

**AUGUST 21, 2012**

**A SPECIAL MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON TUESDAY, AUGUST 21, 2012 IN THE HONORABLE ROBERT H. ALCORN COMMISSION CHAMBERS CITY HALL/200 EAST KLEBERG AVENUE AT 4:00 P.M.**

**CITY COMMISSION PRESENT:**

Sam R Fugate, Mayor  
Al Garcia, Commissioner  
Noel Pena, Commissioner – arrived at 5:18 P.M.  
Arturo Pecos, Commissioner – arrived at 5:10 P.M.  
Dianne Leubert, Commissioner

**CITY STAFF PRESENT:**

Vincent J Capell, City Manager  
Edna S Lopez, City Secretary  
Courtney Alvarez, City Attorney  
Willie Vera, Task Force Commander  
Frank Garcia, Wastewater Supervisor  
Roel Carrion, Interim Fire Chief  
Luke Stevens, Sanitation Supervisor  
Robert Bennett, Landfill Supervisor  
Naim Khan, City Engineer/Public Works Director  
Bill Donnell, Asst Public Works Director  
Teresa Vasquez, Interim Accounting Manager  
Diana Gonzales, Human Resource Director  
Melissa Perez, Risk Manager  
David Mason, Purchasing Director  
Tony Verdin, Computer System Technician  
Joe Casillas, Water Production Supervisor  
Mike Kellam, Director of Development Services  
Jose Valadez, Street Supervisor  
Mark Rushing, Finance Director  
Marco Jimenez, Water Supervisor  
Ricardo Torres, Police Chief  
Bob Trescott, Tourism Services Director  
Arturo Perez, Garage Supervisor

**I. Preliminary Proceedings.**

**OPEN MEETING**

**Mayor Fugate called the meeting to order in the Commission Chambers at 5:00 P.M. and announced quorum as present with three members present, Commissioner Garcia and Leubert and Mayor Fugate.**

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

Mayor Fugate called to forego the preliminary proceedings.

**MINUTES OF PREVIOUS MEETING(S) – Required by Law**

NONE

**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, Convention and Visitor’s Bureau, 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, 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, Chapter 59 project. No formal action can be taken on these items at this time.”*

NONE

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

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 made.

V.

#### Consent Agenda

NONE

#### REGULAR AGENDA

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

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

1. Review and discuss proposed fiscal year 2012-2013 budget for departments of the City of Kingsville. (City Manager).

City Manager Capell

#### Public Works – City Engineer/Public Works Director Naim Khan

City Manager Capell stated tonight the Public Works administration and services will be discussed.

Mr. Khan addressed the Commission and stated several departments are working together to accomplish goals. He provided an introduction regarding information on the projects that have been completed and services being provided. This budget was prepared to try to improve the quality of service in a timely manner. He thanked Staff for all their help with the budget.

Mr. Khan addressed the Solid Waste Mgmt. (Landfill & Sanitation) budget. He pointed out several line item increases for the Recycling Center budget. Revenues are going up from current budget. In Sanitation, line increases are for motor gas & oil, and vehicle machinery maintenance. In Landfill, there are several line items that have been increased to replace screens and compactor which is very old. The old compactor will still be used. There was lengthy discussion if after purchasing a new compactor, the old compactor should be fixed and used or be sold.

Mr. Khan addressed Public Works Administration budget. He stated the line item for training and travel has increased, as has building maintenance. The line item for salaries has the largest increase in this budget. In the Public Works Administration and General fund there are two employees in this department and cost is split between general fund and utility fund.

Mr. Khan addressed the Engineering Department budget. This department has an increase to the line item for salaries.

Mr. Khan addressed the Service Center budget and stated he would like to purchase an intercom system to use during meetings. There was discussion on putting a new monument at this location to identify the building.

Mr. Khan addressed the Garage Department budget and stated they are requesting more money for overtime and to service equipment. The Garage department went through a hard time hiring people, but now they are doing better, there's only one vacancy. There was discussion on current salaries for mechanics.

Mr. Khan addressed the Street Department budget and stated there are increases to line items for chemicals and communications. City Manager Capell stated that the City has gone out to look for street lights that are out and AEP is reimbursing some monies. All street repairs will come from CO monies and intersections will be repaired. Retention of employees in this department has been a problem.

Mr. Khan addressed the Water Utility budget and stated there's money for water lines and is requesting a \$40,000 increase. Next year, there will be a water line that will connect two towers. In Water Production, there's an increase in the line item for motor gas & oil from \$9,667 to \$21,164.

Mr. Khan addressed the Wastewater Utility budget and stated this budget shows some items were increased while others were decreased.

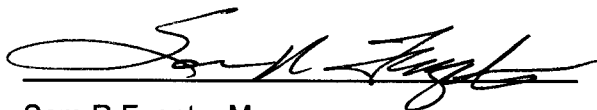
Mr. Khan addressed the Municipal Building budget and stated the budget remained the same except for the supplies and minor equipment which were increased.

City Manager Capell addressed the Commission about a change in the proposed budget. He explained departments are asked to give a budget for their base budget which is basically equal to their current year budget, and if they want anything over and above their current year budget in a way of any supplemental expenditures capital outlay or extra people. Department Heads are pretty prudent when they submit their request. He stated what he will present are things that never made to his desk. One thing was for Streets, a pothole patcher for a cost of \$60,000 and \$20,000 to put into operation for a total of \$80,000. He provided a proposal on how to pay for this, if the Commission wanted to purchase this. He referred to the City Manager's Budget Message, page VI. He stated he is proposing to eliminate the parking lot at 7<sup>th</sup> & Yoakum for \$17,220 and post office upgrade lot match \$30,000. The other project that can be adjusted is the City Hall parking lot from \$80,000 to \$47,000. Mayor Fugate suggested eliminating the entire parking lot project. City Manager Capell stated the lot maintenance is expensive for a property that the City doesn't own. This machine is the higher priority.

City Manager Capell stated currently there are 4 part-time positions in Engineering; request is to change one position into a fulltime position, Engineering Technician.

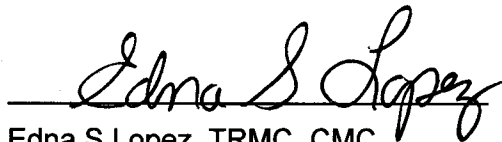
#### VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 6:45 P.M.



Sam R Fugate, Mayor

ATTEST:



Edna S Lopez, TRMC, CMC

City Secretary