

SEPTEMBER 11, 2017

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, SEPTEMBER 11, 2017 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
Arturo Pecos, Commissioner
Al Garcia, Commissioner
Noel Pena, Commissioner

CITY STAFF PRESENT:

Jesús Garza, City Manager
Mary Valenzuela, City Secretary
Courtney Alvarez, City Attorney
Tom Ginter, Director of Planning & Development Services
Diana Gonzales, Human Resources Director
Kyle Benson, IT Manager
Emilio Garcia, Health Director
Jason Alfaro, Parks & Rec Director
Derek Williams, Systems Specialist
David Solis, Risk Manager
Bill Donnell, Asst. Public Works Director
Charlie Sosa, Purchasing Manager
Ricardo Torres, Police Chief
Deborah Balli, Finance Director
Cynthia Martin, Downtown Manager
Robert Rodriguez, Library Director
Adrian Garcia, Fire Chief

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 21, 2017

Motion made by Commissioner Lopez to approve the minutes of August 21, 2017 as presented, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Lopez, Pena, Pecos, Garcia, Fugate voting "FOR".

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

None.

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."

Mayor Fugate read and presented a proclamation for "Day of Remembrance in Kingsville" for September 11th to Fire Chief Adrian Garcia, Chief of Police Ricardo Torres, and Volunteer Fire Chief Rick Salinas.

Mayor Fugate requested a moment of silence in honor of those individuals who lost their lives in the attacks of 9/11.

Mrs. Courtney Alvarez, City Attorney, reported that the next regularly scheduled City Commission meeting will be on Monday, September 25, 2017, with the deadline to submit agenda items for this meeting scheduled on Friday, September 15, 2017. Alvarez further announced that due to staff attending the TML Annual Conference on October 3rd – 6th, 2017, the deadline to submit agenda items for the October 9th City Commission meeting will be moved to September 27, 2017. She further commented that during last week's City Commission meeting, the question of how long the City has had the same tax rate of \$.84220, this rate has been the same since September 2010.

Commissioner Lopez commented that she attended the 9/11 Remembrance Ceremony that was hosted by Turcotte-Piper Mortuary this morning, where she also presented a Proclamation. She commented that Mr. Roy Cantu, employee of the Turcotte-Piper did a great job in preparation for the ceremony.

Mayor Fugate thanked Commissioner Lopez for filling in during his absence at the 9/11 Remembrance Ceremony.

IV. Public Comment on Agenda Items.³

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

Mrs. Gloria Bigger-Cantu, 725 W. Henrietta, commented that she is long time local resident and tax payer. She further thanked the Commission for their service as an elected official. She commented that some of the Commissioners have been on the Commission for a while, and they are appreciated. She further stated that she is not here to antagonize anyone as she respects all and hope that she is respected in her opinions. Friendships have been built for quite some time, but she is here to emphasize that the main concern and priority of the City is to ensure safety for the citizens and provide services for the people. She further commented that she would like to go back to the basics, safety first, fix the streets which should be the top priority, finish fixing the downtown street. Mrs. Bigger-Cantu further commented that during tonight's meeting, the City Commission will be voting on the City Manager's Proposed Budget. She is asking the City Manager to rethink some of his proposed expenditures that do not address the needs of the majority people, but only a concentrated few. She understands that there will only be \$800,000 to be used on the streets which she thinks is coming from the Street Users Fee. She further commented that this is not a personal attack on City Manager, Jesús Garza, as she considers him fine man She stated that she met him two years ago when he was hired as the City Manager, but however, she doesn't see him here in Kingsville as a longtime resident, because no doubt he is an ambitious individual and doesn't blame him, as she has met with him before, in his office, and he was very polite and really good listener, which she appreciated. While she likes Mr. Garza, she does have problems with some of his expenditures. She stated that she has read his proposed expenditures in the newspaper and the fact that he wants to spend \$500,000 on the old City Hall and \$120,000 in landscaping. She stated that she has read a lot of these stories in the newspaper and the management people he has hired. She further commented that \$120,000 is very excessive. She saw the Dr. Pepper Building, where the Community Appearance is housed, and the landscaping is beautiful. She thinks that this landscaping was done by employees of the City. She further commented that she does understand a little bit about budgets, as she has written stories on budgets. She still thinks that \$850,000 on the Historic Pump is not necessary. She commented once again, let's go back to basics, safety, and fixing the streets. She stated that she asked someone at City Hall what they were going to do with that, and she understands that the City was going to build two restrooms and she asked why. She stated that what she was told was that they would be built for the Kingsville Farmers Market attendees. As she is a Board member of the Kingsville Farmers Market and they meet once a month and the people that want to use the restrooms go to the Train Depot or to City Hall.

As the three-minute time was up, with the Commission's approval, Mrs. Bigger-Cantu was allowed to continue with her comments.

Mrs. Gloria Bigger-Cantu continued with her comments and stated let's go back to basics, let's fix the streets. She commented that the other thing that she is really concerned about is the fact that the City is only going to have 20% in the Utility Fund Balance, when traditionally the City has 25%. She understands that this money is used for emergencies such as hurricanes and with Mr. Garza wanting to buy eight items, it really bothers her, because to her it's like a savings, the city putting in 25% but the City Manager wants 20%. She stated that the City Manager wants to buy a backhoe loader and a lot of stuff such as a dump trailer and asked if this is it necessary. She commented that once again, she would like that money to go to fixing the streets, and to her it's a

problem. She then commented about the Pink House as she sees it as a safety hazard. Nothing has been done and doesn't believe that the individual has obtained a permit for it. Mrs. Bigger-Cantu commented that she hopes the City Commission rethink the expenditures but she feels that the City needs to spend more than \$800,000 on streets. She further stated that she read an article where they quoted Mr. Garza saying that for the downtown revitalization, the city is looking at spending \$2.4 million dollars if they got a grant. She states that if the City has a million dollars, she would like to see the downtown street fixed. This is important to her as she fell, not downtown but over by the University and broke her wrist which is permanently damaged. Bigger-Cantu went on to reading the Mission Statement that is on the City's website which states, on behalf of the citizens of Kingsville, a unique community and home of the renowned King Ranch, Texas A&M University and Kingsville Naval Air Station, the City Commission will promote the safety, health and general well-being of the community within the bounds of fiscal responsibility while preserving and advancing the quality of life resulting in exceptional civic pride. Mrs. Gloria Bigger-Cantu commented that she hopes the Commission will continue doing this.

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

- 1. Motion to approve a resolution authorizing the City Manager to enter into an amended contract for Professional Services with Hardy-Heck-Moore, Inc. for a National Register of Historic Places Nomination, to update Schedule A with a new project timeline. (Downtown Manager).**
- 2. Motion to approve a resolution authorizing the Mayor to enter into a Interlocal Cooperation Agreement between the City of Kingsville and Texas A&M University-Kingsville related to Veterinary Technology Training Program. (Health Director).**
- 3. Motion to approve a resolution authorizing the Chief of Police to enter into a Memorandum of Understanding Addendum for a Multidisciplinary Team Enhancement Program of the Children's Advocacy Center of the Coastal Bend. (Chief of Police).**

REGULAR AGENDA

CONSIDERATION OF MOTIONS, RESOLUTIONS, AND ORDINANCES:

VI. Items for consideration by Commissioners.⁴

- 4. 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, 2017 and ending September 30, 2018 in the particulars hereinafter stated. (Finance Director).**

Mr. Garza, City Manager briefly went over some handouts that were provided to the City Commission regarding proposed budget adjustments and net surplus deficit. Garza reported that when the proposed budget was passed out, the budget was at \$47.2 Million Dollars and the proposed that was last week was at \$43 Million Dollars and the one that's on the agenda today is close to \$46 million dollars, this is due to the \$3,000 increase that was approved at the last meeting for maintenance related to the high-profile vehicle that we will be acquiring for the Fire Department. One of the documents that was passed out to the Commission show what is being proposed. Garza commented that it is very important for the City to be transparent on what is

being proposed through now. As the Commission is familiar with the budget process, it is understood that there could be some errors and mistakes and miscalculations that must be corrected throughout this process which are documented in the handouts. Over the last several weeks, it's not only been an opportunity for staff to present the budget to the City Commission but also an opportunity for staff to go through the budget and make adjustments as needed, which all changes have been denoted. Some of the highlights are re-adding \$9,300 for Park Maintenance budget. Garza commented that he was never intending to cut that off so it was added back. Funds were also added for street signs to be used for the redesignation project that was presented at a previous meeting. Funds were also added to complete the Santa Gertrudis project. When this project was awarded it was only going up to the creek, so funds were added in order to do a change order once the new fiscal starts to be able to do this project all the way to 14th Street.

Mayor Fugate asked how much money was going to be spent on this particular street.

Mr. Garza responded that he believes that what was approved was nearly \$650,000, and what staff has in the budget is an additional \$100,000 for a total of \$750,000. Garza further commented that based on the bid that staff received staff knows that the change order will be closer to \$70,000, but staff wanted to have some extra money in case of the unforeseen.

Mayor Fugate further asked where this money was coming from.

Mr. Garza responded that \$50,000 will be coming from the General Fund and \$50,000 from the Street User Fee Fund.

Commissioner Lopez asked Mr. Garza to repeat what he just stated.

Mr. Garza stated that from the \$50,000 is from the General Fund and \$50,000 from the Street Fund for the total of \$100,000, which is noted on the handouts that were given to the City Commission. Garza further stated that the budget is with the existing tax rate which is \$.84220 with the budget at \$45,995,448.00. Garza further commented on the Net Surplus Deficit by stating that this document was given to the Commission during budget workshops. He also stated that some operations do run on the red and have been discussed in the past, of which some are the Golf Course, JK Northway and how the Utility Fund has been dipping into the reserves for the last four years, which causes for some concerns. The majority of the Net Surplus Deficit is primarily driven by funds that we have saved in a bank account, for example \$3.3 million dollars that is coming from CO Funds. These are revenues that will not be received next year, these are funds that have been sitting in an account from the time the city received the CO's. Garza further stated that he is aware that there is a perception issue with the Net Surplus Deficit, and it is important to show a five-year history of what the adopted Net Surplus Deficit has been. It shows that it's been higher in previous years. The Net Surplus Deficit that is in the proposed budget is the lowest it has been in four years. While it is a high number, it's trending downward based on some of the historical information that is being provided.

Mayor Fugate commented that this is not only CO money, is it Chapter 59 money and grant money that is included as well.

Mr. Garza responded that it's all inclusive, it's whatever fund staff is pulling money from to be able to spend such as, for example, fiscal year 15, the reason for that year to be so high is because it's the year the city paid for the completion of the City Hall project. Funds were pulled from the fund where money was borrowed from and put it on the expenditure side.

Mayor Fugate commented that these are funds the City was planning on spending on this project for years.

Mr. Garza further stated that in the General Fund Balance is at 25%, the budget as presented is at \$305,000 above that. Traditionally over the last several years it's always been \$300,000 above that. This was give staff some room in the case of budget amendments when things come up. The Utility Fund, the budget does have it dropped from 25% to 20%, and with the new rational of the 20%, the city is \$366,000 above the new minimum of 20%. Garza stated that the history of the fund balance in the Utility Fund has been dipped into and shows how its trending downward and this is why conversations need to take place this Fall regarding the revenues in the Utility Fund, not because staff is over spending, it that the City has been relying on these fund balances to fund operations. Mr. Garza stated that in terms of the overall budget, Public Safety is a big priority which this budget adds a Firefighter position for the first time in almost 20 years, as well as continuing its investment on streets. Garza stated that staff can provide different scenarios for the Commission, if they please, on how to increase the city's revenues, whether the city changes the street user fee for residential or commercial or both. If this is something the Commission may want to see, staff can provide information relating to it.

Motion made by Commissioner Pecos to approve this 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, 2017 and ending September 30, 2018 in the particulars hereinafter stated, seconded by Commissioner Garcia.

Commissioner Lopez commented that the City has had citizens comment about the budget and they have concerns, which she feels that they are right to have concerns. Lopez further commented that all she heard from the City Manager is that we probably won't be able to do this or won't be able to that, which she feels is a concern. Lopez also stated that her other concern is lowering the utility reserves to 20%, which is a big concern for her. Lopez further stated that the budget process that was followed this year was very confusing, especially when the Commission was given all of the approved numbers by the Commission last year, which were not the true numbers, which was very confusing due to the fact that she studied the budget with those numbers. Lopez stated that the citizens have concerns, it's taken a long time to fix streets and doesn't feel that the City is making a dent on anything. She understands that the City doesn't have the staff to do it and understands that the city needs to hire more personnel. But when you have full-time employee going to part-time and what staff is doing is not saving any money, as now staff wants to hire an Event Planner for that part-timer, which she is aware of the City Manager's explanation, where the City is not hiring more positions, but the city is not saving any money. Lopez said to look at what happened to the surrounding communities, such as Port Aransas. Lopez commented that she has a concern about lowering the reserves.

Mr. Garza commented that he agrees with Commissioner Lopez concerns, and she has the pledge from his part to be able to manage the funds on the expenditures side. Even though the City has a requirement on the fund balance, the city always comes out higher than that once we go through the audit numbers. Garza stated that staff never spends 100% of the money that is budgeted because of turnovers and other things that occur throughout the year. Garza again commented that the Commission has the pledge from his part to manage the city's expense accordingly throughout the year, to ensure that the money that the City has in the account continues to stay as high as it can be. Hopefully next year when it comes the time to make adjustments to the revenues, which will be discussed this Spring, it can be increased to the 25%. Garza stated that he doesn't disagree that this is a hardcore move to drop it to 20%, but this is something that has been trending down over the last four years. Garza stated that the goal of his administration is to not cause problems but to find solutions for problems that have been brewing for the last four years, which is his priority as well as his staffs priority.

Mayor Fugate thanked staff for all the hard work on the budget process, particularly the Finance Department. It is not easy to put a budget together as it's not easy to please everyone. He knows that there is some concern about the financial liability of this city, but he will refer everyone back to the City's Audit, that was received three months ago from Womack & Womack, where Mr. Womack said that this City is in great financial condition, the City is solid, not living month to month, not worried on September 1st if we will make it until October 1st. Fugate stated that the City has monies to meet as many needs as possibly can. Certainly, there are projects as well as some things that he would like to see done, but there is only so much money to go around. With redoing Sixth Street from end to end, and fixing to do Santa Gertrudis and continuing doing residential streets. Fugate stated that he challenges anyone to look at the numbers and see the money other cities is spending, this Commission has done more than any Commission in the past. Fugate commented that we are still living in the past, where we didn't take care of business and allowed our streets go into disrepair. Fugate commented that the City has a plan to address this and ask for our citizens to be patient. Mayor Fugate commended the Mr. Garza, City Manager, on this budget and knows the hard work that has been put into and trying to get it balanced.

Commissioner Garcia commented that along with the expertise Mr. Garza brings to our City, we also need to recognize Courtney Alvarez that has been active in this process and has been the City Attorney for many years as well as filled in as Interim City Manager in the past. Mrs. Balli also has the experience of being a City Manager in a different city and is a CPA. Mr. Tom Ginter also has experience in the City Management position. With all these individuals having the experience as City Managers, the City has a lot of help. Garcia further commented that the City Commission is not only relying on Mr. Garza. There is a lot of advice been given along the process and feels that the City is doing the right things. There are a lot of things as Mayor Fugate mentioned, but he looks at this process in a global view and need to bring a lot of things up that have been neglected in the past and if the city is to grow, everything needs to be addressed at once which takes money and streets will be worked on. Garcia further commented that if the city concentrated all its money on streets, it would take about five to six years or more just to work on streets and nothing else would get done. The City of Kingsville is not the only city confronting this, cities throughout the nation are confronting this

issue as well. Some streets in Kingsville have been completely redone. The city is taking the worse streets and redoing them.

The motion was passed and approved by the following vote: Pecos, Garcia, Pena, Fugate voting "FOR". Commissioner Lopez voting "AGAINST".

5. **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, 2017 and ending September 30, 2018, 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).**

Mrs. Deborah Balli, Finance Director, stated that the rate that the budget is proposed is the city's current tax rate of \$0.84220. This tax rate will raise more taxes for maintenance and operations than last year's tax rate. The tax rate will effectively will be raised by 3.58% and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$29.67. The allocation of the tax rate for the M&O Operations is \$0.69055 and for debt service the allocation is \$0.15165.

Motion made by Commissioner Pecos stating, "I move that the property tax rate be increased by the adoption of a tax set at a rate of \$0.84220, which is effectively a 3.58% percent increase in the tax rate", seconded by Commissioner Garcia. The motion was passed and approved by the following vote: Garcia, Lopez, Pena, Pecos, Fugate voting "FOR".

6. **Consider ratifying the property tax increase reflected in the 2017-2018 Annual Budget of the City of Kingsville. (Finance Director).**

Mrs. Balli stated that the basic reason for a tax increase is due to a change in valuation rather than our tax rate, as the City is setting the tax rate at the same rate as last year.

Mayor Fugate commented that the increase tax rate comes from new property and not existing property. Mrs. Balli responded that this was correct.

Motion made by Commissioner Pena to approve ratifying the property tax increase reflected in the 2017-2018 Annual Budget of the City of Kingsville, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Lopez, Pena, Pecos, Garcia, Fugate voting "FOR".

7. **Consider final passage of an ordinance amending the Code of Ordinances of the City of Kingsville, Texas by amending Chapter V-Public Works, Article 6-Stormwater Utility System, Section 21- Fee Calculation, to increase the monthly stormwater utility fees for the purpose of funding the stormwater utility system. (Finance Director).**

Mrs. Balli stated that this ordinance will amend the stormwater fee by \$1.00 per ERU to cover existing debt service and to solely increase the reserve of this fund.

Motion made by Commissioner Pecos to approve this ordinance amending the Code of Ordinances of the City of Kingsville, Texas by amending Chapter V-Public Works, Article 6-Stormwater Utility System, Section 21- Fee Calculation, to increase the monthly stormwater utility fees for the purpose of funding the stormwater utility system, seconded by Commissioner Garcia.

Mayor Fugate commented that this fee in its original study was to be increased and we missed those years when it should have been increased. This is something that was planned but didn't do, and now we are correcting it.

The motion was passed and approved by the following vote: Pena, Pecos, Garcia, Lopez, Fugate voting "FOR".

8. **Consider final passage of an ordinance ratifying classifications and prescribing the number of positions in such classifications for the classified service in the Fire Department by adding one new fire fighter position. (Human Resources Director).**

Mrs. Diana Gonzales, Human Resources Director, stated that this ordinance is adding one fire fighter position so it will be from 32 to 33 eligible positions. This will increase one fire fighter as per 143 of the Local Government Code. The municipality governing body would need to approve the increase. The financial impact for this one position is \$74,500, which is included in the City Manager's approved budget. Should there be any changes where there is additional personnel allowed through a grant, it would have to come before the Commission for approval to increase the number.

Motion made by Commissioner Pecos to approve this ordinance ratifying classifications and prescribing the number of positions in such classifications

for the classified service in the Fire Department by adding one new fire fighter position, seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Pecos, Garcia, Lopez, Pena, Fugate voting "FOR".

9. 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. Gonzales stated that this item was discussed during the budget workshops. The changes to the comp plan include the reclassification of Lead Telecommunications Operators, renaming the Help Desk Coordinator to Help Desk Technician, and the addition of a Facilities Event Specialist. It also include the separation of, under the management level schedule we had a City Engineer and a Public Works Director, which includes the separation of that to City Engineer in Management Level 1 and the change from Assistant Public Works Director to Public Works Director Management Level 2. A change in the name of Police Communications Supervisor to Communications Supervisor as it is in charge for the dispatching of Fire and Police. The removal of Sanitation Supervisor with the combination of the creation of Solid Waste Supervisor which incorporates both sanitation and landfill. The changes were incorporated in the City Manager's adopted budget.

Introduction item.

10. Consider a resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy 630.02 Night Shift Differential Pay. (Human Resources Director).

Mrs. Gonzales stated that the City of Kingsville has a policy for night differential pay that applies to communications personnel in the Police Department. They were original getting \$.20 per hours for hours worked from 2:00 P.M. to 10:00 P.M. and \$.40 per hour for hours worked from 10:00 P.M. to 6:00 A.M. In the budget, this usually ranges from \$5,000 to \$5,500 per year, it would budgeted it separately and what is being proposed is to change this to a flat rate of \$15.00 per pay period, which equals to the same amount. Instead of the employees getting it only when they work, because they do have a rotating shift, this just spreads it out during the year. This equals to the same amount that was budgeted for shift differential pay which is included in the budget.

Motion made by Commissioner Pena to approve this resolution amending the City of Kingsville Administrative Policies and Procedures Manual, Policy 630.02 Night Shift Differential Pay, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Garcia, Lopez, Pena, Pecos, Fugate voting "FOR".

11. Consider a resolution nominating certain person(s) as candidate(s) for election to the Board of Directors for the Kleberg County Appraisal District. (City Attorney).

Mrs. Alvarez stated that this item comes before tax entities every two years asking for nominations from each of the taxing entities for individuals who can bring to the Board knowledge and expertise in establishing policies and procedures for the districts organization and operations. Commissioner Garcia has served on this Board for several years and is willing to be a nominee again.

Motion made by Mayor Fugate to nominate Commissioner Al Garcia as candidate(s) for election to the Board of Directors for the Kleberg County Appraisal District, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Lopez, Pena, Pecos, Fugate voting "FOR". Garcia "ABSTAINED".

12. Consider appointments of members to the Parks & Recreation Advisory Board. (Parks & Recreation Director).

Mr. Jason Alfaro, Parks & Recreation Director, stated that this item will authorize the selection and appointment of the Parks and Recreation Advisory Board which was created and approved by the City Commission on June 26, 2017; Anise Ortiz, Corrie Mosqueda, Jose Canales, Linda Castneda, Seferino Mendientta, Trisha Gottschalk, and DJ Flores.

Motion made by Commissioner Pena to approve the appointments of members to the Parks & Recreation Advisory Board, seconded by Commissioner Pecos.

The motion was passed and approved by the following vote: Pena, Pecos, Garcia, Lopez, Fugate voting "FOR".

13. Consider accepting \$535 donation from the Texas Recreation & Park Society. (Parks & Recreation Director).

Motion made by Commissioner Garcia to approve the acceptance of \$535 donation from the Texas Recreation & Park Society, seconded by Commissioner Pecos. The motion was passed and approved by the following vote: Pecos, Garcia, Lopez, Pena, Fugate voting "FOR".

14. Consider introduction of an ordinance amending the Fiscal Year 2016-2017 budget to accept and expend Park donations from TRAPS. (Parks & Recreation Director).

Introduction item.

15. Consider introduction of an ordinance amending the Fiscal Year 2016-2017 budget to cover end of year deficit accounts. (Finance Director).

Mrs. Balli stated that this is something done every year which is for end of year cleanup of different deficit accounts for several reasons.

Introduction item.

16. Consider a resolution adopting the City of Kingsville Fund Balance Policy. (Finance Director).

Mrs. Balli stated since the city reduced the fund balance for Utility Fund, this Fund Balance Policy needed to be amended so that this type of adjustments could be made. New requirements were also inserted into the policy as to how the fund balance is calculated.

Motion made by Commissioner Pecos to approve the resolution adopting the City of Kingsville Fund Balance Policy, seconded by Commissioner Garcia. The motion was passed and approved by the following vote: Garcia, Lopez, Pena, Pecos, Fugate voting "FOR".

17. Consider awarding RFP #17-15 for Golf Course Irrigation Components Installation Services, as per staff recommendation, and authorizing staff to negotiate a contract. (Purchasing Manager).

Mr. Charlie Sosa, Purchasing Manager, stated that this item authorizes the award of RFP #17-15 and for staff to enter negotiations for the Golf Course irrigation components installation services. The City published a Request for Proposal #17-15 in the newspaper on May 17, 2017 and May 24, 2017. Request for proposals were accepted until 2:00 P.M. on June 13, 2017 and two responsive proposals were received. The proposals were from Maldonado Nursery and Landscaping and Green Scape Six. It is recommended to award RFP #17-15 to Maldonado Nursery and Landscaping for an amount of \$97,116.00, which is the lowest bid and best value to the City. Sosa further commented that the reason why this took a while to come to the Commission for approval is that staff was waiting for the drainage plan for the golf course to be completed.

Mayor Fugate asked if staff has verified work from this company. Mr. Sosa responded yes.

Commissioner Garcia asked about the timeline for this project. Mr. Sosa stated that once project begins it should be completed within 60-90 days.

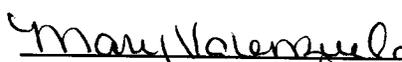
Motion made by Commissioner Pena to approve the award RFP #17-15 for Golf Course Irrigation Components Installation Services, as per staff recommendation, and authorizing staff to negotiate a contract, seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Lopez, Pena, Pecos, Garcia, Fugate voting "FOR".

VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 6:54 P.M.


Sam R. Fugate, Mayor

ATTEST:


Mary Valenzuela, TRMC, City Secretary