entity with a written instrument, executed by a qualified representative of the firm, acknowledging that the business organization has:

- received and reviewed the entity's investment Policy; and
- implemented reasonable procedures and controls to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards.

The Investment Committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the City.

The Director of Finance will request the Investment Committee to authorize deletion of Institutions for:

- slow response time;
- less than competitive pricing;
- little or no information on technical or fundamental expectations based on economic indicators;
- D.K. Transactions or continuing operational difficulties;
- unwillingness to continue to abide the provisions listed in IX.A; or
- Other reasons as approved by the Investment Committee.

XI. PLEDGED COLLATERAL

The market value of pledged collateral must be at least 102% of the principal plus accrued interest for Excess Cash Balances, certificates of deposit, and repurchase agreements and held in the entity's name as evidenced by safekeeping receipts of the institution with which the securities are deposited. Evidence of proper collateralization in the form of original safekeeping receipts held at a Third-Party Safekeeping Institution not affiliated with the Institution pledging the Collateral will be approved by the Director of Finance and will be maintained in his/her Office. An authorized City Representative (See Appendix B) will approve and release all pledged collateral.

Collateral Substitution

Collateralized Investments and certificates of deposit often require substitution of collateral. Any Institution must contact the Investment Officers for approval and settlement. The substituted collateral's value will be calculated, and substitution approved if its value is equal to or greater than the required collateral value. Substitution is allowable for all transactions, but should be limited, to minimize the City's potential administrative problems.

Collateral Reductions

Should the collateral's market value exceed the required amount, any Institution may request approval from the Investment Officer to reduce collateral. Collateral reductions may be permitted only if the City's records indicate that the collateral's market value exceeds the required amount.

Prohibited Securities

Investment securities described in Section 2256.009(b), Government Code, shall not be eligible for use as collateral of City's monies governed by this Policy.

XII. SAFEKEEPING

Third Party Safekeeping Agreement

The City shall contract with a Bank or Banks for safekeeping Securities either owned by the City as a part of its Investment Portfolio or held as Collateral to secure certificates of deposit, repurchase agreements, or Excess Cash Balances.

Safekeeping of Certificate of Deposit Collateral

All Collateral Securing bank and savings and loan deposits must be held in the City of Kingsville's name by a Third-Party Safekeeping Institution approved by the City as evidenced by safekeeping receipts of the institution with which the securities are deposited, or Collateral may be held at the Federal Reserve Bank.

Safekeeping of Repurchase Agreement Collateral

The U.S. treasuries that serve as Collateral for repurchase agreements with Institutions must be delivered to a Third-Party Safekeeping Institution with which the city has established a third-party safekeeping agreement.

XIII. INFORMATION REPORTING/EVALUATION

The Director of Finance and Accounting Manager are hereby designated as the Investment Officers and are responsible for the daily operation of the Investment program and will report to the Investment Committee on a quarterly basis.

Investment Committee Consists of:

- City Commissioner (1)
- City Manager
- Assistant City Manager (if any)
- Director of Finance
- City Attorney

The Investment Committee will be responsible for monitoring, reviewing, and making recommendations regarding the City's Investment program to the City Commission. Reports will be provided to the City Commission by the Investment Officers no less than quarterly, as required by the Public Funds Investment Act.

On a quarterly basis, the City's main depository and all applicable Institutions providing certificates of deposit in excess of FDIC coverage will provide to the Investment Officer for review a copy of the balance sheet and income statement for the Call Report. All Institutions will provide annual audited financial statements. Any local government investment pools must provide reports and disclosure statements as required by the Public Funds Investments Act.

The market value of the portfolio must be determined at least quarterly from a reputable and independent source and disclosed to the governing body quarterly in the investment report.

Record Retention

The City follows the guidelines of retaining records for five years from City's current fiscal year, as required and authorized by the City's local records management guidelines.

XIV. BANKING SERVICES

All depository services are provided in the City's main depository agreement. Other services such as credit cards, direct deposit of payroll or other services may be administered through separate agreements. To aggressively invest Excess Cash Balances, controlled disbursements accounts, zero balance accounts and other cash management tools may be employed.

XVI. GENERAL PROVISIONS

Audits and Inspections

During regular business hours and as often as the Investment Officers deem necessary, the Institution providing certificates of deposit will make available for examination by the City Manager, his duly authorized agent, accountant, or legal representative, such records and data to assure to the pledge of collateral, availability of Collateral, and financial stability of the Institution.

Compliance with Laws

Each Institution agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances. The personnel or officers of such Institution shall be fully qualified and authorized under federal, state, and local law to perform the services set out under this Policy. Each Institution shall permit the Investment Officers to audit, examine, and make excerpts or transcripts from such records and to make audits of all contract, invoices, materials, and other data relating to applicable Investment.

Performance Audits

The City's Annual External Financial Audit shall include a compliance audit of management controls on Investments and adherence to this Policy. The quarterly reports prepared by Investment Officers for the City commission must be formally reviewed at least annually by an independent auditor if the city invests in other than money market mutual funds, investment pools or accounts offered by its depository in the form of certificates of deposit or money market accounts. The auditor shall report the results of the review to the City Commission.

Investment Policy Resolution

The resolution authorizing this Investment Policy is attached and incorporated as Appendix C "Investment Policy Resolution."

APPENDIX A

Public Funds Investment Act

APPENDIX B

LISTING OF AUTHORIZED CITY REPRESENTATIVES CITY OF KINGSVILLE

Attached to and made a part of the City of Kingsville
Investment Policy Approved by the City Commission on September 24, 2018

The signatures below are the signatures of Authorized City Representatives vested with full authority to sign and transact business related to the investment of funds for the City of Kingsville. The Authorized City Representatives are authorized to deposit funds, transfer funds within accounts or withdraw funds as necessary to efficiently carry out the requirements of the City of Kingsville's Investment Policy.

The signatures of the officers subscribed below are true and genuine:

City Manager

Director of Finance

Accounting Manager

THIS LISTING OF AUTHORIZED CITY REPRESENTATIVES is effective this 24th day of September 2018 and revokes all previous authorizations.

APPENDIX C

INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: _____

SUBJECT: Disclosure under the Public Funds Investment Act

As City Manager and Authorized City Representative, for purposes of investing City funds. I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

City Manager

Date

APPENDIX C

INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: _____

SUBJECT: Disclosure under the Public Funds Investment Act

As Finance Director and Authorized City Representative, for purposes of investing City funds. I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

Finance Director

Date

APPENDIX C

INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: _____

SUBJECT: Disclosure under the Public Funds Investment Act

As Accounting Manager and Authorized City Representative, for purposes of investing City funds. I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

Accounting Manager

Date

APPENDIX D

Investment Policy Resolution

AGENDA ITEM #13

**City of Kingsville
Finance Department**

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Deborah R Balli, Finance Director

DATE: September 17, 2018

SUBJECT: Capital Asset Policy

Summary:

This item authorizes the acceptance of the new Capital Asset Policy.

Background:

The City of Kingsville's Capital Asset Policy provides guidelines to ensure that accurate records of assets are maintained.

Financial Impact:

There are no financial impacts from the acceptance of the Capital Asset Policy.

Recommendation:

Staff recommends approval of the Capital Asset Policy.



RESOLUTION NO. 2018-_____

A RESOLUTION ADOPTING THE CITY OF KINGSVILLE CAPITAL ASSET POLICY.

WHEREAS, the City Commission desires to adopt a formal Capital Asset to establish guidelines to ensure that accurate records of City assets are maintained; and

WHEREAS, the Policy would follow Generally Accepted Accounting Principles (GAAP) for the recordation of additions, disposal, and transfers of capital assets; and

WHEREAS, the City would benefit from having a formalized Capital Asset Policy;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS:

I.

THAT the CAPITAL ASSET POLICY (the "Capital Asset Policy", attached as Exhibit A) is hereby approved:

II.

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

III.

THAT this Resolution shall be and become effective on and after adoption.

PASSED AND APPROVED by a majority vote of the City Commission on the 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

CAPITAL ASSET POLICY

1. PURPOSE

The purpose of this Capital Asset Policy is to establish guidelines to ensure that accurate records of assets are maintained.

1.1 AUTHORITY

The City of Kingsville requires all departments to use this policy to protect and report on assets held by the City.

1.2 RESPONSIBILITY

The responsibility for the custody, use, control and care of City property lies with each City Department. The Department Director should ensure that the department maintains adequate internal control procedures. These internal control procedures must comply with City Ordinances, policies, rules, and requirements. It is each City employee's responsibility to use property only for City purposes and to exercise reasonable care for its safekeeping.

Additions, disposals, and transfer of capital assets will be recorded in accordance with GAAP (Generally Accepted Accounting Principles).

2. CAPITAL ASSETS DEFINED

Capital assets are real or personal property that have a value equal to or greater than the capitalization threshold for the classification of the asset and have an estimated life of greater than one year.

Assets which are purchased, constructed, or donated that meet or exceed established capitalization thresholds will be recorded by the City.

Capital assets include:

- Land
- Land improvements
- Buildings
- Building improvements
- Machinery and equipment
- Computer equipment
- Vehicles and heavy equipment
- Infrastructure
- Construction in progress

Fixed asset components having a unit cost under the City's threshold amount should be capitalized if they are originally purchased as part of a system and the system has a value equal to or exceeding the capitalization threshold. To track on a group basis, items must have the same characteristics, purchase/in-line service date, class code,

and be visually identifiable as logically belonging to the group.

3. CAPITALIZATION THRESHOLDS

Except for assets acquired with grant funds, which will be capitalized based on grant agreement and guidelines, the capitalization threshold is established for each capital asset category as follows:

4. CAPITAL ASSET CATEGORIES

<u>Asset Category</u>	<u>Minimum</u>
Land	\$1
Land Improvements	\$5,000
Building	\$5,000
Building Improvements	\$5,000
Computers and Equipment	\$5,000
Machinery and Equipment	\$5,000
Infrastructure	\$100,000

Donated capital assets will be recorded at their estimated fair market value at the time of acquisition plus ancillary charges.

4.1 LAND

Land is to be capitalized but not depreciated. It is recorded at historical cost and remains at that cost until disposal. The following ancillary costs should be included as part of the cost of land: commissions; professional fees; grading; removal, relocation, or reconstruction of property of others; other costs incurred in acquiring the land. All land will be capitalized regardless of cost.

4.2 LAND IMPROVEMENTS

Land improvements consist of re-conditioning, other than buildings that prepare land for its intended use. Examples include retaining walls, parking lots, sidewalks, outdoor lighting, fencing/gates, landscaping, sprinkler systems, fountains, sport fields, or bleachers.

4.3 BUILDINGS

Buildings should be recorded at either their acquisition cost or construction cost. Ancillary costs for buildings include professional fees, damage payments, costs of fixtures permanently attached to a building or structure, insurance premiums, interest, and related costs incurred during construction, and any other cost necessary to place a building or structure into its intended location and condition for use.

4.4 BUILDING IMPROVEMENTS

Building improvements that extend the useful life of the building by more than 25% should be capitalized. Examples of building improvements include major roofing projects that tear the original roof down to the joints or peak a flat roof, major energy conservation projects, or additions to buildings.

4.5 MACHINERY AND EQUIPMENT

Machinery and equipment are tangible assets to be used for operations, the benefits of which extend beyond one year from date of acquisition and rendered into service. Examples of this category are office equipment, audiovisual equipment, machinery, furniture and fixtures, and lawn equipment. Ancillary costs include freight and storage costs, installation costs, and professional fees.

4.6 COMPUTER EQUIPMENT

Computers and software which meet or exceed the capitalization threshold will be capitalized. Ancillary costs for computer equipment will follow the same basic guidelines as the machinery and equipment category.

4.7 VEHICLES AND HEAVY EQUIPMENT

Motored vehicles and heavy equipment will be capitalized regardless of cost or value. Any additional equipment required in placing the vehicle in operation and that adds value to the vehicle will be capitalized. Examples of these additions are lettering, sirens, light bars, and tool boxes.

4.8 INFRASTRUCTURE

Infrastructure assets are long-lived assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include streets, roads, bridges, sidewalks, street signs, street and traffic lighting, and storm, water, and sewer drainage systems.

4.9 CONSTRUCTION IN PROGRESS

Construction in progress is the economic construction activity status of building and other structures, infrastructures, additions, reconstruction, which are substantially incomplete. Construction in progress assets should be capitalized to their appropriate capital asset categories upon the completion or when the asset is placed into service.

5. REPAIRS AND MAINTENANCE

The following will determine if maintenance or repair should be capitalized or expensed. With respect to asset improvements, costs over \$5,000 should be capitalized if:

1. The estimated life of the asset is extended by more than 25%, or
2. The cost results in an increase in the capacity of the asset, or
3. The efficiency of the asset is increased by more than 10%, or
4. Significantly changes the character of the asset.

Maintenance costs allow an asset to continue to be used during its originally established useful life. Maintenance costs are expenses in the period incurred. The following improvements will not significantly increase the estimated life, capacity, or efficiency of the asset and therefore will be considered maintenance and will not be capitalized: roof repair or replacement (unless it extends the life of the building by more than 25%, such as replacing a flat roof with a pitched roof), window replacement (unless replaced with energy efficient windows), repainting, re-carpeting, remodeling (converting) a building to a different use, where remodeling does not extend the useful life of the structure itself, etc. For equipment, maintenance contracts will not be capitalized.

6. DEPRECIATION

Depreciation is the process of allocating the cost of tangible property over its estimated useful life. Depreciation will be calculated using the straight-line method. In straight-line depreciation, the cost of the asset is pro-rated over the estimated useful life of the asset. The salvage value of all depreciable assets will be zero. For proprietary type funds, the depreciation amounts calculated are reported in the general ledger. For governmental type

CAPITAL ASSET POLICY

funds, the depreciation amounts are not reported at the fund level in the account of the governmental funds, only in the Comprehensive Annual Financial Report (C.A.F.R.).

All assets will be reported until disposal. When capital assets are sold, or otherwise disposed of, the historical cost of such assets and any accumulated depreciation are removed from asset accounts.

Estimated useful lives are as follows:

Buildings	15 – 40 years
Building Improvements	20 – 40 years
Machinery and Equipment	2 – 20 years
Computer Equipment	5 – 10 years
Vehicles	2 – 10 years
Infrastructure	25 – 100 years
Land is deemed to be inexhaustible; therefore, it will not be depreciated.	
Construction in progress is not depreciated until the asset is placed in service.	

7. CAPITAL ASSET RECORDING

The Finance Department will update the Fixed Asset System by entering each capital asset in the system. The following information (if applicable) will be included on *Attachment A*:

Asset Identification Number
Asset Description
Fund/Account
Asset Class Type
Serial Number
Tag Number
Manufacturer/Model
Method of Acquisition
Date of Acquisition
Acquisition cost
Vendor Name
Purchase Order Number
Physical Location
Asset Life
Department Responsible for Asset
Date and Method of Disposition
Disposition Proceeds
Disposition Costs

8. MANAGEMENT OF ASSETS

1. PERIODIC INVENTORIES – The City shall maintain accountability for its capital assets by conducting physical inventories on a recurring basis.
 - a. **Physical Counts** – Listing of capital assets to be inventoried shall be provided

by the Finance Department as a basis for taking physical counts. Each department will be responsible for conducting inventory counts of assets under its control.

- b. **Lost or Stolen Property** – When a capital asset is identified as lost or stolen, the department shall file a police report and provide the Finance Department with a Fixed Asset Disposal Form (attachment B). The department is also responsible for notifying the Risk Manager for insurance purposes.
 - c. **Cycle of Inventory** – Inventory of capital assets and tracked property are to be taken by departments no less than every two fiscal years. The Finance Department will determine if the cycle of inventories will need to be performed more frequently based on funding requirements (e.g. grants, local), department reorganizations, results of poor inventories, etc.
 - d. **Reconciling/Recording Adjustments** – The Finance Department will make the appropriate adjustments to tracking software as a result of periodic inventories for lost or stolen items.
2. **SAFEGUARDING ASSETS** – The City shall provide reasonable assurance that its capital assets are adequately safeguarded and the unauthorized acquisition, use or disposition is detected in a timely manner.
 3. **ASSET LOCATION** – Asset locations in Incode shall be updated so that the current location for capital asset is accurately recorded.

9. DISPOSAL OF CAPITAL ASSETS

Upon the disposal of an asset, the department responsible for the asset will substantiate this action with a Fixed Asset Disposal Form (**Attachment B**) approved by the department director. The form will include the asset information such as VIN or Serial Number, Unit Number, Tag Number, etc. and will distinguish the disposition method as Sold, Auction, Traded-In, Scrapped, Transferred or Other. The completed Fixed Asset Disposal Form shall be submitted to the Finance Department within 5 days of disposal of the asset.

- A. **Sales** – Proceeds from the sale of capital assets are to be deposited in the appropriate fund or revenue account. All sales of grant funded assets are required to be approved by the grantor prior to the sale, with proceeds recorded in accordance with grantor regulations (e.g. repay grantor, redirection of future reimbursement requirements, etc.)
- B. **Gain-Loss Calculation** – Upon disposition of a capital asset, a calculation of gain or loss is to be performed. Gain/loss shall be calculated by deducting the book value of the asset at the time of disposal from the proceeds/trade received.
- C. **Transfers** – Requests to transfer assets between departments and/or across funds shall be submitted to the Finance Department prior to the transfer. Transfers of grant-funded assets cannot be made until grantor approval has been obtained by the original department.
- D. **Asset Impairment** – The City shall adhere to all GASB standards. When an asset is considered impaired, the amount of impairment loss shall be determined using one of the following measurement approaches:
 - a. **Cost of restoration** – used to measure impairment losses from physical damage.
 - b. **Service units approach** – used to measure impairment losses from

changes in manner or duration of use.

- c. **Deflated depreciation** – used to measure impairment losses from changes in manner or duration of use.

Asset impairment losses should be recorded net of any insurance recovery when the recovery is realizable in the same fiscal year as impairment loss.

10. ASSET INFORMATION FORM AND FIXED ASSET DISPOSAL FORM

Special forms have been created for the acquisition, disposal or transfer of capital assets. The Fixed Asset Disposal Form (**Attachment B**) should be completed by the department responsible for the asset and approved and signed by the department director. In the case of an asset transfer, the Fixed Asset Disposal Form (**Attachment B**) must be completed by the department transferring the asset and signed by all appropriate personnel. Forms must be submitted to the Finance Department within 5 business days.

11. LEASED EQUIPMENT

The City shall adhere to all GASB standards. Equipment should be capitalized if the lease agreement is non-cancelable and meets any one of the following criteria:

1. The lease transfers ownership of the property by the end of the lease term.
2. The lease contains a bargain purchase option.
3. The lease term is equal to 75% or more of the estimated economic life of the leased property.
4. The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90% of the fair market value of the leased property.

ATTACHMENT A – Asset Information Form

ATTACHMENT B – Fixed Asset Disposal Form

**CITY OF KINGSVILLE
ASSET INFORMATION FORM**

ASSET ID NUMBER:

PROFILE INFORMATION:

Description:

Fund/Dept/Acct Code:

XXX-X-XXXX-XXXXX

Class:

Serial #:

Tag #:

Manufacturer/Model:

ACQUISITION INFORMATION:

Method of Acquisition:

Date Acquired:

Original Cost:

Additional Cost:

Vendor Name:

P.O. Number:

DEPRECIATION INFORMATION:

Depreciable Asset?

YES

NO

Method:

Life:

DISPOSAL INFORMATION:

Method:

Date:

Proceeds:

Costs:

OTHER INFORMATION:

Check Number:

APPROVAL AND INPUT INFORMATION:

Authorization for Input into Subsystem:

Signature/Date

Input into Subsystem by:

Signature/Date

CITY OF KINGSVILLE
FIXED ASSET DISPOSAL/TRANSFER FORM

Date: _____

Dept: _____

Item Description: _____

V.I.N. or Serial #

Unit # _____

Tag #

Circle One: Sold Auction Traded-In Scrapped Transferred Other

Sold For: \$ _____
(If Applicable)

Transferred To: _____
(If Applicable) (Department/Agency)

Employee Signature _____

Note:

WHEN A FIXED ASSET HAS BEEN TAKEN OUT OF SERVICE OR TRANSFERRED TO ANOTHER DEPARTMENT, THIS FORM MUST BE COMPLETED AND SUBMITTED TO THE FINANCE DEPARTMENT.

AGENDA ITEM #14



Welcome!

Attendee



Click here to complete registration and room reservations for individuals and groups.

(/ShowNLC182/Flow/ATT)

Exhibitor



(/ShowNLC182/Flow/EXH)

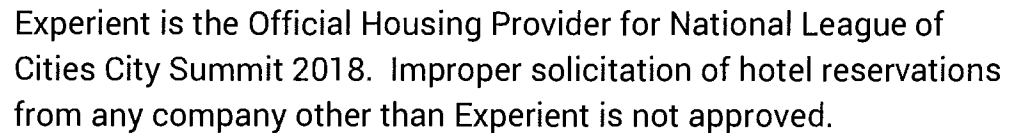
National League of Cities City Summit Group Registration Policy

Groups of five or more will receive a complimentary sixth registration, provided the registrations are paid in full. To receive the group incentive, all individuals must register at the same time.

After Group Registration is completed, each team member will receive a confirmation.

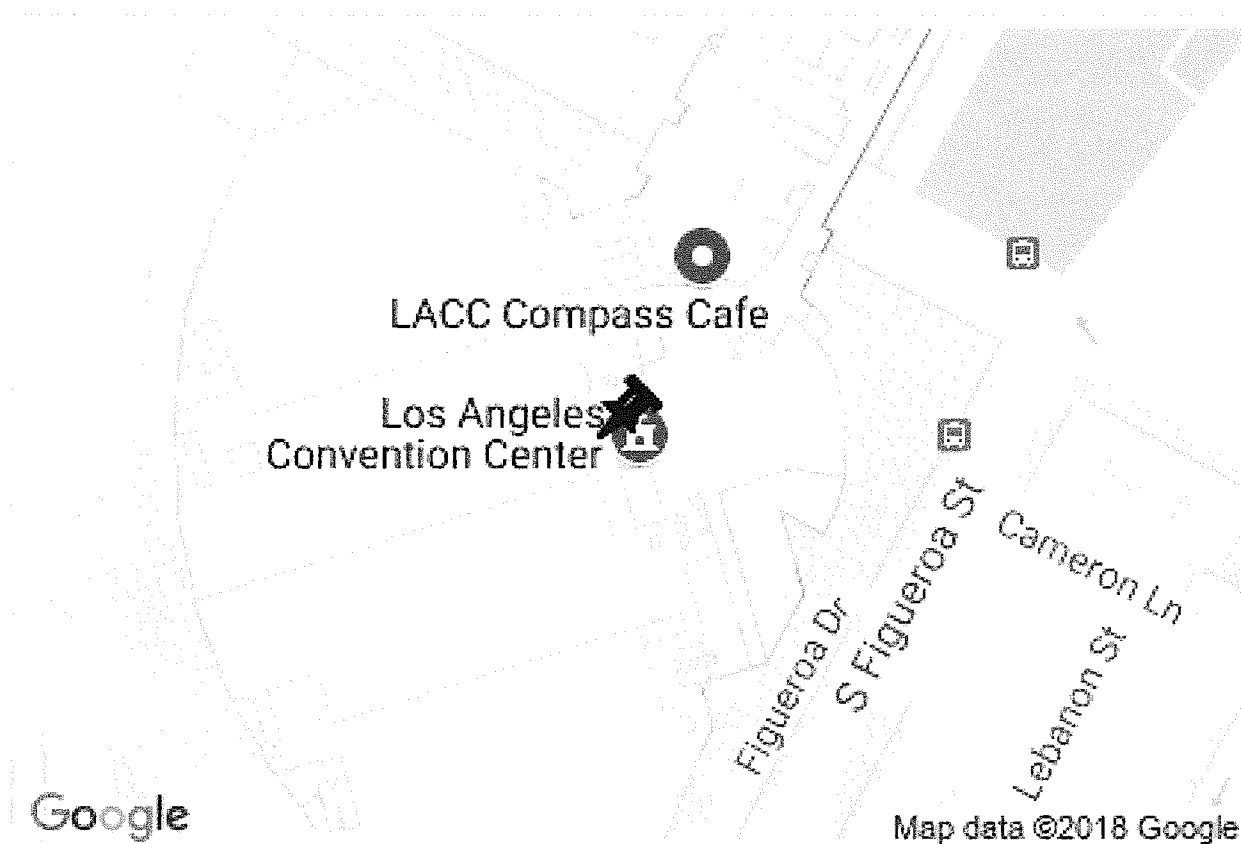
Group Cancellation Policy

No refunds will be given to those who previously registered as individuals. Group registrations do not apply to these registration categories: spouse, student, youth chaperone or youth delegates. Substitutions are welcome. All changes and cancellation requests must be made in writing to NLCCS@experient-inc.com (<mailto:NLCCS@experient-inc.com>).



or be completely non-refundable. Please be aware of, and report any unauthorized solicitation to your organization or Experient.

9/20/2018



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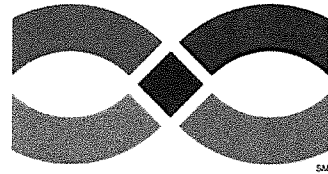
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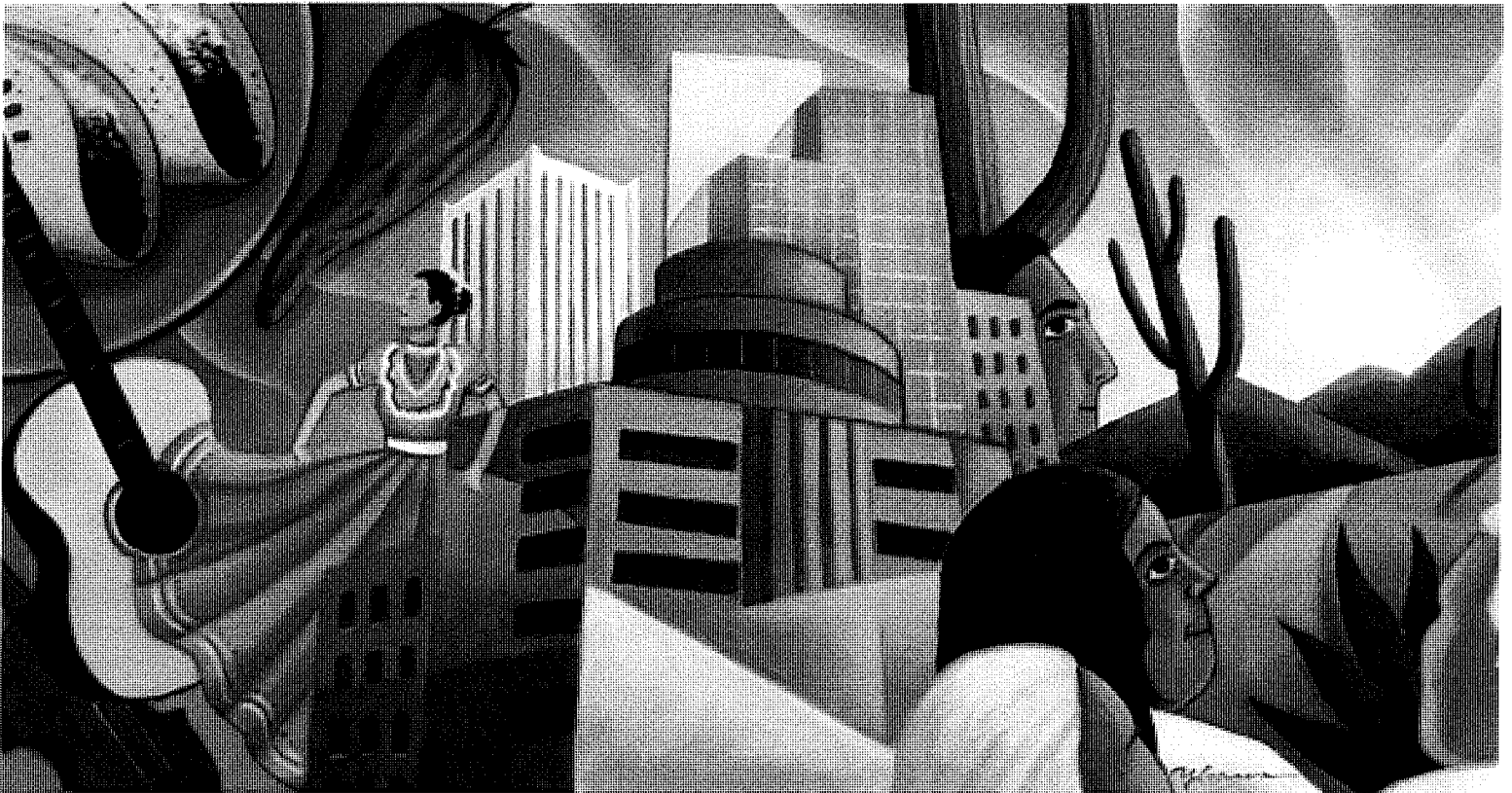
AGENDA ITEM #15

AGENDA ITEM #16



LOCAL GOVERNMENT
**HISPANIC
NETWORK**

2018 National Conference



Transformational Leadership:
Honoring the Past,
Treasuring the Present,
Shaping the Future

**October 25-27, 2018
Phoenix, Arizona**

AGENDA ITEM #17

City of Kingsville Fire Department

TO: Mayor and City Commissioners

CC: Jesus A. Garza, City Manager

FROM: Adrian Garcia, Fire Chief / EMC

DATE: September 24th, 2018

SUBJECT: Fire Engine Inspection Trips – Out of State Travel

Summary:

The Kingsville Fire Department is requesting approval to allow seven (7) Fire Department personnel to travel in pairs out of state over three (3) inspection trips to conduct a pre-construction, mid-point, and final inspection of a new Fire Engine being assembled in Appleton, WI. The timeframes are: Pre-Construction - September 25-28, 2018, Mid-point Inspection - March 2019, and Final Inspection - April 2019. (Dates vary due to assembly)

Background:

The construction inspections are a critical aspect of building, finalizing, and accepting a new fire service apparatus before taking it off the production line. These inspections will allow fire service personnel to thoroughly check vital components of the new apparatus and manually examine all equipment for proper operation and functionality at various points of construction. Furthermore, any discrepancies identified during these inspections can be immediately corrected at the manufacturing plant before accepting and taking delivery of the new apparatus.

Lastly, each inspection is scheduled for (2-4) days, including travel to and from the Pierce Manufacturing Plant located at 2600 American Drive, Appleton, WI 54914. In addition, cost for (6) fire department members traveling for the various inspection trips is entirely covered with the purchase of the new fire engine, including airfare, lodging, airport transfers, and meals.

Financial Impact:

Minimal impact due to much of the travel cost covered with the construction of the fire engine. The additional fire department member not covered with the purchase of the new fire engine will be incurred by the department estimating approximately \$1,800.00 in travel expenses. These monies will cover airfare, lodging, airport transfers, and meals and the funds are available within the Travel and Training account (001-5-220-0-316.00).

Recommendation:



City of Kingsville Fire Department

The following out of state travel is in support of efforts and goals set by the Kingsville FD to ensure timely delivery and acceptance of a new Fire Engine by May or June 2019 timeframe. Our recommendation is that the Commission approve the out of state travel request.



AGENDA ITEM #18

**City of Kingsville
Purchasing Department**

TO: Mayor and City Commissioners
CC: Jesus A. Garza, City Manager
FROM: Charlie Sosa, Purchasing Manager
DATE: September 18, 2018
SUBJECT: RFP 18-13 KPD Law Enforcement Software

Summary: This item authorizes approval of the agreement with E-Force Software for the KPD Law Enforcement Software for the City of Kingsville that was awarded on September 10, 2018.

Background: The City published Request for Proposals #18-13 in the newspaper on August 5, 2018 and August 12, 2018. Request for Proposals were accepted until 2:00 PM on August 28, 2017. Three responses were received. They came from E-Force Software, NovoTrax Public Safety, and Mark 43. Staff reviewed RFP #18-13 and found the information received to be responsive. The KPD Law Enforcement Software Committee reviewed qualifications and discussed the three firms RFP's based on Experience, Capacity to Perform Certifications approved by Department of Public Safety. The KPD Law Enforcement Software Committee recommends E-Force Software to be the best value to the city for the City of Kingsville KPD Law Enforcement Software. The KPD Law Enforcement Software Committee consisted of, Chief Ricardo Torres, Lt. Julian Cavazos, Noe Sosa-KPD IT, Lt. Brad Lile, Sgt. Brad Allen, Monica Flores-KPD Telecommunications Supervisor, and Charlie Sosa-Purchasing Manager. On September 10, 2018, the City Commission approved an action item to award RFP#18-13 to E-Force Software and to authorize staff to negotiate a contract with the vendor.

Financial Impact:

Total amount of the contract for the Law Enforcement Software is \$224,654.53 with 100% of that amount being covered through budgeted grant funds. (The Commission approved the grant with Resolution 2018-25 signed on April 9, 2018 and the grant funds were budgeted in the FY18-19 budget.)

Recommendation:

It is recommended the City enter into a contract with E-Force Software from 1047 South 100 West Suite 130 Logan UT, 84321 for the KPD Law Enforcement Software for the City of Kingsville, as per staff recommendation.



RESOLUTION #2018-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PRODUCT LICENSE AND SERVICE AGREEMENT WITH INTELLICHOICE, INC. D/B/A EFORCE SOFTWARE FOR LAW ENFORCEMENT SOFTWARE FOR THE KINGSVILLE POLICE DEPARTMENT; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Kingsville went out for RFP's for law enforcement software to provide CAD/RMS software for the Kingsville Police Department in August 2018 via RFP#18-13 and had a committee review the three responsive requests received, and

WHEREAS, at a City Commission on September 10, 2018, the City Commission made an award to eForce Software, which is actually Intellichoice, Inc. d/b/a eForce Software, (hereafter "eForce") and authorized staff to negotiate a contract with eForce;

WHEREAS, the City and eForce have worked to prepare a Product License and Service Agreement for law enforcement software.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Kingsville, Texas:

I.

THAT the City Manager is authorized and directed as an act of the City of Kingsville, Texas to enter into a Product License and Service Agreement for law enforcement software between Intellichoice, Inc. d/b/a eForce Software and the City of Kingsville in accordance with Exhibit A hereto attached.

II.

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

III.

THAT this Resolution shall be and become effective on and after adoption.

PASSED AND APPROVED by a majority vote of the City Commission on the _____ 24th day of September, 2018.

Sam R. Fugate, Mayor

ATTEST:

Mary Valenzuela, City Secretary

APPROVED AS TO FORM:

Courtney Alvarez, City Attorney

Kingsville Police Department
1700 East King Avenue
Kingsville, TX 78363



Intellichoice, Inc. DBA eFORCE® Software
Product License and Service Agreement

1047 South 100 West, Suite 130, Logan, UT 84321

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eFORCE Product License and Service Agreement

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Product License and Service Agreement

This Product License and Service Agreement ("Agreement") is made as of 9/24/2018 (the "Effective Date") by and between Intellichoice, Inc., a Utah Corporation, ("Intellichoice") and Kingsville Police Department ("Customer").

1. Definitions

For purposes of this Agreement, the following terms shall have the meaning set forth below:

1.1 "Licensed Product" shall mean the Program(s), Module(s), System Software, Database Software and Related Materials (as defined in Paragraphs 1.1 – 1.6 herein) which are licensed to Customer pursuant to Paragraph 2.1 and set forth specifically in the Schedule 1 attached hereto and made a part hereof by this reference.

1.2 "Program" shall mean a machine-executable copy of the object code of a collection of instructions for performing a specific computer function.

1.3 "Module" shall mean a group of related Programs.

1.4 "System Software" shall mean the current release of Programs and routines which enable Customer to operate a leased or purchased computer hardware system including, for example, a control program or operating system, and if provided, appropriate utility routines, conversion programs, network software and language processors including compilers, assemblers and translators.

1.5 "Database Software" shall mean the current release of Programs which enable Customer to store, access and maintain data generated by the licensed Programs listed in the schedules attached hereto.

1.6 "Related Materials" shall mean all material, other than the Program(s), furnished by Intellichoice for use in conjunction with such Program(s) and including for example, operating instructions, descriptions, and other documentation, including all guides and manuals, and further shall include all permitted copies of Program material made by Customer.

1.7 "Support" shall mean Licensed Product services defined by Intellichoice's current specification for such services and further shall include consultation and guidance support requested by Customer and agreed to be supplied by Intellichoice at its then current rates.

1.8 "Training" shall mean Intellichoice's current published training courses for Program operation at the then current rates.

1.9 "User" shall mean the individual or non-human operated device authorized to use the Programs.

1.10 "Remote Terminal" shall mean the computer hardware used by Intellichoice to access Customer's Program(s) for Support purposes.

1.11 "Annual License" shall mean a license granted for a three hundred and sixty five calendar day period. The initial Annual License begins on the first day of the calendar month following the Effective Date hereof. The Annual License is automatically renewed for each additional three hundred and sixty five calendar day period ("Subsequent Years"), unless cancelled as provided in this Agreement. The Annual License for Subsequent Years shall begin on the first day of each Subsequent Year (the "Renewal Date") and the Annual License and Support Fees for Subsequent Years shall be due and payable on or before each Renewal Date.

2. License

2.1 Subject to the terms and conditions of this Agreement, Intellichoice hereby grants to Customer and Customer hereby accepts a personal, nonexclusive, nontransferable right and license to use the Licensed Products. Customer is limited to the number of User licenses set forth in Schedule 1 and may not at any time exceed this number for any reason without purchasing additional licenses from Intellichoice. The Licensed Products are provided by Intellichoice under separate authorized reseller Agreements or are owned solely by Intellichoice. All Licensed Products provided hereunder are protected by United States copyright laws as well as other laws relating to the protection of intellectual property as well as international treaties and conventions. Customer may make one copy of the Licensed Products solely for backup purposes.

2.2 Customer is authorized to make permitted use only of those Licensed Products for which it is duly and currently licensed hereunder and shall promptly return to Intellichoice all materials defined by Paragraphs 1.1 - 1.6 hereof within thirty (30) days of any cancellation of the license covering said materials.

2.3 It is hereby agreed that Intellichoice is the owner of all right, title and interest in and to the Licensed Product(s) or otherwise duly authorized to grant the license herein, including the accompanying software, text, graphics and documentation, Related Materials, Support materials and Training materials and all subsequent copies thereof, regardless of the media or form in which the original materials or copies may exist. As the licensee, Customer through its license of Licensed Product(s) does not acquire any ownership rights to such materials whatsoever. It is understood and agreed between the parties that certain Modules, templates and interfaces incorporated into the Licensed Product(s) may originate from a third party and Intellichoice makes no claim to ownership of such Modules, templates and interfaces except to the integration of the same in connection with the Licensed Products.

2.4 Customer shall not sublicense, assign or transfer any license granted herein in any way without the express prior written consent of Intellichoice.

2.5 Customer shall not modify, reverse engineer, decompile or disassemble any Licensed Product, nor shall Customer create derivative works from any Program. Customer shall not use any Program in any manner that infringes the intellectual property rights or other rights of Intellichoice, its licensor's or any other person, all of whom are considered third party beneficiaries under this Agreement.

3. Delivery of Licensed Products

3.1 Acceptance testing of all Licensed Products shall be completed by the Customer within ten (10) business days from the date the Licensed Product is delivered to Customer. Customer shall notify Intellichoice in writing of any deficiencies in the Licensed Products. If Customer does not so notify Intellichoice in writing within said ten (10) business day period, the Licensed Product(s) shall be deemed accepted by Customer. The acceptance by the Customer of any Licensed Product(s) identified herein shall constitute the completion of Intellichoice's obligation to deliver such Licensed Products.

4. Term

4.1 The Annual License shall commence on the first day of the calendar month following the Effective Date hereof and shall remain in effect for each respective Licensed Product until cancelled by Customer upon 30 days prior written notice, or cancelled by Intellichoice as provided in Paragraph 12 hereof.

4.2 The Annual License and Support fees for Subsequent Years specified in Schedule 1 shall be due and payable for each Licensed Product on or before each Renewal Date.

5. Charges and Taxes

5.1 Customer agrees to pay Intellichoice within thirty (30) days of receipt of an invoice for the Licensed Products, Interfaces, Custom Deliverables, all Training Fees, and Annual License Fees, all Support Fees, and for all other charges and costs listed in Schedule 1 which is attached hereto and made a part hereof by this reference. Fees for a new license year are due and payable on the first day of each Subsequent Year. Customer agrees to pay a late payment charge at the rate of 2% per month, if permitted by law, otherwise at the maximum lawful rate on any unpaid amount for each calendar month (or fraction thereof) that such payment is in default.

5.2 In any case where payment is not made when due, Intellichoice may without any liability whatsoever defer its performance until payment is received and extend any relevant date of delivery by the same period of delayed payment.

5.3 Intellichoice may, by advanced written notice to Customer, increase or decrease the Annual License and Support fees. The effective date of any such increase or decrease shall be at least ninety (90) days following such notice. Within such ninety (90) day period or upon the renewal date, whichever is later, Customer may, at its option, pay the increased license fee or cancel this Agreement.

5.4 In addition to all other fees and charges Customer shall pay Intellichoice the amount of any tax levied on the Licensed Products, or services rendered hereunder (other than income tax assessed on Intellichoice) which Intellichoice must collect from the Customer and/or pay on the behalf of the Customer.

6. Classification of Licensed Products

6.1 Each Licensed Product and each release of a Licensed Product will be classified by Intellichoice as a category "A" product ("Category "A" Product") or a category "B" product ("Category "B" Product").

6.2 Intellichoice will maintain and Support the current version of all Category "A" Licensed Products as set forth in Paragraph 7.1 and will make available to Customer all revisions thereof released by Intellichoice during the term of this Agreement, as long as such Licensed Products remain classified by Intellichoice as Category "A" products. Intellichoice will maintain all Category "A" Licensed Products to be compatible with unaltered releases of the Database Software, the System Software and the computer hardware then specified by Intellichoice.

6.3 Intellichoice delivers Category "B" Licensed Products solely on an "as is" basis and therefore does not provide Programming or Support services for Category "B" Licensed Products.

6.4 Intellichoice may reclassify any Licensed Product(s) by giving ninety (90) days advanced written notice to Customer.

7. Licensed Product Support

7.1 Intellichoice will provide telephone and Remote Terminal Support for the operation of Category "A" Licensed Products during normal Intellichoice office hours based upon a forty (40) hour week. After hours Support will be provided on an on-call basis for which Customer will be billed at the then current Intellichoice billing rates. Customer shall provide hardware and communications software necessary to permit Remote Terminal Support.

7.2 Intellichoice will provide such Training for the operation of Category "A" Licensed Products as is requested by Customer and agreed to by Intellichoice at its then current rates.

8. Confidentiality

8.1 Customer agrees not to disclose, publish, release, transfer or otherwise make available any Licensed Products in any form, to any person other than Customer and Customer's employees who have a need to know such information without prior written consent from Intellichoice. Customer also agrees that the original copies of all materials furnished by Intellichoice and all copies thereof made by customer shall remain the sole property of Intellichoice. The Customer further agrees to protect the confidentiality of Licensed Products or any part thereof from unauthorized disclosure by its agents, employees or customers. Notwithstanding anything to the contrary herein, in the event Intellichoice consents to the disclosure of any such confidential information, Customer shall have such discloser sign an appropriate Agreement requiring such discloser to be under the same obligations of confidentiality as Customer and Customer hereby indemnifies Intellichoice from any failure to require discloser to be so bound.

8.2 Customer agrees not to disclose, publish, release, transfer or otherwise make available the eFORCE® database without sole written consent furnished by Intellichoice. The Customer further agrees to protect the confidentiality of the eFORCE® database or any part thereof from unauthorized disclosure by its agents, employees or customers. Notwithstanding anything to the contrary herein, in the event Intellichoice consents to the disclosure of any such confidential information, Customer shall have such discloser sign an appropriate Agreement requiring such discloser to be under the same obligations of confidentiality as Customer and Customer hereby indemnifies Intellichoice from any failure to require discloser to be so bound.

8.3 Except as specifically provided herein, Customer agrees to indemnify and hold Intellichoice free and harmless from and against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorneys' fees and court costs, relating to, resulting from or in any way arising out of Customer's possession, maintenance, use, operation or output of the Licensed Products, or the condition, loss, damage, or destruction of any part of the Licensed Products. Customer shall give Intellichoice prompt written notice of any matter for which Customer is or may be required to indemnify Intellichoice.

9. Limited Warranty

9.1 CATEGORY "A" PRODUCT WARRANTY - Each unaltered Licensed Product classified as a Category "A" product is warranted for one (1) year from the first day of the calendar month following the Effective Date hereof, to perform substantially in accordance with the same release level product specification provided and/or published by Intellichoice for that specific Licensed Product. Initial here _____

9.2 CATEGORY "B" PRODUCTS SOLD "AS IS" - Each release of a Category "B" Licensed Product is strictly licensed on an "as is" basis without any warranty whatsoever, whether express or implied, including warranties of merchantability or fitness for a particular purpose. Initial here _____

9.3 EXCLUSIVE REMEDY FOR DEFECT - Customer agrees that its sole and exclusive remedy and Intellichoice's sole obligation, if a Licensed Product warranted hereunder fails to conform to the terms of Paragraph 9.1 above and Customer advises Intellichoice of such failure in writing during the term of the warranty, is for Intellichoice to provide programming services to correct any defect. For the purposes of this Agreement, non-conformance to the terms of Paragraph 9.1 above and the term "defect" shall mean only significant deviations from the terms of Paragraph 9.1 above for such current release of Licensed Product. Initial here _____

9.4 COSTS MAY BE BILLED TO CUSTOMER - If Intellichoice determines after investigation that the Licensed Product substantially conforms to the terms of Paragraph 9.1, Customer agrees to pay for all time and materials spent and expenses incurred by Intellichoice in attempting to determine and correct Customer's problem. Such payments shall be paid within thirty (30) days of receipt of an invoice from Intellichoice. Initial here _____

9.5 NO OTHER WARRANTIES - Except as specifically provided herein, there are no other warranties, express or implied, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose. Intellichoice does not warrant that the functions contained in the Licensed Products will meet customer's requirement or that the operation of the Licensed Products will be uninterrupted or error free.
Initial here _____

10. Limitation of Liability

10.1 NO CONSEQUENTIAL DAMAGES - In no event shall Intellichoice be liable to Customer for loss of profit, lost savings or other direct, indirect or consequential damages arising out of breach of this Agreement or of obligations under this Agreement, the License granted or for any claim made against Customer by any other party, even if Intellichoice has been advised of such damages or claim. Initial here _____

10.2 LIMITATION ON LIABILITY - Intellichoice shall not be liable for any damages of whatever nature caused by any delay in delivery, operation, installation or Support of Licensed Products or services under this Agreement or resulting from any Licensed Products altered by Customer or at Customer's direction.
Initial here _____

10.3 LIQUIDATED DAMAGES - Intellichoice's liability, if any, to Customer for any reason for any Licensed Product or related in any way to any Licensed Product shall not exceed the initial fee set forth in Schedule 1 for such Licensed Product that have actually been paid to Intellichoice. Initial here _____

10.4 NO ADDITIONAL FEATURES - Customer's evaluation of and decision to procure License(s) hereunder for the Licensed Product(s) listed on Schedule 1 are based solely on a visual demonstration of the Licensed Product(s) by Customer and are not based in any way on any representations, verbal or otherwise, made by any Intellichoice employee, representative, agent or contractor. Intellichoice is in no way obligated to provide Licensed Product features, functionality, interfaces, training, support, services, or additional modules that were not demonstrated to the Customer, unless expressly set forth in a written attachment to this Agreement duly signed by Intellichoice. Customer understands and agrees that if a Licensed Product, feature, functionality, interface, training, support, service or related material is not specifically set forth in this Agreement or a duly signed Attachment to this Agreement, it will not be provided.
Initial here _____

11. Responsibility of the Parties

11.1 Customer shall be exclusively responsible for the supervision, management, operation and control of its use of the Licensed Products, including but not limited to: (1) initial installation, Product testing, installation of updates, data backup, data recovery, audit controls, and operating methods; and (2) implementing sufficient procedures to satisfy its requirements for security, data security and accuracy of input and output as well as restart and recovery in the event of malfunction; (3) operating and maintaining all hardware System Software and Database Software components used in the operation of the Licensed Product(s); and (4) maintain acceptable virus and other system scanning measures, data updates, as well as other standard security measures established for like Users in like circumstances.

12. Default and Cancellation

12.1 Each License granted hereunder may be cancelled by Intellichoice if Customer is in default in payment of any amount due under this Agreement for a period of thirty (30) days or more, or may be cancelled by either party at any time upon default by the other party of any other covenants of this License provided such default is not corrected within ninety (90) days after receipt of written notice thereof. Said written notice must set forth particulars of the alleged default.

12.2 Customer's obligation to pay fees and charges which have accrued and any damages arising from its breach of this Agreement shall survive cancellation. Any extension of time for payment shall not otherwise alter or affect Intellichoice's or Customer's rights or obligations or be deemed a waiver thereof.

12.3 In the event of default, the party in default shall pay all costs of enforcing the Agreement including obtaining damages for its breach and reasonable attorney's fees and costs.

13. Return on Cancellation

13.1 Within ten (10) days after the termination or cancellation for any reason of a License granted hereunder, Customer shall deliver to Intellichoice the applicable Licensed Products and all copies thereof in whatever form.

14. Notices

14.1 Any notice required pertaining to the subject matter of this Agreement shall be deemed rendered when the same has been hand delivered with signed transmittal record, or mailed certified postage prepaid, return receipt requested to Customer at the address shown for that party in Schedule 2, which is attached hereto and made a part hereof by this reference.

15. General

15.1 Any License granted in this Agreement shall not be deemed to include or extend to any product, Software, Material or Licensed Products of Intellichoice or any part thereof, heretofore or hereafter released by Intellichoice, unless specifically set forth in Schedule 1.

15.2 The laws of the State of Texas shall govern the interpretation, validity and effect of this Agreement. The courts of Texas shall have exclusive jurisdiction to determine all claims, disputes, actions, or suits which may arise hereunder and the parties hereby expressly consent to the exclusive jurisdiction and venue before the proper authority in Texas.

15.3 It is represented and warranted by the party signing on behalf of the Customer that all steps necessary to authorize Customer to enter into this Agreement have been duly and lawfully completed, that the signatory is authorized to sign this Agreement on behalf of the Customer, and that when executed this Agreement is valid and binding on Customer, its successors and assigns.

15.4 This Agreement shall take precedence over any other communications or documents that may be in conflict therewith. If, for any reason, any provision of this Agreement is found to be unenforceable, such provision shall be deemed to prohibit such activity only to the extent it is found to be unenforceable and the other provisions of this Agreement shall be unaffected to the extent permitted by law.

15.5 A waiver by either party of a breach of any term or condition of this Agreement shall not constitute a waiver of any further breach of a term or condition of this Agreement and no such waiver shall be effective unless in writing signed by the party against whom such waiver is asserted. The parties shall not be liable for any failure to perform due to causes beyond its reasonable control. Each party has relied upon its own examination of the full Agreement and the provisions thereof, and the warranties, representations, and covenants expressly contained in the Agreement itself. The parties are independent contractors and this Agreement will not be construed as a teaming Agreement or joint venture. It is not the intent of the parties to incur by contract any liability for the operations, acts, or omissions of the other party whatsoever. This Agreement shall not create any rights in or inure to the benefit of any third parties, except as specifically set forth in Paragraph 2.5. The paragraph headings used herein are for the convenience of the parties and shall not be deemed to modify or construe the provisions hereof. This Agreement shall be binding upon and shall inure to the benefit of the heirs and personal representatives and/or the successors and assigns of the parties.

15.6 Notwithstanding any term of this Agreement to the contrary, in the event no funds or insufficient funds are appropriated and budgeted and sufficient funds are otherwise unavailable in any fiscal period during which payments are due under the Agreement, Customer shall

immediately notify Intellichoice in writing of such occurrence and the Agreement shall terminate on the last day of the term for which sufficient appropriations or payments have been received or made, without penalty or expense to customer. Customer's obligation to make payments under this Agreement is from year to year only. Nothing in this Agreement shall be deemed or construed as creating a multiple fiscal year obligation on the part of the Customer unless otherwise noted in this Agreement or in writing as a separate attachment hereto.

16. Attachments

16.1 The Attachments listed in Paragraph 16.2 are binding on the parties hereto and are made a part of this Agreement by this reference ("Attachments").

16.2 Attachments made a part of this Agreement:

Schedule 1 – Deliverable Products, Costs, and Payment Terms

Schedule 2 – Contact, Leadership, and Payment Information, and Statement of Work

By its signature below, Customer represents and agrees that it has fully evaluated the Licensed Products to its complete satisfaction, that it has read and understands this Agreement, including the schedules attached hereto, that the Agreement constitutes the entire agreement, understanding and representations, expressed or implied, between Customer and Intellichoice with respect to the subject matter of this Agreement, and that this Agreement supersedes any and all prior communications and agreements between the parties, including all oral or written proposals, communications or other agreements. By their signatures below, the parties understand and agree that this Agreement may be modified or amended only by a written instrument signed by the duly authorized representatives of Customer and Intellichoice.

Intellichoice, Inc.

Kingsville Police Department

Signed By: _____
Cory J. Bowers, as President

Signed By: _____
Authorized Representative

Print name: _____

eFORCE Product License and Service Agreement

Schedule 1: Deliverable Products, Costs, and Payment Terms

Schedule 1.1: Deliverable Products and Costs

AVL

AVL Implementation 1-20 Users

Includes several services necessary for contract fulfillment.

0

AVL Onsite: 1-5 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

0

AVL Server License

License for server hosting software. [Click here to view the AVL brochure.](#)

0

AVL User License

AVL license allows individual users to see and track their and other unit locations on a map.

0

Civil

Civil Implementation 1-20 Users

Includes several services necessary for contract fulfillment.

0

Civil Onsite: 1-5 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

0

Civil Server License

License for server hosting software. [Click here to view the Civil product brochure.](#)

0

Civil User License

Provides end user the ability to track civil payments, attempts to serve, service fees, etc

0

Court

Court Implementation 1-20 Users

Includes several services necessary for contract fulfillment.

0

Court Onsite: 1-5 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

0

Court Server License

License for server hosting software. Please click [here](#) to view the Court product brochure.

0

Court User License

User license for the eFORCE court application.

0

CAD

CAD Implementation 1-20 Users

Includes several services necessary for contract fulfillment.

1

CAD Onsite: 11-20 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

1

CAD Server License

License for server hosting software. Click [here](#) to view the CAD brochure.

1

CAD User License

Provides user full CAD functionality including, call taking, dispatching, and resource allocation.

17

CAD Limited Use License

A limited use License is to be used for admin and other users who will only need limited / occasional use of the eFORCE CAD system. To dispatch calls other than in a back-up or EOC a "user license" will need to be purchased.

0

CAD View Only License

This is a view only CAD license. Customer will need to purchase a limited use, call taker, or workstation license to perform any dispatch related actions / functionality. Click [here](#) to view the CAD View Only brochure.

0

CAD Mapping

eFORCE CAD Mapping allows your agency to display units, calls, and other map layers.

1

\$54,979.42

Jail

Jail Implementation 1-20 Users

Includes several services necessary for contract fulfillment. 0

Jail Onsite: 1-5 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software. 0

Jail Server License

License for server hosting software. [Click here to view the Jail product brochure.](#) 0

Jail User License

User License includes access to core system; admin, security, booking, movements, logs, SMT's, images, reporting, etc. 0

Jail Limited Use License

A limited use license is to be used for admin and other users who will only need limited/occasional use of eFORCE Jail Management. 0

Mugshot Module

Provides the ability to create photo line-ups and to share photos within your agency or with other agencies. 0

iOS Mobile

iOS Mobile Implementation with Queries

The implementation Includes several services necessary for contract fulfillment. The queries allow (qualified) users to query the state system from one or all of the following eFORCE applications: CAD, Mobile, and/or RMS. Each device must meet CJIS compliancy. 1

iOS Mobile Module Package

iOS Mobile Module Package contains a Silent Dispatch User, CAD View User, AVL User with mapping, and eCitations User for the eFORCE iOS Mobile application. Includes: reports, rolodex, tracking vehicle or person location with iPad or iPhone. 37

\$65,315.00

RMS

RMS Implementation 51+ Users

Includes several services necessary for contract fulfillment.

1

RMS Onsite: 31-50 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

1

RMS Onsite: 51+ users; each additional 10 users

This onsite session educates end users on how to operate the system to perform their daily duties relevant to the software.

2

RMS Server License

License for server hosting RMS software. Please click here to view the RMS product brochure.

1

RMS User License

User license for the eFORCE RMS application. Features include: report writing, Dynamic Names Association (DNA), vehicles, property, graphics, IBR or UCR reporting (specific state reporting is also available), graphs and charts, officer log, crime analysis.

70

\$83,960.71

Interface(s)

e911 Interface \$6,800.00

Allows for call data captured by the 911 controller to be auto-populated in the CAD call taker screen.

1

Incode Interface \$6,800.00

1

ERS Fire Interface \$6,800.00

1

\$20,400.00

Custom Deliverable(s)

Sub-Total	\$224,655.13
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Discount	-\$0.60
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Total	\$224,654.53
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Payment Notes, if any

Payment is to be made in full once the software has been installed on the customer's server. The agency will be reimbursed by the NIBRS grant.

Annual License and Support Fee	\$33,698.27
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Annual License and Support Fees for Subsequent Years: Due and Payable on or before each Renewal Date as set forth in Section 1.11 of the License Agreement, unless otherwise noted in writing above.

eFORCE® Licensing Descriptions:

AVL License: AVL license allows dispatchers to see and track unit locations on a map.

CAD Limited Use License: A limited use License is to be used for admin and other users who will only need limited/occasional use of the eFORCE CAD system.

CAD User License: This license allows all functionality you need within the CAD. Examples would be dispatching, running queries, receiving calls, mapping, etc.

CAD View Only License: This license only allows the user to view current calls and Unit Status.

CAD Mapping: This functionality allows for basic mapping provided by our ESRI partnership. This is a base layer only. In order for the communication between servers to take place, a Client Access Policy must be established between the Agency and ESRI. More functionality may be possible; please discuss details with your eFORCE Sales Representative.

Civil User License: Provides end user the ability to track civil payments, attempts to serve, service fees, etc.

Court User License: User license for the eFORCE® court application. A server license is also required.

Fare Enforcement License: Allows users to warn, cite, and look up histories of passenger for fare enforcement.

iOS Mobile Silent Dispatch User License: User license for the eFORCE® iOS Mobile application. Includes: CAD View, reports, and rolodex.

iOS Mobile CAD View User License: User license for the eFORCE® iOS Mobile application. Includes: reports and rolodex.

iOS Mobile AVL User License: User license for the eFORCE® iOS Mobile application. Includes: tracking vehicle or person location with iPad or iPhone (CAD map only, does not include mapping in mobile units).

iOS Mobile eCitations User License: User license for the eFORCE® iOS Mobile application. Includes: reports and rolodex.

Jail Limited Use License: a limited use license it to be used for part-time and other users who will only need limited/occasional use of the eFORCE Jail system.

Jail User License: User License includes access to core system; admin, security, booking, movements, logs, SMT's, images, reporting, etc.

Mobile Accident Reporting: Provides the ability to electronically complete and submit the Utah DI-9 accident form.

Mobile Citations: Provides the ability to electronically complete and submit citations in a mobile environment.

Mobile Handheld User: Provides the ability to electronically update unit status and completed data searches on a handheld device. Please confirm your device is supported.

Mobile Voiceless Dispatch: Mobile License includes voiceless dispatch, instant messaging to other mobile users, ability to view calls and notes, security checks, etc.

RMS Limited Use License: A limited use License is to be used for part-time personnel and other users, such as reserve officers, who will only need limited / occasional use of the eFORCE® RMS system.

RMS User License: Allows full functionality within RMS. Modules include writing reports, tracking evidence, field interviews, bicycle registration, citations, sex offenders, fare enforcement, warrants, etc.

Interface Terms and Conditions:

If Agency selected an interface and it is not listed explicitly in Schedule 1.1, it will not be included in the contract. Please refer to the specification sheet provided as an attachment to this Agreement for information on interfaces. Interface completion will be governed by this Agreement and the specification sheet.

Initial here: _____

eFORCE® will make a good faith effort to work with other vendors, state, user agencies, etc. to produce an operational interface. However, eFORCE® has no control of these entities, their schedules, fees, or technical capabilities. Unless plainly stated in this Agreement, Agency is responsible for any fees due a third party vendor. Payment of interface fees to eFORCE® only compensates for eFORCE® expenses and is not payment for the third party. Once eFORCE® has provided a verified mechanism, as per the specification sheet, for a data pull/push to eFORCE®, the interface will be considered completed.

Initial here: _____

Third Party Disclaimer

In management, development, and support of various deliverables eFORCE® is required to work with third party entities. eFORCE® claims no ownership of or financial influence over these entities, making your Agency and eFORCE® subject to their technology changes, response and timelines. In each of these third party situations, eFORCE® will make a good faith effort to provide the contracted deliverable. If for any reason the third party precludes eFORCE® from providing the deliverable, eFORCE® will not be held liable. For the protection of both your Agency and eFORCE®, a good faith effort will be provided but not exceeded.

Initial here: _____

Data Conversion Custom Deliverable Terms and Conditions:

Data Conversion Synopsis: Names, vehicles, and property data, along with the associated case/incident number, from your current system will be transferred into the eFORCE® database. The converted data from the old system will be viewable in eFORCE® RMS by performing a name search for an involved individual's name record. Due to the complex nature of table associations in eFORCE®, converted cases from the old system will not be editable or directly searchable by their case or event number. When a new record is entered into the eFORCE® system, converted involved data will be searchable in the system for auto population in the appropriate fields of a new event (case) record. This reduces duplicate involved data entry.

It is the Agency's responsibility to extract the data from their current system and provide it to eFORCE® in a readable format. Once the Agency administrator has been notified that the data conversion is complete, it is the Agency's responsibility to review the data conversion and notify the eFORCE® Project Manager of problems within 30 days.

Initial here: _____

Schedule 1.2: Payment Terms

Milestone	Amount Due	Due
Contract Signing /Licensing Fees and Hardware	\$204,254.53	Upfront
Completion of Software Installation / Training The eFORCE® applications are installed and operational on the Agency's server(s) or at the hosted facility. Training has been completed as defined in the Training section of this document.	Included	N/A
Data Transfer See Data Conversion Custom Deliverable Terms and Conditions.	NA	N/A
Interface(s) See Interface(s) section; additionally: Interface Terms and Conditions. Refer to the specification sheet(s) provided as an attachment for information on interface(s). Interface completion will be governed by this agreement and the specification sheet.	\$20,400.00	Upfront
Custom Deliverable(s) See Custom Deliverable(s) section. Refer to the specification sheet(s) provided as an attachment for information on Custom Deliverable(s). Acceptance will be governed by this agreement and the specification sheet.	NA	N/A

Schedule 2: Contact, Leadership, and Payment Information & Statement of Work

Schedule 2.1: Contact and Leadership Information

Contact Information

Point of Contact for Agency Name

eMail

Office Phone

Cell Phone

Additional Contact Name (if applicable)

eMail

Office Phone

Cell Phone

Information Technology Name

eMail

Office Phone

Cell Phone

Leadership Information

1. If your leadership is an elected official (Sheriff), please provide the Sheriff's end of term date.
 2. If applicable, please provide the name of your Sheriff.
-

Schedule 2.2: Payment Information

1. Is this purchase grant funded?

1a. If yes, please state any circumstances that are required by the grant. For example, down payment rules, timing regulations, etc.

2. Please provide a short description of your payment process and schedule. For example, all invoices must be submitted to a certain individual for approval on the second Tuesday of each month and will be paid on the third Tuesday of each month, etc.

3. Is a Purchase Order (PO) number issued for payment?

3a. If yes, will the PO number be required on billing?

3b. What is the process of obtaining a PO?

4. Please provide a copy of your tax exemption certificate by attaching here; or, as late as your Kick Off Meeting.

5. Please indicate the form of invoice delivery your Agency prefers:

5a. Please provide your Agency's billing address:

5b. If invoice delivery is eMail, please list all eMails required to receive the invoice:

6. Please provide contact information for the following:

a. Individual Approving Payment

eMail

Office Phone

Cell Phone

b. Accounts Payable Contact

eMail

Office Phone

Cell Phone

Schedule 2.3: Statement of Work

Agency Name: Kingsville Police Department
State: TX
Target Go Live Date: 2/1/2018

Agency Information

ORI [ORI]

Current Case Number [Current_Case_Number]

Reporting Standards:

- National Standard UCR
- State Specific UCR
- BIA
- NIBR
- Clery

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Arrest Codes Initial Entry Method: **Import from existing customer in
Agency's state**

Arrest Codes Initial Entry Methods Defined:

- Manual Agency Entry: Agency is responsible for manual entry of all arrest codes. Entry is required after setup training but before the Agency can Go Live.
 - Import from Existing Customer in Agency's State: eFORCE will import arrest codes from an existing customer in Agency's state. This requires that the arrest codes be available from a customer in Agency's state.
 - Electronic Version Provided: Agency provides a list of existing arrest codes in the state and/or municipality in the form of a .csv or Excel document. Prior to providing the list to eFORCE, Agency is required to review for accuracy and completion. Once imported, the agency must set the UCR/IBR values for each reportable code.
-

Agency Training Information

Training Method: **Onsite**

End User Training Days: **TBD**

Agency Hardware Information

Hardware Installation: **Agency will provide a server for the
software that meets eFORCE®
N/A
specifications**

Server Timeline, if applicable:

Hardware/Server Specifications

Operating System

The eFORCE® applications require Windows Server 2008 R2 or newer.

Server Requirements

DATABASE SERVER

Requirement	Description
Hardware	2.0GHz Quad-Core or greater, 16GB RAM, 500GB or more of available Hard Disk space
Software	Windows Server 2016, 2012, 2012 R2 or 2008 R2 SQL Server 2012, 2014, 2016 *Standard edition or higher required.

APPLICATION SERVER

Components	Requirement
Hardware	2.0GHz Quad-Core or greater, 16GB RAM, 500GB or more of available Hard Disk space
Web Server	Windows Server 2016, 2012, 2012 R2, 2008 R2 IIS 7.0, IIS 7.5, or IIS 8
Server Extensions and Certificate	.NET Framework 4.0 and 4.5, SSL Certificate and Internet Domain

Server Requirements do not apply to eFORCE hosted customers. Some clients prefer to have both database and applications hosted from the same server. For configurations involving one server, 2.0GHz Eight-Core processors or greater with 16-32GB RAM is recommended. Software requirements are those listed for the Database Server combined with the Application Server.

The RAM requirements listed are the minimum required to operate. It could be increased when any of the following apply:

- Multiple CAD stations operating simultaneously,
- More than four users using Mobile at the same time,
- Multiple users are logged in at all times in multiple modules,
- When sharing the system with multiple agencies.

Additional Specifications:

- Data backup procedures and hard drive redundancy is best practice
- Server must be powered by a UPS
- If your agency utilizes Active Directory, the eFORCE application server and the domain controller must be on separate machines.
- We recommend consulting with eFORCE Implementations regarding the appropriate amount of memory to install based on your specific situation.

Network

It is the responsibility of the customer to provide a sufficient LAN, WAN, or Wireless network. If eFORCE® deems that if any of these networks provide insufficient speeds or connectivity it will be the customer's responsibility to upgrade or replace these networks as specified by eFORCE®.

Minimum Requirements:

- A high speed internet connection 5 Mbs download and 3 Mbs upload bandwidth (or higher) with 100ms or less Latency to the application server for support services

- An average LAN or WAN throughput speed of 10 Mbps
- Average wireless speed of no less than 1.5 Mbs for mobile devices

It is understood that eFORCE® strives to use cutting edge technology. As advancements are made with the software, eFORCE® may deem that Agency's database, network, and/or server are not allowing for full software functionality. As a result, Agency may be required to upgrade database, network, and/or server to fully utilize the software ("Upgrade Requirement"). I hereby warrant that I am an authorized representative of my agency, and the agency understands and agrees to the Upgrade Requirement.

If Mobile products are purchased, Agency understands that complete functionality requires a mobile service provider connection. eFORCE® is not liable for delays in communications due to the strength, stability, and/or available bandwidth of your mobile network.

Domain and Security Certificate

For data security and application functionality, we require the use of an internet domain and security certificate. The agency agrees to obtain an internet domain name and security certificate. The certificate is to be made available on the server and/or installed in IIS prior to the installation of the eFORCE Software Suite. The agency also agrees to keep the security certificate up to date. Software functionality cannot be guaranteed on servers that have an outdated security certificate.

Remote Access

The agency agrees to provide access to eFORCE support personnel using one of our three allowed methods: Kaseya remote agent (provided at no additional cost by eFORCE), VPN, or RDP (both provided by agency IT). The agency also agrees to provide eFORCE support personnel with a local administrator account on the application server that is hosting the eFORCE Software Suite. This includes ensuring that accounts are kept active and accessible by eFORCE support personnel. Maintaining access to the server and keeping the administrator account active is the responsibility of the agency. Failing to provide remote access releases eFORCE of any responsibility to provide support until remote access is reestablished.

Application Access Device Requirements

Full application functionality can be acquired through any PC connected to your network, using the supported web browser of Internet Explorer 11, and set as a trusted web site. Mobile devices and other handheld units have specific layouts designed for these devices which may not include all features and functionality of eFORCE® software. If more information is needed regarding mobile devices, please feel free to talk with an eFORCE® representative.

Client/CAD Station Requirements

Components	Requirement
Windows CPU	X86 or x64 Dual or QuadCore 1.6 GHz Intel or AMD 2.0 GHz processors or higher
Mac (Intel-based) CPU	Intel Core Duo 1.83-gigahertz (GHz) or higher
Memory	4GB or more
Video	DirectX 9.0 Compatible device or higher with 1440 x 900 resolution minimum. To have Full functionality 1920 x 1080 (to view Available Units).
Monitor	Capable of handling 1920 x 1080 resolution (minimum 22 inch wide screen) <i>*Video card in workstation must support the desired resolution of the monitor.</i>
Network Connection to Server	1.5Mbps bandwidth or higher with 100ms or less Latency
Software	MS Windows 7 or newer
Browser	Internet Explorer 11

RMS Client Requirements

Components	Requirement
Windows CPU	X86 or x64 Dual or QuadCore 1.6 GHz Intel or AMD 2.0 GHz processors or higher

Mac (Intel-based) CPU	Intel Core Duo 1.83-gigahertz (GHz) or higher
Memory	4GB or more
Video	Capable of handling 1440 x 900 resolution <i>*Lower resolutions can be used but the overall experience is significantly affected.</i>
Monitor	Capable of handling 1440 x 900 resolution <i>*Video card in workstation must support the desired resolution of the monitor.</i>
Network Connection to Server	1.5Mbs bandwidth or higher with 100ms or less Latency
Software	MS Windows 7 or newer
Browser	Internet Explorer 11, Mozilla Firefox or Google Chrome

Supported devices:

All PC's with a Windows Operating System of Windows 7 or newer, using the supported web browsers. Internet Explorer 11 (IE11) is required for CAD. IE11, Mozilla Firefox with Mixed Content enabled and set as a trusted web site, or Google Chrome are supported for all other applications.

Handheld devices using a supported web browser with the same settings as above.

***Note: Other devices and browsers may work with the eFORCE® applications but are not supported.*

Initial here: _____

Agency Preparation Check List

Agency, please initial each item to indicate the requirement will be met prior to software installation. If not applicable, please mark "N/A" in the "Initials" box.

Initials	Item
	Have an operational network in place with a network connection ready and available for the application server(s) prior to scheduling training
	Security and virus protection
	High speed internet connection to application servers
	Data backup hardware and procedures if local install Agency (not hosted by eFORCE®)
	Wireless connectivity and an open port for mobile units and hand-held devices (if applicable)
	Provide loopback for Multi-Agency searches (if applicable)

Training

It is eFORCE® policy to complete setup/initial administration training online before end user training is to commence. End user training may be done online or onsite as indicated on the first page of the Statement of Work. eFORCE® requires that all customers go live following their end user training. eFORCE® Project Manager will handle all go live procedures.

Agency Training Requirements Check List

Agency, please initial each item to indicate the requirement will be met prior to software installation. If not applicable, please mark "N/A" in the "Initials" box.

Initials	Item
	Computers for users- can be desktops or laptops
	Provide facility for training (Onsite)
	Area that will accommodate all Officers comfortably (Onsite)
	Power hookups for Projector & Computer (network connection recommended) (Onsite)
	Screen or wall to project onto if a projector is needed (Onsite)

Standard onsite training will generally be no more than a 1/2 day for each application.

Standard class size is 10-15 users; more users may require additional classes that will be coordinated with the eFORCE® Training Manager.

Training schedule coordination will take place between the eFORCE® Training Manager and the agency.

Training may occur anytime Monday-Friday 8:00 AM-5:00 PM.

Features and/or Functionality

eFORCE® makes every effort to ensure that our customers understand what capabilities are included in our software applications. However, it is possible, even with the best efforts of our representatives, that there may be a miscommunication on how specific functionality or capabilities are performed in the eFORCE® applications.

As a new customer, if there is any functionality that has not been demonstrated to your satisfaction please prepare a list of these items and submit with this document. Any customizations must be listed in the Custom Deliverable(s) section of this document.

Features and/or Functionality Demonstration

I am an authorized representative for my agency and hereby warrant that the following statements are true and correct.

Please initial the statement that is accurate. If not applicable, please mark "N/A" in Initials box.

Only initial ONE BOX. Write "N/A" in the other. These are opposing statements.

Initials	Statement
	There <u>are no</u> features or functionality which is required as part of our purchasing decision that has not been demonstrated to our Agency's satisfaction.

OR

Initials	Statement
	There <u>are</u> features or functionality which is required as part of our purchasing decision that has not been demonstrated to our Agency's satisfaction. They are set forth in a list submitted herewith, or have been defined in the Custom Deliverables section of this document.

As an authorized representative for my agency, I hereby certify that I have read, understand, and warrant that the option selected in the previous statement as indicated by my initials is complete and accurate. I understand that if there are features or functionality required as a part of our purchasing decision that has not been demonstrated to my Agency's satisfaction, that they are to be set forth in a list submitted herewith, or are to be defined in the Custom Deliverables section of this document; otherwise, I agree that there are no features or functionality which is required as part of our purchasing decision that has not been demonstrated to my Agency's satisfaction.

Kingsville Police Department

Signed By: _____
Authorized Representative

Printed Name: _____

AGENDA ITEM #19