

AUGUST 26, 2014

A SPECIAL MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON TUESDAY, AUGUST 26, 2014 IN THE HONORABLE ROBERT H. ALCORN COMMISSION CHAMBERS 200 EAST KLEBERG AVENUE AT 4:00 P.M.

CITY COMMISSION PRESENT:

Sam Fugate, Mayor
Dianne Leubert, Commissioner
Noel Pena, Commissioner
Al Garcia, Commissioner

CITY COMMISSION ABSENT:

Arturo Pecos, Commissioner

CITY STAFF PRESENT:

Vince Capell, City Manager
Mary Valenzuela, City Secretary
Courtney Alvarez, City Attorney
Deborah Balli, Finance Director
Emilio Garcia, Health Director
Willie Vera, Task Force Commander
Charlie Cardenas, Engineer/Public Works Director
David Mason, Purchasing/IT Director
Diana Gonzales, Human Resources Director
Robert Rodriguez, Library Director
Cynthia Martin, Interim Tourism Director
Joey Reed, Fire Chief
Bill Donnell, Assistant Public Works Director
Marco Jimenez, Water Supervisor
Luke Stevens, Sanitation Supervisor
Pete Pina, Landfill Supervisor
Carol Rogers, Administrative Assistant I
Tony Verdin, IT Specialist
Stacie Pena, Accountant Manager
David Bodiford, Accountant Supervisor
Arturo Perez, Garage Supervisor
Sharam Santillan, Engineer's Assistant
Frank Garcia, Wastewater Supervisor
Joe Casillas, Water Production Supervisor

I. Preliminary Proceedings.

OPEN MEETING

Mayor Fugate called the meeting to order in the Robert H. Alcorn Commission Chamber at 6:04 p.m. and announced quorum with four Commission members present. Commissioner Pecos absent.

INVOCATION / PLEDGE OF ALLEGIANCE – (Mayor Fugate)

Mayor Fugate waived the preliminary proceedings. No objections were made.

MINUTES OF PREVIOUS MEETING(S) – Required by Law

None.

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

NONE

III. Reports from Commission & Staff²

"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."

No Comments were made from the Commission or Staff.

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 or a citizen, 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 Pena to approve the consent agenda as presented, seconded by Commissioner Garcia. The motion was passed and approved by the following vote: Garcia, Leubert, Pena, Fugate voting "FOR".

1. **Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances by amending Chapter IX, Article 5, Fire Prevention and Protection, adopting Section 15, providing for exceptions to the Fire Code for Multi-Story Buildings. (Fire Chief).**

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners. ⁴

2. **Review and discuss proposed fiscal year 2014-2015 budget for departments of the City of Kingsville. (City Manager).**

Mr. Charlie Cardenas, Public Works Director/Engineer presented the budget for the following departments.

Public Works Solid Waste-Recycling

Mr. Charlie Cardenas, Public Works Director/Engineer presented the budget for the Public Works Departments. Cardenas reported that the Recycling Center was opened in 1996 and has been in operation for 18 years. In Fiscal Year 2014, the Recycling Center produced 250 tons of recyclables and made \$13,780.00 in revenue. Currently, the drop off to the Recycling Center is limited to one driveway, where residents maneuver in the parking lot and back out of the facility. Pick up of the compacted recyclables are done in the same manner, sometimes conflicting heavy equipment and residents. Furthermore, relocating the compactor away from residential drop off will allow better maintenance to the compactor. Mr. Cardenas reported that what is listed in the budget is \$35,000 for these improvements. Cardenas further reported that capitol and future improvements are in effort to enhance safety. Public works will fence in that north side of the property. This fenced in area will be the new ingress and egress for recycling operations. The recycling compactor will be relocated to the north side. Funding for this project will be in both Fiscal Year 2014 (electrical service) and Fiscal Year 2015 (concrete driveway and fence). Cardenas commented that the Recycling Center also has other uses such as a book exchange program, reading room, paper shredding (\$.50 per pound), cell phone recycling, and after hour drop offs. The city sanitation staff, in an effort to encourage recycling participates in several educational awareness programs such as Earth Day, tree recycling, and University recycling.

Commissioner Garcia asked if staff is looking into computer recycling options. Mr. Cardenas responded by stating that it is being looked into. Although this type of recyclables would need to be hauled out by a private company. Cardenas further stated that there is a recycling for old ink cartridges.

Mayor Fugate commented that the weekend drop off is a great service for our citizens.

Sanitation Department

Mr. Cardenas gave a brief background on the Sanitation Department. Cardenas stated that there are 18 employees in this department, 17 vehicles that consist of 4 residential garbage trucks, 2 commercial garbage trucks, 2 residential/commercial trucks, 3 brush trucks, 2 tommy-lift trucks, 2 brush tractors, and 2 pickup trucks. Cardenas further reported that the sanitation department services over 600 businesses and has collected 9,000 tons of waste and over 8,000 tons residential waste. Brush crews have assisted with 14 large abatements and 27 demolitions this year. There are four brush zones in the City and crews have collected over 2,500 tons of brush this year. Cardenas further reported on the dumpster enclosure program for 2015. Requested is also \$5,000 for 8 dumpster enclosures. It is also being requested to purchase 19 new dumpsters as well. Other sanitation efforts are the Christmas tree recycling, white goods pick-ups, adopt a truck program, and assist in trash offs.

Commissioner Garcia commented that in the past, the old dumpsters would get repaired. He further asked what will happen to those dumpsters that are rusting out. Mr. Cardenas response was that those dumpsters will be sold for scraps.

Mr. Luke Stevens stated that all new businesses are being notified at the time of setting up new water/garbage service, that it is mandatory to have a dumpster enclosure.

Landfill, Capital, and Closure Fund

Mr. Cardenas reported that the City of Kingsville Landfill has 8 full-time employees. The Landfill has two vehicles, nine machinery of heavy equipment (John Deere Dozer recently purchased in 2013). The Landfill has received 8,000 tons of residential waste, 10,000 tons of commercial waste, 2,600 tons of brush, 5,600 tons of construction debris, and 587 tons of sludge from the Wastewater Treatment Plants. It has collected 90 tons of recycled tires, 43 tons of tires, 22 tons of waste from trash offs, and 6 tons of metal scrap. Cardenas reported that the landfill has paid \$27,895.57 in fees to TCEQ for municipal solid waste reporting. He further stated that the landfill permit will be amended which involves the landfill expansion to 15' higher and 20' feet lower, as well as adding more tire processing.

Commissioner Garcia commented that the landfill had 90 tons of recycled tires and 43 tons of tires, what is the difference in both. Mr. Pete Pina, Landfill Supervisor responded that recycled tires are those that are picked up by a contracted company and a regular tire, are tires that come into the landfill to be stored until the contracted company comes to pick up. Commissioner Garcia asked where these tires are coming from. Mr. Cardenas stated that these are tires collected by customers as well as those that are collected at the Trash Off event.

Mr. Cardenas continued with his budget presentation. He further reported that additional monies are being requested for maintenance on machinery. A 1993 tandem truck needs to be replaced which is used to haul items and dirt at the landfill. A skid loader with broom, bucket and other attachments are needed to maintain the landfills internal roadway. Fencing will also be needed to help with loose papers. Mr. Cardenas stated that TCEQ is performing more comprehensive sampling and compliance inspections throughout the state. The City of Kingsville has complied with all inspections and regulations.

Commissioner Garcia stated that the area where city employees sit to have their lunch is exceptionally bad with dust everywhere. He further stated that he would like to see something done to the building to eliminate dust from coming into the building. Mr. Cardenas responded that there may be something they can do to eliminate this from happening.

Mrs. Deborah Balli, Finance Director reported on the Landfill Closure Fund. Balli reported that these are fees that are collected from the landfill that are used for projects that are needed for the landfill.

Commissioner Leubert stated that she is concerned that the setup was for post closure/closure, and now the funds are being used for other things. She further stated that if the funds are being used for other things, the public would need to be notified.

Mrs. Balli stated that the numbers are looked at to make sure there's to cover liabilities for the post closure/closure amount that is needed for whenever this gets done. She further stated that this can fluctuate based on the amount of usage we have at the landfill and how much base is left out there.

Commissioner Garcia asked when it is estimated to close. Mr. Capell's response was 30 to 40 years from now. Mr. Cardenas added, currently, without landfill expansion and without increase of our current volume.

Public Works Administration & Engineering

Mr. Cardenas reported that Public Works has 95 full-time employees, Engineer has 3 part-time interns. Public Works Administration and Engineering is funded 50/50 by both the general fund and utility fund. The Engineering Department is responsible for the city's Graphic Information Systems Program. Newly purchased Total Station Surveying equipment is compatible with AutoCad 3D. The Engineering Department has generated the City's pavement model used for the life cycle of paving the city's streets. Mr. Cardenas further reported that the Engineering Department designs and assist construction of street projects, design curb and gutter projects and project management for curb and gutter projects.

Service Center & Garage Department

The Service Center is the Public Works building and grounds. There are three (3) fuel pumps equipped with cathodic protection. These departments assist the Task Force and Police Department with after hour vehicle searches. The Garage Department would like to differentiate a lead technician from the other maintenance technicians. The garage structure has been modified to reflect a new lead technician with experience and skills to lead and train other technicians who will serve as foreman in their supervisor's absence.

Streets

The street department has 16 full-time employees and 41 units of machinery. Within the city there are 119 miles of asphalt streets and 9.2 miles of concrete streets. There are 172,902 linear feet (33 miles) of storm drain lines, 851 storm inlets, and 154,375 linear feet (30 miles) of curb and gutter, not including new curb and gutter from 2013 and 2014. The street department also performs mowing of creeks and ditches, signs and markings, school zones and signals, street furniture and fixtures, and lighting. In current street construction program, the street department completed 29 blocks in 2013, which is a production rate of 2 to 3 blocks a week. An increase in overtime is requested to work on weekends to catch up on other maintenance duties. In 2014 to date, including overlay 30 blocks were completed with 39 blocks left to go. In 2013, a street teams was created to discuss and receive input on upcoming street reconstruction. The street department for 2015 is looking into a new pavement model and scoring program to prioritize streets and create a dynamic model to maintain street.

Mayor Fugate called for a recess at 5:40 p.m.

Mayor Fugate reconvened the meeting at 6:15 p.m.

Water Construction & Water Construction-Capital

Water Construction has 13 full-time employees, 7 crew trucks, 3 dump trucks, 3 backhoes, 1 excavator, and 1 mini bobcat with multiple attachments. In fiscal year 2014, the water construction department repaired 222 water main brakes and completed 975 service calls. The department has also installed 4,020 linear feet of water line and is assisting with new developments such as Oak Tree Apartments, Rancho Vista, Paulson Falls Subdivision, and Texas A&M University-Kingsville. The Water Construction assists the Community Appearance Department with demolitions of condemned structures. As the Water Construction Department has a 5 year water plan, we are requesting a new backhoe and skid loader.

In capital projects, the major project is the Kenedy water line project. It is an 18" water main that will connect the East and West side water towers. This will help in improving water quality and water production.

Water Production

The City of Kingsville produced 938,814,000 gallons of ground water in fiscal year 2014. South Texas Water Authority supplied 122,998,000 gallons of surface water in 2014. Combined together, over 1 billion of gallons of water were produced/consumed in fiscal year 2014. Mr. Cardenas reported that they have received zero TCEQ violations and have a rating of "Superior Water System". For fiscal year 2015, it is planned to construct Well #25, have a 5 year plan and utility rate, have Well #22 ground storage tank rehab, SCADA system upgrades and pumps, Well #19 rehab, old pump house at water well #19 renovated, and upgrade the department vehicles.

Wastewater Utility

Wastewater Department has two divisions, Wastewater Treatment and Wastewater collections. They consist of 11 lift stations, 19 full-time employees, and have 11 pieces of heavy machinery and 9 work trucks. In fiscal year 2014, 2,766 linear feet of sewer line was replaced, 36 manholes were repaired, 88 linear feet of service line was replaced, and 641 linear feet of sewer line was smoked tested for inlow and infiltration. In 2014, the department received and took care of 582 service calls, 24 new service taps were installed, and videotaped 641 linear feet of sewer line. Crews also work with Community


Appearance to cap 16 sewer taps for demolition. The department inspected 71 restaurants grease traps quarterly. In the wastewater treatment plant, it is being asked to replace the thickener control panels, replace the work shed, sludge dewatering system, and a backup breaker system for both plants. The following lift stations need repairs, 17th and Lee, FM 1717 and Golf Course.

The Wastewater Collections Department has placed 2,766 linear feet of sewer main which includes installing sewer lines for developments, new sewer extensions, and relocated effluent lines on Master Drive. Manhole rehabilitation, construction and inspections include the following, Wildwood Trails, Lake View Villas, Rancho Vista, street reconstruction, and city wide.

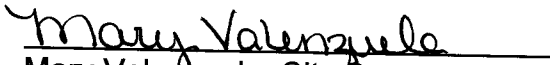
Mr. Cardenas further thanked the Commission with all their support they have provided to the departments mentioned above.

VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 6:50 P.M.


Sam R. Fugate, Mayor

ATTEST:


Mary Valenzuela, City Secretary