

JULY 10, 2007

A SPECIAL MEETING OF THE CITY OF KINGSVILLE, TEXAS CITY COMMISSION WAS HELD ON TUESDAY, JULY 10, 2007 HONORABLE ROBERT H. ALCORN COMMISSION CHAMBERS CITY HALL / 200 EAST KLEBERG AVENUE 11:30 A.M.

CITY COMMISSION PRESENT:

Sam R Fugate, Mayor arrived at 11:33 AM
Charles E Wilson, Commissioner
Al Garcia, Commissioner
Stanley Laskowski, Commissioner

CITY COMMISSION ABSENT:

Arturo Pecos

CITY STAFF PRESENT:

Carlos Yerena, City Manager
Courtney Alvarez, City Attorney
Edna S Lopez, City Secretary
Macario Mayorga, Water Superintendent
Mark Rushing, Finance Director
Frank Garcia, Wastewater Superintendent
Art Alvarez, Risk Manager
Joe Casillas, Water Production Supervisor
Dora Byington, Purchasing Director
Jennifer Vela, Litter Abatement Officer
Yolanda Cadena, Health Director
Ray Marcotte, Computer Operations Technician
Diana Gonzalez, Human Resource Director
Caron Vela, Accounting Manager
Yolanda Vasquez, Municipal Court Manager
Armando Gutierrez, City Engineer
Abel Carrillo, Building Official
Vilma Castillo, Collections Manager
Y I Hinojosa, Street Field Supervisor
Ricardo Torres, Police Chief
Al Lopez, Fire Chief
John Garcia, Garage Superintendent

I. Preliminary Proceedings.

OPEN MEETING

Mayor Pro-tem Wilson called the meeting to order in the City Commission Chambers at 11:30 A.M.

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

The invocation was delivered by Purchasing Director Dora Byington, followed by the Pledge of Allegiance and the Texas Pledge.

MINUTES OF PREVIOUS MEETING(S) – Required by Law

There were no minutes to consider.

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

NONE

III. Petitions, Grievances, and Presentations.²

1. City Manager's Report. (City Manager).

Mayor Fugate called for the City Manager's report. City Manager Yerena introduced the new City Engineer, Mr. Armando Gutierrez.

2. City Attorney's Report. (City Attorney).

Mayor Fugate called for the City Attorney's report. City Attorney Alvarez announced she had nothing new to report.

3. City Commission's Reports. (City Commission).

Mayor Fugate called for the City Commission's reports. There was no report.

4. Review and discuss proposed fiscal year 2007-2008 budget for departments of the City of Kingsville.

City Manager Yerena stated this is the first round, and departments will be presenting their wish lists.

It was announced that the meeting would terminated before 1:00 P.M.

140 – Legal

City Attorney Alvarez stated there were no changes to the line item for salaries. She asked the Commission to consider Budget Form #6 which is presented for the Executive Secretary whom is doing more now that she received her certification. She touched on the following line items: supplies, communications, professional services, travel & training, and subscriptions.

There were questions with regard to the cell phones services and charges.

181 – Purchasing

Ms Byington stated she is not requesting anything out of the ordinary. She touched on the line item for office supplies. Commissioner Laskowski stated this budget has decreased by \$7,200. There were no questions.

110 – Human Resources

Ms Diana Gonzalez, Human Resource Director explained the increases in the following line items: supplies, employee recognition, minor equipment, training & travel, and subscription. She stated she is asking for capital outlay for an Incode system. Commissioner Laskowski stated he wanted more information on the software because it was too expensive. Ms Gonzalez provided information on the time clock system stating that the Supervisor would be allowed to track employees' time. The time clocks would be tied into the system and paper would be reduced because there would be no more time sheets. She explained the \$26,000 module Incode system that keeps track of licensing and FMLA, this would assist the HR Department. She stated the time keeping software is priority. There was discussion on employee disputes on their time. Commissioner Wilson stated a lot of thought needed to be put into implementing this. Commissioner Garcia asked about line item for Education. Ms Gonzalez provided information for this line item.

180.3 – Municipal Court

Ms Yolanda Vasquez, Municipal Court Manager stated the line item for Training & Travel was increased. There were no questions.

120 – Risk Management

Mr. Art Alvarez, Risk Manager stated he was opened for questions. Commissioner Laskowski asked why the amount for the Safety Incentive was lowered. Mr. Alvarez explained some accidents were taken into consideration when calculating this line item. Mr. Alvarez provided information on Travel & Training. Commissioner Garcia asked about the line item for Motor, Gas & Oil. He explained that he limits his outings. He stated he does need new computer software. This department decreased its budget by \$3,200.

180.2 – Litter Abatement

Ms Jennifer Vela, Litter Abatement Officer stated her request for a clerk would give her more time in the field, and she would like her position moved with the other Inspectors. She further explained the increases to supplies and new software. Commissioner Laskowski asked about monies for a new computer. Ms Vela stated that the money is for software.

180.4 – Computer Operations

Mr. Ray Marcotte, Computer Operations Technician stated he is requesting another server. He provided an explanation for the dire need of a new server. He stated this is his biggest priority. He stated he has decreased almost all of the other line items.

There was discussion on the future of Windows XP, the maintenance on Incode software, and security overall.

600.3 – Meter Readers

Ms Vilma Castillo, Collections Manager stated there is an increase in the 200 series. She stated that she is asking for more water meters and explained that she does not touch this account. She stated that there is an increase in the 300 series, but that the 500 series has decreased.

600.4 – Collections

Ms Castillo stated that supplies is the same, in 300 series a cell phone was taken away, there is a decrease in postage & freight. She stated there is an increase for maintenance for the receipt printers.

There was a question about the amount for postage. Ms Castillo stated she would double check the amount.

100 – City Commission

There was discussion about the entire budget being based on having five new persons. There was brief discussion online item for Printing & Publishing. City Secretary Lopez stated the increase was for changes to the codification of ordinances.

IV. Public Comment on Agenda Items³

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

Mayor Fugate called for comments on all agenda and non-agenda items. There were no comments.

V. Consent Agenda

NONE

REGULAR AGENDA

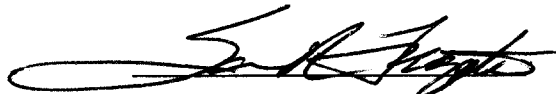
CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

NONE

VII. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 12:45 P.M.



Sam R Fugate, Mayor

ATTEST:



Edna S Lopez, City Secretary