

# City of Kingsville, Texas

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## **AGENDA CITY COMMISSION TUESDAY, SEPTEMBER 17, 2019 SPECIAL MEETING**

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

### **I. Preliminary Proceedings.**

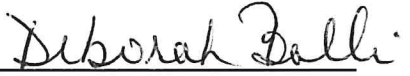
#### **OPEN MEETING**

**INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)**

#### **MINUTES OF PREVIOUS MEETING(S)**

None.

APPROVED BY:

  
Deborah Balli  
Interim City Manager

### **II. Public Hearing - (Required by Law).<sup>1</sup>**

None.

### **III. Reports from Commission & Staff.<sup>2</sup>**

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

### **IV. Public Comment on Agenda Items.<sup>3</sup>**

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)*

None.

## **REGULAR AGENDA**

### **CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:**

#### **VI. Items for consideration by Commissioners.<sup>4</sup>**

1. Consider a resolution of the City Commission of the City of Kingsville, Texas, authorizing the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Main Street Fund; and authorizing the Mayor, Interim City Manager/City Manager to act as the City's authorized representatives in all matters pertaining to the City's participation in the Texas Community Development Block Grant Program. (Downtown Manager).
2. Consider a resolution of the City Commission of the City of Kingsville, Texas, determining that an area of the City contains conditions which are detrimental to the public health, safety, and welfare of the community and constitutes a blighted area. (Downtown Manager).
3. Consider a budget transfer from CO2016 Downtown Revitalization (Fund 033) to 2020 Main Street Grant Fund (Fund 101) for the Texas Community Development Block Grant Program 2020 Main Street Grant. (Finance Director).

#### **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 Commission Chambers 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](mailto: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 at City Hall, City of Kingsville, 400 West King Avenue, 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 11, 2019 at 4:00 P.M. and remained so posted continuously for at least 72 hours proceeding the schedule time of said meeting.

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

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

By: \_\_\_\_\_  
City Secretary's Office  
City of Kingsville, Texas

# **REGULAR AGENDA**

# **AGENDA ITEM #1**

**City of Kingsville  
Planning Department**

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TO: Mayor and City Commissioners

CC: Deborah Balli, Interim City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: September 10, 2019

SUBJECT: Texas Capital Fund Main Street Grant Application for 2020 Grant Cycle

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**Summary:** A resolution is required authorizing the submission of an application for a 2020 Texas Capital Fund, Main Street grant for the purpose of infrastructure improvements in Kingsville's designated Main Street area in the amount of \$350,000. If awarded, the grant will be used to replace deteriorated sidewalks, curb & gutter, construct new ADA compliant ramps, add handicapped parking spaces and for drainage improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue.

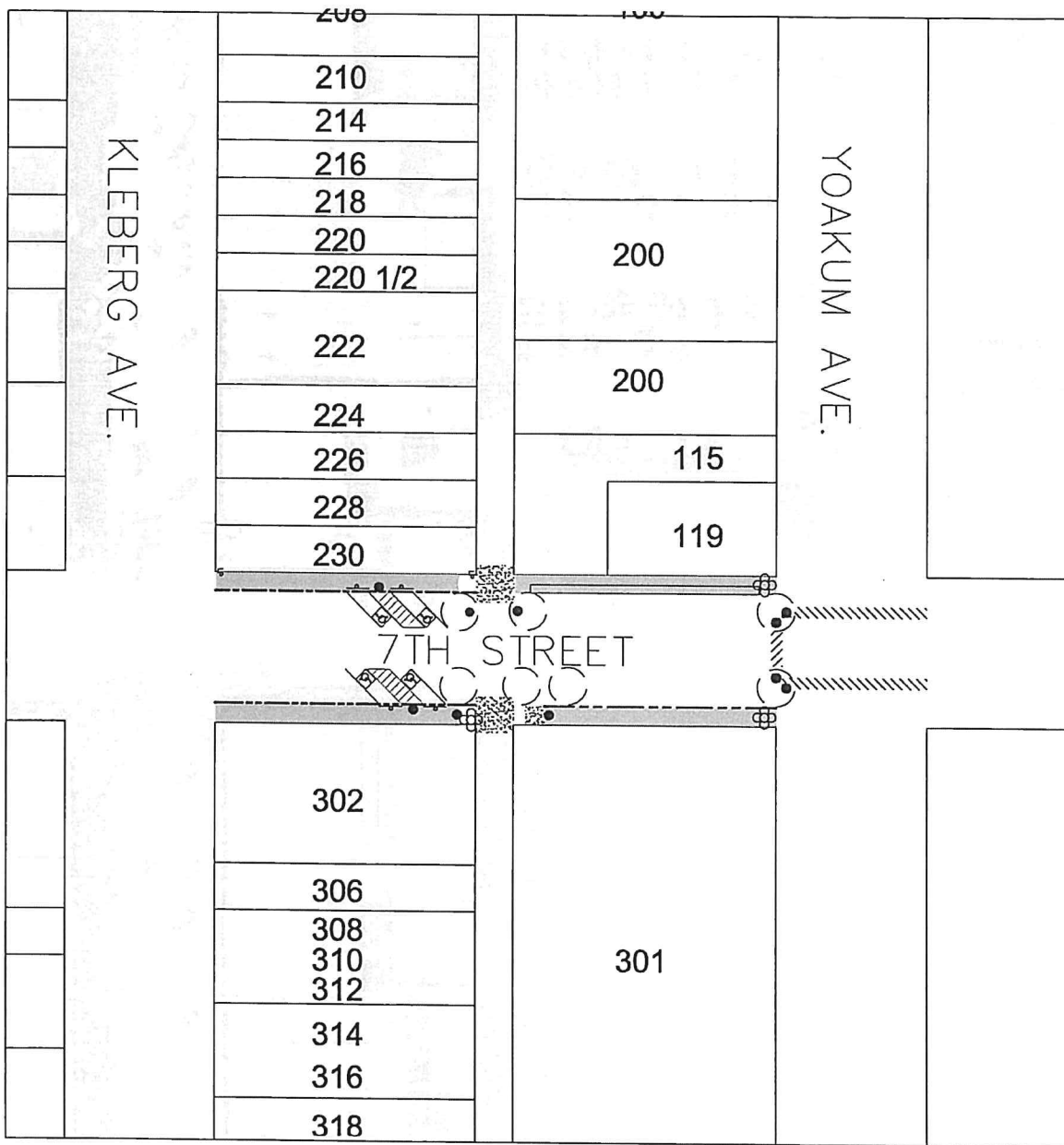
**Background:** This program provides eligible Texas Main Street communities with matching grants to expand or enhance public infrastructure in historic Main Street districts. The program aids in eliminating handicapped barriers and deteriorated conditions in the downtown. Grants range from \$50,000 to \$350,000 per community. Through partnership with the Texas Dept. of Agriculture, designated Main Street Programs have received more than 11.1 million in grants and leveraged more than \$23.7 million in projects.

**Financial Impact:** There will be a cash match of \$34,000 and an in-kind match of \$36,000 to total a 20% cash match. The cash match will come from the 2016 Downtown Certificate of Obligation. The City's Engineering Department will provide engineering services for the project.

**Recommendation:** We respectfully request City Commission to pass such a resolution.



Activity Description	\$/unit	Unit	Quantity	Construction	Engineering	Grant Admin	Total
Remove and replace Concrete Sidewalk	\$125.00	SY	580	\$72,500.00	\$0.00	\$0.00	\$72,500.00
Remove and install concrete curb	\$75.00	LF	300	\$22,500.00	\$0.00	\$0.00	\$22,500.00
Remove grate inlet and piping	\$450.00	EA	2	\$900.00	\$0.00	\$0.00	\$900.00
Concrete curb inlet and drainage piping	\$20,000.00	EA	2	\$40,000.00	\$0.00	\$0.00	\$40,000.00
Concrete steps	\$130.00	LF	100	\$13,000.00	\$0.00	\$0.00	\$13,000.00
ADA curb ramp	\$5,000.00	EA	8	\$40,000.00	\$0.00	\$0.00	\$40,000.00
Bulb-out brick pavers and curb	\$110.00	SY	210	\$23,100.00	\$0.00	\$0.00	\$23,100.00
Crosswalk striping	\$500.00	EA	3	\$1,500.00	\$0.00	\$0.00	\$1,500.00
ADA parking spaces with signs	\$1,500.00	EA	4	\$6,000.00	\$0.00	\$0.00	\$6,000.00
Ornimental light pole w/ base	\$8,000.00	EA	3	\$24,000.00	\$0.00	\$0.00	\$24,000.00
Driveway and alley entrance	\$200.00	SY	160	\$32,000.00	\$0.00	\$0.00	\$32,000.00
Engineering	\$26,000.00	LS	1	\$0.00	\$26,000.00	\$0.00	\$26,000.00
Surveying	\$5,000.00	LS	1	\$0.00	\$5,000.00	\$0.00	\$5,000.00
Construction Inspection	\$5,000.00	LS	1	\$0.00	\$5,000.00	\$0.00	\$5,000.00
Grant Administration	\$38,500.00	LS	1	\$0.00	\$0.00	\$38,500.00	\$38,500.00
Total				\$275,500.00	\$36,000.00	\$38,500.00	\$350,000.00



**LEGEND**

- PROPOSED CONCRETE STEPS
- PROP. SIDEWALK
- PROP. CROSSWALK
- PROP. BULBOUT
- PROP. LIGHT POST
- PROP. DRIVEWAY
- PROP. HANDICAP PARKING W/ SIGN
- PROP. ADA RAMP
- PROP. ADA SYMBOL
- PROP. CURBS
- EXISTING LIGHT POST
- LP

**PROJECT AREA MAP**  
SCALE: 1:30

THIS DOCUMENT IS  
RELEASED FOR THE  
PUBLIC USE OF ANY  
PERSON OR ENTITY  
OF BOUND P. WORK, JR.  
ON 9/26/19  
P.E. 11558  
BY KING COUNTY  
FOR ANY OTHER  
PURPOSE.

**RESOLUTION # 2019-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE MAIN STREET FUND; AND AUTHORIZING THE MAYOR, INTERIM CITY MANAGER/CITY MANAGER TO ACT AS THE CITY'S AUTHORIZED REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.**

**WHEREAS**, the City Commission of the City of Kingsville, Texas, (hereinafter referred to as "City of Kingsville") desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

**WHEREAS**, certain conditions exist which represent a threat to the public health and safety; and

**WHEREAS**, it is necessary and in the best interests of the City of Kingsville to apply for funding under the Texas Community Development Block Grant Program.

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

1. That a Texas Community Development Block Grant Program application for the Main Street Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Main Street Fund.
3. That the application be for \$350,000 of grant funds to provide for the replacement of deteriorated sidewalks, curb & gutter; construction of new ADA compliant ramps; addition of handicapped parking spaces; and for drainage improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue.
4. That the City Commission directs and designates the Mayor, Interim City Manager/City Manager as the City's Authorized Representatives to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that the City of Kingsville is committing \$34,000 in cash and \$36,000 in in-kind services toward the replacement of deteriorated sidewalks, curb & gutter; construction of new ADA compliant ramps; addition of

handicapped parking spaces; and for drainage improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue of this Main Street project.

7. That this Resolution shall be and become effective on or after adoption.
8. That all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

**PASSED AND APPROVED** by a majority vote of the City Commission the 17th day of September, 2019.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM**

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Courtney Alvarez, City Attorney

## **AGENDA ITEM #2**

**City of Kingsville  
Planning Department**

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TO: Mayor and City Commissioners

CC: Deborah Balli, Interim City Manager

FROM: Cynthia Martin, Downtown Manager

DATE: September 10, 2019

SUBJECT: Texas Capital Fund Main Street Grant Application for 2020 Grant Cycle

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**Summary:** A resolution is required authorizing the submission of an application for a 2020 Texas Capital Fund, Main Street grant for the purpose of infrastructure improvements in Kingsville's designated Main Street area in the amount of \$350,000. If awarded, the grant will be used to replace deteriorated sidewalks, curb & gutter, construct new ADA compliant ramps, add handicapped parking spaces and for drainage improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue.

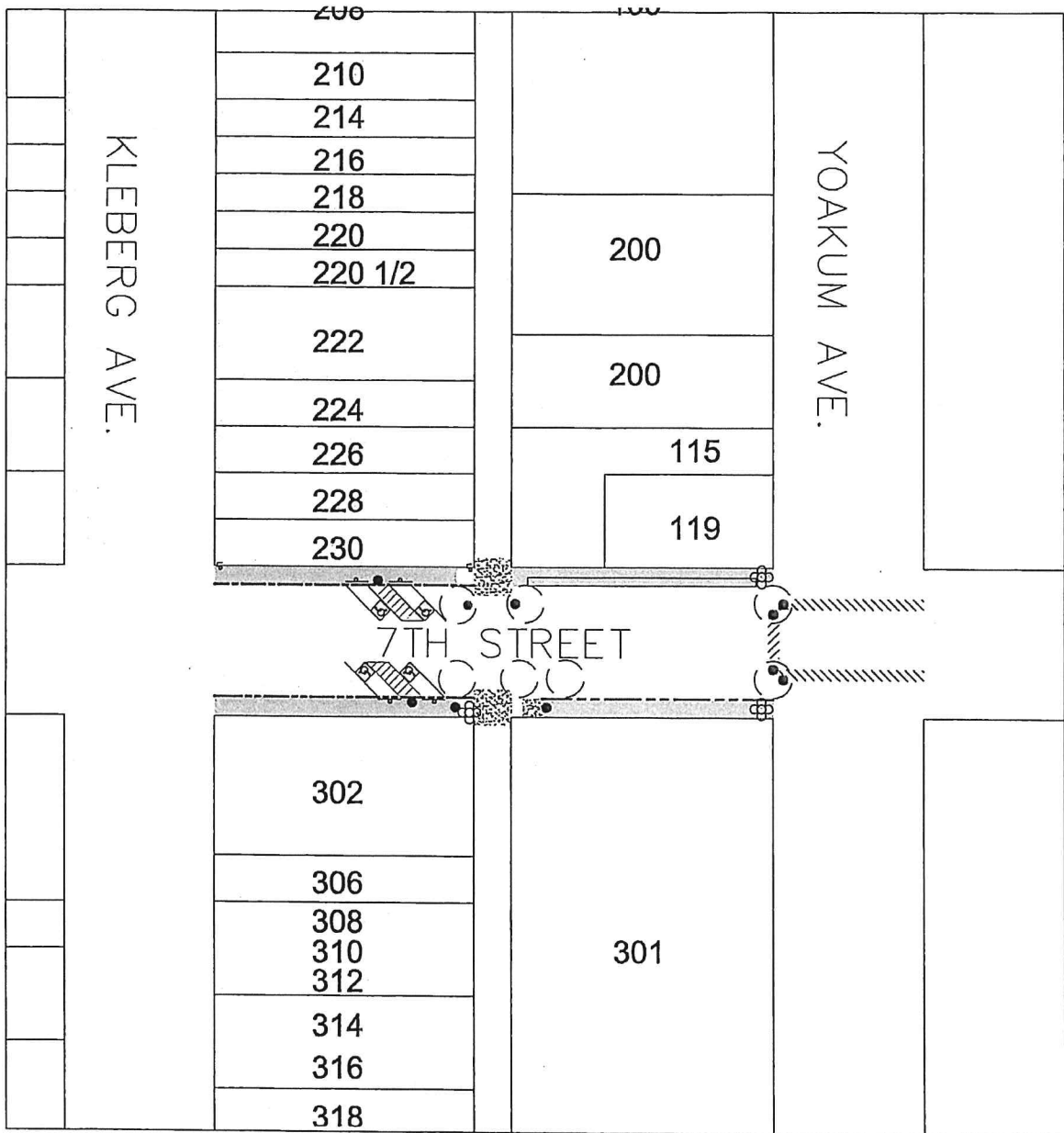
**Background:** This program provides eligible Texas Main Street communities with matching grants to expand or enhance public infrastructure in historic Main Street districts. The program aids in eliminating handicapped barriers and deteriorated conditions in the downtown. Grants range from \$50,000 to \$350,000 per community. Through partnership with the Texas Dept. of Agriculture, designated Main Street Programs have received more than 11.1 million in grants and leveraged more than \$23.7 million in projects.

**Financial Impact:** There will be a cash match of \$34,000 and an in-kind match of \$36,000 to total a 20% cash match. The cash match will come from the 2016 Downtown Certificate of Obligation. The City's Engineering Department will provide engineering services for the project.

**Recommendation:** We respectfully request City Commission to pass such a resolution.



Activity Description	\$/unit	Unit	Quantity	Construction	Engineering	Grant Admin	Total
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Construction Inspection	\$5,000.00	LS	1	\$0.00	\$5,000.00	\$0.00	\$5,000.00
Grant Administration	\$38,500.00	LS	1	\$0.00	\$0.00	\$38,500.00	\$38,500.00
Total				\$275,500.00	\$36,000.00	\$38,500.00	\$350,000.00



**LEGEND**

- PROPOSED CONCRETE STEPS
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- PROP. CROSSWALK
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- PROP. HANDICAP PARKING W/ SIGN
- PROP. ADA RAMP
- PROP. ADA SYMBOL
- PROP. CURBS
- EXISTING LIGHT POST



PROJECT AREA MAP  
SCALE: 1:30

THIS DOCUMENT IS  
RELEASED FOR THE  
PURPOSE OF REVIEW  
UNDER THE AUTHORITY  
OF THE ENGINEER  
ON 3/26/19  
IT IS NOT TO BE USED  
FOR ANY OTHER  
PURPOSE.

7TH ST BETWEEN YOAKUM AVE & KLEBERG AVE

Drawn by: V. MARQUEZ  
Date: 8/29/2019  
Checked by: R. MORA  
Job:



CITY OF KINGSVILLE  
ENGINEERING DEPARTMENT  
400 West King  
Kingsville, Texas 78363  
Office 361.595.8007  
Fax 361.595.8035

SHEET

**RESOLUTION # 2019-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KINGSVILLE, TEXAS, DETERMINING THAT AN AREA OF THE CITY CONTAINS CONDITIONS WHICH ARE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND CONSTITUTES A BLIGHTED AREA.**

**WHEREAS**, the City Commission of the City of Kingsville, Texas, (hereinafter referred to as "City of Kingsville") has reviewed and evaluated conditions in the designated Main Street area of the municipality; and

**WHEREAS**, the City Commission has found conditions which are detrimental to the public health, safety, and welfare of the community within the designated Main Street area, as follows:

deteriorated sidewalks, curb & gutter; lack of ADA compliant ramps; lack of or insufficient handicapped parking spaces; and poor to no drainage infrastructure along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue; and

**WHEREAS**, the City Commission of the City of Kingsville has authorized an application for funding under the Main Street program, as follows:

for the replacement of deteriorated sidewalks, curb & gutter; construction of new ADA compliant ramps; addition of handicapped parking spaces; and for drainage improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue;

**WHEREAS**, these project activities will aid in the elimination of blight in the community by having improved sidewalks, curb & gutter; having ADA compliant ramps; having more handicapped parking spaces; and having drainage infrastructure improvements along 7<sup>th</sup> Street between Kleberg Avenue and Yoakum Avenue, all of which will improve the area for retail and residential development.

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

1. That the area identified by the following boundaries and outline on the map attached hereto as Exhibit 1 has been determined to be a blighted area.
  - a. Boundaries:
    - i. North: Alice Avenue
    - ii. South: King Avenue
    - iii. East: 12<sup>th</sup> Street
    - iv. West: 2<sup>nd</sup> Street
2. That this Resolution shall be and become effective on or after adoption.
3. That all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

**PASSED AND APPROVED** by a majority vote of the City Commission the 17th day of September, 2019.

\_\_\_\_\_  
Sam R. Fugate, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Valenzuela, City Secretary


**APPROVED AS TO FORM**

\_\_\_\_\_  
Courtney Alvarez, City Attorney

EXHIBIT 1



**CITY OF KINGSVILLE**  
**ENGINEERING DEPARTMENT**  
400 W King Ave  
Kingsville, Texas 78363  
Office: 361-595-8007  
Fax: 361-595-8064

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# **AGENDA ITEM #3**

**CITY OF KINGSVILLE**



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**MEMORANDUM**

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TO: City Commissioners  
FROM: Deborah Balli, Interim City Manager  
DATE: September 11, 2019  
SUBJECT: Fund to Fund Transfer

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The City is applying for a 2020 Main Street Grant with a cash match of \$34,00. Funds for this cash match will come from Downtown Revitalization project in the CO Series 2016 Fund. In order to set aside these funds, the funds will need to be transferred from Fund 033 to Fund 101.

Our Financial Policy requires all Fund to Fund transfers to be approved by the City Commission.

Staff is requesting for approval of the transfer of funds.

**CITY OF KINGSVILLE  
TRANSFER OF FUNDS REQUEST**

Department Approved Budget: \_\_\_\_\_

Transfer From				
Account Description	Account Code	Beginning Balance (+/-)	Adjustment Key as (-)	Ending Balance
Transfer To Fund 101	033-5-6900-80101	\$ 100,000.00	\$ (34,000.00)	\$ 66,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Totals (Must Match)			\$ (34,000.00)	
				\$ -

Transfer To				
Account Description	Account Code	Beginning Balance (+/-)	Adjustment Key as (+)	Ending Balance
Transfer From Fund 033	101-4-0000-75101	\$ -	\$ 34,000.00	\$ 34,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Totals (Must Match)			\$ 34,000.00	

REASONS FOR TRANSFER(S): To set aside grant cash match for 2020 Maint Street Grant

Approval Signatures		Interdepartmental Transfer Approval	
Requested By/Date:	<u>Deborah Balli - 09/11/19</u>	Department Adopted Budget:	_____
Department Director/Date:	_____	Total YTD Transfers:	_____
Finance Director/Date:	<u>Deborah Balli - 09/11/19</u>	% of Transfers:	_____
Accounting Use Only		If % of Transfers is less than 10%:	
Posted By: _____ Date: _____		CITY MANAGER _____	