

# *City of Kingsville, Texas*

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## **AGENDA CITY COMMISSION**

**TUESDAY, MAY 26, 2015  
REGULAR MEETING**

**HONORABLE ROBERT H. ALCORN COMMISSION CHAMBERS  
CITY HALL/200 EAST KLEBERG AVENUE  
6:00 P.M.**

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

#### **OPEN MEETING**

**MINUTES OF PREVIOUS MEETING(S) – Required by Law**  
Regular Meeting –May 11, 2015

APPROVED BY:

  
Courtney Alvarez  
Interim City Manager

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

1. Public hearing regarding condemnation proceeding for structures located at 907 E. Ave. A, Kingsville, Texas. (Director of Planning & Development Services).
2. Public hearing regarding condemnation proceeding for structures located at 614 W. Ragland, Kingsville, Texas. (Director of Planning & Development Services).
3. Public hearing regarding condemnation proceeding for structures located at 315 E. Lee, Kingsville, Texas. (Director of Planning & Development Services).
4. Public hearing regarding condemnation proceeding for structures located at 324 E. Ailsie, Kingsville, Texas. (Director of Planning & Development Services).

### **III. Reports from Commission & Staff.<sup>2</sup> (City Manager's Staff Report Attached).**

*"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, 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. 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)*

1. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances by amending Section 9-3-53, providing for an increase in the impoundment, daily boarding and vaccination fees. (Director of Health).

##### **REGULAR AGENDA**

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

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

2. Consider condemnation of structures located at 907 E. Ave. A, Kingsville, Texas. (Director of Planning & Development Services).
3. Consider condemnation of structures located at 614 W. Ragland, Kingsville, Texas. (Director of Planning & Development Services).
4. Consider condemnation of structures located at 315 E. Lee, Kingsville, Texas. (Director of Planning & Development Services).
5. Consider condemnation of structures located at 324 E. Ailsie, Kingsville, Texas. (Director of Planning & Development Services).
6. Consider potential cost sharing with Kleberg County for Library electrical repairs. (Director of Purchasing & Technology).
7. Consider a resolution establishing Guidelines and Criteria for Economic Development Incentives within the City of Kingsville. (Director of Planning & Economic Development).
8. Consider a resolution revising the City of Kingsville Investment Policy and Investment Strategies, designating the City Manager, Director of Finance, and City Accounting Manager as the authorized city representatives with full authority for investment purposes, and providing for disclosure of financial interest. (Director of Finance).

9. Consider a resolution revising the City of Kingsville Purchasing Card (P-Card) Policy for use of the City credit card. (Director of Finance).
10. Consider introduction of an ordinance amending the fiscal year 2014-2015 General Fund budget for computers and equipment for the City Manager's Office. (Director of Finance).
11. Consider accepting donation from the Texas A&M Student National Pharmacist Association in the amount of \$3,255.91 for Corral Park Improvement Project. (Parks and Recreation Manager).
12. Consider accepting donation from the Brookshire Foundation in the amount of \$3,000 for Summer Track and Summer Swim Team Programs. (Parks and Recreation Manager).
13. Consider introduction of an ordinance amending the fiscal year 2014-2015 General Fund budget to accept and expend donations made to the Kingsville Parks and Recreation Department. (Director of Finance).

## VII. Adjournment.

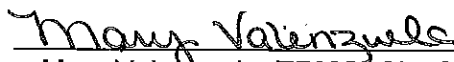
1. No person's comments shall exceed 5 minutes. Cannot be extended by Commission.
2. No person's comments shall exceed 5 minutes without permission of majority of Commission.
3. Comments are limited to 3 minutes per person. May be extended or permitted at other times in the meeting only with 5 affirmative Commission votes. The speaker must identify himself by name and address.
4. Items being considered by the Commission for action except citizens 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 is 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 in the City Hall, 200 East Kleberg, of the City of 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:

May 20, 2015 at 2:00 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



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

**MAY 11, 2015**

**A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, MAY 11, 2015 IN THE HONORABLE ROBERT H. ALCORN COMMISSION CHAMBERS 200 EAST KLEBERG AVENUE AT 5:00 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:**

Courtney Alvarez, Interim City Manager/City Attorney  
Mary Valenzuela, City Secretary  
David Mason, Purchasing/IT Director  
Tom Ginter, Director of Planning & Development Services  
Emilio Garcia, Health Director  
Diana Gonzales, Human Resources Director  
Cynthia Martin, Downtown Manager  
Susan Ivy, Parks & Recreation Manager  
Charlie Cardenas, Public Works Director/Engineer  
Melissa Perez, Risk Manager  
Willie Vera, Task Force Commander  
Ricardo Torres, Police Chief  
Leo Alarcon, Tourism Director  
Tony Verdin, Information Systems Technician  
Deborah Balli, Finance Director  
Robert Rodriguez, Library Director

**I. Preliminary Proceedings.**

**OPEN MEETING**

Mayor Fugate called the meeting to order in the Robert H. Alcorn Commission Chamber at 5:00 p.m. and announced quorum with all four Commission members present, Pecos being absent.

**WORKSHOP 5:00 P.M.**

**Convene into Executive Session:**

- 1. Executive Session: Pursuant to Section 551.074, Texas Open Meetings Act, the City Commission shall convene in Executive Session to deliberate the duties of the position of the City Manager. (Mayor Fugate).**

Mayor Fugate announced the Executive Session and convened the City Commission into Executive Session at 5:02 p.m.

City Commission came out of Executive Session at 5:45 p.m.

## **REGULAR MEETING 6:00 P.M.**

Mayor Fugate opened the regular meeting at 6:00 p.m. with four Commission members present, Pecos being absent.

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

The invocation was delivered by Courtney Alvarez, Interim City Manager/City Attorney, followed by the Pledge of Allegiance and the Texas Pledge.

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

#### **Regular Meeting – April 27, 2015**

Mayor Fugate called for a motion to approve the minutes of April 27, 2015.

**Motion made by Commissioner Pena to approve the minutes as presented, seconded by Commissioner Leubert. The motion was passed and approved by the following vote: Garcia, Leubert, Pena, Fugate voting “FOR”.**

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

#### **1. Public Hearing regarding request for an alcohol variance for Mixed Beverage Permit and Mixed Beverage Late Hours Permit, for the establishment known as Day and Night Club located at 304 E. Richard, Kingsville, Texas. (Director of Planning & Development Services).**

Mayor Fugate announced and opened this public hearing at 6:02 p.m. He asked if there was anyone in the audience that wanted to address the City Commission regarding this public hearing may do so now, with a limit of five (5) minutes to speak. Time cannot be extended by City Commission.

Mr. Ginter announced that this establishment is already in existence and is only changing their license from a beer and wine to a mixed beverage and mixed beverage late hours permit. The said address is within 1,000ft boundary of one registered daycare. All required notices were mailed to property owners within the 300ft radius of this establishment. Staff has not received any negative feedback from the property owners that have been noticed.

Mayor Fugate commented that this establishment is only upgrading their alcohol license.

Mayor Fugate closed this public hearing at 6:04 p.m.

### **III. Reports from Commission & Staff.<sup>2</sup> (City Manager's Staff Report Attached).**

*“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, 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. No formal action can be taken on these items at this time.”*

Mrs. Cynthia Martin, Downtown Manager introduced Mr. Jayce Luthenbacher who is working on an Eagle Scout Project.

Mr. Luthenbacher stated that his Eagle Scout Project consisted of restoring the concrete markers in the Historical District and has created a GIS Map with the assistance of the Engineering Department.

Mayor Fugate asked about the process that Mr. Luthenbacher had to take to restore these markers.

Mr. Luthenbacher stated that he had to weedeat around each marker, scrape off the old paint and applied concrete paint then painted the street names with black paint.

Mayor Fugate thanked Mr. Luthenbacher for all his hard work on this project.

Mrs. Susan Ivy, Parks and Recreation Manager announced that the Parks Department was approached by the South Texas Pitmasters BBQ Club to allow them to host an IBCA Sanctioned event in Dick Kleberg Park. All they needed assistance with was a place to hold the event and a place to judge the entries. Ivy further stated that she has coordinated a Summer Market vendor showcase that will offset most of the cost of the use of the JK Northway for the event. At the end of the event, the Pitmasters will donate \$1,000 to the Parks Department. No financial assistance is being asked from the City. This event will take place June 12<sup>th</sup>-13<sup>th</sup>, 2015.

Mrs. Courtney Alvarez, Interim City Manager/City Attorney reported that the next scheduled City Commission meeting is Tuesday, May 26, 2015. Deadline to submit agenda items and staff report will be Friday, May 15, 2015.

Mayor Fugate at this time presented a proclamation to Mrs. Cynthia Martin, Downtown Manager for National Preservation Month.

Commissioner Leubert commented that two reporters from the Kingsville Record received awards, Mr. Chris Mayer and Mr. Tim Acosta.

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

There were no public comments made at this time.

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

#### **V.**

##### **Consent Agenda**

##### **Notice to the Public**

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##### **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)*

Mayor Fugate asked for a motion to approve the consent agenda item as presented.

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

**1. Motion to approve final passage of an ordinance amending the zoning ordinance by granting a special use permit for a display area for retail (sale and rental) of portable storage sheds, carports, parking of rental trailers, trucks, and U-Haul equipment located at Southmore AC, Lot PT 172, PT 185-193 also known as 714 E. Ailsie, Kingsville, Texas. (Director of Planning & Development Services).**

## **REGULAR AGENDA**

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

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

**2. Consider request for an alcohol variance for a Mixed Beverage Permit and Mixed Beverage Late Hours Permit for the establishment known as Day and Night Club located at 304 E. Richard, Kingsville, Texas. (Director of Planning & Development Services).**

**Motion made by Commissioner Garcia to approve this alcohol variance, seconded by Commissioner Pena. The motion was passed and approved by the following vote: Pena, Garcia, Leubert, Fugate voting "FOR".**

**3. Consider a resolution establishing Guidelines and Criteria for Economic Development Incentives within the City of Kingsville. (Director of Planning & Economic Development).**

Commissioner Leubert requested that this item be removed from the agenda and be placed on the next scheduled City Commission meeting on May 26, 2015.

No action taken.

**4. Consider a resolution authorizing participation in Click It or Ticket Grant for 2015 from the Texas Department of Transportation, authorizing the Chief of Police to act on the City's behalf with such program. (Chief of Police).**

Mr. Ricardo Torres, Police Chief, reported that the Kingsville Police Department has been approved for funding for the 2015 Click it or Ticket Campaign. The Police Department was approved \$7,000 for the enforcement period. The Click it or Ticket Campaign centers on the Memorial Day Holiday and enforcement is May 18<sup>th</sup> through May 31<sup>st</sup>, 2015. Chief Torres further reported that 90% of the citizens in Kingsville already wear their seatbelts, which is a good report.

**Motion made by Commissioner Pena to approve this resolution, seconded by Commissioner Garcia. The motion was passed and approved by the following vote: Leubert, Pena, Garcia, Fugate voting "FOR".**

**5. Consider introduction of an ordinance amending the City of Kingsville Code of Ordinances by amending Section 9-3-53, providing for an increase in the impoundment, daily boarding and vaccination fees. (Director of Health).**

Mr. Emilio Garcia, Health Director reported that this ordinance calls for the increase in impoundment fees, daily boarding, and vaccination fees. The impoundment fee for the City

of Kingsville is \$15.00; the daily boarding fee is \$5.00 per day, and a \$15.00 vaccination fee, which is refunded once proof is provided to the Animal Control Center. Mr. Garcia further stated that after some discussion with the City-County Health Board, it was agreed to increase the impoundment fee to \$25.00, the boarding fee to \$6.00 daily and to increase the vaccination fee to \$20.00 (refundable). Also, the Board of Health would like to have an increasing scale for impoundments for example 1<sup>st</sup> impoundment \$25.00, 2<sup>nd</sup> impoundment \$50.00, and 3<sup>rd</sup> impoundment \$75.00 within a calendar year. This would be a new add on to the City Animal Control Ordinance.

Commissioner Garcia asked for status on impoundments for the 2014 year.

Mr. Garcia commented that last year's annual report shows that 1,510 dogs were impounded, of those 266 were adopted, 260 rescued by owner, and 102 rescued by rescued groups.

Commissioner Garcia commented that by increasing fees, the property may not want to pick up their dog.

Commissioner Leubert commented that the Health Department has placed a lost and found on the City website.

Mr. Garcia commented that the lost and found on the City website is doing very well. This gives the pet owner the opportunity to see if their pet is located at the Health Department.

Commissioner Garcia asked how often the website is updated.

Mr. Garcia responded that it's updated daily.

No further comments were made.

Introduction item only.

#### **VI. Adjournment.**

There being no further business to come before the City Commission, the meeting was adjourned at 6:27 p.m.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, TRMC, City Secretary

# **PUBLIC HEARING(S)**

# **PUBLIC HEARING #1**



To: Courtney Alvarez, Interim City Manager

From: Tom Ginter, Director of Planning and Development Services



Date: May 15, 2015

Subject: Demos on the May 26, 2015 Agenda

Concerning the demos on the agenda for City Commission review we have received no responses on the following: 228 N. 7<sup>th</sup>, 907 E. Avenue A, 614 W. Ragland, 301 E. Richard, 609 W. Lee and 324 E. Ailsie.

We have received a response on the following property, 315 W. Lee. I would anticipate that the owner will be present at the City Commission meeting.



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 907 E. AVE A		INSPECTOR DANIEL RAMIREZ
LEGAL DESCRIPTION SIMS 2	BLOCK 2	LOT 1-5
OWNER NAME VIOLA ORTEGA	OWNER'S ADDRESS 907 E. AVE A	CITY/STATE/ZIP KINGSVILLE TEXAS 78363-3979

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N	ACCEPTABLE			REASON CODE	COMMENT CODES
	Y	YES	NO	N/A		
Building						
Condition			X		H,C,D,B,I,L,OU,	1,2
Yard						
Condition			X		H,	
Utilities						
Electric			X		H,MI	
Gas					MI	
Water			X			
Roof						
Covering			X		H,D,I,OU	
Walls						
Exterior			X		H,B,D,C,L,OU,I	
Interior			X		H,B,D,C,L,OU,I	
Ceilings			X		H,B,D,C,L,OU,I	
Windows/Doors						
Secured			X		H,B,D,C,I,OU	
Condition			X		H,B,D,C,I,OU	
Foundation						
Exterior			X		H,B,C,D,I,OU	
Interior			X		H,B,C,D,I,OU	
Plumbing			X		H,B,C,D,I,OU	
Electrical			X		H,B,C,D,I,OU	

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold
AS-Asbestos	D-Deteriorated	L-Leaning	OU-Outdated
B-Broken	H-Hazardous	MI-Missing	OV-Overgrown

### COMMENT CODES:

1. AN ATTRACTIVE NUCIANCE TO CHILDREN
2. A HARBOR FOR VAGRANTS, CRIMINAL AND IMMORAL PEOPLE
3. EVIDENCE OF ROACH, RAT, MOUSE, OR OTHER VERMIN FOUND
4. PARTIAL
5. UNCOVERED ROOF
6. GRAFFITI

### BUILDING OFFICIAL COMMENTS:

FOUND THE OVERALL CONDITION TO BE IN A SEVERE AND HAZARDOUS STATE OF DISREPAIR. IT IS UNSECURED ALLOWING FOR EASY ACCESS FOR ANIMALS AND/VAGRANTS. HAS HAS BEEN WITHOUT WATER SINCE ACTIVE

SIGNATURE:

*Daniel H. Ramirez*  
DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 9/4/2014



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 907 E. AVE A		INSPECTOR DANIEL RAMIREZ	
LEGAL DESCRIPTION SIMS 2	BLOCK 2	LOT 1-5	
OWNER NAME VIOLA ORTEGA	OWNER'S ADDRESS 907 E. AVE A	CITY/STATE/ZIP KINGSVILLE TEXAS 78363-3979	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N Y	ACCEPTABLE			REASON CODE	COMMENT CODES
		YES	NO	N/A		
Building						
Condition			X		H,C,D,B,I,L,OU,	1,2
Yard						
Condition			X		H,	
Utilities						
Electric			X		H,MI	
Gas					MI	
Water			X			
Roof						
Covering			X		H,D,I,OU	
Walls						
Exterior			X		H,B,D,C,L,OU,I	
Interior			X		H,B,D,C,L,OU,I	
Ceilings			X		H,B,D,C,L,OU,I	
Windows/Doors						
Secured			X		H,B,D,C,I,OU	
Condition			X		H,B,D,C,I,OU	
Foundation						
Exterior			X		H,B,C,D,I,OU	
Interior			X		H,B,C,D,I,OU	
Plumbing			X		H,B,C,D,I,OU	
Electrical			X		H,B,C,D,I,OU	

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold
AS-Asbestos	D-Deteriorated	L-Leaning	OU-Outdated
B-Broken	H-Hazardous	MI-Missing	OV-Overgrown

### COMMENT CODES:

1. AN ATTRACTIVE NUCIANCE TO CHILDREN
2. A HARBOR FOR VAGRANTS, CRIMINAL AND IMMORAL PEOPLE
3. EVIDENCE OF ROACH, RAT, MOUSE, OR OTHER VERMIN FOUND
4. PARTIAL
5. UNCOVERED ROOF
6. GRAFFITI

### BUILDING OFFICIAL COMMENTS:

FOUND THE OVERALL CONDITION TO BE IN A SEVERE AND HAZARDOUS STATE OF DISREPAIR. IT IS UNSECURED ALLOWING FOR EASY ACCESS FOR ANIMALS AND/VAGRANTS. HAS BEEN WITHOUT WATER SINCE ACTIVE

SIGNATURE:

*Daniel H. Ramirez*  
DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 9/4/2014

## Cuellar signs on to play at Sam Houston State

By Jaime Gonzalez  
jgonzalez@king-ranch.com

H.M. King's Samantha Cuellar officially signed to continue her softball career at Sam Houston State University Tuesday, with her family, coaches and teammates with her to mark the occasion.

"This shows Sam's hard work during the past four years of her high school career," KISD athletic director Toddy Carrier said. "We're excited to see you play at the next level."

Cuellar fought back a few tears during the signing

when her coaches and parents spoke to the crowd.

"It's great to have their support," Cuellar said about everyone in attendance for her signing. "They always gave me advice and they've always been 100 percent behind me and any choice I've made."

Cuellar, an all-district player for the Lady Brahmas at third base, will get to continue her career at the NCAA Division I level for the Brahmas.

"Coach (Bob) Brock was just so inviting and the team made me feel so welcome," Cuellar said about choos-

ing the school. "The town is beautiful. Huntsville is awesome. I knew it was the right choice as soon as I stepped on campus."

Cuellar was a part of the Lady Brahmas teams that advanced to the regional semifinals of the state playoffs twice during her playing career and helped win the program's first district title in six years last season.

"She is one of the strongest and best third basemen I've had and I'm going to miss having her," H.M. King softball coach Dino Gutierrez said at the signing. "I look forward to seeing her grow."



Samantha Cuellar hugs her mother after officially signing to continue her softball career at Sam Houston State University. Cuellar was an all-district third baseman during her years playing for the H.M. King Lady Brahmas. (Photo by Jaime Gonzalez)

## Riviera drops game one, looks for comeback Saturday



Kelly Emmons throws to first base for the Lady Hawks against Refugio Thursday. Along with pitching for the Lady Hawks, Emmons hit a home run to provide the only score for Riviera in the game. (Photo by Jaime Gonzalez)

By Jaime Gonzalez  
jgonzalez@king-ranch.com

The Riviera Lady Hawks will have to defeat Refugio twice Saturday to advance to the area round of the state 2A playoffs after dropping game one of their series, 11-1, in five innings Thursday in Sinton.

The Lady Cats jumped out on Riviera early, scoring four runs in the first inning on their way to scoring 19 runs over the first three frames. Much like their game against Benavides Monday for playoff seeding, Riviera's defensive miscues helped fuel Refugio's rallies as the Lady Hawks committed five

errors in the game, allowing the Lady Cats to score six of their runs unearned. "You make a mistake, but you have to be able to shake it off and move on to the next play," Riviera coach Dustin Horner said. "We got our head down and we're going to have to stop that and go out there with the



Jodi Pena runs in to make the catch in right field for Riviera against Refugio Thursday. The bidistrict playoff series continues Saturday at Texas A&M University-Kingsville. (Photo by Jaime Gonzalez)

confidence to make plays." Kelly Emmons got the start for Riviera, giving up five earned runs on 11 hits with four strikeouts and no walks. Emmons was also responsible for the Lady Hawks' lone run of the game with a hard-hit line drive home run that hit

the scoreboard in left-center field with a hard thud. That shot woke up the Riviera bats a little bit, as they started getting more contact and hit the ball harder over the final two innings. "We were able to hit line drives and hard-hit ground balls, but they're third basemen made a couple of

great plays," Horner said. McKenzie Woodall went 2-for-3 for Riviera out of the leadoff spot, the only batter to get a hit other than Emmons' home run. The series resumes Saturday at 7 p.m. at Texas A&M University-Kingsville for game two, with game three 30 minutes after, if necessary.

### TOOTH TIPS written by Charles A. Clements, D.D.S. MASTER IN THE ACADEMY OF GENERAL DENTISTRY

#### Are You In The "Dental Danger Decade"?

In my 34 years of practicing dentistry, it has become all too apparent that patients in the 20-30 age group present with a surprising number of major dental problems. This is so common that I refer to this age group as being in the "dental danger decade". Too often they have considerable dental problems and are totally amazed at what it takes to put them "back together" again. I understand that 20-somethings are beginning their adult lives and busy careers with little extra time or money to seek good preventive or early dental treatment, but too often they need extensive fillings or treatments the likes of which I would expect to see in some of the older mouths of their parents or grandparents. Fortunately, if you fall into this group, understand that just a small commitment of time and money today can mean thousands of dollars in your pocket over your lifetime. To learn more, call to schedule your complimentary consultation.



**592-5248** www.KingsvilleDentist.com  
325 General Cavazos Blvd., Kingsville, Texas 77603  
(361) 592-5248

### PUBLIC NOTICE

The City Commission will meet on Tuesday, May 26, 2015 at 6:00 P.M. The following items are set for public hearing and discussion and / or action: Request to condemn the unsafe structures located at:

228 N 7TH  
907 E AVE A  
614 W RAGLAND  
301 E RICHARD  
315 E LEE  
609 W LEE  
324 E AILSIE

If you are the property owner, holder of mortgage(s), or anyone having a substantial interest in any these properties, we would request that you attend the meeting.

The meeting will be held at City Hall, 200 E Kleberg, at the City Commission Chambers.

If you have any questions about the items on agenda, please contact the Building Department at (361) 595-8019 or (361) 595-8020.

## Youth football now registering

**Submitted Item**  
The Boys & Girls Club of Kingsville is now registering players and cheerleaders for their Youth Football League.

Registration closes in June and space is limited. There are four divisions in the league.

The freshman division is

ages 5-6, the sophomore division is ages 7-8, the junior division is ages 9-10 and the senior division is ages 11-12.

The league is a full-contact league.

Volunteer coaches are also needed and applications are being accepted.

Early, regular and late

registration fees will apply.

For more information, contact John Perez, chief professional officer of the Boys & Girls Club of Kingsville, at (361) 675-0213 or (361) 592-1100, or go by the Boys & Girls Club of Kingsville located at 1238 E. Kennedy.

The games begin Aug. 29.

**1028 S. 14<sup>th</sup> Street**  
Sundial Plaza • Kingsville, Texas

**(361) 488-6335**  
Fax 1-564-232-4964

Quick Booking - Booking Fee: \$250 - \$500 per day

**NO WAITING!**

**OLIVER**  
PHYSICAL THERAPY & SPORTS MEDICINE

**MOST INSURANCES ACCEPTED**  
• Medicare/Medicaid  
• BCBS • Humana Plans  
• Medicare • UNIC

Sports Injuries  
Motor Vehicle Accidents  
Occupational Injuries  
Worker's Comp

Pre/Post Op  
Total Knee/hips  
Men's/Women's Health

Bring your **MOM**  
to *Butch's* for  
**MOTHER'S DAY!!**  
(Sunday, May 10, 2015)

We will be open 11 AM ~ 2 PM!

Make your reservation today!! (361) 592-8824

200 E. Kleberg Ave., Kingsville, Texas 77603

# CONDEMNATION CHECKLIST

Property Address: 907 E Ave A

Phone: \_\_\_\_\_

Property Owner: Viola Ortega

Phone: \_\_\_\_\_

Owner's Address: 907 E Ave A

Fax: \_\_\_\_\_

Kingsville, TX 78363

PLANNED DATE	ACTUAL DATE	ACTION
<input type="checkbox"/> <u>9-3-14</u>	<u>9-3-14</u>	1. Identify structure unfit for human habitation.
<input type="checkbox"/> <u>9-3-14</u>	<u>9-3-14</u>	2. Inspect Property. (Building Official)
		<input type="checkbox"/> a. Prepare inspection report and date.
		<input type="checkbox"/> b. Photograph property with date stamp.
<input type="checkbox"/> <u>9-4-14</u>	<u>9-4-14</u>	3. Determine ownership from county assessment & tax collection record.
<input type="checkbox"/> <u>9-4-14</u>	<u>9-4-14</u>	4. Obtain legal description.
<input type="checkbox"/> <u>9-4-14</u>	<u>9-4-14</u>	5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
<input type="checkbox"/> <u>9-14</u>	<u>9-14</u>	6. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner within 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
<input type="checkbox"/> _____	_____	7. 2 <sup>nd</sup> Notice Sent. (10 day response) (Optional)
<input type="checkbox"/> <u>April-16-15</u>	<u>4-16-15</u>	8. If response is not received or is not adequate, proceed as follows:
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	9. Send 20-day pre notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
		<input type="checkbox"/> a. Owner unknown or whereabouts not known or such owner is a nonresident of Texas.
		1) Post affidavit in newspaper twice a week for one week
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	10. Post sign on property advising date the City
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	

☐ \_\_\_\_\_

☐ \_\_\_\_\_

☐ 4-17-15 4-17-15

☐ 4-17-15 4-17-15

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Council will consider condemnation of structure.

11. Within the Historical District. Meeting date to be heard by the Historical Development Board.

12. Photograph posted sign with date stamp.

13. Prepare information packet for each City Council member, plus one each for City Manager, City Attorney & City Secretary consisting of

☐ a. Location Map

☐ b. Photographs of the structure with date stamp

☐ c. Inspection report

☐ d. Pre-condemnation notice

☐ e. Condemnation resolution

14. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.

15. City Council adopts condemnation resolution.

16. File Notice of Condemnation with the County Clerk.

17. Send owner(s) & other vested interests the following:

☐ a. Copy of the City Council resolution.

☐ b. 45-day order to demolish

18. Post 45-day Order to Demolish on structure.

☐ a. Take photo with date stamp

19. Evaluate status of owner's action on 46<sup>th</sup> day after Order of Demolition was issued. If no action taken by owner, proceed with demolition.

20. Photograph posted notice with date stamp.

21. Notify utility companies to disconnect & remove services from structure for safe demolition.

22. Issue Notice to Proceed to Public Works Director and Demolition Crew.

23. Prepare demolition cost statement consisting of:

☐ a. Mailing fees

☐ b. Publication fees

- ☐ c. Demolition costs
- ☐ d. Landfill tipping fees
- ☐ e. Filing fees
- ☐ f. Administrative fees
- ☐ g. Any documentation miscellaneous costs

☐ \_\_\_\_\_

24. Send a letter & cost statement to the

Collections Department so they can send out bill.

Make copy of documents and send to the City

Attorney requesting a lien to be place on the

property.

# 2013 PRELIMINARY ROLL

## CKI - CITY OF KINGSVILLE

Geo ID Order

05/22/2013 11:56AM

Prop ID	Owner	% Legal Description	Values						
12166	11834	100.00 R Geo: 166500108000192	Effective Acres:	0.000000	Imp HS:	0	Market:	4,920	
MURILLO JANIE R		SIMS 2, BLOCK 1, LOT 8-11			Imp NHS:	0	Prod Loss:	0	
912 E AVE B					Land HS:	0	Appraised:	4,920	
KINGSVILLE, TX 78363-3916			Acres:	0.0000	Land NHS:	4,920	Cap:	0	
		State Codes: C1	Map ID:		Prod Use:	0	Assessed:	4,920	
		Situs: 916 E AVE A	Mtg Cd:		Prod Mkt:	0	Exemptions:		
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				4,920	0	4,920	0.842200	41.44
13804	13063	100.00 R Geo: 166500112000192	Effective Acres:	0.000000	Imp HS:	23,840	Market:	26,840	
CANTU RODOLFO		SIMS 2, BLOCK 1, LOT 12, 13			Imp NHS:	0	Prod Loss:	0	
ETUX RITA					Land HS:	3,000	Appraised:	26,840	
922 E AVENUE A			Acres:	0.0000	Land NHS:	0	Cap:	0	
KINGSVILLE, TX 78363-3980		State Codes: A	Map ID:		Prod Use:	0	Assessed:	26,840	
		Situs: 922 E AVE A	Mtg Cd:		Prod Mkt:	0	Exemptions:	HS	
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				26,840	0	26,840	0.842200	226.05
14593	58051	100.00 R Geo: 166500114000192	Effective Acres:	0.000000	Imp HS:	0	Market:	44,880	
CANTU RODOLFO P		SIMS 2, BLOCK 1, LOT 14-16			Imp NHS:	40,380	Prod Loss:	0	
RITA SALAZAR DE CANTU					Land HS:	0	Appraised:	44,880	
922 E AVE A			Acres:	0.0000	Land NHS:	4,500	Cap:	0	
KINGSVILLE, TX 78363		State Codes: A	Map ID:		PLAT Prod Use:	0	Assessed:	44,880	
		Situs: 930 E AVE A	Mtg Cd:		Prod Mkt:	0	Exemptions:		
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				44,880	0	44,880	0.842200	377.98
23729	58498	100.00 R Geo: 166500117000192	Effective Acres:	0.000000	Imp HS:	0	Market:	23,540	
SALINAS AGAPITO III		SIMS 2, BLOCK 1, LOT S/2 17-20			Imp NHS:	19,580	Prod Loss:	0	
221 W FAIRVIEW DR					Land HS:	0	Appraised:	23,540	
KINGSVILLE, TX 78363-4115			Acres:	0.0000	Land NHS:	3,960	Cap:	0	
		State Codes: A	Map ID:		Prod Use:	0	Assessed:	23,540	
		Situs: 936 E AVE A TX	Mtg Cd:		Prod Mkt:	0	Exemptions:		
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				23,540	0	23,540	0.842200	198.25
24360	58498	100.00 R Geo: 166500117001192	Effective Acres:	0.000000	Imp HS:	0	Market:	11,500	
SALINAS AGAPITO III		SIMS 2, BLOCK 1, LOT N/2 17-20, (CARRERA TIRE SERVICE)			Imp NHS:	1,000	Prod Loss:	0	
221 W FAIRVIEW DR					Land HS:	0	Appraised:	11,500	
KINGSVILLE, TX 78363-4115			Acres:	0.0000	Land NHS:	10,500	Cap:	0	
		State Codes: F1	Map ID:		PLAT Prod Use:	0	Assessed:	11,500	
		Situs: 1005 N 14TH ST	Mtg Cd:		Prod Mkt:	0	Exemptions:		
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				11,500	0	11,500	0.842200	96.85
24138	15000	100.00 R Geo: 166500201000192	Effective Acres:	0.000000	Imp HS:	15,340	Market:	26,280	
ORTEGA VIOLA		SIMS 2, BLOCK 2, LOT 1-5			Imp NHS:	3,890	Prod Loss:	0	
907 E AVENUE A					Land HS:	7,050	Appraised:	26,280	
KINGSVILLE, TX 78363-3979			Acres:	0.0000	Land NHS:	0	Cap:	0	
		State Codes: A	Map ID:		PLAT Prod Use:	0	Assessed:	26,280	
		Situs: 907 E AVE A	Mtg Cd:		Prod Mkt:	0	Exemptions:	HS.OV65	
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				26,280	8,400	17,880	0.842200	150.59
25671	56108	100.00 R Geo: 166500206000192	Effective Acres:	0.000000	Imp HS:	0	Market:	4,230	
ESTRADA JOSE VICTOR		SIMS 2, BLOCK 2, LOT 6-8			Imp NHS:	0	Prod Loss:	0	
ETUX LINDA ANN					Land HS:	0	Appraised:	4,230	
1206 E AVE A			Acres:	0.0000	Land NHS:	4,230	Cap:	0	
KINGSVILLE, TX 78363-4041		State Codes: C1	Map ID:		Prod Use:	0	Assessed:	4,230	
		Situs: 917 E AVE A TX	Mtg Cd:		Prod Mkt:	0	Exemptions:		
			DBA:						
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE				4,230	0	4,230	0.842200	35.63



# STATEMENT OF ALL TAXES DUE

ACCT # 1-665-002-01000-192

DATE 09/05/2014

SD



MELISSA T DELAGARZA, PCC  
P O BOX 1457  
KINGSVILLE, TX 78364-1457  
(361) 595-8542

Property Description  
SIMS 2, BLOCK 2, LOT 1-5

TOWN -  
ACRES - .373

LOCATION 907 E AVE A

## Values

LAND MKT VALUE	7,050	IMPR/PERS MKT VAL	19,230
LAND AGR VALUE		MKT. BEFORE EXEMP	26,280
		LIMITED TXEL VAL	22,390
EXEMPTIONS GRANTED: H.S.			
(REMOVAL OF EXEMPTIONS MAY RESULT IN ADDITIONAL TAXES DUE)			

ORTEGA VIOLA

907 E AVENUE A

KINGSVILLE

TX 78363-3979

	LEVY	P & I	ATTY FEES	AMT DUE
TAXES 2013	.00	.00	.00	.00
	.00	.00	.00	.00
				=====
				.00
				.00
				.00
				.00
				.00

ACCT # 1-665-002-01000-192

TOTAL DUE 09/2014 .00  
TOTAL DUE 10/2014 .00  
TOTAL DUE 11/2014 .00  
TOTAL DUE 12/2014 .00

## BREAKDOWN OF TAX DUE BY JURISDICTION

JURISDICTION	TAXES	PEN & INT	ATTY FEES	TOTAL
KLEBERG COUNTY	.00	.00	.00	.00
CITY OF KINGSVILLE	.00	.00	.00	.00
KINGSVILLE ISD	.00	.00	.00	.00
SOUTH TX WATER AUTH	.00	.00	.00	.00

TAX LEVY FOR THE CURRENT ROLL YEAR: 137	58.51
TAX LEVY FOR THE CURRENT ROLL YEAR: CITY	150.59
TAX LEVY FOR THE CURRENT ROLL YEAR: KISD	59.09
TAX LEVY FOR THE CURRENT ROLL YEAR: STWA	7.90
TOTAL TAX LEVY FOR THE CURRENT ROLL YEAR . . . . .	276.09

Ref ID: R24138  
Map ID: A1

166500201000192

ACRES:  
EFF. ACRES:

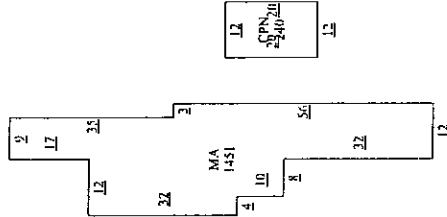
SITUS 907 E AVE A		APPR VAL METHOD: Cost	
GENERAL		SKETCH for Improvement #1 (RESIDENTIAL)	

UTILITIES	LAST APPR. LR	VALUES
TOPOGRAPHY	LAST APPR. YR 2014	IMPROVEMENTS 18,910
ROAD ACCESS PC	LAST INSP. DATE 02/26/2014	LAND MARKET + 7,050
ZONING	NEXT INSP. DATE	MARKET VALUE = 25,960
NEXT REASON		PRODUCTIVITY LOSS - 0
		APPRAISED VALUE = 25,960
		HS CAP LOSS - 0
		ASSESSED VALUE = 25,960

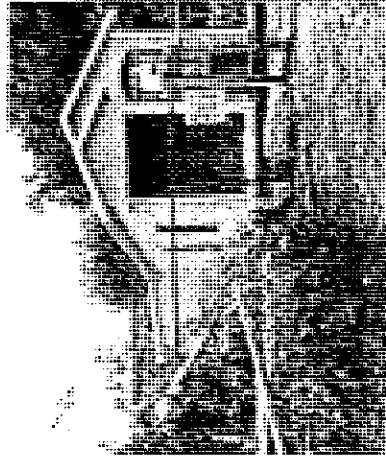
REMARKS FOR '14 ADD 90% PHYS (ROOF) TO IMPR SEG  
#3 PER APPR LR 2/25/14 3/3/14 MMG -- FOR  
2013 ADD FF TABLE FF60D140 PER IE 4/16/13 JO  
-- FOR '11 ON 1ST IMP SEG: CHG DEPR % & ADD

BUILDING PERMITS	
ISSUE DT	PERMIT TYPE
	PERMIT AREA ST PERMIT VAL

SALE DT	PRICE	GRANTOR	DEED INFO
*****		UNKNOWN	OT / /



PICTURE



IMPROVEMENT INFORMATION

#	TYPE	DESCRIPTION	MTHD	CLASS/SUBCL	AREA	UNIT PRICE	UNITS	BUILT	EFF. YR	COND.	VALUE	DEPR	PHYS	ECON	FUNC	COMP	ADJ.	ADJ. VALUE
1.	RESIDENTIAL	MAIN AREA	R	FF2/	1,451.0	20.81	1	1945	1950	50%	30,200	50%	100%	100%	100%	100%	0.50	15,100
		CARPOR (NO	R	SP/	240.0	0.00	1	1950	1950	50%	1,940	50%	100%	100%	100%	100%	0.50	1,940
					1,691.0						32,140							17,040
																		15,340

IMPROVEMENT FEATURES

Foundation	1	FD6
Exterior Wall	1	EW1
Interior Finish	1	IN1
Roof Style	1	RT2, RM1
Flooring	1	FL1
Plumbing	1	

LAND INFORMATION		IRR Wells: 0		Capacity: 0	
SUBD: S665	100.00% NBHD:	MASS ADJ	VAL SRC	AG CLASS	AG TABLE
L# DESCRIPTION	CLS	TABLE	FF60D140	A1	Y (100%) FF
1. A1					
Comment: F: 125 R: 125 D: 130 FF					

OWNER ID  
15000  
OWNERSHIP  
100.00%

Ref ID: R24138  
Map ID A1

166500201000192

ACRES:  
EFF. ACRES:

SITUS 907 E AVE A

APPR VAL METHOD: Cost

SKETCH for Improvement #2 (RESIDENTIAL)

GENERAL

UTILITIES  
TOPOGRAPHY  
ROAD ACCESS PC  
ZONING  
NEXT REASON

LAST APPR. LR 2014  
LAST INSP. DATE 02/25/2014  
NEXT INSP. DATE

REMARKS  
FOR '14 ADD 90% PHYS (ROOF) TO IMPR SEG  
#3 PER APPR LR 2/25/14 3/3/14 MMG - FOR  
2013 ADD FF TABLE FF60D140 PER IE 4/16/13 JO  
- FOR '11 ON 1ST IMP SEG: CHG DEPR % & ADD

BUILDING PERMITS  
ISSUE DT PERMIT TYPE PERMIT AREA ST PERMIT VAL

SALE DT PRICE GRANTOR DEED INFO  
\*\*\*\*\* UNKNOWN OT / /

SUBD: S665		100.00% NBHD:	
# TYPE DESCRIPTION	MTHD GLASS/SUBCL	AREA	UNIT PRICE/UNITS
MA MAIN AREA	R FF1/	176.0	23.01 1 0
2. RESIDENTIAL	STCD: A1	176.0	Homestead: N

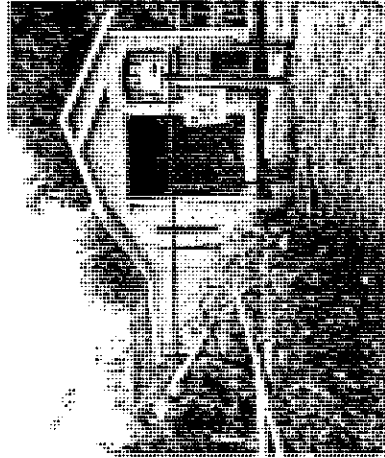
IMPROVEMENT INFORMATION

BUILT	EFF YR	COND. VALUE	DEPR PHYS	ECON	FUNC	COMP	ADJ	ADJ VALUE
0	20%	4,050	100%	100%	100%	100%	0.20	810
								810
								0.99
								730

Entities		Values	
CAD	100%	IMPROVEMENTS	18,910
CKI	100%	LAND MARKET	7,050
GKL	100%	MARKET VALUE	25,960
SKI	100%	PRODUCTIVITY LOSS	0
WST	100%	APPRAISED VALUE	25,960
		HS CAP LOSS	0
		ASSESSED VALUE	25,960

EXEMPTIONS  
HS HOMESTEAD  
OV65 OVER 65

PICTURE



IMPROVEMENT FEATURES

SUBD: S665	100.00%	NBHD:																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
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OWNER ID  
15000

OWNERSHIP  
100.00%

Ref ID: R24138  
Map ID A1

166500201000192

ACRES:  
EFF. ACRES:

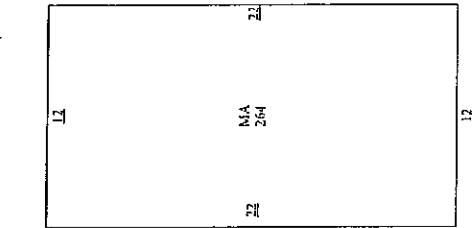
**SITUS 907 E AVE A**

APPR VAL METHOD: Cost

## GENERAL

UTILITIES	LAST APPR.	LR
TOPOGRAPHY	LAST APPR. YR	2014
ROAD ACCESS	LAST INSP. DATE	02/25/2014
ZONING	NEXT INSP. DATE	
NEXT REASON		

**SKETCH for Improvement #3 (RESIDENTIAL)**



## PICTURE

REMARKS  
FOR '14 ADD 90% PHYS (ROOF) TO IMPR SEG  
#3 PER APPR LR 2/25/14 3/3/14 MMG -- FOR  
2013 ADD FF TABLE FF60D140 PER IE 4/16/13 JO  
-- FOR '11 ON 1ST IMP SEG: CHG DEPR % & ADD

BUILDING PERMITS			
ISSUE DT	PERMIT TYPE	PERMIT AREA	ST
			PERMIT VAL

SALE DT	PRICE	GRANTOR	DEED INFO
	*****	UNKNOWN	OT / /

SUBD: S665 100.00% NBHD:

[illegible]

## IMPROVEMENT INFORMATION

VALUE	DEPR	PHYS	ECON	FUNC	COMP	ADJ	ADJ VALUE
7,020	50%	90%	100%	100%	100%	0.45	3,160
7,020							3,160
							2,840

## IMPROVEMENT FEATURES

SUBD: S665

100.00% NBHD: CLS TAB1

SC HS METH

LAND INFORMATION  
UNIT PRICE GROSS VALUE

IRR Wells: 0    Capacity: 0  
ADJ MASS ADJ VAL SRC

IRR Acres: 0      Oil Wells: 0

AG UNIT PRC AG VALUE



# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



SEPTEMBER 5, 2014

VIOLA ORTEGA  
907 E AVE A  
KINGSVILLE, TX 78363

**Re: SIMS 2, BLOCK 2, LOT 1-5**

**907 E AVE A**

Dear Sir or Madam:

It has been determined that the structure at **907 E AVE A** is in a significant state of disrepair and creates a safety and health hazard to the surrounding area and the community at large. The structure is in direct violation to the City of Kingsville's Code of Ordinance § 15-1-165 Condemned Building or Structure; Specifications as adopted and as stated below.

## **§ 15-1-165 CONDEMNED BUILDING OR STRUCTURE; SPECIFICATIONS.**

(A) Any building or structure of any type of material, whether public or private property, existing within the city limits, which is determined to be unsafe for or dangerous to human occupancy, shall be declared and be and become a condemned building or structure.

(B) The condemned buildings or structures mentioned in division (A) shall be determined to be such under the following listed terms and conditions:

(1) Any building or structure which, for want of repair or by reason of age or dilapidated condition, or for any causes, is especially liable to fire, and which is so situated as to endanger other buildings or property, or so occupied that fire would endanger persons or property therein.

(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(3) Any building or other structure which shall be determined to have a permanent or temporary electrical installation condition existing in violation of the installation, maintenance or repair provisions of the City Electrical Code as it is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Electrical Code to endanger the safety of the building or structure or other buildings or structures or other property,

and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(4) Any building or structure which shall be determined to contain a faulty and defective structural condition existing in violation of the construction, maintenance and repair provisions of the City Building Code as is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the Building Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(5) Any building or structure which shall be determined to have a permanent or temporary sanitary condition existing in violation of the various health and sanitation ordinances duly enacted and to be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the sanitation ordinances to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

('62 Code, § 4-6-1)

AN INVESTIGATION HAS BEEN CONDUCTED ON THESE PREMISES FOR NON-COMPLIANCE WITH CITY ORDINANCES. YOU ARE HEREBY NOTIFIED THAT THE VIOLATIONS LISTED MUST BE CORRECTED WITHIN THIRTY (30) CALENDAR DAYS FROM RECEIPT THIS LETTER. PLEASE REFER TO THE ENCLOSED PROPERTY CONDITION REPORT REGARDING THE SPECIFIC VIOLATIONS REQUIRING CORRECTIVE ACTION.

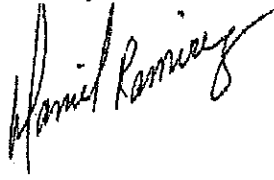
WE MUST RECEIVE WRITTEN RESPONSE FROM YOU WITHIN TEN (10) DAYS FROM THIS NOTICE INDICATING THE ACTION YOU INTEND TO TAKE WITHIN THE NEXT THIRTY (30) DAYS TO CORRECT SUBSTANDARD CONDITIONS.

If these violations are not mitigated within thirty (30) calendar days of the date of this letter, a condemnation will be processed through City Commission. If you should commit another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property.

Please provide proof of necessary permits and "passed" inspections for all reconstruction and/or repairs. Provide proof of proper disposal, i.e. landfill receipt or method used to remediate the condemned structure.

If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM – 12:00 PM & 1:00 PM - 5:00 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Ramirez", written in a cursive style.

---

Daniel Ramirez  
Building Official

Enclosure



**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

*Viola Ortega*  
*907 E 24th*  
*Kingsville, TX 78363*

2. Article  
(77a)

7014 0150 0002 0853 4013

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature ☒ Agent ☐  
*x Ruben Mendez* ☐ Addressee

B. Received by (Printed Name) ☐ Date of Delivery  
*9-8-14*

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type.  
☐ Certified Mail ☐ Express Mail  
☐ Registered ☐ Return Receipt for Merchandise  
☐ Insured Mail ☐ C.O.D.

4. Restricted Delivery? (Extra Fee) ☐ Yes



## BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019 Fax: 361-595-8035

CERTIFIED MAIL – RETURN RECEIPT #7014 0150 0002 0853 4242

APRIL 17, 2015

VIOLA ORTEGA  
907 E AVE A  
KINGSVILLE, TX 78363

Re: **HEARING FOR PROPERTY AT 907 E AVE A**

Dear Sir or Madam:

On September 5, 2014, a letter was sent from the City of Kingsville stating that your property located at **907 E AVE A** was a fire hazard or was dangerous to human life, or constitutes a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment such that the structures located thereon are unsafe and a nuisance. In that letter, you were further advised that you needed to repair or demolish the structures within a certain timeframe. As the timeframe has passed and the unsafe structures on your property have not been repaired or demolished, the structures on your property are being recommended for condemnation before the Kingsville City Commission.

You are hereby cited to appear before the City Commission at a public hearing on **Tuesday, MAY 26, 2015 at 6:00 p.m.** to show cause why such structures should not be condemned. You may appear in person, by agent or by counsel at the hearing. You will need to submit at the hearing proof of the scope of any work that may be required to comply with city ordinances and the time it will take to reasonably perform the work. The condemnation hearing is set for MAY 26, 2015.

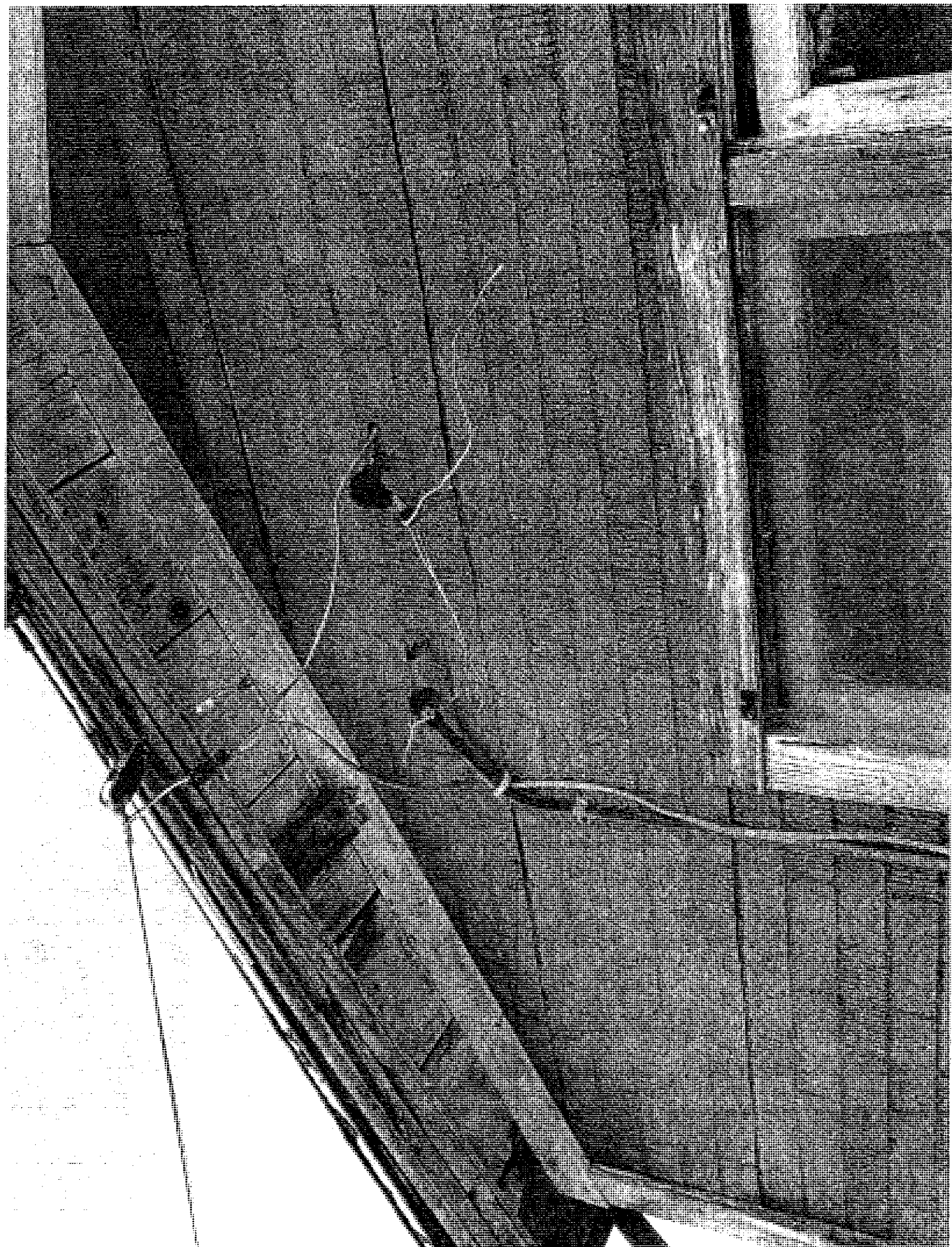
The hearing will take place at the Alcorn Commission Chambers located on the first floor of City Hall, 200 E. Kleberg Avenue, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

If you have any questions about the condemnation process or how to get a building permit to fix the structures, please contact me at (361) 595-8019.

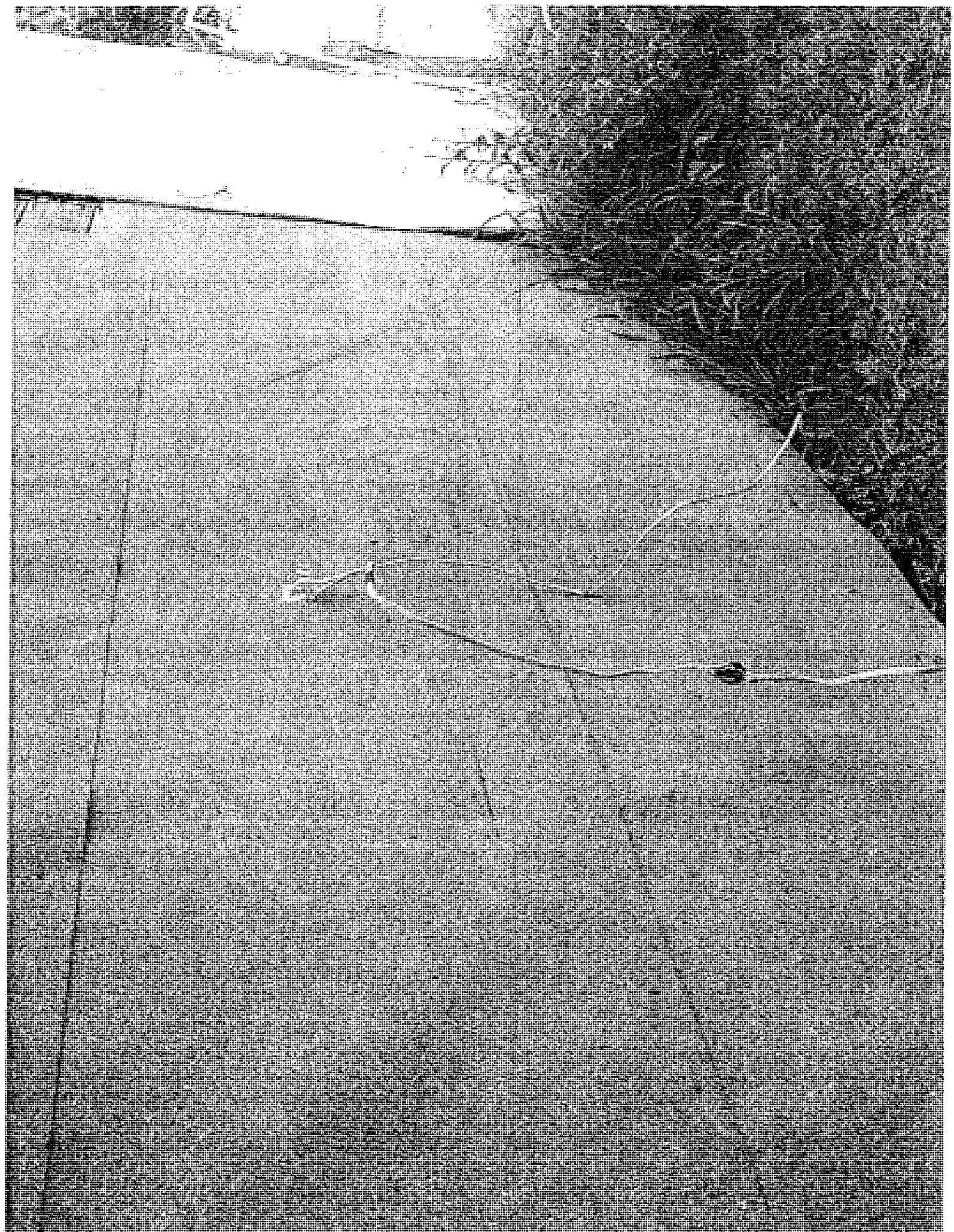
Sincerely,

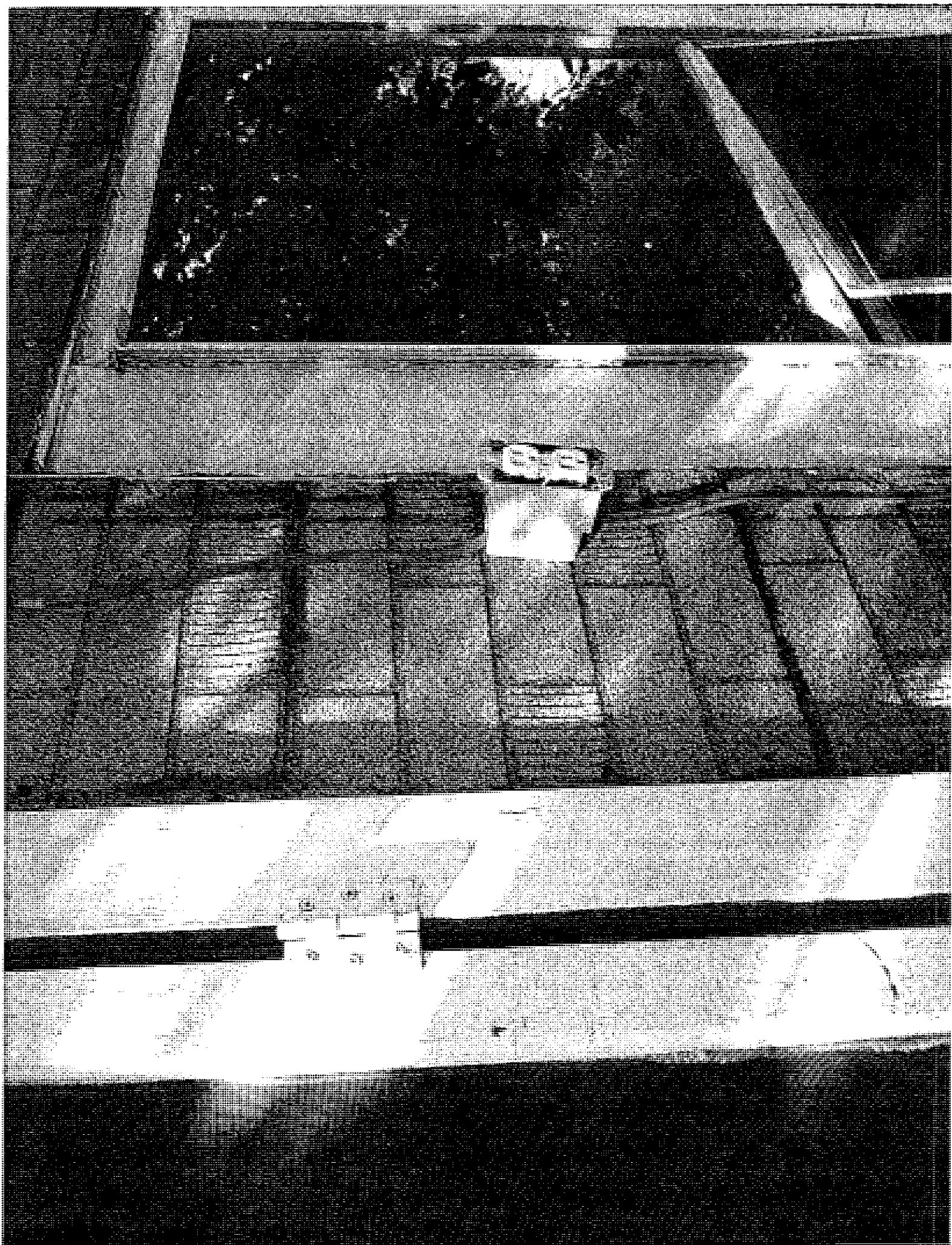
Daniel Ramirez  
Building Official



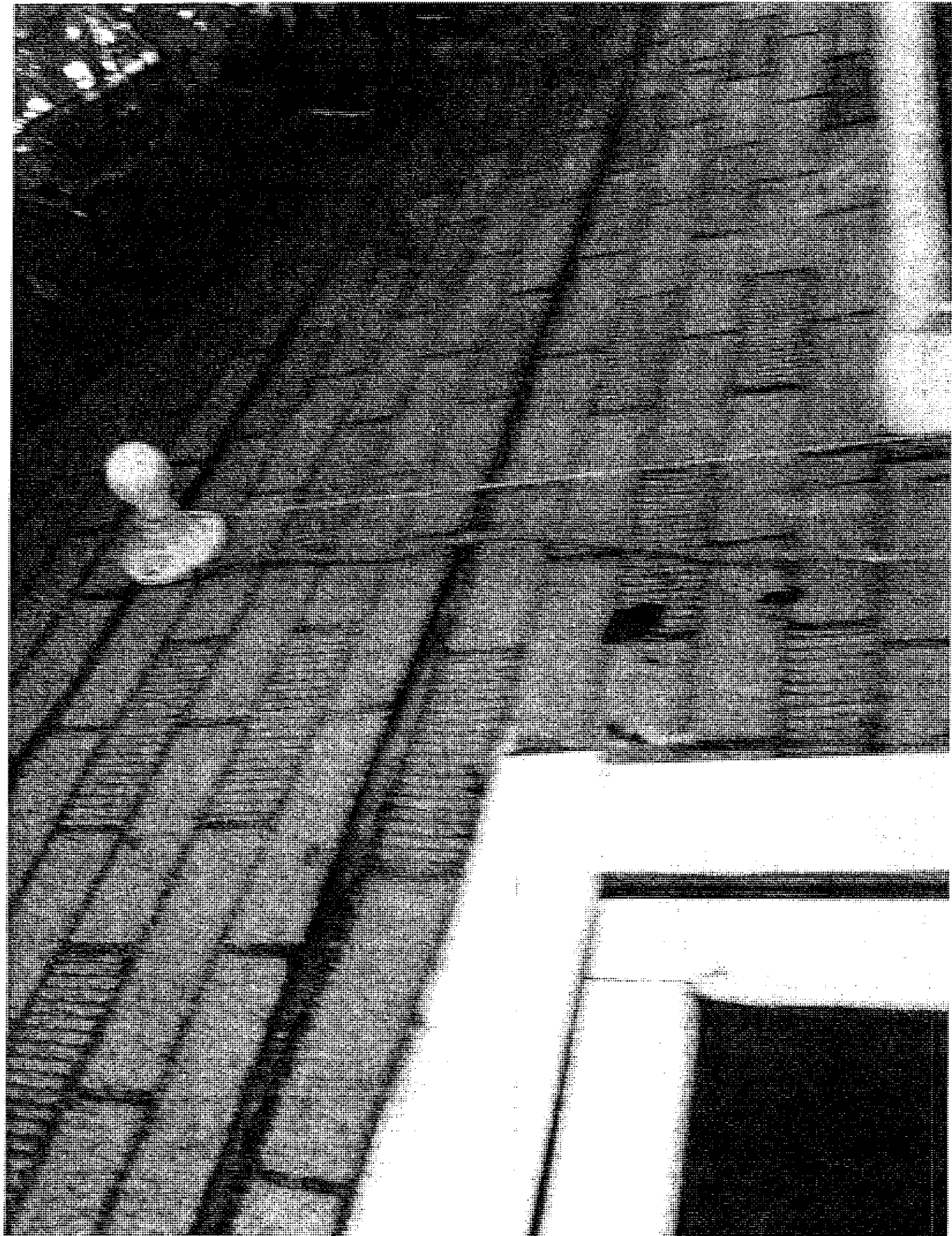


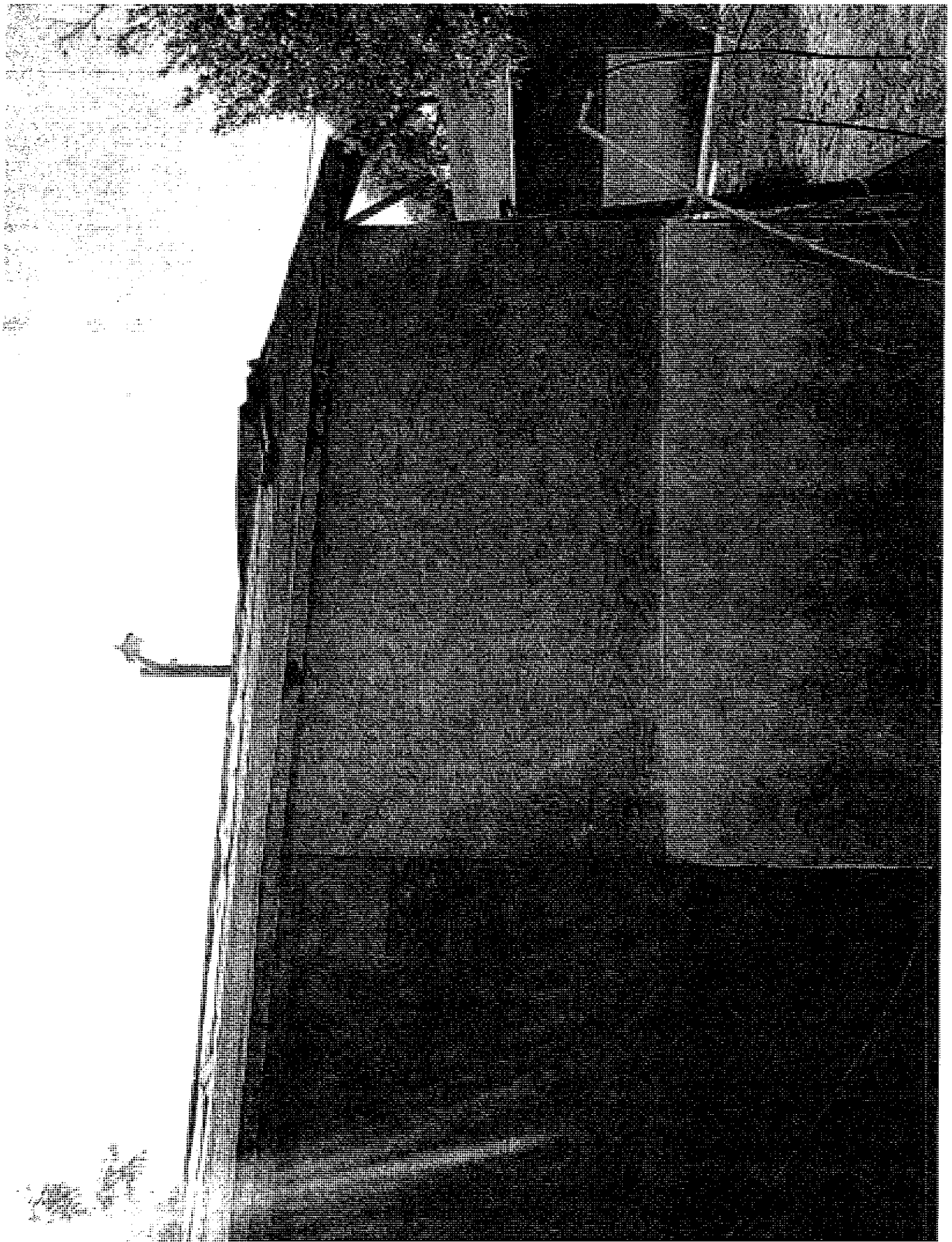




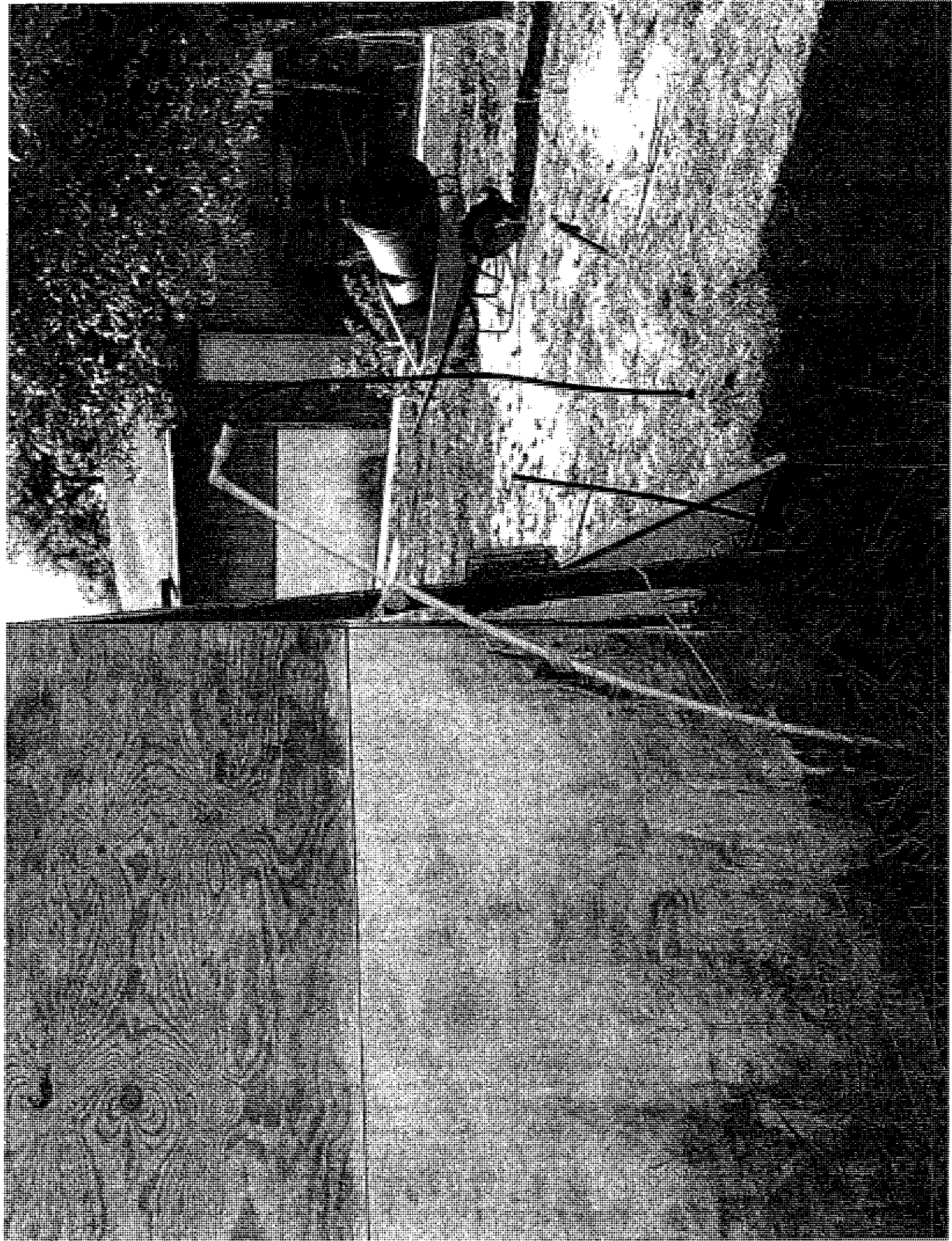


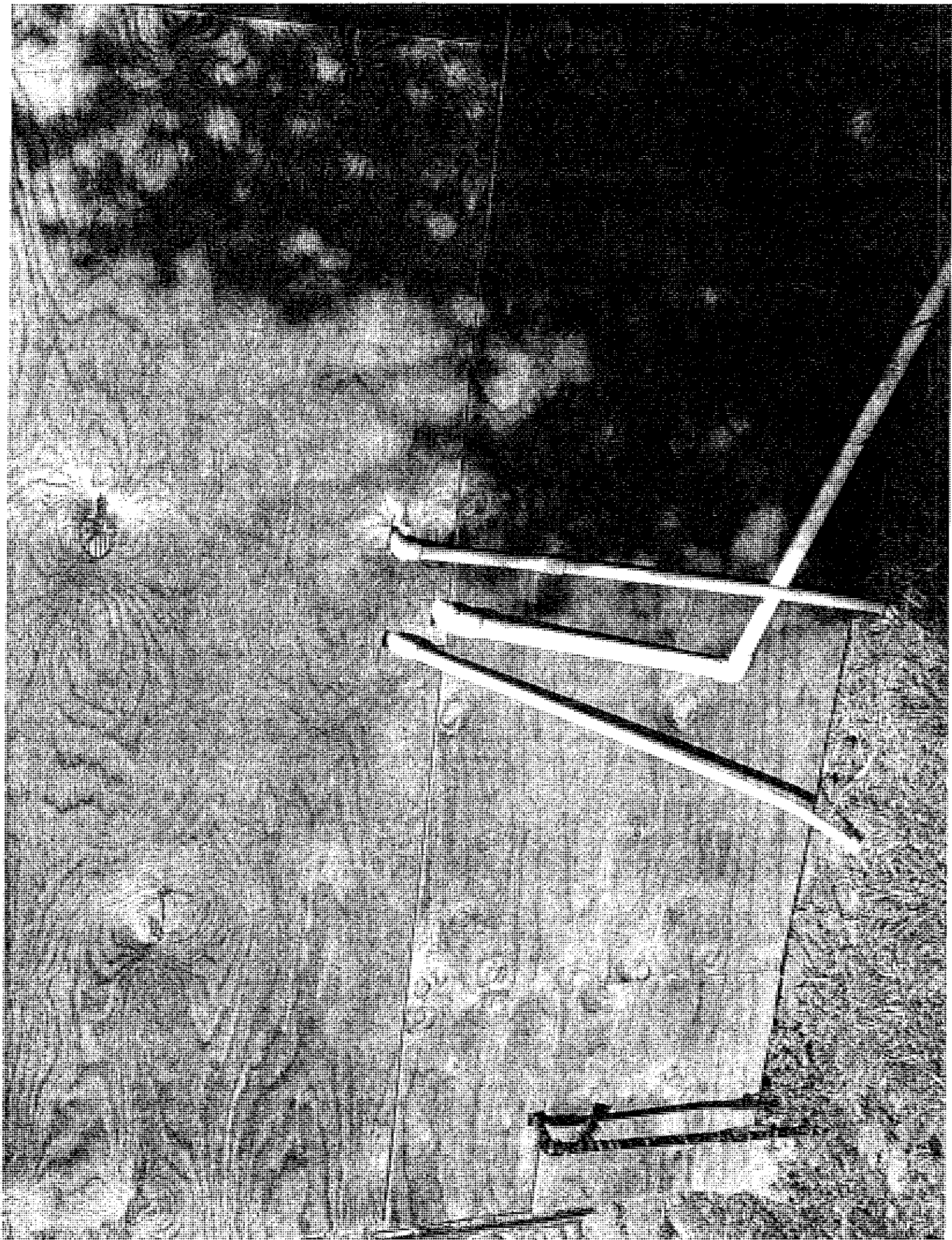




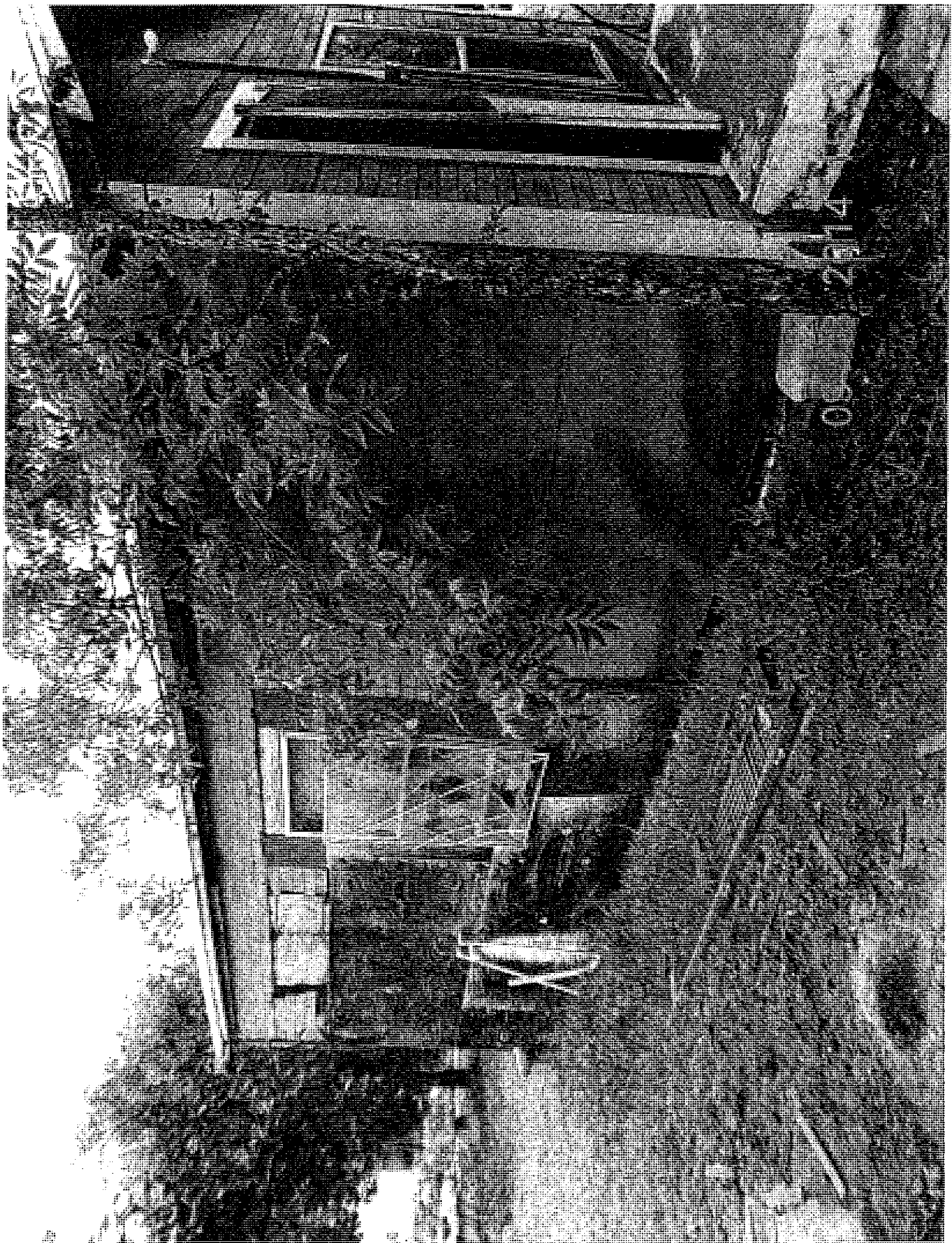


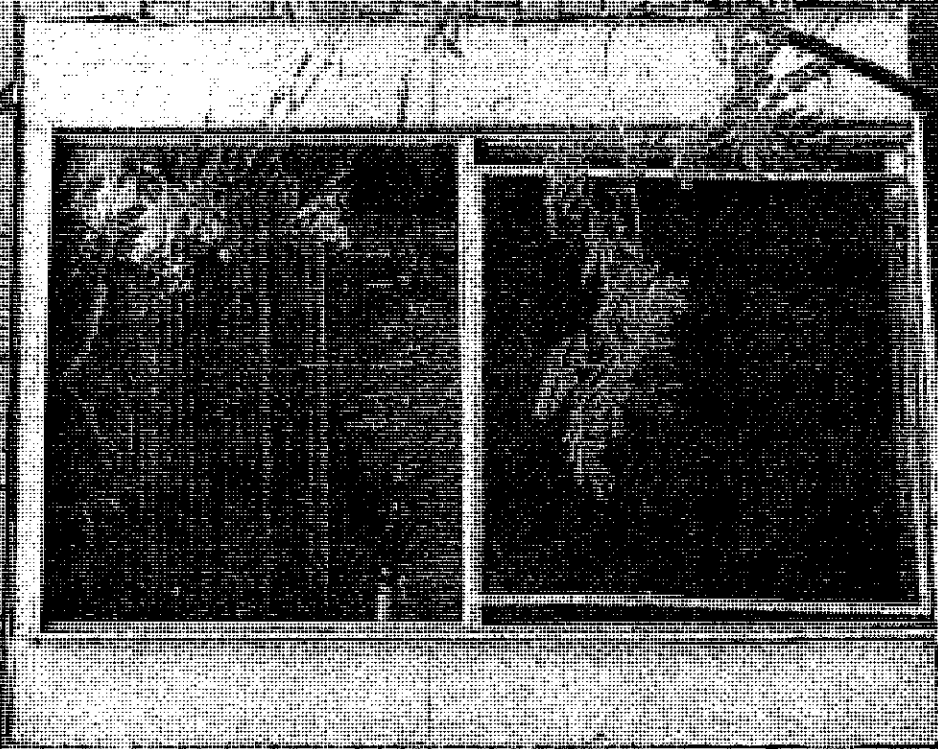




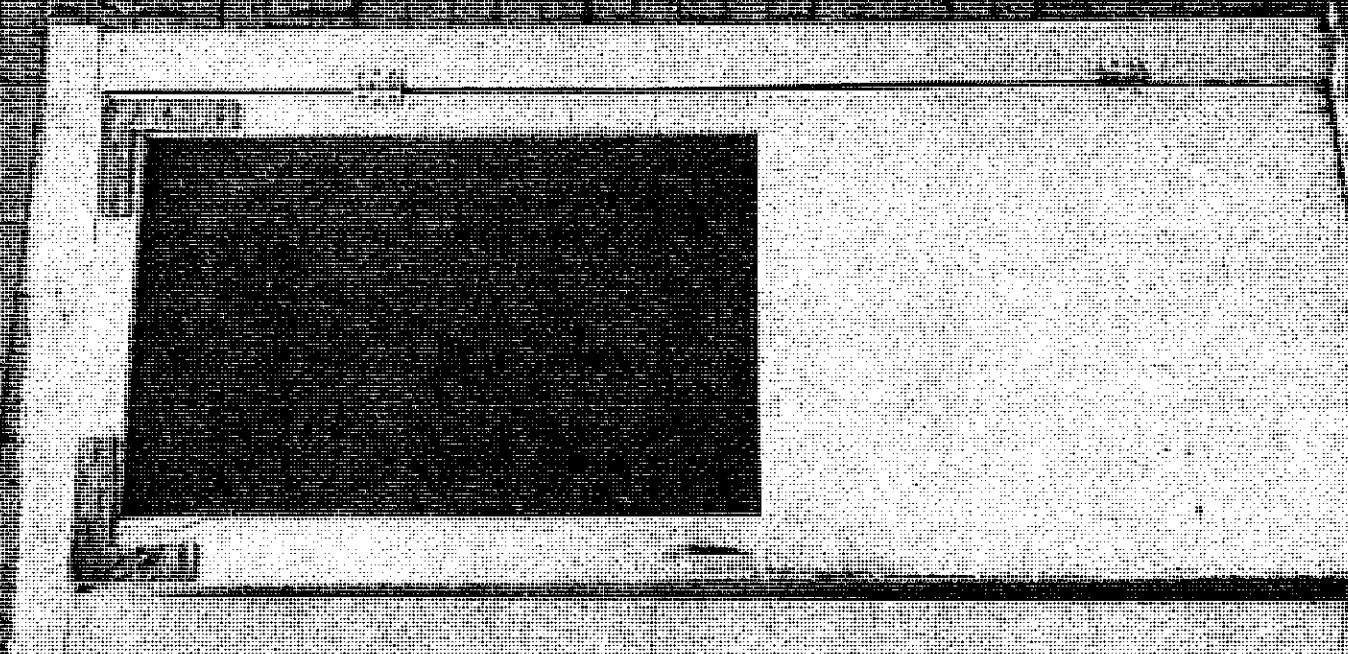




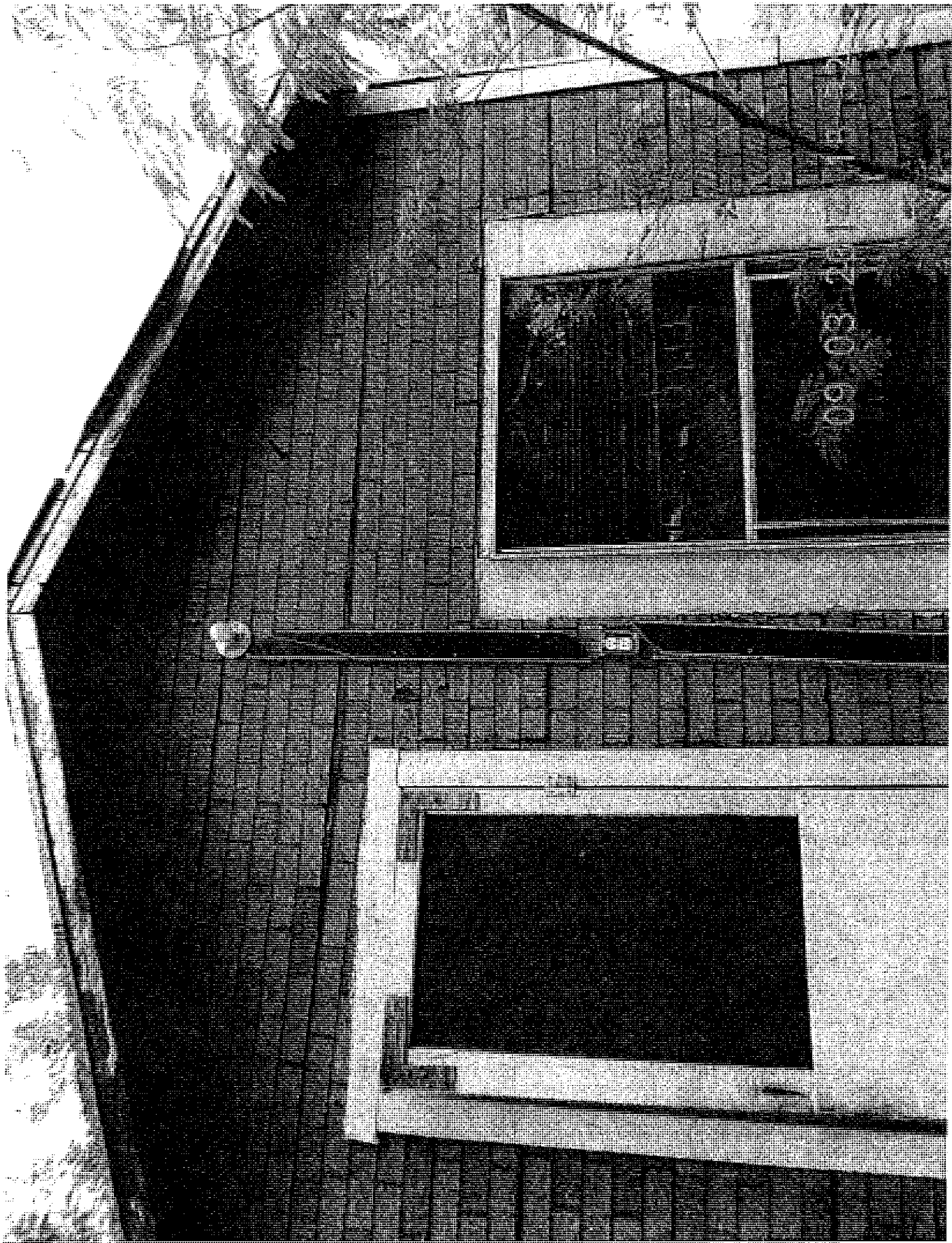


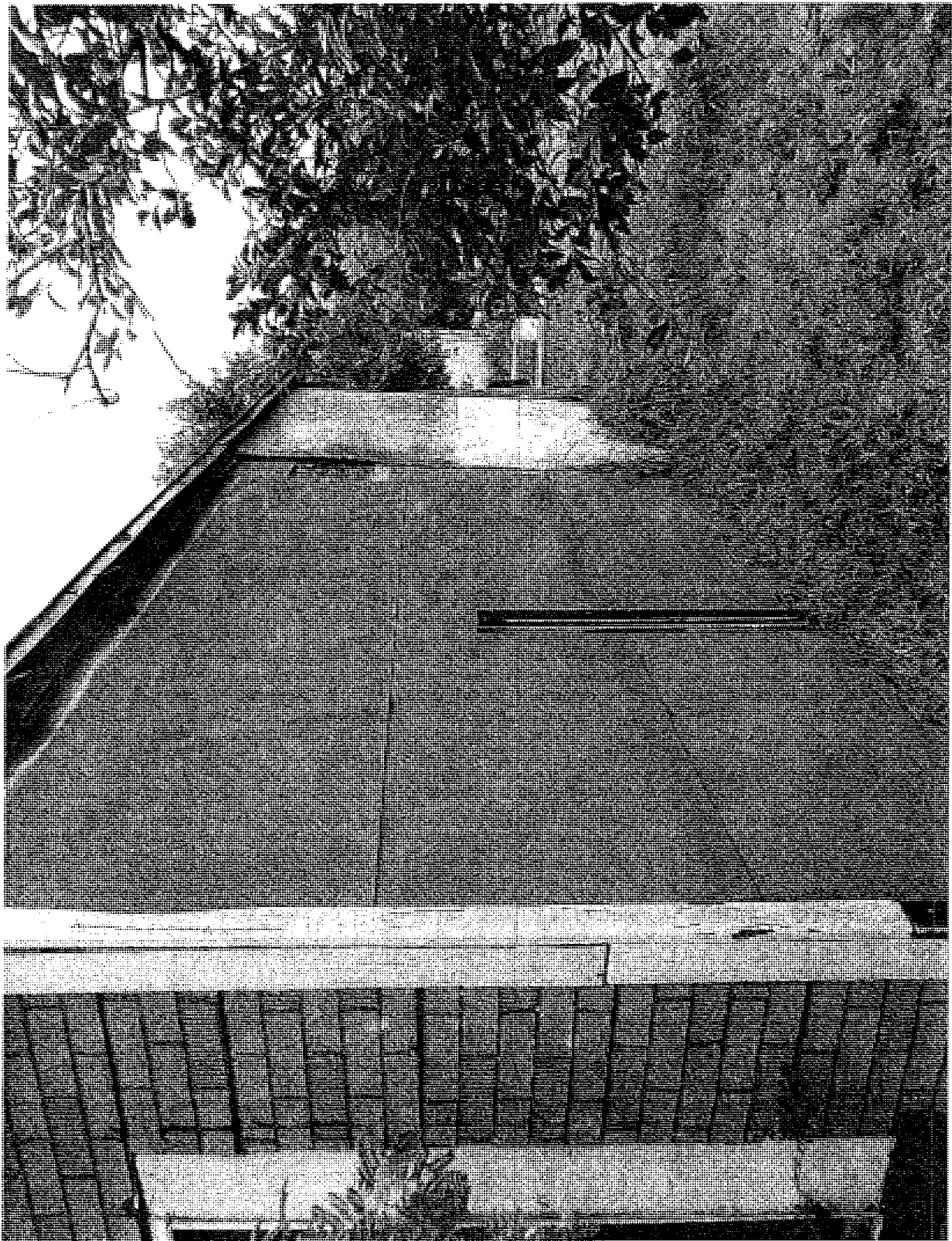


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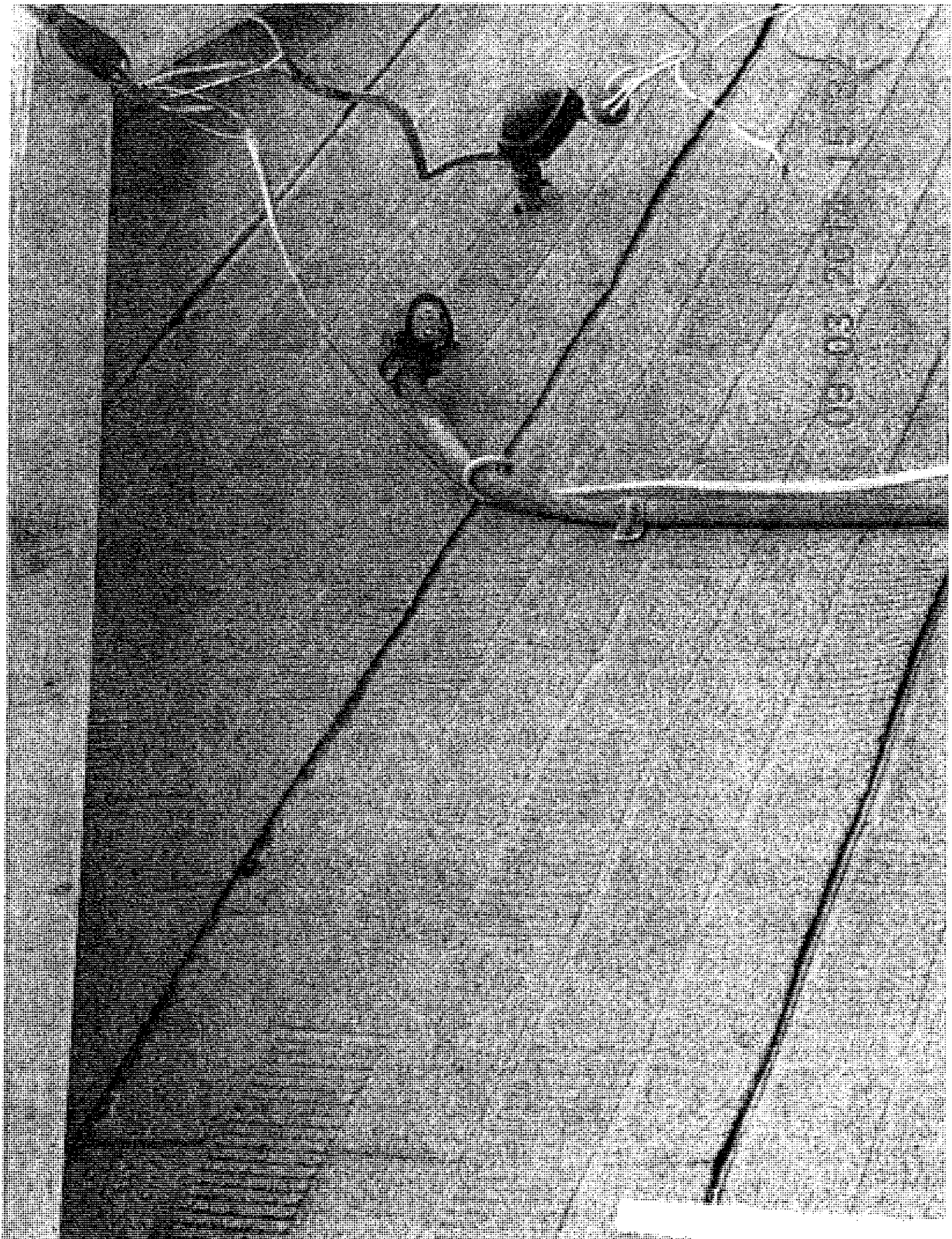




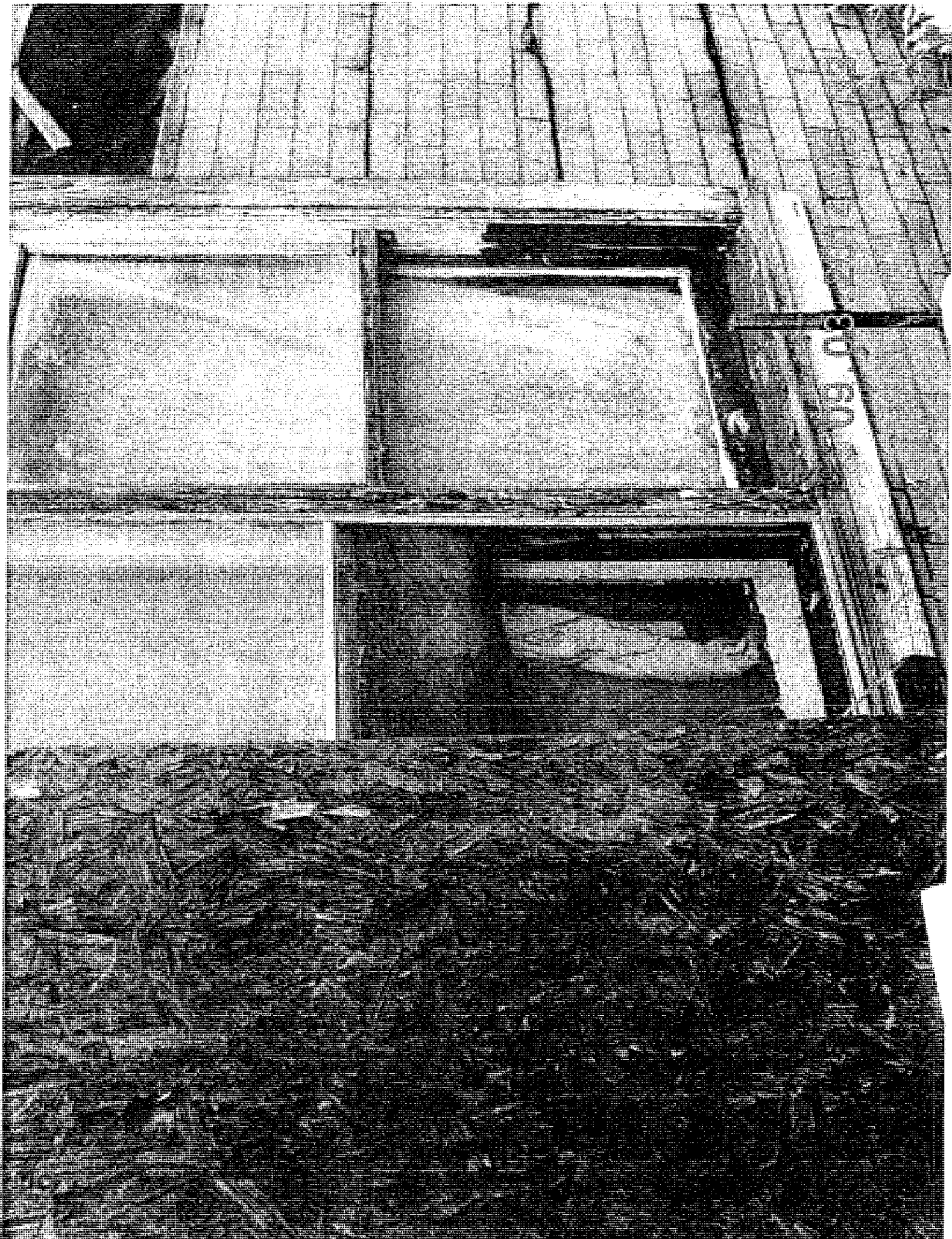
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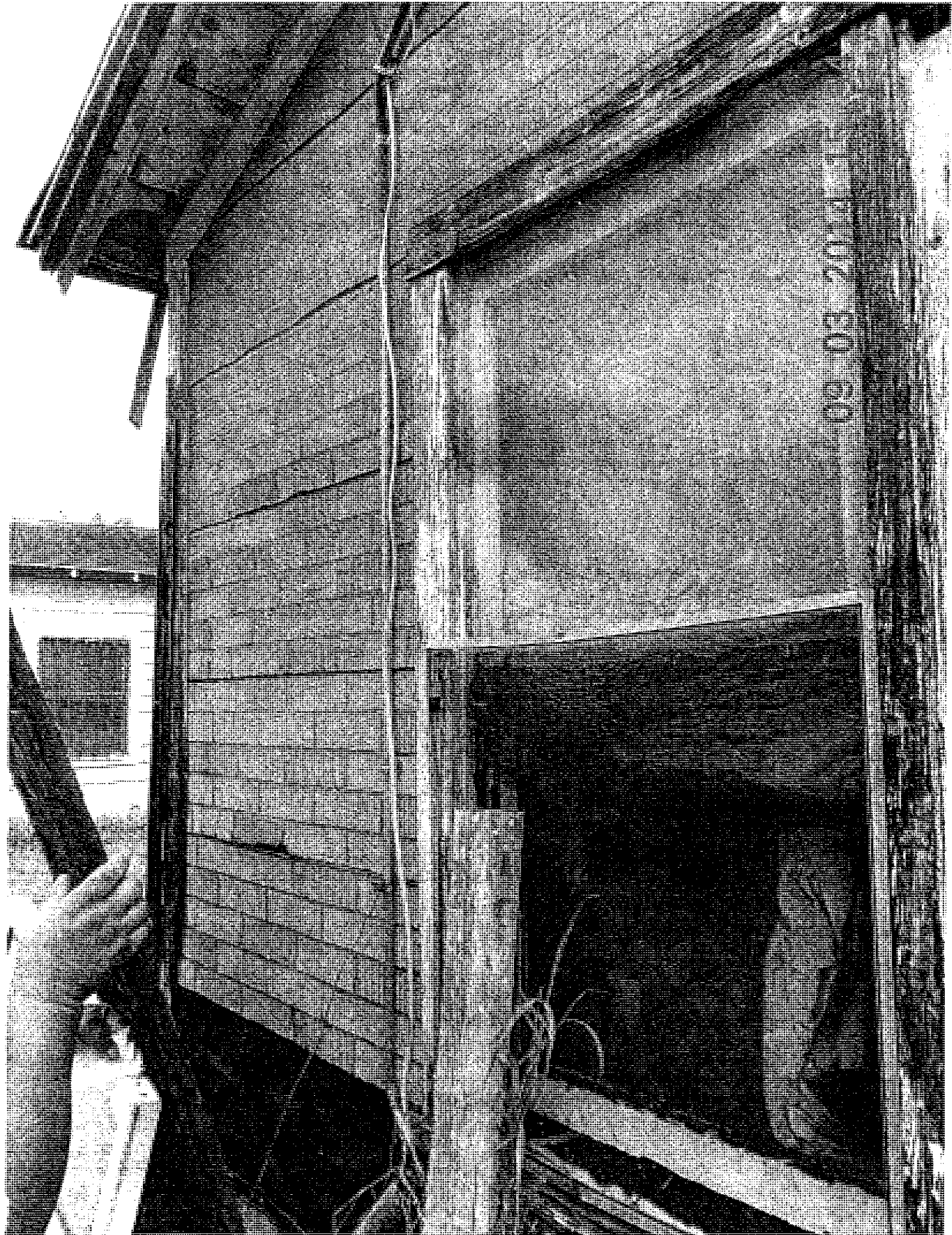




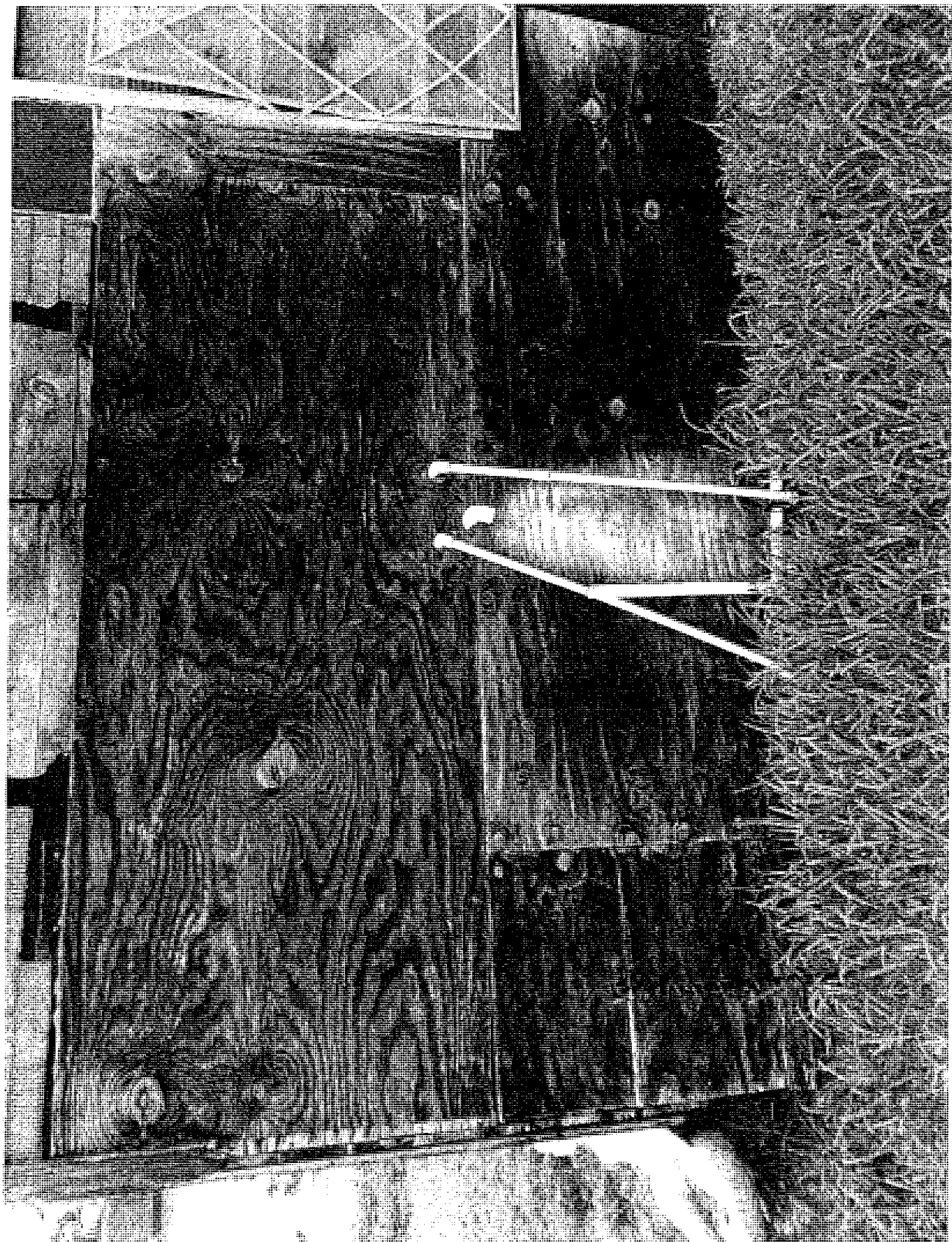


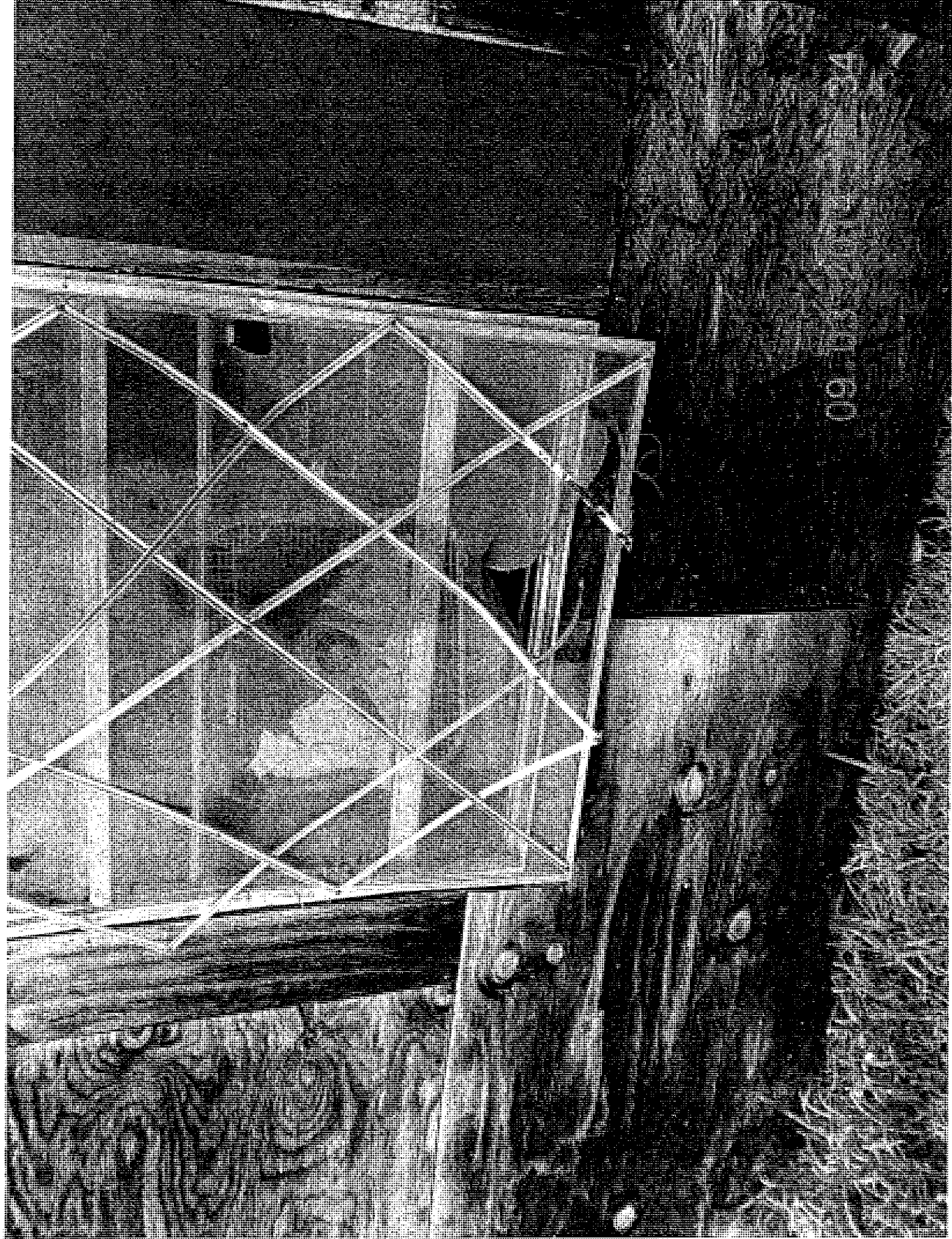








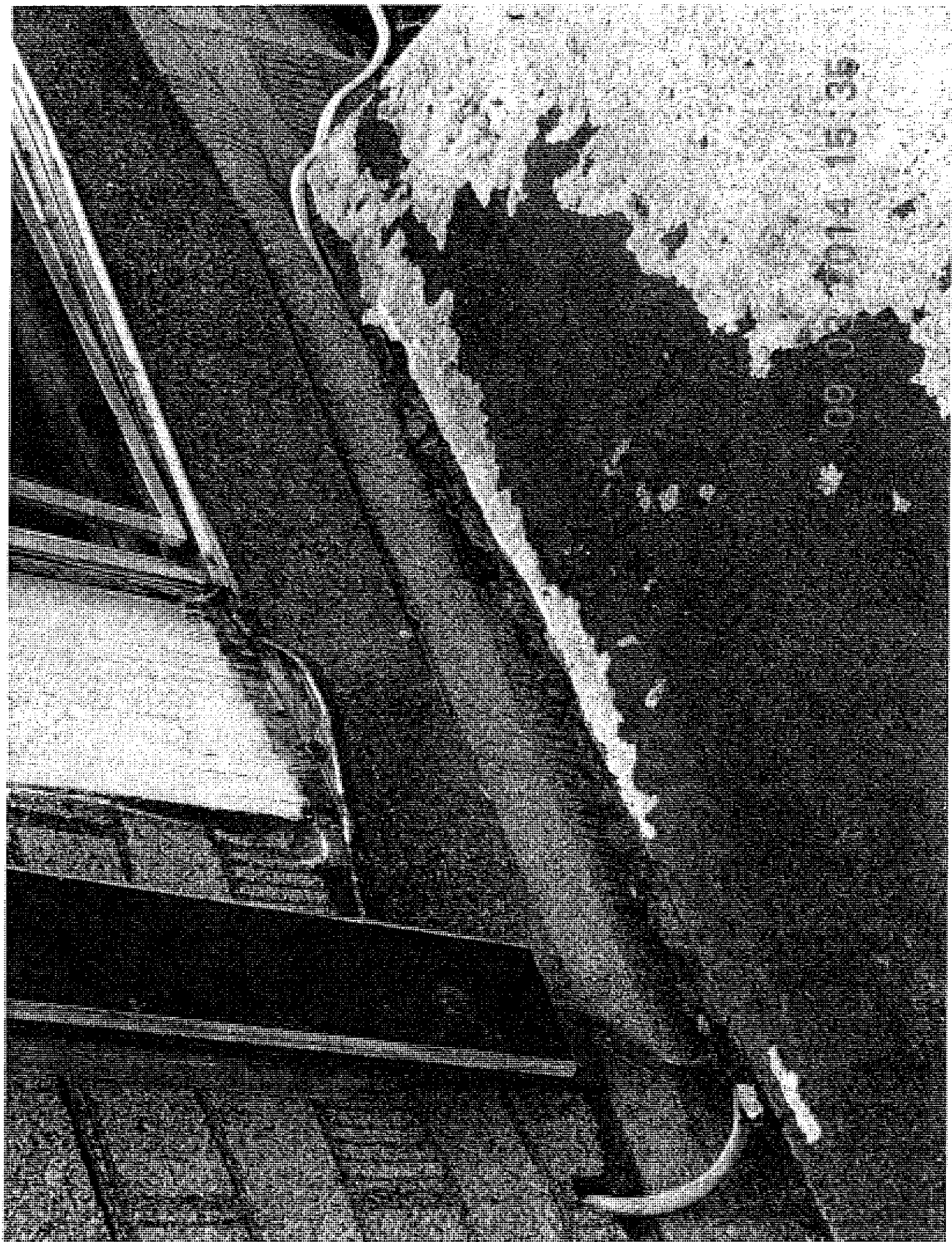




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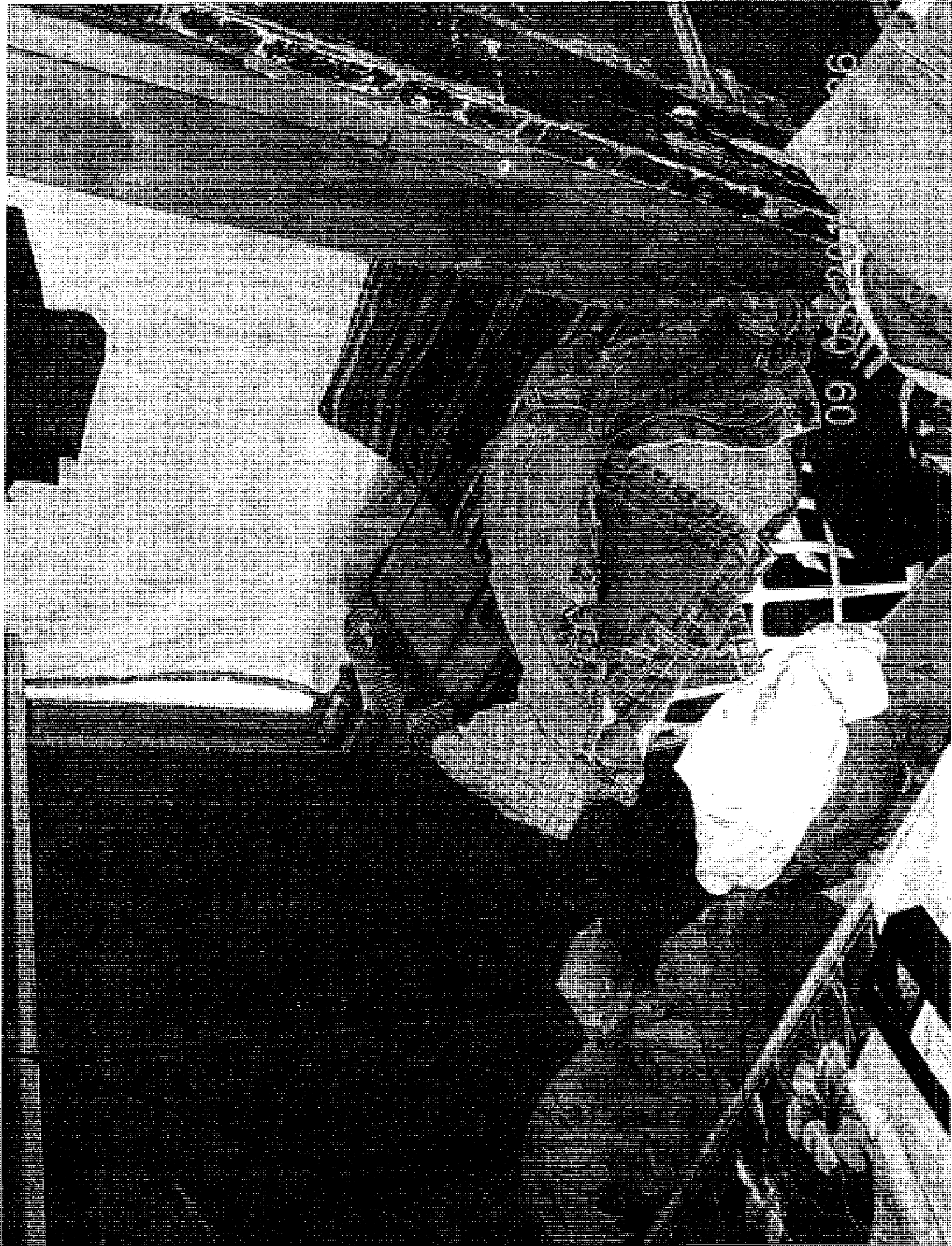
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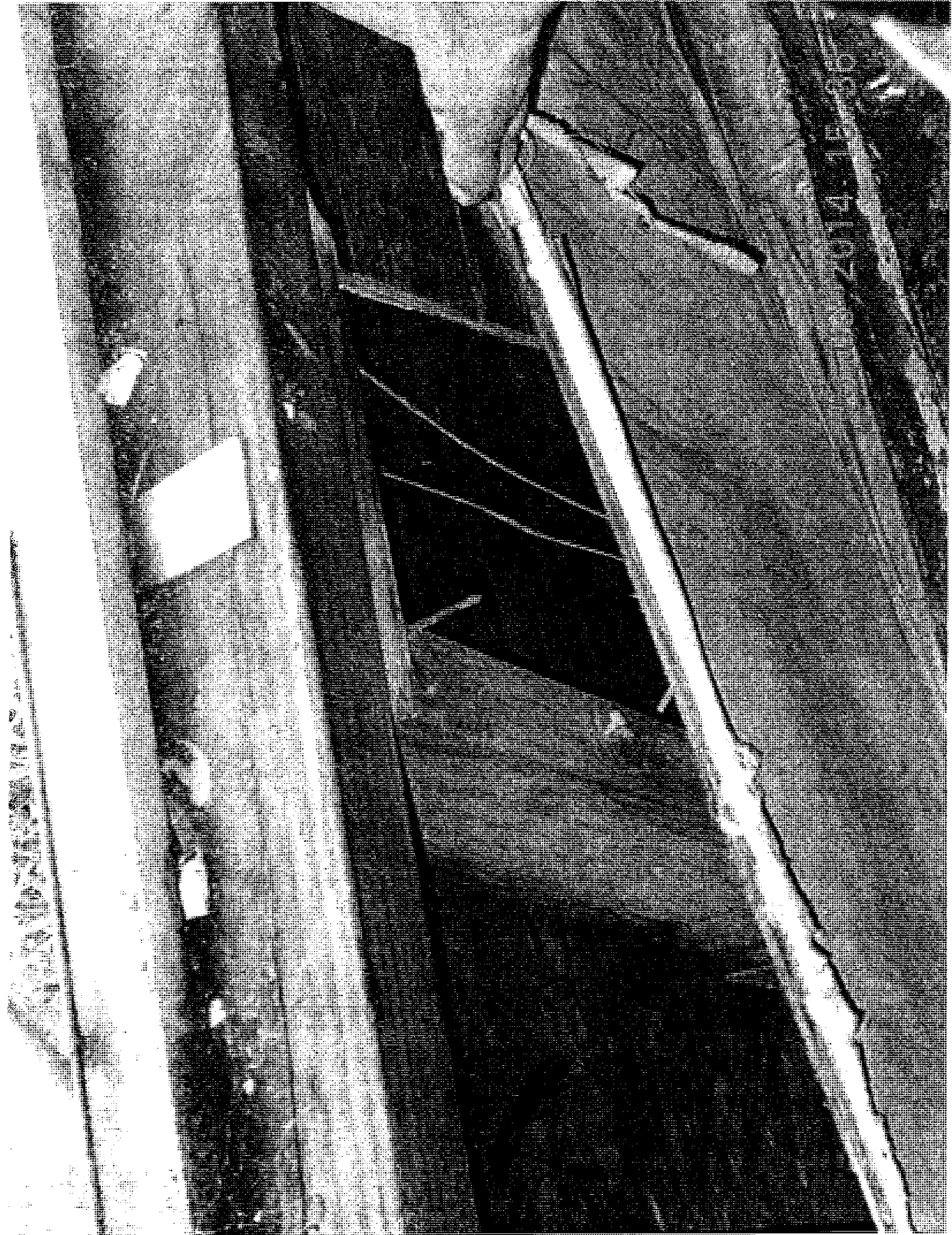


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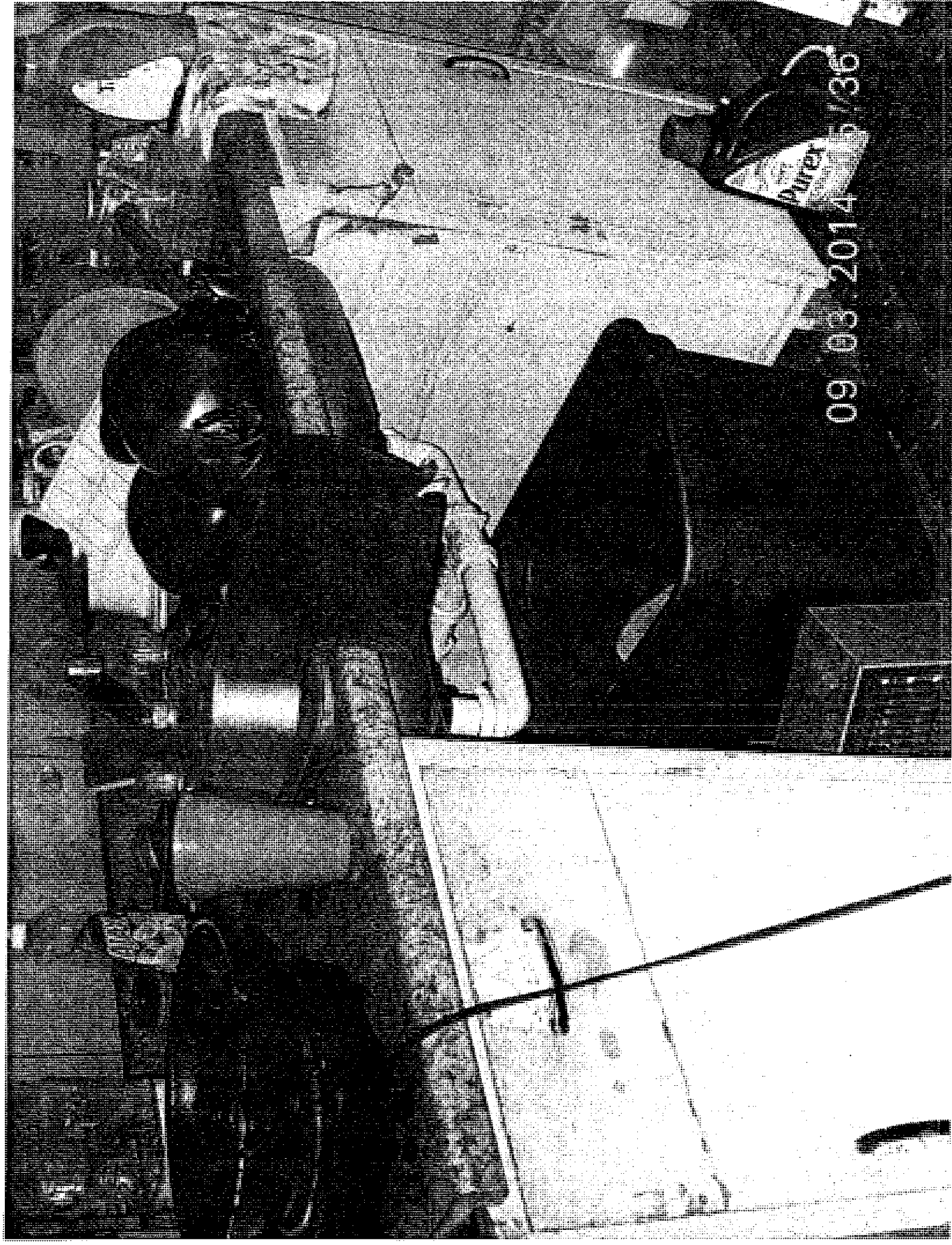






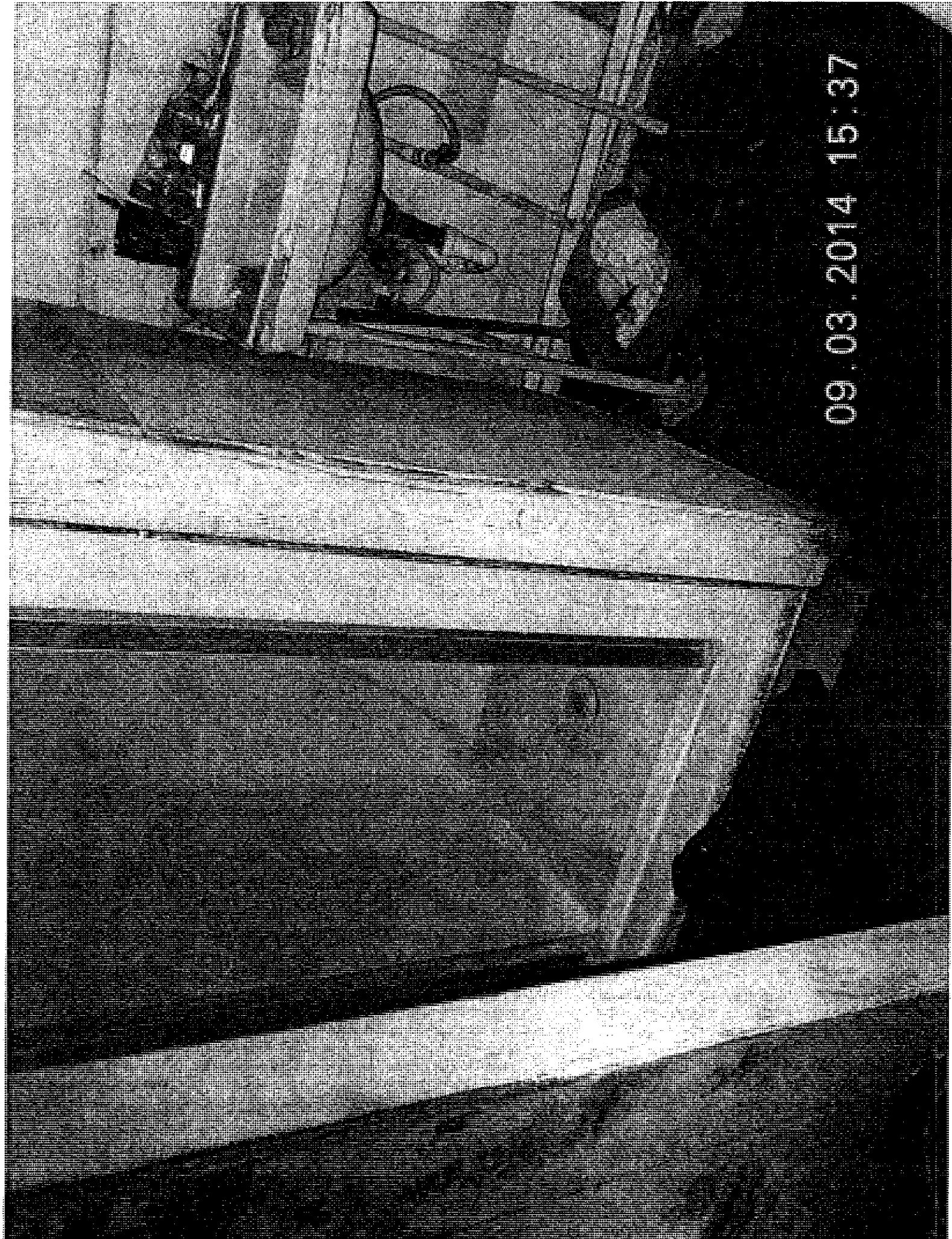




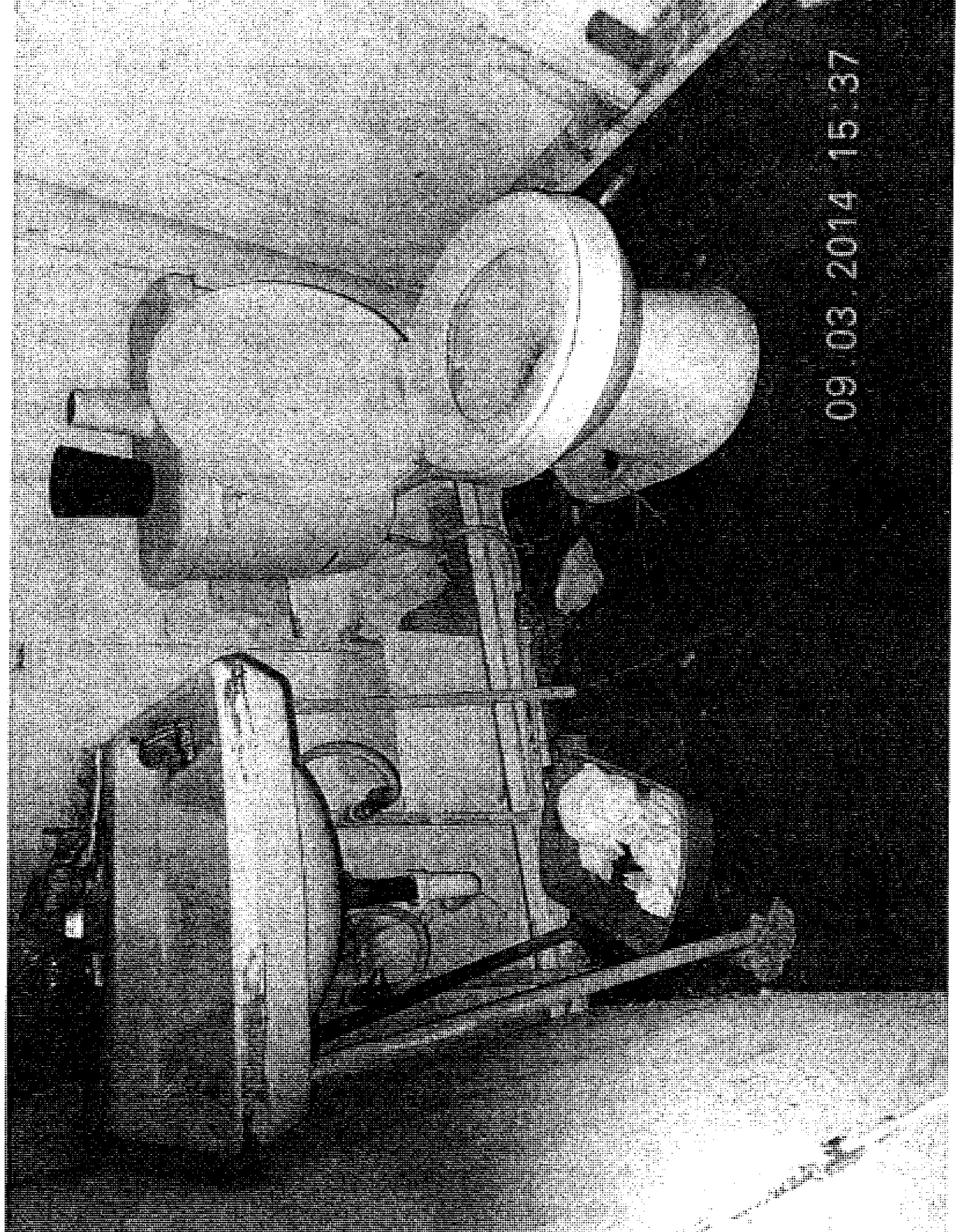


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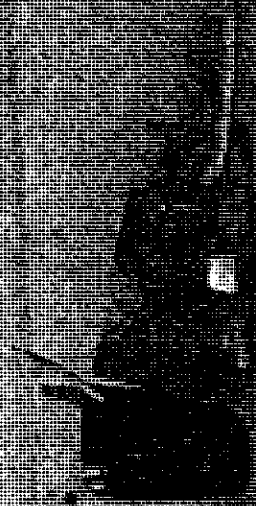
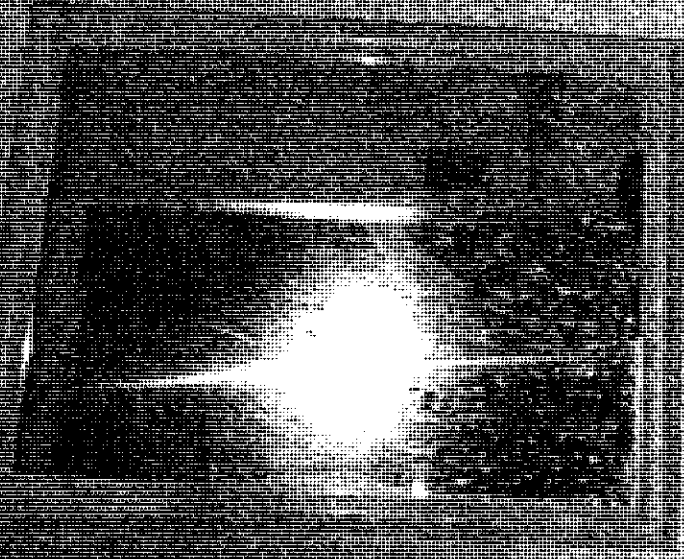






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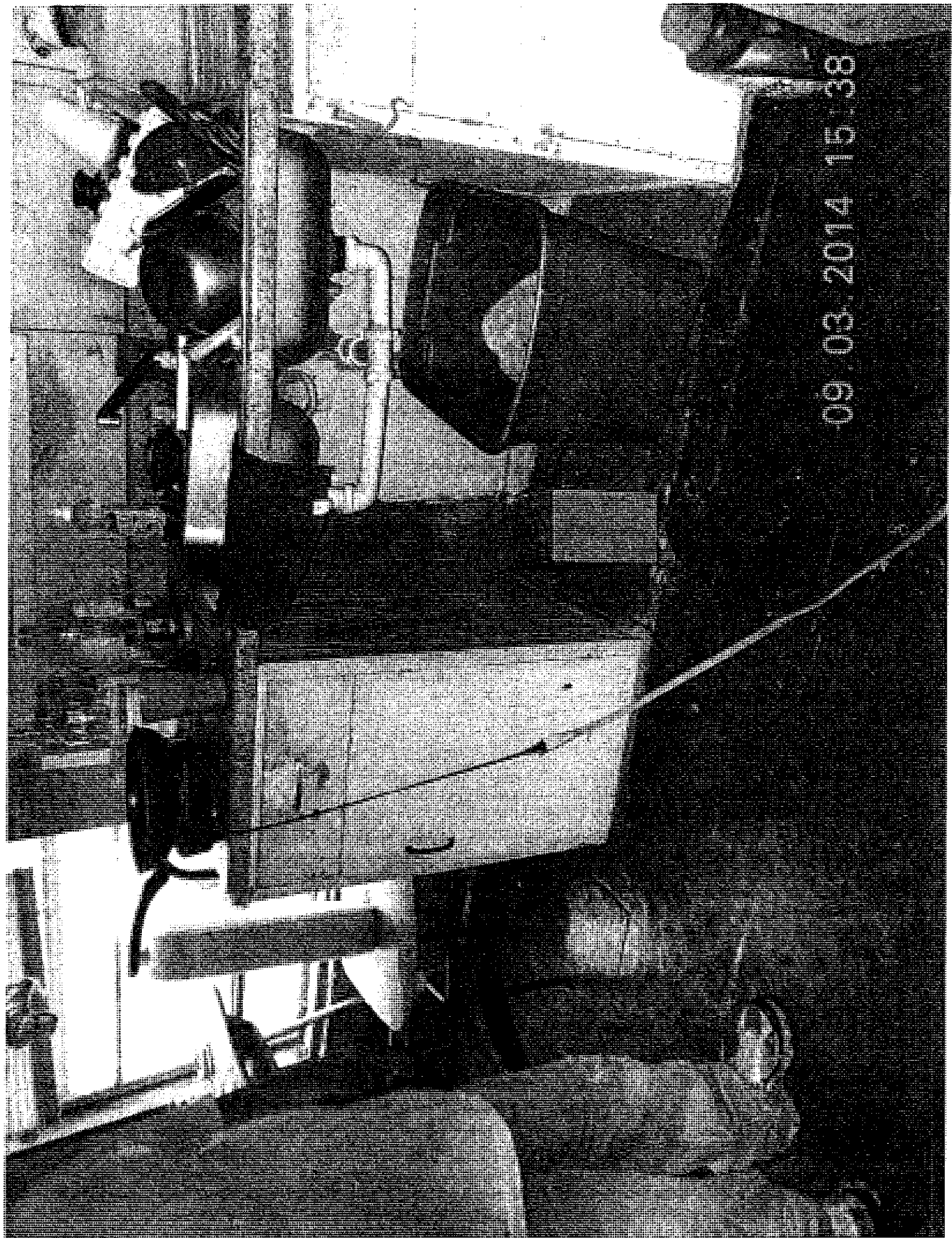


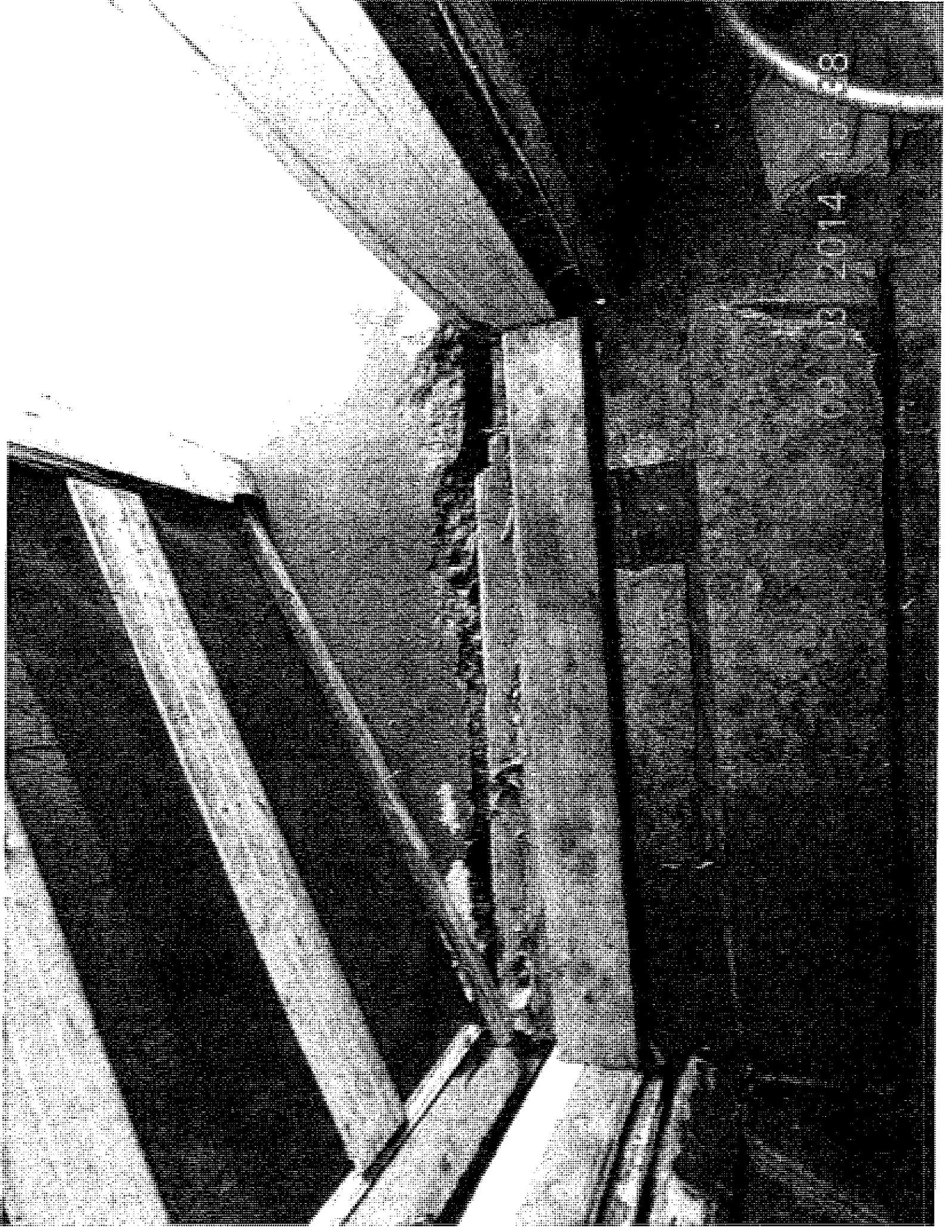
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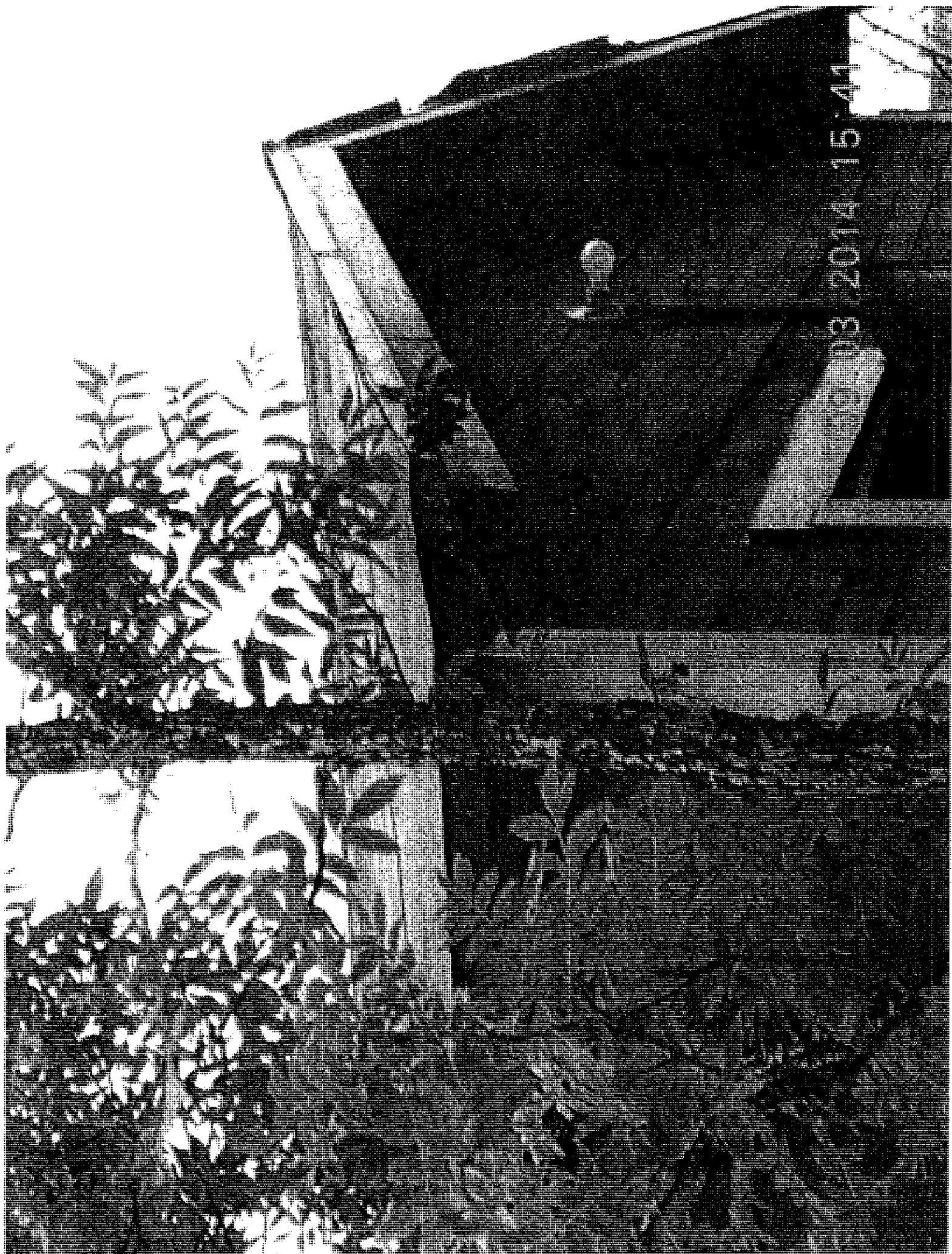
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2014 15 41

# NOTICE

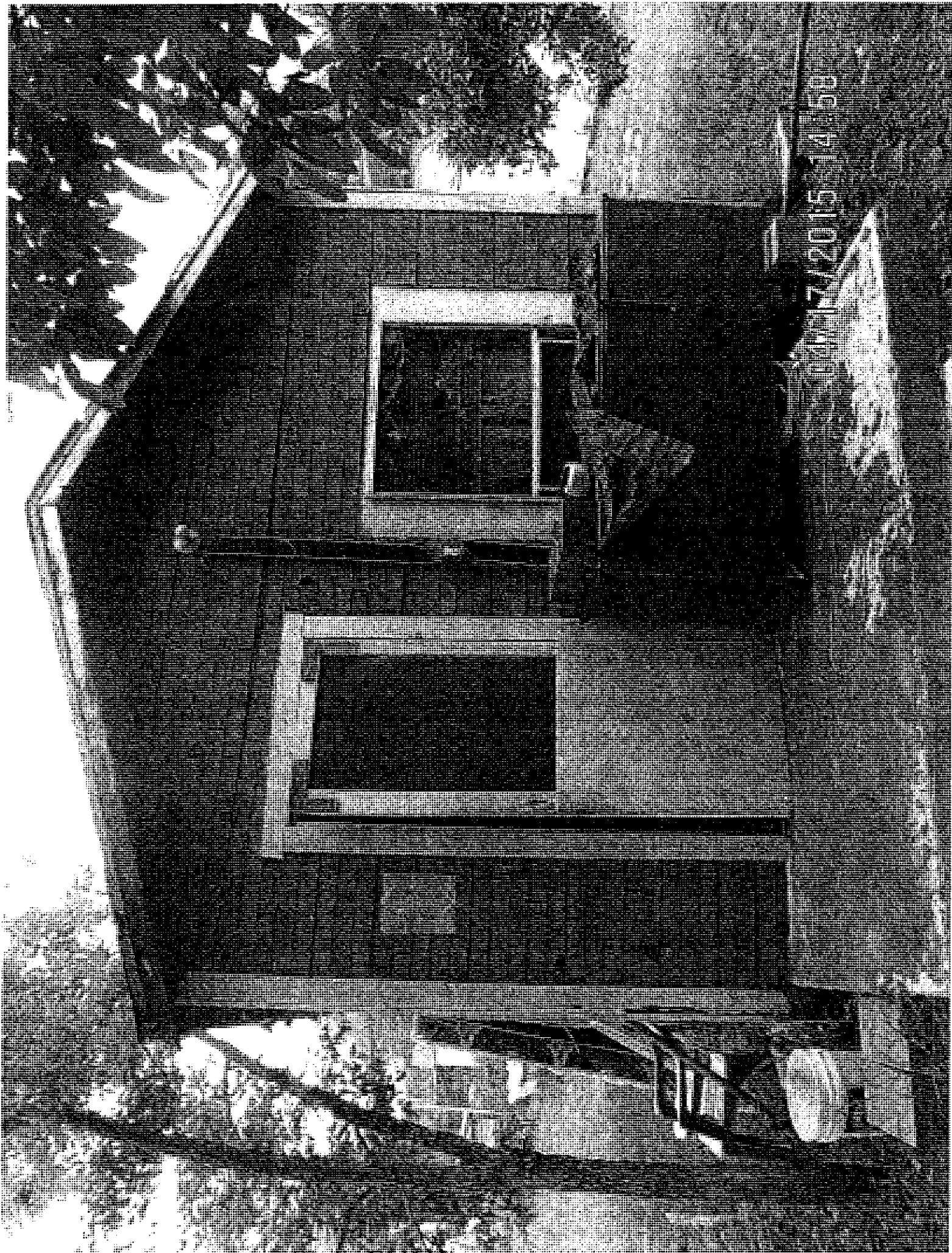
THIS NOTICE IS FOR THE CITY OF

9072 ACH  
May 26, 2015

4-11-15

04/17/2015 14:58





# **PUBLIC HEARING #2**

To: Courtney Alvarez, Interim City Manager

From: Tom Ginter, Director of Planning and Development Services



Date: May 15, 2015

Subject: Demos on the May 26, 2015 Agenda

Concerning the demos on the agenda for City Commission review we have received no responses on the following: 228 N. 7<sup>th</sup>, 907 E. Avenue A, 614 W. Ragland, 301 E. Richard, 609 W. Lee and 324 E. Ailsie.

We have received a response on the following property, 315 W. Lee. I would anticipate that the owner will be present at the City Commission meeting.



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 614 W. RAGLAND		INSPECTOR DANIEL RAMIREZ	
LEGAL DESCRIPTION 10TH.	BLOCK 9	LOT 23,24	
OWNER NAME BREDA CHARLIE G EST	OWNER'S ADDRESS 614 W. RAGLAND	CITY/STATE/ZIP KINGSVILLE, TEXAS 78363-5211	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N Y	ACCEPTABLE			REASON CODE	COMMENT CODES
		YES	NO	N/A		
<b>Building</b>						
Condition			X		B,C,D,H,L,OU	
<b>Yard</b>						
Condition		X				
<b>Utilities</b>						
Electric		X				
Gas		X				
Water		X				
<b>Roof</b>						
Covering			X		B,C,D,H,L,OU	
Structure			X		B,C,D,H,L,OU	
<b>Walls</b>						
Exterior			X		B,C,D,H,L,OU	
Interior			X		B,C,D,H,L,OU	
Ceilings			X		B,C,D,H,L,OU	
<b>Windows/Doors</b>						
Secured			X		D	
Condition			X		D	
<b>Foundation</b>						
Exterior			X		B,C,D,H,L,OU	
Interior			X		B,C,D,H,L,OU	
Plumbing			X		B,C,D,H,L,OU	
Electrical			X		B,C,D,H,L,OU	

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold
AS-Asbestos	D-Deteriorated	L-Leaning	OU-Outdated
B-Broken	H-Hazardous	MI-Missing	OV-Overgrown

### COMMENT CODES:

1. AN ATTRACTIVE NUCIANCE TO CHILDREN
2. A HARBOR FOR VAGRANTS, CRIMINAL, AND IMMORAL PEOPLE
3. EVIDENCE OF ROACH, RAT, MOUSE, OR OTHER VERMIN FOUND
4. PARTIAL
5. UNCOVERED ROOF
6. GRAFFITI

### BUILDING OFFICIAL COMMENTS:

Found the overall condition of the structure to be in a severe and hazardous state. The roof towards the rear of the home cannot hold the dead wight it is meant to sustain. The exterior walls have deteriorated and allows the elements to enter the home which has caused some damage to the interior structure. The foundation of the structure is severely rotted and the possibility of callapse is evident.

SIGNATURE: *Daniel H. Ramirez*  
DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 11/07/2013



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 614 W. RAGLAND		INSPECTOR DANIEL RAMIREZ	
LEGAL DESCRIPTION 10TH.	BLOCK 9	LOT 23,24	
OWNER NAME BREDA CHARLIE G EST	OWNER'S ADDRESS 614 W. RAGLAND	CITY/STATE/ZIP KINGSVILLE, TEXAS 78363-5211	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N Y	ACCEPTABLE			REASON CODE	COMMENT CODES
		YES	NO	N/A		
<b>Building</b>						
	Condition		X		B,C,D,H,L,OU	
<b>Yard</b>						
	Condition	X				
<b>Utilities</b>						
	Electric	X				
	Gas	X				
	Water	X				
<b>Roof</b>						
	Covering		X		B,C,D,H,L,OU	
	Structure		X		B,C,D,H,L,OU	
<b>Walls</b>						
	Exterior		X		B,C,D,H,L,OU	
	Interior		X		B,C,D,H,L,OU	
	Ceilings		X		B,C,D,H,L,OU	
<b>Windows/Doors</b>						
	Secured		X		D	
	Condition		X		D	
<b>Foundation</b>						
	Exterior		X		B,C,D,H,L,OU	
	Interior		X		B,C,D,H,L,OU	
<b>Plumbing</b>						
			X		B,C,D,H,L,OU	
<b>Electrical</b>						
			X		B,C,D,H,L,OU	

### REASON CODES:

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SIGNATURE: *Daniel H. Ramirez*  
DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 04/17/2015

## Cuellar signs on to play at Sam Houston State

By Jaime Gonzalez  
jgonzalez@king-ranch.com

H.M. King's Samantha Cuellar officially signed to continue her softball career at Sam Houston State University Tuesday, with her family, coaches and teammates with her to mark the occasion.

"This shows Sam's hard work during the past four years of her high school career," KUSD athletic director Teddy Carrier said. "We're excited to see you play at the next level."

Cuellar fought back a few tears during the signing

when her coaches and parents spoke to the crowd.

"It's great to have their support," Cuellar said about everyone in attendance for her signing. "They always give me advice and they've always been 100 percent behind me and any choice I've made."

Cuellar, an all-district player for the Lady Brahmas at third base, will get to continue her career at the NCAA Division I level for the Bearkats.

"Coach (Bob) Brock was just so inviting and the team made me feel so welcome," Cuellar said about choos-

ing the school. "The town is beautiful, Houstonville is awesome. I knew it was the right choice as soon as I stepped on campus."

Cuellar was a part of the Lady Brahmas teams that advanced to the regional semifinals of the state playoffs twice during her playing career, and helped win the program's first district title in six years last season.

"She is one of the strongest and best third basemen that I've had and I'm going to miss having her," H.M. King softball coach Dino Gutierrez said at the signing. "I look forward to seeing her grow"



Samantha Cuellar hugs her mother after officially signing to continue her softball career at Sam Houston State University. Cuellar was an all-district third baseman during her years playing for the H.M. King Lady Brahmas. (Photo by Jaime Gonzalez)

## Riviera drops game one, looks for comeback Saturday



Kelly Emmons throws a first base for the out against Refugio Thursday. Along with pitching for the Lady Hawks, Emmons hit a home run to provide the only score for Riviera in the game. (Photo by Jaime Gonzalez)



Jodi Pena runs in to make the catch in right field for Riviera against Refugio Thursday. The bidistrict playoff series continues Saturday at Texas A&M University-Kingsville. (Photo by Jaime Gonzalez)

By Jaime Gonzalez  
jgonzalez@king-ranch.com

The Riviera Lady Hawks will have to defeat Refugio twice Saturday to advance to the area round of the state 2A playoffs after dropping game one of their series, 11-1, in five innings Thursday in Sinton.

The Lady Cats jumped out on Riviera early, scoring four runs in the first inning on their way to scoring 10 runs over the first three frames.

Much like their game against Benavides Monday for playoff seeding, Riviera's defensive miscues helped fuel Refugio's rallies as the Lady Hawks committed five

errors in the game, allowing the Lady Cats to score six of their runs unearned.

"You make a mistake, but you have to be able to shake it off and move on to the next play," Riviera coach Dustin Horner said. "We got our head down and we're going to have to stop that and go out there with the

confidence to make plays." Kelly Emmons got the start for Riviera, giving up five earned runs on 11 hits with four strikeouts and no walks.

Emmons was also responsible for the Lady Hawks' lone run of the game with a hard-hit line drive home run that hit

the scoreboard in left-center field with a hard thud.

That shot woke up the Riviera bats a little bit, as they started getting more contact and hit the ball harder over the final two innings.

"We were able to hit line drives and hard-hit ground balls, but they're third

base men made a couple of great plays," Horner said.

McKenzie Woodall went 2-for-3 for Riviera out of the leadoff spot, the only batter to get a hit other than Emmons' home run. The series resumes Saturday at 7 p.m. at Texas A&M University-Kingsville for game two, with game three 30 minutes after, if necessary.

**TOOTH TIPS** written by **Charles A. Clements, D.D.S.**  
MASTER IN THE ACADEMY OF GENERAL DENTISTRY

### Are You In The "Dental Danger Decade"?

In my 34 years of practicing dentistry, it has become all too apparent that patients in the 20-30 age group present with a surprising number of major dental problems. This is so common that I refer to this age group as being in the "dental danger decade". Too often they have considerable dental problems and are totally amazed at what it takes to put them "back together" again. I understand that 20-somethings are beginning their adult lives and busy careers with little extra time or money to seek good preventive or early dental treatment, but too often they need extensive fillings or treatments the likes of which I would expect to see in some of the older mouths of their parents or grandparents. Fortunately, if you fall into this group, understand that just a small commitment of time and money today can mean thousands of dollars in your pocket over your lifetime. To learn more, call to schedule your complimentary consultation.



**(361) 592-5248**

www.KingsvilleDentist.com  
325 General Gonzalez Blvd., Kingsville, Texas 78363  
YOU IN THE DANGER DECADEMENT PERSONALLY WRITTEN BY CHARLES A. CLEMENTS, D.D.S.

### PUBLIC NOTICE

The City Commission will meet on Tuesday, May 26, 2015 at 6:00 P.M. The following items are set for public hearing and discussion and / or action: Request to condemn the unsafe structures located at:

228 N 7TH  
907 E AVE A  
614 W RAGLAND  
301 E RICHARD  
315 E LEE  
609 W LEE  
324 E ARLISIE

If you are the property owner, holder of mortgage(s), or anyone having a substantial interest in any these properties, we would request that you attend the meeting.

The meeting will be held at City Hall, 200 E Kleberg, at the City Commission Chambers.

If you have any questions about the items on agenda, please contact the Building Department at (361) 595-8019 or (361) 595-8020.

## Youth football now registering

**Submitted Item**  
The Boys & Girls Club of Kingsville is now registering players and cheerleaders for their Youth Football League.

Registration closes in June and space is limited. There are four divisions in the league.

The freshmen division is

ages 5-6, the sophomore division is ages 7-8, the junior division is ages 9-10 and the senior division is ages 11-12.

The league is a full-contact league.

Volunteer coaches are also needed and applications are being accepted.

Early, regular and late

registration fees will apply.

For more information, contact John Perez, chief professional officer of the Boys & Girls Club of Kingsville, at (361) 675-0213 or (361) 592-1100, or go by the Boys & Girls Club of Kingsville located at 1238 E. Kennedy.

The games begin Aug. 29.

**1028 S. 14th Street**  
Sundial Plaza • Kingsville, Texas

**(361) 488-6335**  
Fax 1-361-232-4964

Open Daily • Therapy • Chiropractic • Massage • Yoga

**SPORTS INJURIES**  
Motor Vehicle Accidents  
Occupational Injuries  
Worker's Comp

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Total Knee/hips  
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**OLIVER**  
PHYSICAL THERAPY & SPORTS MEDICINE

Bring your **MOM**

to *Butch's* for

**MOTHER'S DAY!!**

(Sunday, May 10, 2015)

We will be open 11 AM ~ 2 PM!

Make your reservation today!! (361) 592-6424

200 E. Young Ave., Kingsville, Texas 78363



# CONDEMNATION CHECKLIST

Property Address:

614 W Ragland

Phone: \_\_\_\_\_

Property Owner:

Charlie G Berda

Phone: \_\_\_\_\_

Owner's Address:

614 W Ragland  
Kingsville, TX 78363

Fax: \_\_\_\_\_

## PLANNED DATE

## ACTUAL DATE

## ACTION

☐ 11-5-13  
☐ 11-5-13
11-5-13  
11-5-13

1. Identify structure unfit for human habitation.

2. Inspect Property. (Building Official)

☐ a. Prepare inspection report and date.☐ b. Photograph property with date stamp.
☐ 11-5-13
11-5-13

3. Determine ownership from county assessment &amp; tax collection record.

☐ 11-5-13
11-5-13

4. Obtain legal description.

☐ 11-5-13
11-5-13

5. Obtain or complete title report to verify ownership &amp; other vested interests, such as mortgage holders, trustees, etc.

☐ 11-5-13
11-5-13

6. Send Notice of Violation &amp; copy of inspection report to property owner(s) of record. Request written response from owner within 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.

☐ 10-16-14
10-16-14
7. 2<sup>nd</sup> Notice Sent. (10 day response) (Optional)
☐ 4-17-15
4-17-15

8. If response is not received or is not adequate, proceed as follows:

☐ 4-17-15
4-17-15

9. Send 20-day pre notification letter owner(s) &amp; others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.

☐ a. Owner unknown or whereabouts not known or such owner is a nonresident of Texas.

1) Post affidavit in newspaper twice a week for one week

☐ 4-17-15
4-17-15
☐ 4-17-15
4-17-15

10. Post sign on property advising date the City

☐ \_\_\_\_\_

☐ 4-17-15      4-17-15

☐ 4-17-15      4-17-15

☐ 4-17-15      4-17-15

☐ \_\_\_\_\_

☐ \_\_\_\_\_

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☐ \_\_\_\_\_

☐ \_\_\_\_\_

☐ \_\_\_\_\_

☐ \_\_\_\_\_

☐ \_\_\_\_\_

Council will consider condemnation of structure.

11. Within the Historical District. Meeting date to be heard by the Historical Development Board.

12. Photograph posted sign with date stamp.

13. Prepare information packet for each City Council member, plus one each for City Manager, City Attorney & City Secretary consisting of

☐ a. Location Map

☐ b. Photographs of the structure with date stamp

☐ c. Inspection report

☐ d. Pre-condemnation notice

☐ e. Condemnation resolution

14. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.

15. City Council adopts condemnation resolution.

16. File Notice of Condemnation with the County Clerk.

17. Send owner(s) & other vested interests the following:

☐ a. Copy of the City Council resolution.

☐ b. 45-day order to demolish

18. Post 45-day Order to Demolish on structure.

☐ a. Take photo with date stamp

19. Evaluate status of owner's action on 46<sup>th</sup> day after Order of Demolition was issued. If no action taken by owner, proceed with demolition.

20. Photograph posted notice with date stamp.

21. Notify utility companies to disconnect & remove services from structure for safe demolition.

22. Issue Notice to Proceed to Public Works Director and Demolition Crew.

23. Prepare demolition cost statement consisting of:

☐ a. Mailing fees

☐ b. Publication fees

- ☐ c. Demolition costs
- ☐ d. Landfill tipping fees
- ☐ e. Filing fees
- ☐ f. Administrative fees
- ☐ g. Any documentation miscellaneous costs

☐ \_\_\_\_\_

24. Send a letter & cost statement to the

Collections Department so they can send out bill.

Make copy of documents and send to the City

Attorney requesting a lien to be place on the  
property.

DATE 11/07/2013

## STATEMENT OF ALL TAXES DUE

SD

MELISSA T DELAGARZA, RTA  
P O BOX 1457  
KINGSVILLE, TX 78364-1457  
(361) 595-8542

\*\*\*\*\*  
\* PROPERTY DESCRIPTION ACCT # 1-011-009-23000-192 \*  
\* 10TH, BLOCK 9, LOT 23,24 \*  
\* TOWN - LOCATION- 614 W RAGLAND \*  
\* ACRES - .160 \*  
\* LAND MKT VALUE 1000 IMPR/PERS MKT VALUE 4270 \*  
\* LAND AGR VALUE MKT. BEFORE EXEMPTS 5270 \*  
\* EXEMPTIONS GRANTED: NONE LIMITED TXBL. VALUE \*  
\*\*\*\*\*

BREDA CHARLIE G EST

614 W RAGLAND AVE

KINGSVILLE TX 78363-5211

	LEVY	P & I	ATTY FEES	AMT DUE
TAXES 2008	.00	.00	.00	.00
TAXES 2009	115.92	67.24	36.63	219.79
TAXES 2010	155.71	71.63	45.46	272.80
TAXES 2011	164.36	55.89	44.04	264.29
TAXES 2013	168.17	.00	.00	168.17
	604.16	194.76	126.13	925.05
				=====
			TOTAL DUE 11/2013	925.05
ACCT # 1-011-009-23000-192			TOTAL DUE 12/2013	930.32
			TOTAL DUE 01/2014	935.53
			TOTAL DUE 02/2014	952.56

\*\*\*\*\*  
\* BREAKDOWN OF TAX DUE BY JURISDICTION \*  
\* JURISDICTION TAXES PEN & INT ATTY FEES TOTAL \*  
\* KLEBERG COUNTY 142.89 46.22 29.97 219.08 \*  
\* CITY OF KINGSVILLE 165.69 54.39 35.14 255.22 \*  
\* KINGSVILLE ISD 282.25 90.19 58.47 430.91 \*  
\* SOUTH TX WATER AUTH 13.33 3.96 2.55 19.84 \*  
\*\*\*\*\*  
\* TAX LEVY FOR THE CURRENT ROLL YEAR: 137 39.25 \*  
\* TAX LEVY FOR THE CURRENT ROLL YEAR: CITY 44.38 \*  
\* TAX LEVY FOR THE CURRENT ROLL YEAR: KISD 80.05 \*  
\* TAX LEVY FOR THE CURRENT ROLL YEAR: STWA 4.49 \*  
\* TOTAL TAX LEVY FOR THE CURRENT ROLL YEAR ..... 168.17 \*



Entities	Values
CAD	100%
CKI	100%
GKL	100%
SKI	100%
WST	100%

Ref ID2: R19364  
Map ID PLAT

ACRES: 1.00  
EFF. ACRES: 1.00

**SITUS 614 W RAGLAND**

APPR VAL METHOD: Cost

SKETCH for Improvement #1 (RESIDENTIAL)

17	26	NA	26
220	5.2		
22	26	NA	26
220	5.2		

## GENERAL

UTILITIES	LAST APPR.	IE
TOPOGRAPHY	LAST APPR. YR	2013
ROAD ACCESS	LAST INSP. DATE	04/16/2013
ZONING	NEXT INSP. DATE	
NEXT REASON		

REMARKS
FOR 2013 ADD FF TABLE FF20D140 PER IE 4/16/13 JO -- FOR '11 ADD 70%, PHYS FOR ROOF AND ROT WOOD. REM FUNC PER APR LR 4/6/11 4/17/11 MMG -- FOR 2008 ADD 2007 NBHD CDS

## BUILDING PERMITS

ISSUE DT	PERMIT TYPE	PERMIT AREA	ST	PERMIT VAL
06/08/2004	MISC	0	A	1,000
02/01/2002	MISC	0	A	0

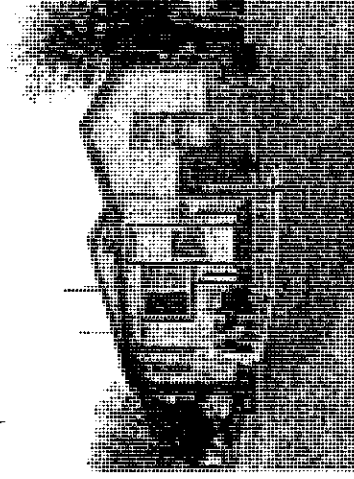
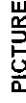
SALE DT	PRICE	GRANTOR	DEED INFO
07/24/2001	*****	BREDA CHARLIE G	DEATH / /
	*****	UNKNOWN	QT / /

## IMPROVEMENT INFORMATION

[illegible]

## IMPROVEMENT FEATURES

Foundation	1	FD8	0
Exterior Wall	1	EW1	0
Interior Finish	1	IN4	0
Roof Style	RT2, RM1		0
Flooring	1	FL1	0
Plumbing	1	1	0



SUBD: S011  
L# DESCRIPTION  
 1. A1  
 Comment: F: 50.0 R: 50.0 EE

**METH  
FF**

<b>LAND INFORMATION</b>	<b>UNIT PRICE</b>	<b>20.00</b>
<b>DIMENSIONS</b>		
50X140		

<b>LAND INFORMATION</b>		IRR Wells: 0		Capacity: 0	
NIT PRICE	GROSS VALUE	ADJ	MASS	ADJ	VAL SRC
20.00	1.000	1.00		1.00	A

IRR Acres: 0	Oil Wells: 0
<u>MKT VAL</u>	<u>AG APPLY</u>
1,000	NO
<u>1,000</u>	

Values		
IMPROVEMENTS		4,270
LAND MARKET	+	1,000
MARKET VALUE	=	5,270
PRODUCTIVITY LOSS		
APPRAISED VALUE	=	5,270
HS CAP LOSS	-	0
ASSESSED VALUE	=	5,270

Ref ID: R19364  
Map ID: PLAT

101100923000192

**SITUS 614 W RAGLAND**

ACRES:  
EFF. ACRES:

APPR VAL METHOD: Cost

**SKETCH for Improvement #1 (RESIDENTIAL)**

GENERAL	
UTILITIES	LAST APPR. IE
TOPOGRAPHY	LAST APPR. YR 2013
ROAD ACCESS	LAST INSP. DATE 04/16/2013
ZONING	NEXT INSP. DATE
NEXT REASON	

REMARKS
FOR 2013 ADD FF TABLE FF20D140 PER IE 4/16/13 JO -- FOR '11 ADD 70% PHYS FOR ROOF AND ROT WOOD, REM FUNC PER APR LR 4/6/11 4/17/11 MMG -- FOR 2008 ADD 2007 NBHD CDS

BUILDING PERMITS			
ISSUE DT	PERMIT TYPE	PERMIT AREA	PERMIT VAL
06/08/2004	MISC	0	1,000
02/01/2002	MISC	0	0

SALE DT	PRICE	GRANTOR	DEED INFO
07/24/2001	*****	BREDA CHARLIE G	DEATH / /
	*****	UNKNOWN	QT / /

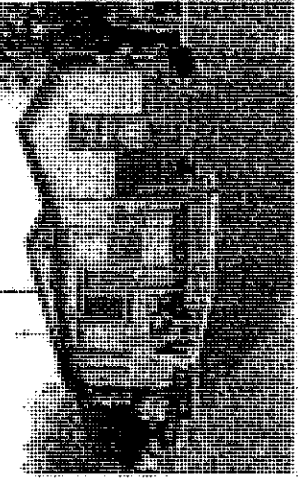
SUBD:	S011	100.00%	NBHD:
#	TYPE	DESCRIPTION	MTHD CLAS
	MA	MAIN AREA	R
	MAD1	ADDN (90%)	FF2
1	RESIDENTIAL		FF2
			STCD: A1

N	MTHD	CLASS/SUBCL	AREA	UNIT PRICE	UNITS BUILT	IMPP
R	FF2/		572.0	24.77	1954	
R	FF2/		220.0	22.29	1998	
	STCD: A1		<u>792.0</u>			
					Homestite:	N

IMPROVEMENT INFORMATION			
BUILT	EFF YR	COND.	VALUE
1954	1954	A	14,170
1998			4,900
N			<u>19,070</u>

[illegible]

Foundation	1	FD8	0
Exterior Wall	1	EW1	0
Interior Finish	1	IN4	0
Roof Style	RT2, RM1		0
Flooring	1	FL1	0
Plumbing	1	1	0



SUBD: S011  
L# DESCRIPTION  
 1. A1  
 Comment: F: 50.0 R: 50.0 FF

CLS	TABLE	SC	HS	METH	DIMENSIONS
					50 X 140
FF20D140	A1	N	FF		

<b>LAND INFORMATION</b>		IRR Wells: 0	Capacity: 0
NIT PRICE	GROSS VALUE	ADJ MASS ADJ	VAL SRC
20.00	1.000	1.00	1.00 A

IRR Acres: 0	Oil Wells: 0
MKT VAL	AG CLASS
AG APPLY	AG TABLE
NO	AG UNIT PRC
1,000	0.00
AG VALUE	0
1,000	0

## CKI - CITY OF KINGSVILLE

Geo ID Order

05/22/2013 11:47AM

Prop ID	Owner	%	Legal Description	Values					
17069	46279	100.00	R Geo: 101100917000192 CHASE JAMES A EST ETUX IRENE DORY 602 W RAGLAND AVE KINGSVILLE, TX 78363-5211	Effective Acres: 0.000000	Imp HS: 19,030 Imp NHS: 0 Land HS: 1,000 Land NHS: 0 Prod Use: 0 Prod Mkt: 0	Market: 20,030 Prod Loss: 0 Appraised: 20,030 Cap: 0 Assessed: 20,030 Exemptions: HS,OV65			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			20,030	8,400	11,630	0.842200	97.95	
17824	22008	100.00	R Geo: 101100919000192 HUNTER WALTER T 716 W RICHARD AVE KINGSVILLE, TX 78363-4270	Effective Acres: 0.000000	Imp HS: 0 Imp NHS: 19,690 Land HS: 0 Land NHS: 2,000 Prod Use: 0 Prod Mkt: 0	Market: 21,690 Prod Loss: 0 Appraised: 21,690 Cap: 0 Assessed: 21,690 Exemptions:			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			21,690	0	21,690	0.842200	182.67	
19364	44215	100.00	R Geo: 101100923000192 BREDA CHARLIE G EST 614 W RAGLAND AVE KINGSVILLE, TX 78363-5211	Effective Acres: 0.000000	Imp HS: 0 Imp NHS: 4,270 Land HS: 0 Land NHS: 1,000 Prod Use: 0 Prod Mkt: 0	Market: 5,270 Prod Loss: 0 Appraised: 5,270 Cap: 0 Assessed: 5,270 Exemptions:			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			5,270	0	5,270	0.842200	44.38	
20163	17332	100.00	R Geo: 101100925000192 STERLING JOSEPH ETAL JESSIE M BOYKINS 35036 LILAC LOOP UNION CITY, CA 94587-5257	Effective Acres: 0.000000	Imp HS: 0 Imp NHS: 0 Land HS: 0 Land NHS: 2,000 Prod Use: 0 Prod Mkt: 0	Market: 2,000 Prod Loss: 0 Appraised: 2,000 Cap: 0 Assessed: 2,000 Exemptions:			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			2,000	0	2,000	0.842200	16.84	
21716	18297	100.00	R Geo: 101100929000192 JONES IVY ETAL 630 W RAGLAND AVE KINGSVILLE, TX 78363	Effective Acres: 0.000000	Imp HS: 0 Imp NHS: 0 Land HS: 0 Land NHS: 2,000 Prod Use: 0 Prod Mkt: 0	Market: 2,000 Prod Loss: 0 Appraised: 2,000 Cap: 0 Assessed: 2,000 Exemptions:			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			2,000	0	2,000	0.842200	16.84	
17491	10346	100.00	R Geo: 101101001000192 CITY OF KINGSVILLE PO BOX 1458 KINGSVILLE, TX 78364-1458	Effective Acres: 0.000000	Imp HS: 0 Imp NHS: 0 Land HS: 0 Land NHS: 500 Prod Use: 0 Prod Mkt: 0	Market: 500 Prod Loss: 0 Appraised: 500 Cap: 0 Assessed: 500 Exemptions: EX			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			500	500	0	0.842200	0.00	
25832	48465	100.00	R Geo: 101101002000192 PEREZ CINDY ETVIR ROMAN 906 S ARMSTRONG AVE KINGSVILLE, TX 78363-5254	Effective Acres: 0.000000	Imp HS: 39,460 Imp NHS: 0 Land HS: 1,000 Land NHS: 0 Prod Use: 0 Prod Mkt: 0	Market: 40,460 Prod Loss: 0 Appraised: 40,460 Cap: 4,616 Assessed: 35,844 Exemptions: DP,HS			
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax	
CKI	CITY OF KINGSVILLE			35,844	0	35,844	0.842200	301.88	

# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



## Receipt for Hand Delivery

I, Diane Clack Beecham, received a letter via hand  
delivery from Daniel H Ramirez, Building Official with the  
City of Kingsville, on 11/19/13,

A copy of the letter I received is attached.

Diane Clack Beecham  
Signature of Person Receiving Letter

Daniel H. Ramirez  
Daniel H. Ramirez, City of Kingsville Building Official





# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



NOVEMBER 5, 2013

CHARLIE G BREDA (EST)  
614 W RAGLAND  
KINGSVILLE, TX 78363

Re: 10<sup>TH</sup>, BLOCK 9, LOT 23, 24                      614 W RAGLAND

Dear Sir or Madam:

It has been determined that the structure at **614 W RAGLAND** is in a significant state of disrepair and creates a safety and health hazard to the surrounding area and the community at large. The structure is in direct violation to the City of Kingsville's Code of Ordinance § 15-1-165 Condemned Building or Structure; Specifications as adopted and as stated below.

## **§ 15-1-165 CONDEMNED BUILDING OR STRUCTURE; SPECIFICATIONS.**

(A) Any building or structure of any type of material, whether public or private property, existing within the city limits, which is determined to be unsafe for or dangerous to human occupancy, shall be declared and be and become a condemned building or structure.

(B) The condemned buildings or structures mentioned in division (A) shall be determined to be such under the following listed terms and conditions:

(1) Any building or structure which, for want of repair or by reason of age or dilapidated condition, or for any causes, is especially liable to fire, and which is so situated as to endanger other buildings or property, or so occupied that fire would endanger persons or property therein.

(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(3) Any building or other structure which shall be determined to have a permanent or temporary electrical installation condition existing in violation of the installation, maintenance or repair provisions of the City Electrical Code as it is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Electrical Code to endanger the safety of the building or structure or other buildings or structures or other property,

and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(4) Any building or structure which shall be determined to contain a faulty and defective structural condition existing in violation of the construction, maintenance and repair provisions of the City Building Code as is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the Building Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(5) Any building or structure which shall be determined to have a permanent or temporary sanitary condition existing in violation of the various health and sanitation ordinances duly enacted and to be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the sanitation ordinances to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

('62 Code, § 4-6-1)

AN INVESTIGATION HAS BEEN CONDUCTED ON THESE PREMISES FOR NON-COMPLIANCE WITH CITY ORDINANCES. YOU ARE HEREBY NOTIFIED THAT THE VIOLATIONS LISTED MUST BE CORRECTED WITHIN THIRTY (30) CALENDAR DAYS FROM RECEIPT THIS LETTER. PLEASE REFER TO THE ENCLOSED PROPERTY CONDITION REPORT REGARDING THE SPECIFIC VIOLATIONS REQUIRING CORRECTIVE ACTION.

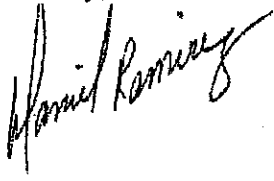
WE MUST RECEIVE WRITTEN RESPONSE FROM YOU WITHIN TEN (10) DAYS FROM THIS NOTICE INDICATING THE ACTION YOU INTEND TO TAKE WITHIN THE NEXT THIRTY (30) DAYS TO CORRECT SUBSTANDARD CONDITIONS.

If these violations are not mitigated within thirty (30) calendar days of the date of this letter, a condemnation will be processed through City Commission. If you should commit another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property.

Please provide proof of necessary permits and "passed" inspections for all reconstruction and/or repairs. Provide proof of proper disposal, i.e. landfill receipt or method used to remediate the condemned structure.

If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM – 12:00 PM & 1:00 PM - 5:00 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Ramirez", written in a cursive style.

---

Daniel Ramirez  
Building Official

Enclosure

# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



OCTOBER 16, 2014

CHARLIE BERDA  
614 W RAGLAND  
KINGSVILLE, TX 78363

**Re: 10<sup>TH</sup> , BLOCK 9, LOT 23, 24**

**614 W RAGLAND**

Dear Sir or Madam:

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(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

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the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

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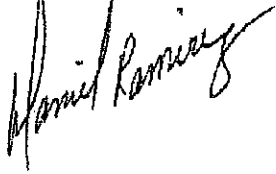
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If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM -- 12:00 PM & 1:00 PM - 5:00 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Ramirez", written in a cursive style.

---

Daniel Ramirez  
Building Official

Enclosure

**SENDER: COMPLETE THIS SECTION**

- ☒ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- ☒ Print your name and address on the reverse so that we can return the card to you.
- ☒ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Charlie Benda  
W4 W Ragland  
Kingsville, TX 78363

2. Article  
(Transit)

7014 0150 0002 0853 5638

PS Form 3811, July 2013

Domestic Return Receipt

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

*W4 W Ragland*

B. Received by (Printed Name)

*W4 W Ragland*

C. Date of Delivery  
10/18/13

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☒ No

3. Service Type

- ☐ Certified Mail<sup>®</sup>
- ☐ Registered
- ☐ Insured Mail
- ☐ Priority Mail Express<sup>™</sup>
- ☐ Return Receipt for Merchandise
- ☐ Collect on Delivery

4. Restricted Delivery? (Extra Fee) ☐ Yes

**SENDER: COMPLETE THIS SECTION**

- ☒ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- ☒ Print your name and address on the reverse so that we can return the card to you.
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7014 0150 0002 0853 4273

PS Form 3811, July 2013

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B. Received by (Printed Name)

*W4 W Ragland*

C. Date of Delivery  
10/18/13

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Certified Mail<sup>®</sup>
- ☐ Registered
- ☐ Insured Mail
- ☐ Priority Mail Express<sup>™</sup>
- ☐ Return Receipt for Merchandise
- ☐ Collect on Delivery

4. Restricted Delivery? (Extra Fee) ☐ Yes



## BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019 Fax: 361-595-8035

---

CERTIFIED MAIL – RETURN RECEIPT #7014 0150 0002 0853 4273

---

APRIL 17, 2015

CHARLIE G BERDA  
614 W RAGLAND  
KINGSVILLE, TX 78363

Re: **HEARING FOR PROPERTY AT 614 W RAGLAND**

Dear Sir or Madam:

On November 5, 2013, a letter was sent from the City of Kingsville stating that your property located at **614 E RAGLAND** was a fire hazard or was dangerous to human life, or constitutes a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment such that the structures located thereon are unsafe and a nuisance. In that letter, you were further advised that you needed to repair or demolish the structures within a certain timeframe. As the timeframe has passed and the unsafe structures on your property have not been repaired or demolished, the structures on your property are being recommended for condemnation before the Kingsville City Commission.

You are hereby cited to appear before the City Commission at a public hearing on **Tuesday, MAY 26, 2015 at 6:00 p.m.** to show cause why such structures should not be condemned. You may appear in person, by agent or by counsel at the hearing. You will need to submit at the hearing proof of the scope of any work that may be required to comply with city ordinances and the time it will take to reasonably perform the work. The condemnation hearing is set for MAY 26, 2015.

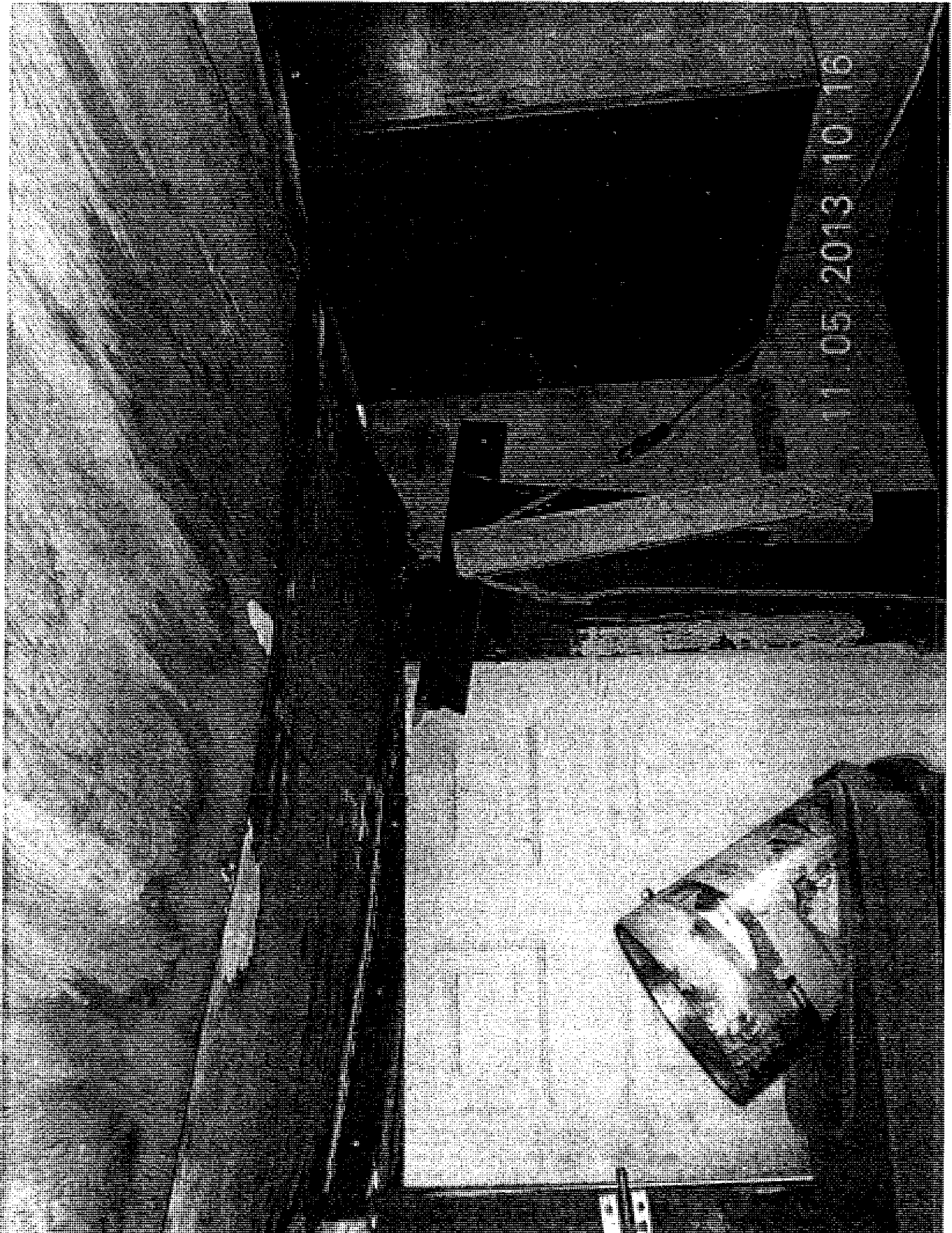
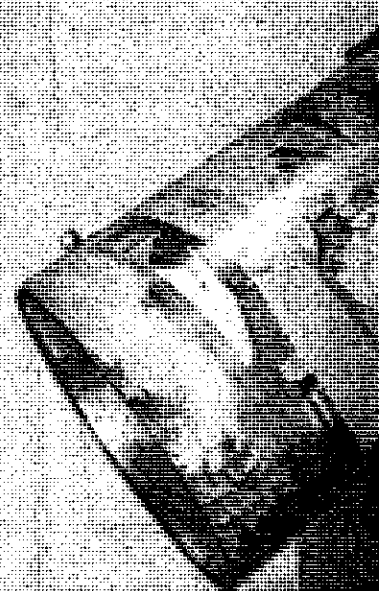
The hearing will take place at the Alcorn Commission Chambers located on the first floor of City Hall, 200 E. Kleberg Avenue, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

If you have any questions about the condemnation process or how to get a building permit to fix the structures, please contact me at (361) 595-8019.

Sincerely,

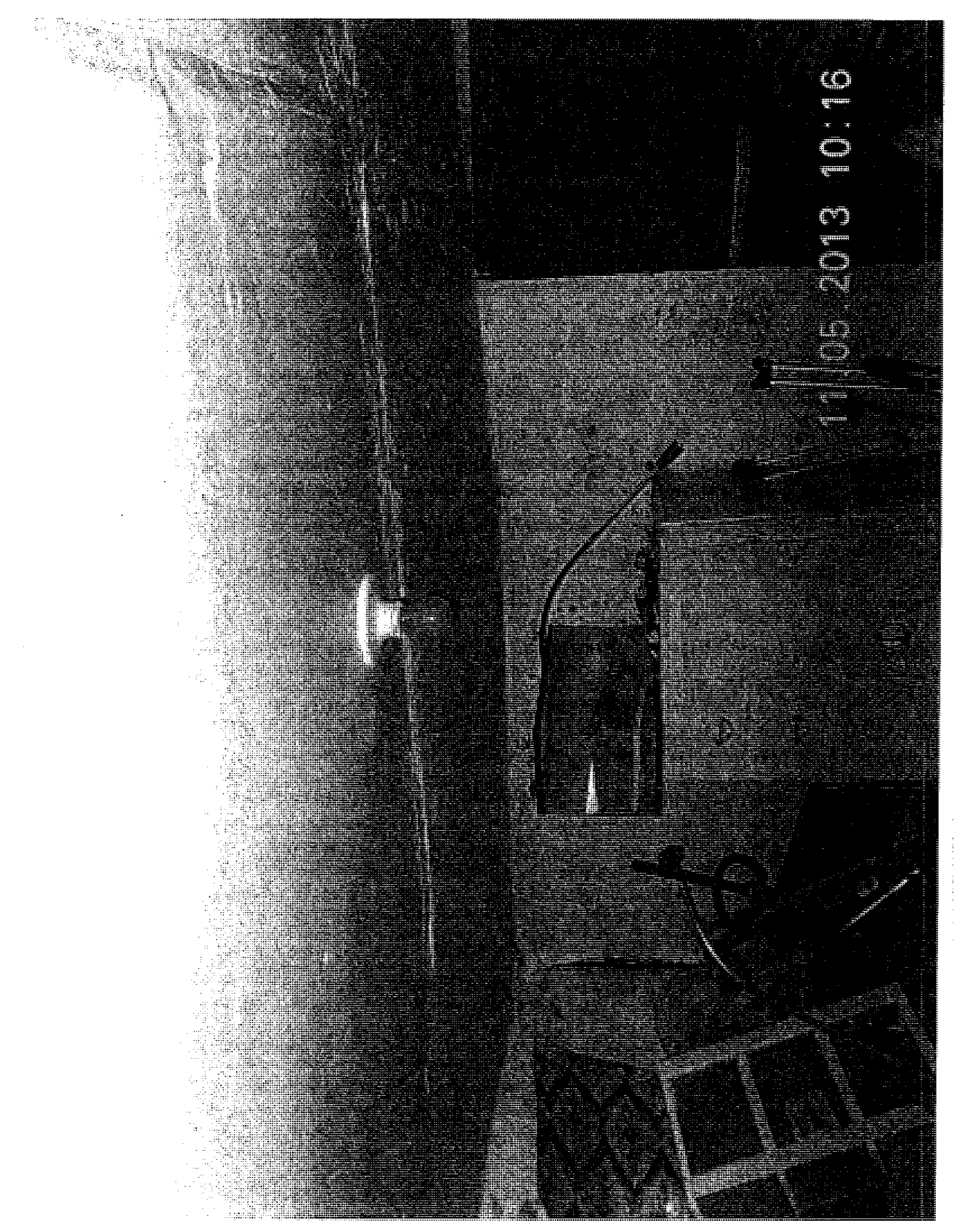
Daniel Ramirez  
Building Official

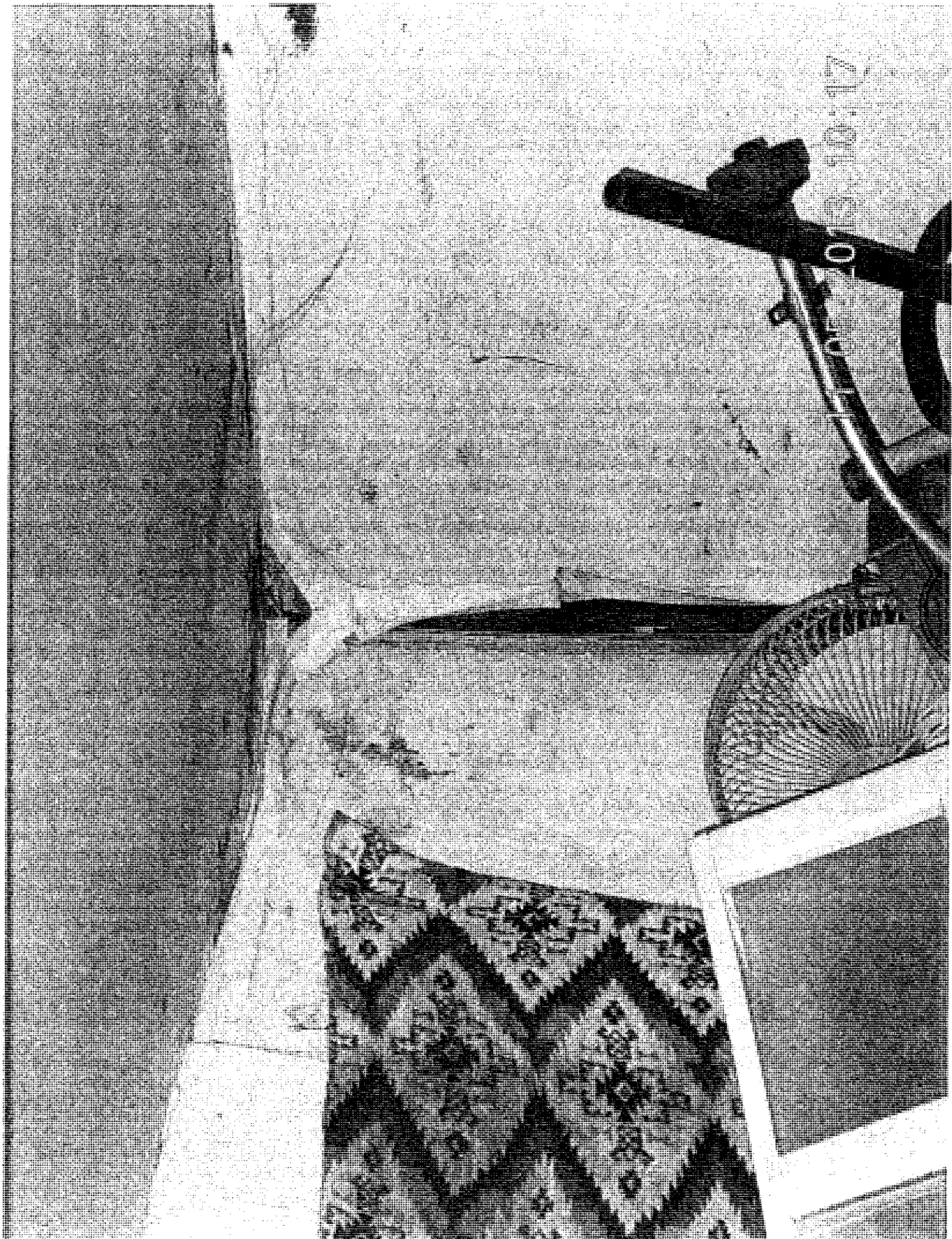
11 05 2013 10:16





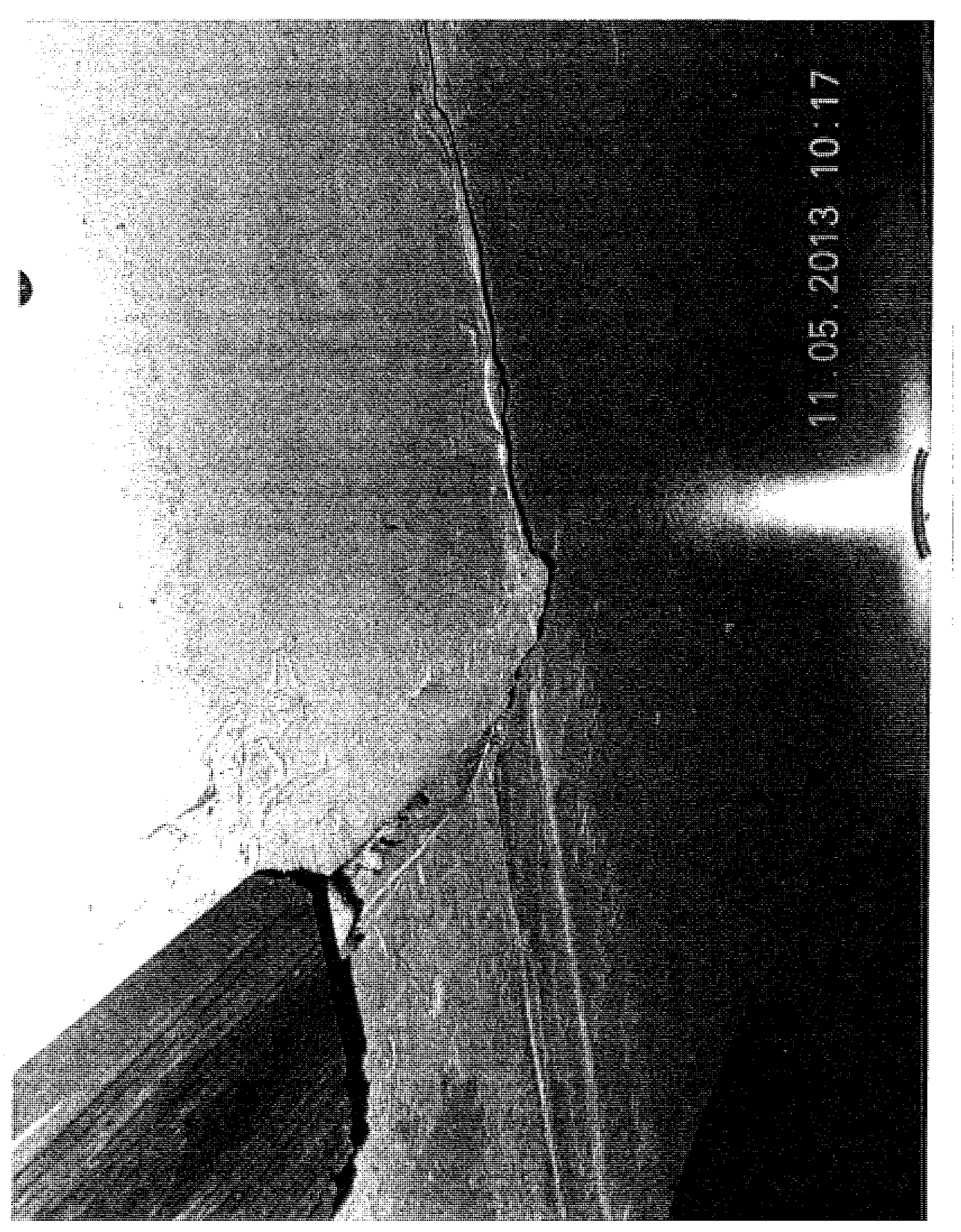
11/05/2013 10:16







11.05.2013 10:17

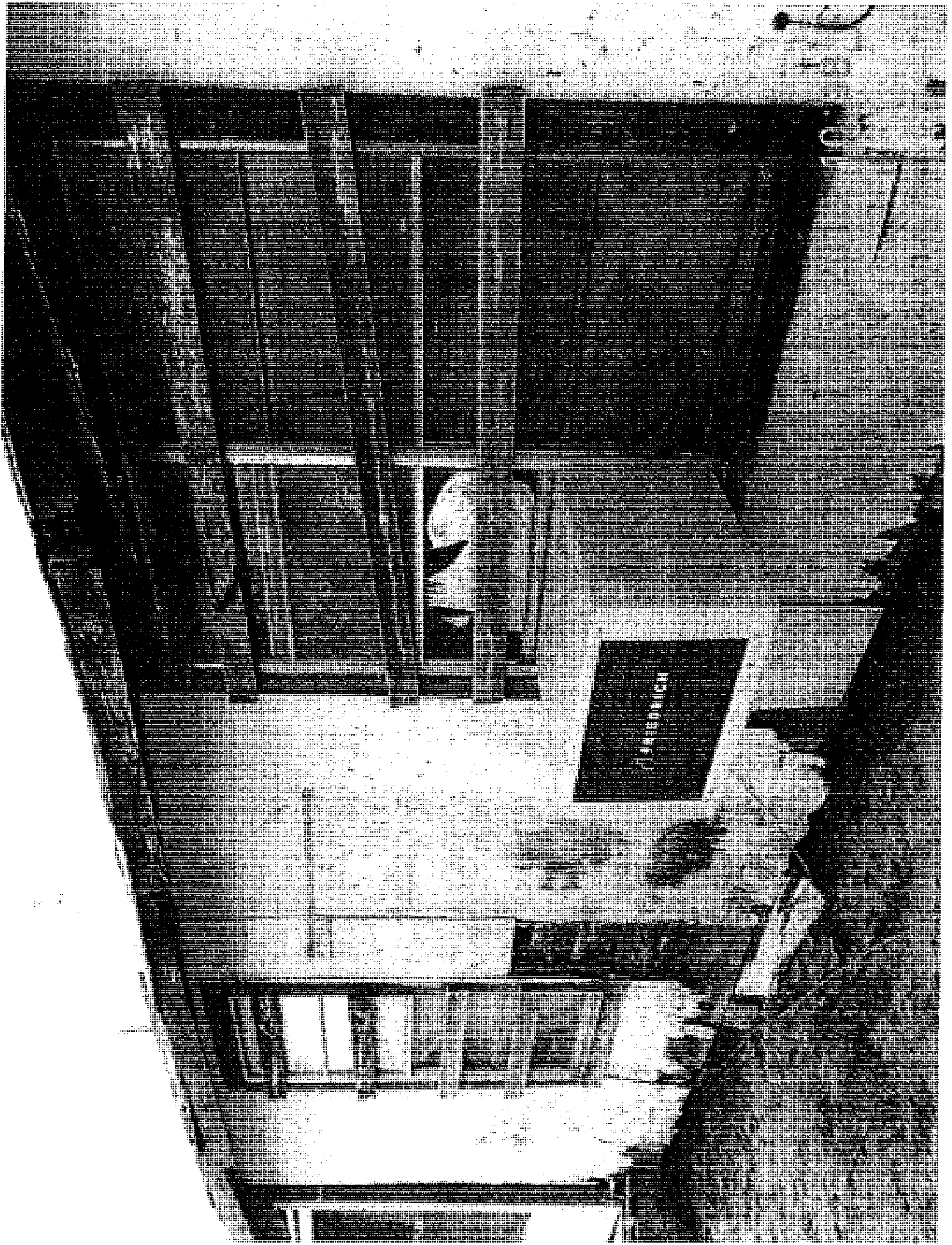


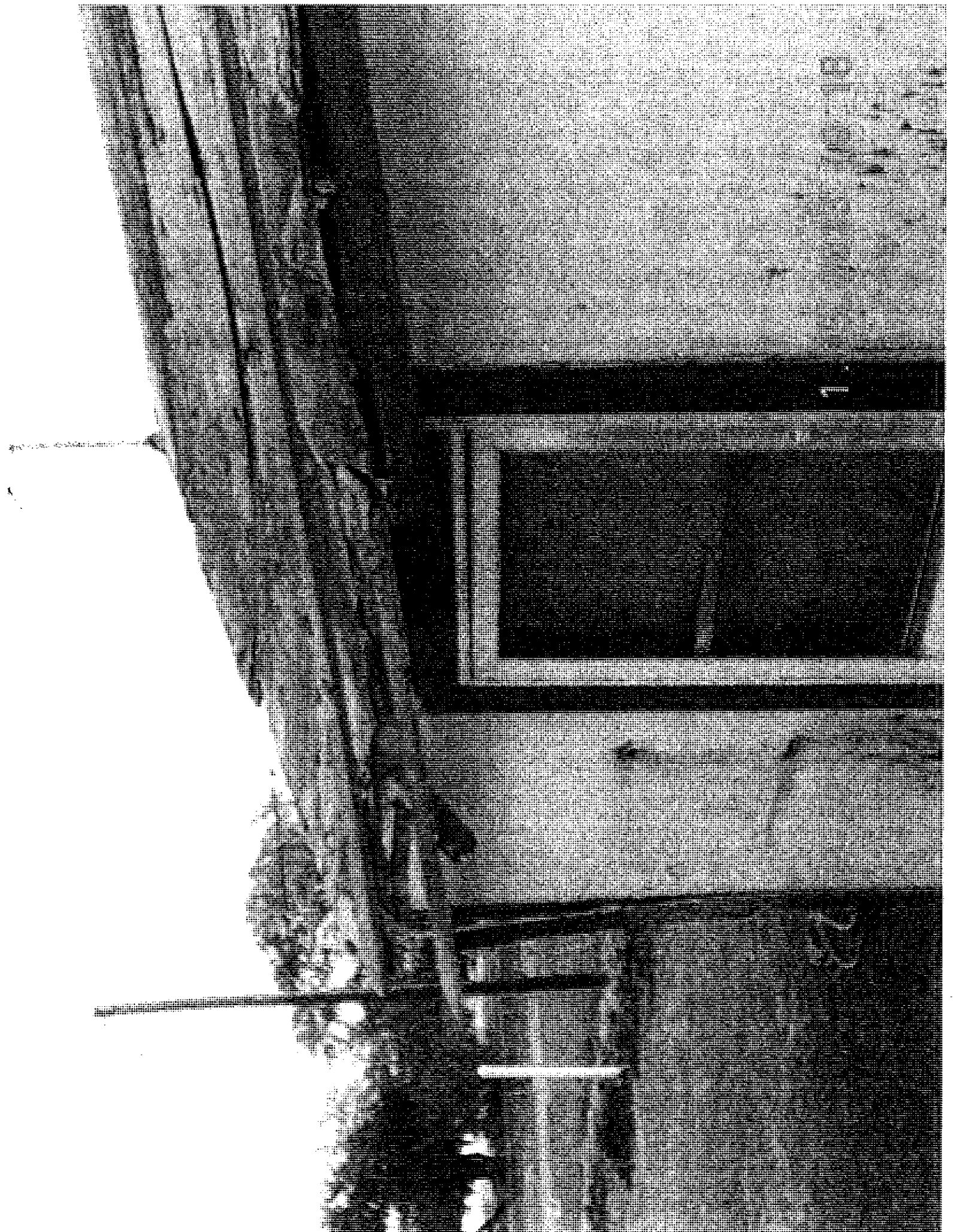


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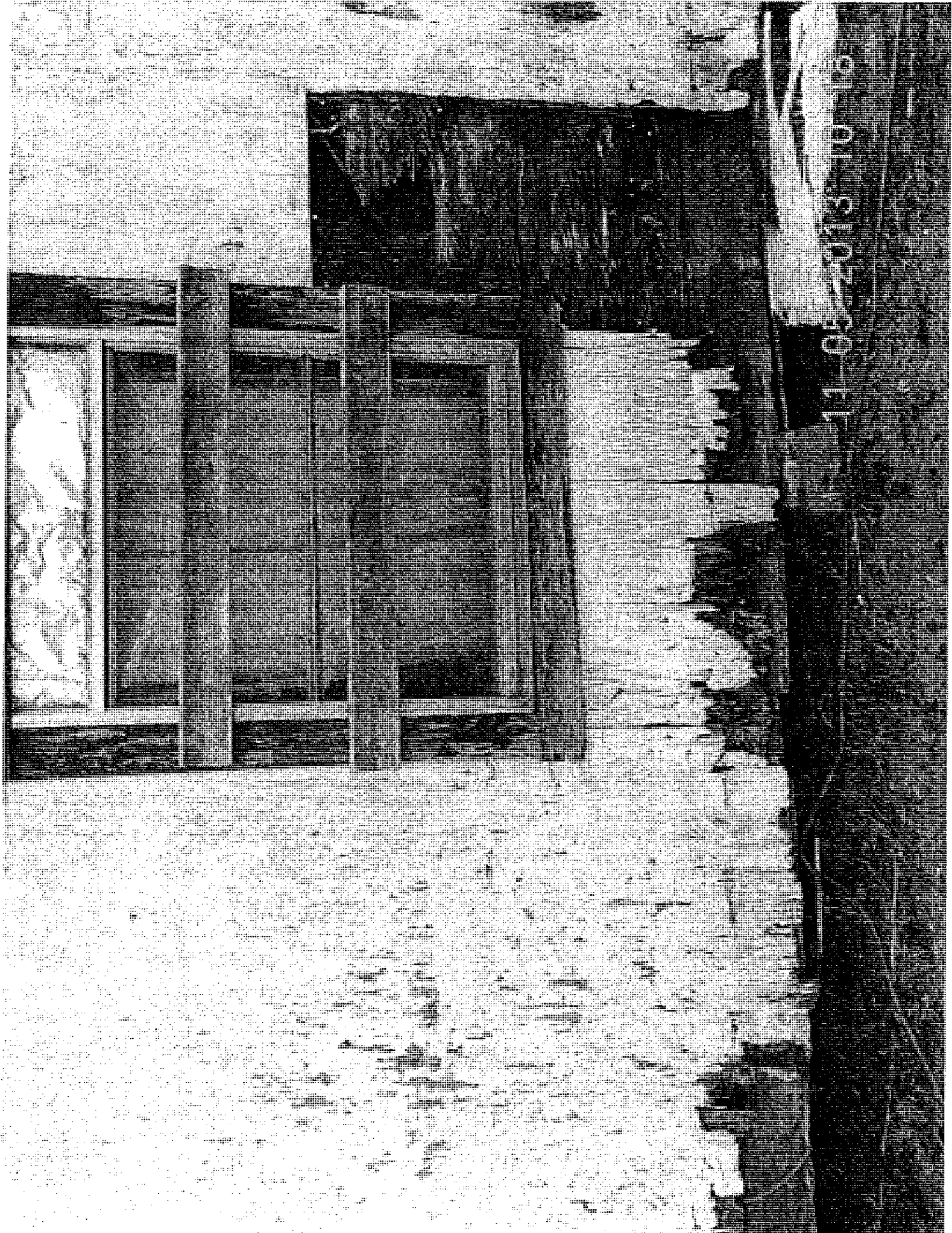










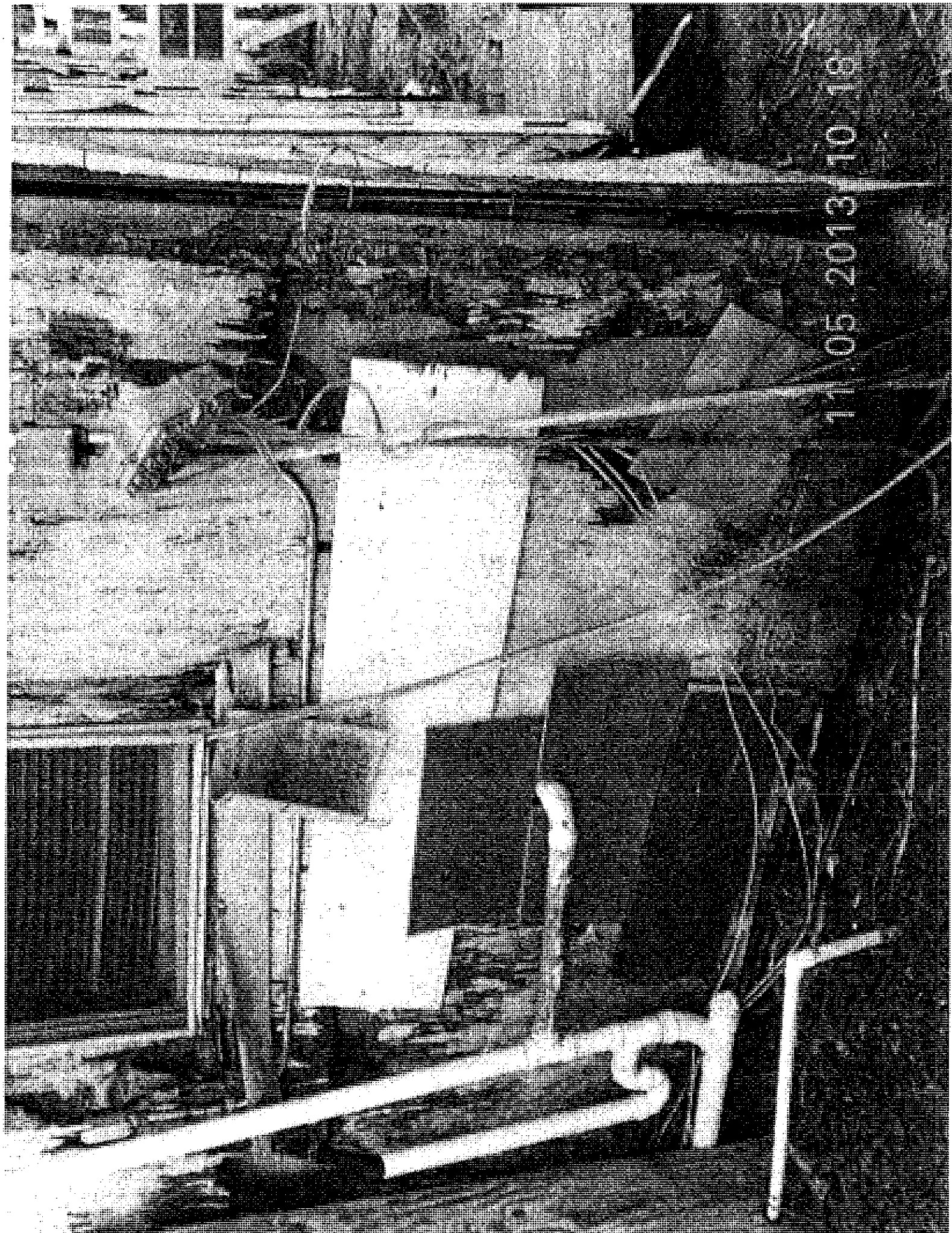


11-05-2018 10:16



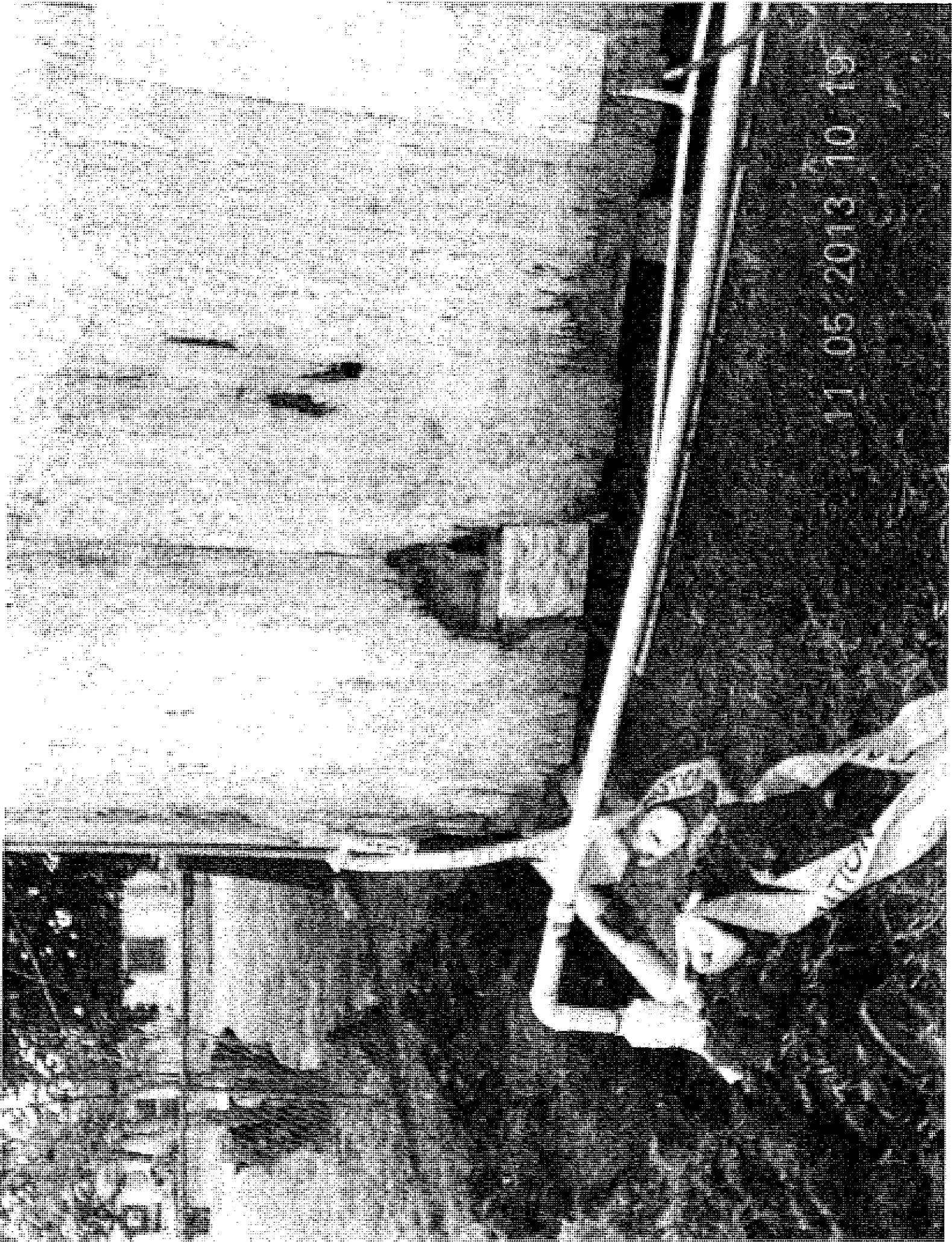
10-18-77



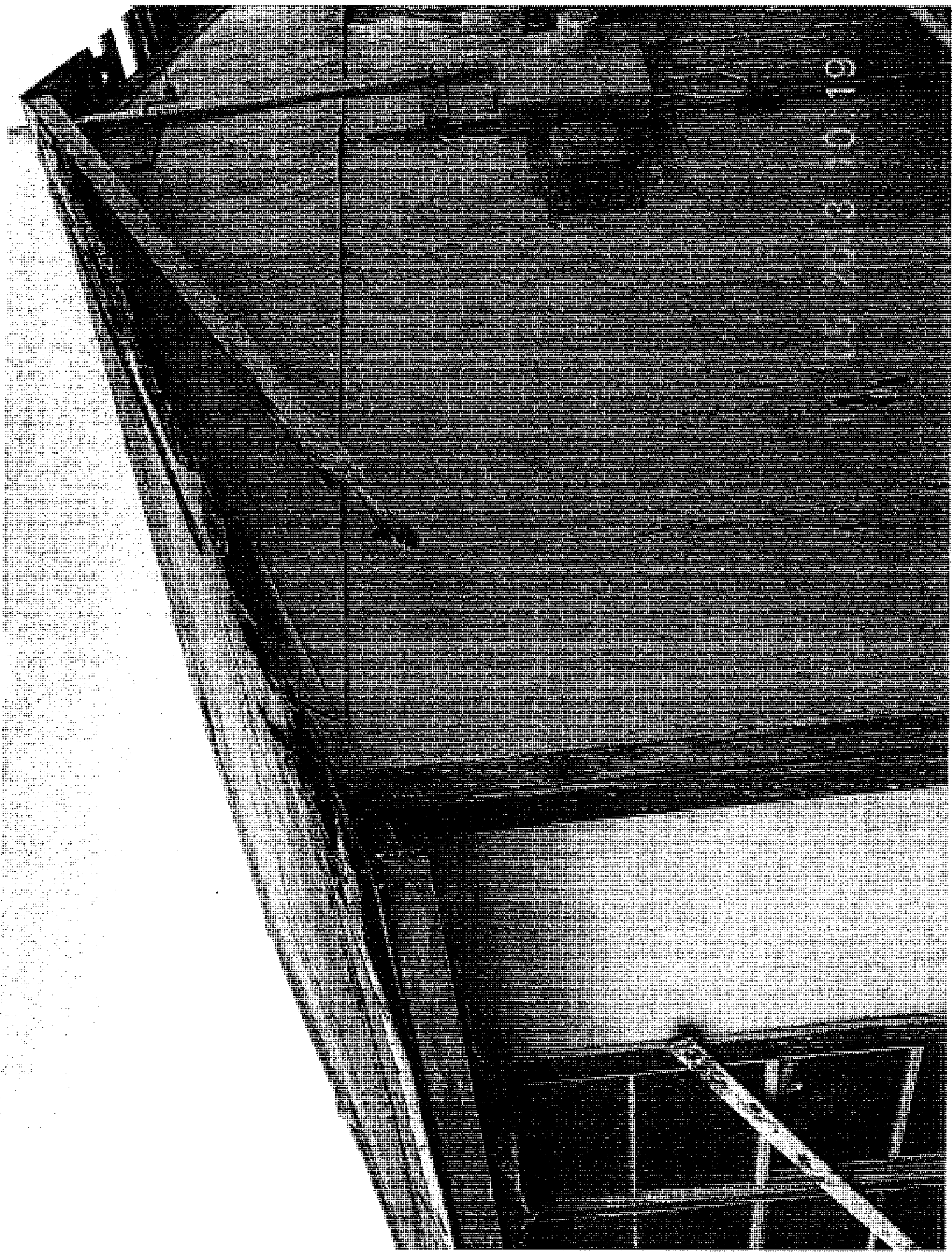


11 05 2013 10 18

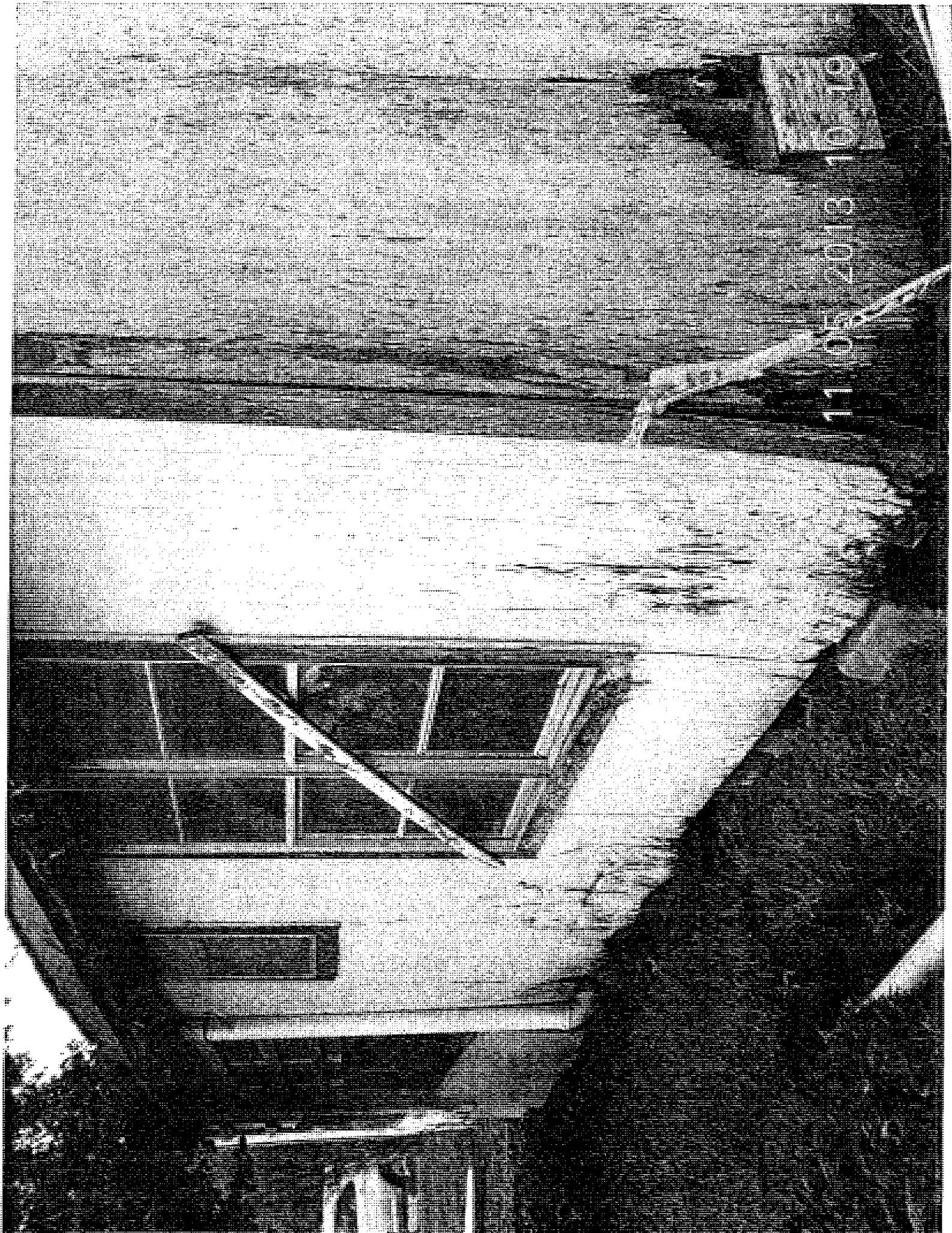




11 05 2013 10 19







CITY OF KINGSVILLE, TEXAS

# NOTICE

THIS NOTICE IS TO ADVISE PROPERTY OWNERS THAT THE CITY COUNCIL WILL CONSIDER CONDEMNATION

OF

*614 W. England*

ON

*May 26, 2015*

BY ORDER OF BUILDING OFFICIAL

REPLACEMENT OR REMOVAL OF THIS NOTICE DEEMS EVIDENCE  
and/or alterations of this structure without express permission  
of the BUILDING DEPARTMENT, CITY OF KINGSVILLE  
constitutes a misdemeanor and is punishable by a fine of Two

Hundred (\$200.00) Dollars.

CONTRACT THE BUILDING Department at

200 EAST KILBUCK

Telephone: (361) 595-8019

Date:

*4-17-15*

by:

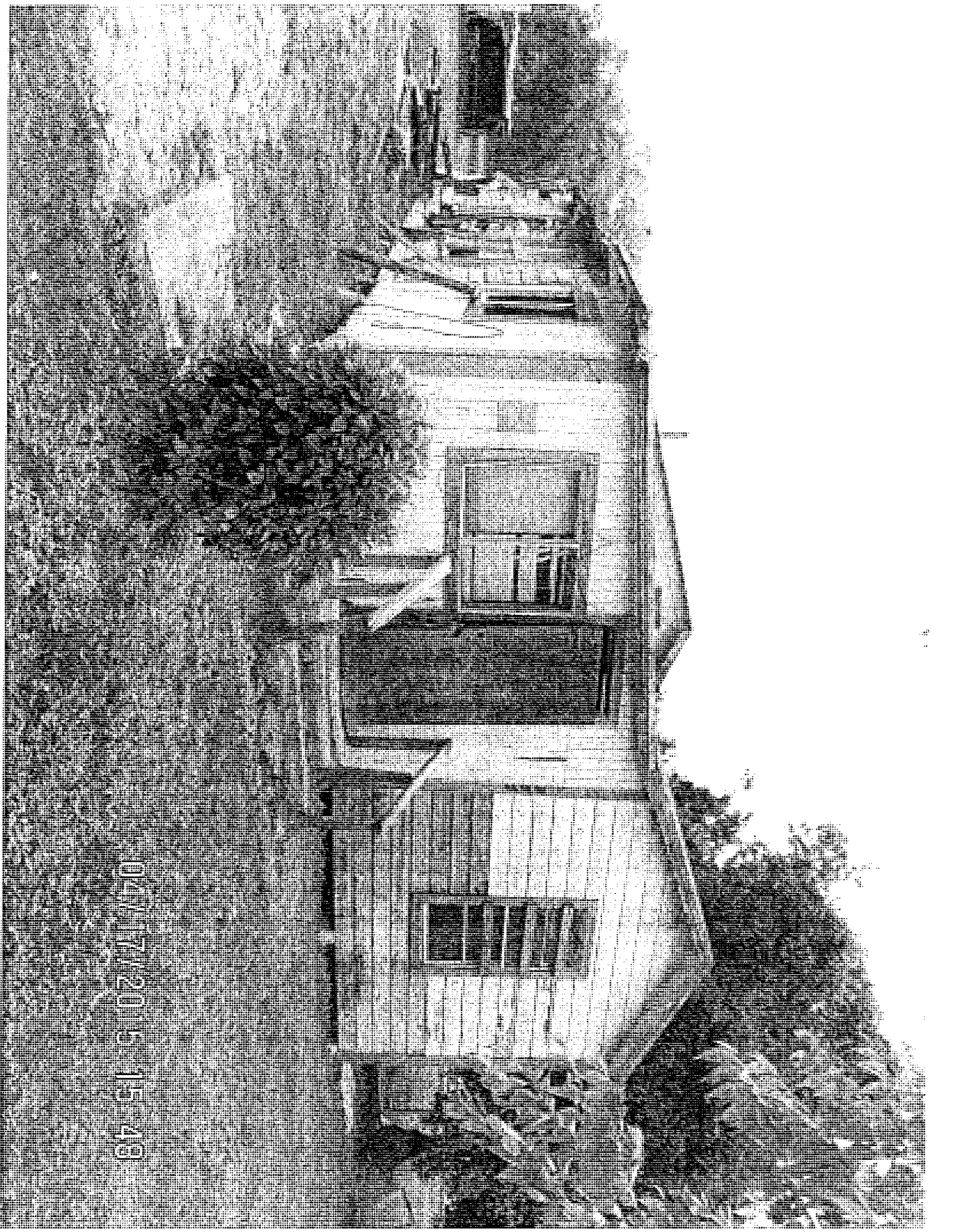
*Andre Lanning*

04/17/2015

15:48



04M17M2015 15 48





# **PUBLIC HEARING #3**

To: Courtney Alvarez, Interim City Manager

From: Tom Ginter, Director of Planning and Development Services



Date: May 15, 2015

Subject: Demos on the May 26, 2015 Agenda

Concerning the demos on the agenda for City Commission review we have received no responses on the following: 228 N. 7<sup>th</sup>, 907 E. Avenue A, 614 W. Ragland, 301 E. Richard, 609 W. Lee and 324 E. Ailsie.

We have received a response on the following property, 315 W. Lee. I would anticipate that the owner will be present at the City Commission meeting.



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 315 E LEE		INSPECTOR DANIEL RAMIREZ	
LEGAL DESCRIPTION ORIG. TOWN	BLOCK 27	LOT 7,8	
OWNER NAME JOSE GOMEZ	OWNER'S ADDRESS 405 ALEXANDER	CITY/STATE/ZIP KINGSVILLE, TEXAS 78363	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N	ACCEPTABLE			REASON CODE	COMMENT CODES
	Y	YES	NO	N/A		
Building						
Condition			X		H,AB,B,D,OU	1,2
Yard						
Condition			X		H,OV	
Utilities						
Electric			X	X		
Gas			X	X		
Water				X		
Roof						
Covering			X		H,D,OU	
Walls						
Exterior			X		H,B,D,OU	
Interior			X		H,B,D,OU	
Ceilings			X		H,B,D,OU	
Windows/Doors						
Secured			X	X	H,B,D,OU	
Condition			X		H,B,D,OU	
Foundation						
Exterior			X		H,B,D,OU	
Interior			X		H,B,D,OU	
Plumbing			X	X		
Electrical			X	X		

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold
AS-Asbestos	D-Deteriorated	L-Leaning	OU-Outdated
B-Broken	H-Hazardous	MI-Missing	OV-Overgrown

### COMMENT CODES:

1. AN ATTRACTIVE NUCIANCE TO CHILDREN
2. A HARBOR FOR VAGRANTS, CRIMINAL AND IMMORAL PEOPLE
3. EVIDENCE OF ROACH, RAT, MOUSE, OR OTHER VERMIN FOUND
4. PARTIAL
5. UNCOVERED ROOF
6. GRAFFITI

### BUILDING OFFICIAL COMMENTS:

FOUND THE OVERALL CONDITION TO BE IN A SEVERE AND HAZARDOUS STATE OF DISREPAIR. IT IS UNSECURED ALLOWING FOR EASY ACCESS FOR ANIMALS AND/VAGRANTS. HAS BEEN WITHOUT WATER SINCE 1/28/2014

SIGNATURE:

*Daniel H. Ramirez*

DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 11/6/2014

## Cuellar signs on to play at Sam Houston State

By Jaime Gonzalez  
jgonzalez@king-ranch.com

H.M. King's Samantha Cuellar officially signed to continue her softball career at Sam Houston State University Tuesday, with her family, coaches and teammates with her to mark the occasion.

"This shows Sam's hard work during the past four years of her high school career," KISD athletic director Todd Carrier said. "We're excited to see you play at the next level."

Cuellar fought back a few tears during the signing

when her coaches and parents spoke to the crowd.

"It's great to have their support," Cuellar said about everyone in attendance for her signing. "They always gave me advice and they've always been 100 percent behind me and any choice I've made."

Cuellar, an all-district player for the Lady Brahmas at third base, will get to continue her career at the NCAA Division I level for the Brahmas.

"Coach (Bob) Brock was just so inviting and the team made me feel so welcome," Cuellar said about choos-

ing the school. "The town is beautiful. Houstonville is awesome. I knew it was the right choice as soon as I stepped on campus."

Cuellar was a part of the Lady Brahmas team that advanced to the regional semifinals of the state playoffs twice during her playing career, and helped win the program's first district title in six years last season.

"She is one of the strongest and best third basemen that I've had and I'm going to miss having her," H.M. King softball coach Dion Gutierrez said at the signing. "I look forward to seeing her grow."



Samantha Cuellar hugs her mother after officially signing to continue her softball career at Sam Houston State University. Cuellar was an all-district third baseman during her years playing for the H.M. King Lady Brahmas. (Photo by Jaime Gonzalez)

## Riviera drops game one, looks for comeback Saturday



Kelly Emmons throws to first base for the out against Rafugio Thursday. Along with pitching for the Lady Hawks, Emmons hit a home run to provide the only score for Riviera in the game. (Photo by Jaime Gonzalez)

By Jaime Gonzalez  
jgonzalez@king-ranch.com

The Riviera Lady Hawks will have to defeat Rafugio twice Saturday to advance to the area round of the state 2A playoffs after dropping game one of their series, 11-1, in five innings Thursday in Sinton.

The Lady Cats jumped out on Riviera early, scoring four runs in the first inning on their way to scoring 10 runs over the first three frames.

Much like their game against Benavides Monday for playoff seeding, Riviera's defensive miscues helped fuel Rafugio's rallies as the Lady Hawks committed five

errors in the game, allowing the Lady Cats to score six of their runs unearned.

"You make a mistake, but you have to be able to shake it off and move on to the next play," Riviera coach Dustin Horner said. "We got our head down and we're going to have to stop that and go out there with the



Jodi Penn runs in to make the catch in right field for Riviera against Rafugio Thursday. The bi-district playoff series continues Saturday at Texas A&M University-Kingsville. (Photo by Jaime Gonzalez)

confidence to make plays."

Kelly Emmons got the start for Riviera, giving up five earned runs on 11 hits with four strikeouts and no walks. Emmons was also responsible for the Lady Hawks' lone run of the game with a hard-hit line drive home run that hit

the scoreboard in left-center field with a hard thud.

That shot woke up the Riviera bats a little bit, as they started getting more contact and hit the ball harder over the final two innings.

"We were able to hit line drives and hard-hit ground balls, but they're third baseman made a couple of

great plays," Horner said.

McKenzie Woodall went 2-for-3 for Riviera out of the leadoff spot, the only batter to get a hit other than Emmons' home run.

The series resumes Saturday at 7 p.m. at Texas A&M University-Kingsville for game two, with game three 30 minutes after, if necessary.

### TOOTH TIPS written by Charles A. Clements, D.D.S. MASTER IN THE ACADEMY OF GENERAL DENTISTRY

#### Are You In The "Dental Danger Decade"?

In my 34 years of practicing dentistry, it has become all too apparent that patients in the 20-30 age group present with a surprising number of major dental problems. This is so common that I refer to this age group as being in the "dental danger decade". Too often they have considerable dental problems and are totally amazed at what it takes to put them "back together" again. I understand that 20-somethings are beginning their adult lives and busy careers with little extra time or money to seek good preventive or early dental treatment, but too often they need extensive fillings or treatments the likes of which I would expect to see in some of the older mouths of their parents or grandparents. Fortunately, if you fall into this group, understand that just a small commitment of time and money today can mean thousands of dollars in your pocket over your lifetime. To learn more, call to schedule your complimentary consultation.



(361) 592-5248 [www.kingsville dentist.com](http://www.kingsville dentist.com)  
325 General Cayano Blvd, Kingsville, Texas 78640  
TOOTH TIPS IS A MARK ADVERTISEMENT PERSONALLY WRITTEN BY CHARLES A. CLEMENTS, D.D.S.

### PUBLIC NOTICE

The City Commission will meet on Tuesday, May 26, 2015 at 6:00 P.M. The following items are set for public hearing and discussion and / or action: Request to condemn the unsafe structures located at:

228 N 7TH  
907 E AVE A  
614 W RAGLAND  
301 E RICHARD  
315 E LEE  
609 W LEE  
324 E AHSIE

If you are the property owner, holder of mortgage(s), or anyone having a substantial interest in any these properties, we would request that you attend the meeting.

The meeting will be held at City Hall, 200 E Kleberg, at the City Commission Chambers.

If you have any questions about the items on agenda, please contact the Building Department at (361) 595-8019 or (361) 595-8020.

## Youth football now registering

**Submitted Item**  
The Boys & Girls Club of Kingsville is now registering players and cheerleaders for their Youth Football League.

Registration closes in June and space is limited. There are four divisions in the league.

The Freshman division is

ages 5-6, the sophomore division is ages 7-8, the junior division is ages 9-10 and the senior division is ages 11-12.

The league is a full-contact league.

Volunteer coaches are also needed and applications are being accepted.

Early, regular and late

registration fees will apply.

For more information, contact John Perez, chief professional officer of the Boys & Girls Club of Kingsville, at (361) 675-0213 or (361) 592-2109, or go by the Boys & Girls Club of Kingsville located at 1238 E. Kennedy.

The games begin Aug. 29.

1028 S. 14<sup>th</sup> Street  
Sundall Plaza • Kingsville, Texas

(361) 488-6335  
Fax 1-800-232-4964  
Open Monday - Thursday 9am - 5pm Friday 9am - 5pm

Sports Injuries  
Motor Vehicle Accidents  
Occupational Injuries  
Worker's Comp

Pre/Post Op  
Total Knee/hips  
Men's/Women's Health

NO WAITING!

**OLIVER**  
PHYSICAL THERAPY & SPORTS MEDICINE

MOST INSURANCES  
ACCEPTED  
• Medicare/Medicaid  
• BCBS • Humana Plans  
• Medicare • UNC

Bring your **MOM**  
to *Butch's* for  
**MOTHER'S DAY!!**  
(Saturday, May 10, 2015)

We will be open 11 AM ~ 2 PM!  
Make your reservation today!! (361) 592-8824

700 E. Yorktown Ave., Kingsville, Texas 78640



## CONDEMNATION CHECKLIST

Property Address: 315 E Lee Phone: \_\_\_\_\_  
 Property Owner: Jose Gomez Phone: \_\_\_\_\_  
 Owner's Address: 405 Alexander Fax: \_\_\_\_\_  
Kingsville, TX 78303

PLANNED DATE	ACTUAL DATE	ACTION
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	1. Identify structure unfit for human habitation.
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	2. Inspect Property. (Building Official)
		<input type="checkbox"/> a. Prepare inspection report and date.
		<input type="checkbox"/> b. Photograph property with date stamp.
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	3. Determine ownership from county assessment & tax collection record.
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	4. Obtain legal description.
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
<input type="checkbox"/> <u>11-19-14</u>	<u>11-19-14</u>	6. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner within 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
<input type="checkbox"/> _____	_____	7. 2 <sup>nd</sup> Notice Sent. (10 day response) (Optional)
<input type="checkbox"/> _____	_____	8. If response is not received or is not adequate, proceed as follows:
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	9. Send 20-day pre notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
		<input type="checkbox"/> a. Owner unknown or whereabouts not known or such owner is a nonresident of Texas.
		1) Post affidavit in newspaper twice a week for one week
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	10. Post sign on property advising date the City
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	

☐ \_\_\_\_\_

☐ 4-17-15      4-17-15

☐ 4-17-15      4-17-

☐ 4-17-15      4-17-15

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Council will consider condemnation of structure.

11. Within the Historical District. Meeting date to be heard by the Historical Development Board.

12. Photograph posted sign with date stamp.

13. Prepare information packet for each City

Council member, plus one each for City Manager, City Attorney & City Secretary consisting of

☐ a. Location Map

☐ b. Photographs of the structure with date stamp

☐ c. Inspection report

☐ d. Pre-condemnation notice

☐ e. Condemnation resolution

14. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.

15. City Council adopts condemnation resolution.

16. File Notice of Condemnation with the County Clerk.

17. Send owner(s) & other vested interests the following:

☐ a. Copy of the City Council resolution.

☐ b. 45-day order to demolish

18. Post 45-day Order to Demolish on structure.

☐ a. Take photo with date stamp

19. Evaluate status of owner's action on 46<sup>th</sup> day after Order of Demolition was issued. If no action taken by owner, proceed with demolition.

20. Photograph posted notice with date stamp.

21. Notify utility companies to disconnect & remove services from structure for safe demolition.

22. Issue Notice to Proceed to Public Works Director and Demolition Crew.

23. Prepare demolition cost statement consisting of:

☐ a. Mailing fees

☐ b. Publication fees

- ☐ c. Demolition costs
- ☐ d. Landfill tipping fees
- ☐ e. Filing fees
- ☐ f. Administrative fees
- ☐ g. Any documentation miscellaneous costs

☐ \_\_\_\_\_

24. Send a letter & cost statement to the

Collections Department so they can send out bill.

Make copy of documents and send to the City

Attorney requesting a lien to be place on the  
property.

KLEBERG COUNTY APPRAISAL DISTRICT  
PROPERTY 14342 R  
Legal Description  
ORIG TOWN, BLOCK 27, LOT 7, 8

OWNER ID  
50844  
OWNERSHIP  
100.00%

PROPERTY APPRAISAL INFORMATION 2014  
GOMEZ JOSE R  
405 ALEXANDER  
KINGSVILLE, TX 78363

Rel ID2: R14342  
Map ID PLAT

100102707000192

ACRES:  
EFF. ACRES:

SITUS 315 E LEE

APPR VAL METHOD: Cost

#### GENERAL

UTILITIES  
TOPOGRAPHY LEVEL  
ROAD ACCESS  
ZONING  
NEXT REASON

LAST APPR. IE  
LAST APPR. YR 2013  
LAST INSP. DATE 04/17/2013  
NEXT INSP. DATE

REMARKS  
FOR 2013 ADD FF TABLE FF80D140 PER IE  
4/17/13 JO -- FOR 2013 NO VAL CHG TO ACCT  
PER APPR LR 2/1/13 3/11/13 FOR 2010 NO  
CHANGE TO ACCT PER APPR LR 12/9/09

#### BUILDING PERMITS

ISSUE DT PERMIT TYPE PERMIT AREA ST PERMIT VAL  
10/16/1998 BLDG A 2,000

SALE DT PRICE GRANTOR DEED INFO  
06/02/2006 BARRERA MANUEL SPWD / 336 / 616  
12/09/2005 ARREDONDO MARCIOR / 324 / 303  
06/04/2004 BARRERA MANUEL FWDVL / 284 / 577

SUBD: S001 100.00% NBHD:

# TYPE DESCRIPTION MTHD CLASS/SURCL AREA UNIT PRICE UNITS BUILT EFF YR COND. VALUE DEPR PHYS ECON FUNC COMP ADJ ADJ VALUE  
MA MAIN AREA R FF2/ 735.0 24.77 1 18,230 50% 100% 100% 100% 0.50 9,120  
OP-1 OPEN PORCH B R 120.0 4.95 1 590 50% 100% 100% 100% 0.50 300  
F3UL FRAME UNFINI R 384.0 7.22 1 2,770 50% 100% 100% 100% 0.50 1,390  
STCD: A1 1,240.0 1,240.0 21,590

#### IMPROVEMENT INFORMATION

FOUNDATION 1 FD6  
EXTERIOR WALL 1 EW1  
INTERIOR FINISH 1 IN1  
ROOF STYLE RT2, RM1  
FLOORING 1 FL2  
HEATING/COOLING 1 HA2  
PLUMBING 1 1

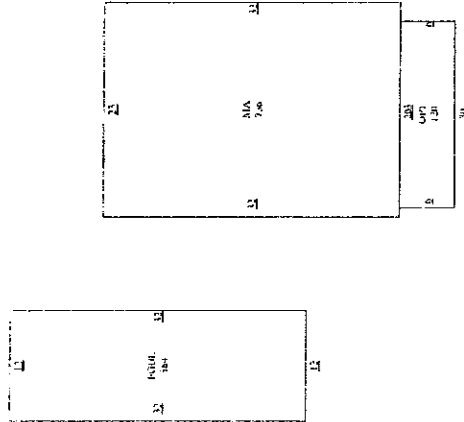
#### IMPROVEMENT FEATURE

Foundation 1 FD6  
Exterior Wall 1 EW1  
Interior Finish 1 IN1  
Roof Style RT2, RM1  
Flooring 1 FL2  
Heating/Cooling 1 HA2  
Plumbing 1 1

Entitles  
CAD 100%  
CKI 100%  
GKL 100%  
SKI 100%  
WST 100%

Values  
IMPROVEMENTS 10,810  
LAND MARKET + 4,000  
MARKET VALUE = 14,810  
PRODUCTIVITY LOSS - 0  
APPRAISED VALUE = 14,810  
HS CAP LOSS 0  
ASSESSED VALUE = 14,810

#### EXEMPTIONS



PICTURE



SUBD: S001  
L# DESCRIPTION  
1 A1  
Comment: F 50 R: 50 FF

100.00% NBHD:  
CLS TABLE  
FF80D140 A1 N

METH FF  
DIMENSIONS 50X140

UNIT PRICE 80.00  
GROSS VALUE 4,000 1.00  
ADJ MASS ADJ VAL SRC 1.00 A

IRR Wells: 0 Capacity: 0  
MKT VAL AG APPLY AG CLASS AG TABLE AG UNIT PRC AG VALUE  
4,000 NO 0.00 0

IRR Acres: 0  
MKT VAL AG APPLY AG CLASS AG TABLE AG UNIT PRC AG VALUE  
4,000 NO 0.00 0

Oil Wells: 0



# STATEMENT OF ALL TAXES DUE

ACCT # 1-001-027-07000-192

DATE 11/19/2014

SD



MELISSA T DELACARZA, PCC  
P O BOX 1457  
KINGSVILLE, TX 78364-1457  
(361) 595-8542

Property Description  
ORIG TOWN, BLOCK 27, LOT 7, 8

TOWN - LOCATION- 315 E LEE  
ACRES - .160

## Values

LAND MKT VALUE	4,000	IMPR/PERS MKT VAL	10,810
LAND AGR VALUE		MKT. BEFORE EXEMP	14,810
EXEMPTIONS GRANTED:	NONE	LIMITED TXBL. VAL	

GOMEZ JOSE R

405 ALEXANDER

KINGSVILLE TX 78363

	LEVY	P & I	ATTY FEES	AMT DUE
TAXES 2014	.00	.00	.00	.00
	.00	.00	.00	.00
				=====
			TOTAL DUE 11/2014	.00
			TOTAL DUE 12/2014	.00
			TOTAL DUE 01/2015	.00
			TOTAL DUE 02/2015	.00

ACCT # 1-001-027-07000-192

## BREAKDOWN OF TAX DUE BY JURISDICTION

JURISDICTION	TAXES	PEN & INT	ATTY FEES	TOTAL
KLEBERG COUNTY	.00	.00	.00	.00
CITY OF KINGSVILLE	.00	.00	.00	.00
KINGSVILLE ISD	.00	.00	.00	.00
SOUTH TX WATER AUTH	.00	.00	.00	.00

TAX LEVY FOR THE CURRENT ROLL YEAR: 137	110.31
TAX LEVY FOR THE CURRENT ROLL YEAR: CITY	124.73
TAX LEVY FOR THE CURRENT ROLL YEAR: KISD	224.95
TAX LEVY FOR THE CURRENT ROLL YEAR: STWA	12.65
TOTAL TAX LEVY FOR THE CURRENT ROLL YEAR .....	472.64

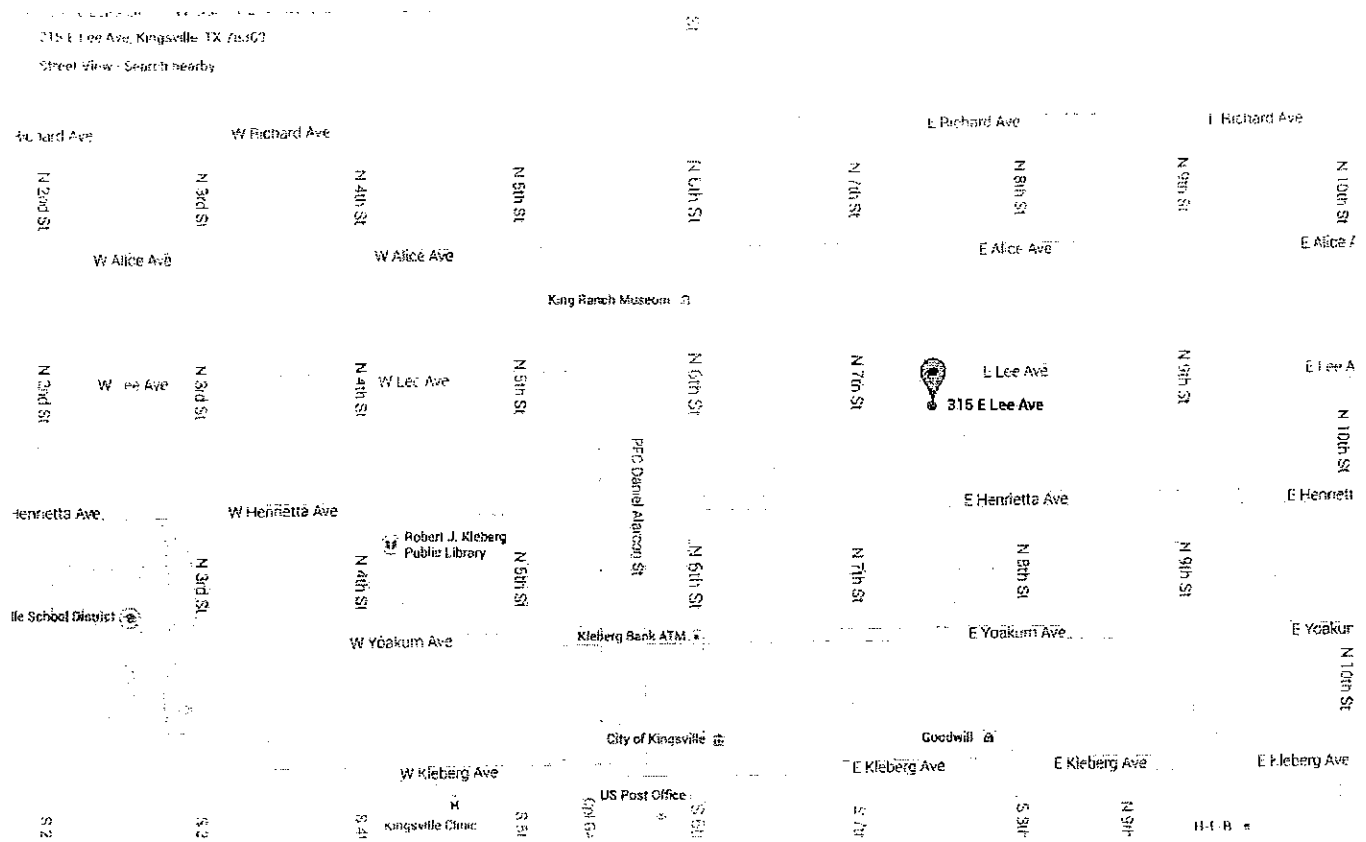
# 2013 PRELIMINARY ROLL

## CKI - CITY OF KINGSVILLE

Geo ID Order

05/22/2013 11:44AM

Prop ID	Owner	% Legal Description	Values					
37456	56451	11.11 R Geo: 100102631004192	Effective Acres: 0.000000	Imp HS:	0	Market:	2,088	
GARCIA RUTH MARIA		ORIG TOWN, BLOCK 26, LOT 31, 32, 11.11% UNDIVIDED INTEREST		Imp NHS:	1,644	Prod Loss:	0	
FUENTES				Land HS:	0	Appraised:	2,088	
1400 E CORRAL			Acres: 0.0000	Land NHS:	444	Cap:	0	
KINGSVILLE, TX 78363-4121		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	2,088
		Situs: 404 E HENRIETTA TX	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			2,088	0	2,088	0.842200	17.59
11905	44955	100.00 R Geo: 100102701000192	Effective Acres: 0.000000	Imp HS:	0	Market:	19,200	
GARCIA BELTRAN L		ORIG TOWN, BLOCK 27, LOT 1, 2, (EL ZARAPE RECORDS)		Imp NHS:	13,920	Prod Loss:	0	
ETUX ANGELITA B				Land HS:	0	Appraised:	19,200	
505 E HENRIETTA AVE			Acres: 0.0000	Land NHS:	5,280	Cap:	0	
KINGSVILLE, TX 78363-3860		State Codes: C1,F1	Map ID:	PLAT	Prod Use:	0	Assessed:	19,200
		Situs: 316 N 7TH ST	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			19,200	0	19,200	0.842200	161.70
12718	55978	100.00 R Geo: 100102703000192	Effective Acres: 0.000000	Imp HS:	0	Market:	26,720	
ALANIZ ARJELIO		ORIG TOWN, BLOCK 27, LOT 3, 4		Imp NHS:	22,720	Prod Loss:	0	
VICTORIA ALANIZ				Land HS:	0	Appraised:	26,720	
523 E ANGLE ROAD			Acres: 0.0000	Land NHS:	4,000	Cap:	0	
KINGSVILLE, TX 78363		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	26,720
		Situs: 307 E LEE TX	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			26,720	0	26,720	0.842200	225.04
13536	30299	100.00 R Geo: 100102705000192	Effective Acres: 0.000000	Imp HS:	0	Market:	19,430	
GARCIA HILBERTO		ORIG TOWN, BLOCK 27, LOT 5, 6		Imp NHS:	15,430	Prod Loss:	0	
ETUX IRMA				Land HS:	0	Appraised:	19,430	
1010 S 23RD ST			Acres: 0.0000	Land NHS:	4,000	Cap:	0	
KINGSVILLE, TX 78363-6516		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	19,430
		Situs: 311 E LEE	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			19,430	0	19,430	0.842200	163.64
14342	50844	100.00 R Geo: 100102707000192	Effective Acres: 0.000000	Imp HS:	10,810	Market:	14,810	
GOMEZ JOSE R		ORIG TOWN, BLOCK 27, LOT 7, 8		Imp NHS:	0	Prod Loss:	0	
315 E LEE AVE				Land HS:	4,000	Appraised:	14,810	
KINGSVILLE, TX 78363-4564			Acres: 0.0000	Land NHS:	0	Cap:	0	
		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	14,810
		Situs: 315 E LEE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS	
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			14,810	0	14,810	0.842200	124.73
15146	56886	100.00 R Geo: 100102709000192	Effective Acres: 0.000000	Imp HS:	0	Market:	25,380	
SALAZAR MARISA M		ORIG TOWN, BLOCK 27, LOT 9, 10		Imp NHS:	21,380	Prod Loss:	0	
319 E LEE AVE				Land HS:	0	Appraised:	25,380	
KINGSVILLE, TX 78363-4564			Acres: 0.0000	Land NHS:	4,000	Cap:	0	
		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	25,380
		Situs: 319 E LEE	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			25,380	0	25,380	0.842200	213.75
15790	56886	100.00 R Geo: 1001027090001192	Effective Acres: 0.000000	Imp HS:	0	Market:	8,030	
SALAZAR MARISA M		ORIG TOWN, BLOCK 27, LOT 9, 10, (IMP ONLY)		Imp NHS:	8,030	Prod Loss:	0	
319 E LEE AVE				Land HS:	0	Appraised:	8,030	
KINGSVILLE, TX 78363-4564			Acres: 0.0000	Land NHS:	0	Cap:	0	
		State Codes: A	Map ID:	PLAT	Prod Use:	0	Assessed:	8,030
		Situs: 319 E LEE 1/2	Mtg Cd:	Prod Mkt:	0	Exemptions:		
			DBA:					
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			8,030	0	8,030	0.842200	67.63



# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



NOVEMBER 19, 2014

JOSE GOMEZ  
405 ALEXANDER  
KINGSVILLE, TX 78363

**Re: ORIG TOWN, BLOCK 27, LOT 7, 8                      315 E LEE**

Dear Sir or Madam:

It has been determined that the structure at **315 E LEE** is in a significant state of disrepair and creates a safety and health hazard to the surrounding area and the community at large. The structure is in direct violation to the City of Kingsville's Code of Ordinance § 15-1-165 Condemned Building or Structure; Specifications as adopted and as stated below.

**§ 15-1-165 CONDEMNED BUILDING OR STRUCTURE; SPECIFICATIONS.**

(A) Any building or structure of any type of material, whether public or private property, existing within the city limits, which is determined to be unsafe for or dangerous to human occupancy, shall be declared and be and become a condemned building or structure.

(B) The condemned buildings or structures mentioned in division (A) shall be determined to be such under the following listed terms and conditions:

(1) Any building or structure which, for want of repair or by reason of age or dilapidated condition, or for any causes, is especially liable to fire, and which is so situated as to endanger other buildings or property, or so occupied that fire would endanger persons or property therein.

(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(3) Any building or other structure which shall be determined to have a permanent or temporary electrical installation condition existing in violation of the installation, maintenance or repair provisions of the City Electrical Code as it is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Electrical Code to endanger

the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(4) Any building or structure which shall be determined to contain a faulty and defective structural condition existing in violation of the construction, maintenance and repair provisions of the City Building Code as is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the Building Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(5) Any building or structure which shall be determined to have a permanent or temporary sanitary condition existing in violation of the various health and sanitation ordinances duly enacted and to be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the sanitation ordinances to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

('62 Code, § 4-6-1)

AN INVESTIGATION HAS BEEN CONDUCTED ON THESE PREMISES FOR NON-COMPLIANCE WITH CITY ORDINANCES. YOU ARE HEREBY NOTIFIED THAT THE VIOLATIONS LISTED MUST BE CORRECTED WITHIN THIRTY (30) CALENDAR DAYS FROM RECEIPT THIS LETTER. PLEASE REFER TO THE ENCLOSED PROPERTY CONDITION REPORT REGARDING THE SPECIFIC VIOLATIONS REQUIRING CORRECTIVE ACTION.

WE MUST RECEIVE WRITTEN RESPONSE FROM YOU WITHIN TEN (10) DAYS FROM THIS NOTICE INDICATING THE ACTION YOU INTEND TO TAKE WITHIN THE NEXT THIRTY (30) DAYS TO CORRECT SUBSTANDARD CONDITIONS.

If these violations are not mitigated within thirty (30) calendar days of the date of this letter, a condemnation will be processed through City Commission. If you should commit another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property.

Please provide proof of necessary permits and "passed" inspections for all reconstruction and/or repairs. Provide proof of proper disposal, i.e. landfill receipt or method used to remediate the condemned structure.

If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM – 12:00 PM & 1:00 PM - 5:00 P.M.



Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Ramirez", written in a cursive style.

---

Daniel Ramirez  
Building Official

Enclosure

**SENDER: COMPLETE THIS SECTION**

- ☒ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- ☒ Print your name and address on the reverse so that we can return the card to you.
- ☒ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

JOE GOMEZ  
405 Alexander  
Kingsville, TX 78363

**COMPLETE THIS SECTION ON DELIVERY**

- A. Signature ☐ Agent ☐ Addressee  
*[Signature]*
- B. Received by (Printed Name) ☐ Date of Delivery
- C. Is delivery address different from item 1? ☐ Yes ☐ No  
If YES, enter delivery address below:

- 3. Service Type ☐ Priority Mail Express<sup>SM</sup>  
☐ Certified Mail<sup>®</sup> ☐ Return Receipt for Merchandise  
☐ Registered ☐ Collect on Delivery  
☐ Insured Mail ☐ Yes

4. Restricted Delivery? (Extra Fee) ☐ Yes

2. Article 7014 0150 0002 0853 5690 Domestic Return Receipt

PS Form 3811, July 2013



## BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019 Fax: 361-595-8035

---

CERTIFIED MAIL – RETURN RECEIPT #7014 0150 0002 0853 4310

---

APRIL 17, 2015

JOSE GOMEZ  
315 E LEE  
KINGSVILLE, TX 78363

Re: **HEARING FOR PROPERTY AT 315 E LEE**

Dear Sir or Madam:

On November 19, 2014, a letter was sent from the City of Kingsville stating that your property located at **315 E LEE** was a fire hazard or was dangerous to human life, or constitutes a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment such that the structures located thereon are unsafe and a nuisance. In that letter, you were further advised that you needed to repair or demolish the structures within a certain timeframe. As the timeframe has passed and the unsafe structures on your property have not been repaired or demolished, the structures on your property are being recommended for condemnation before the Kingsville City Commission.

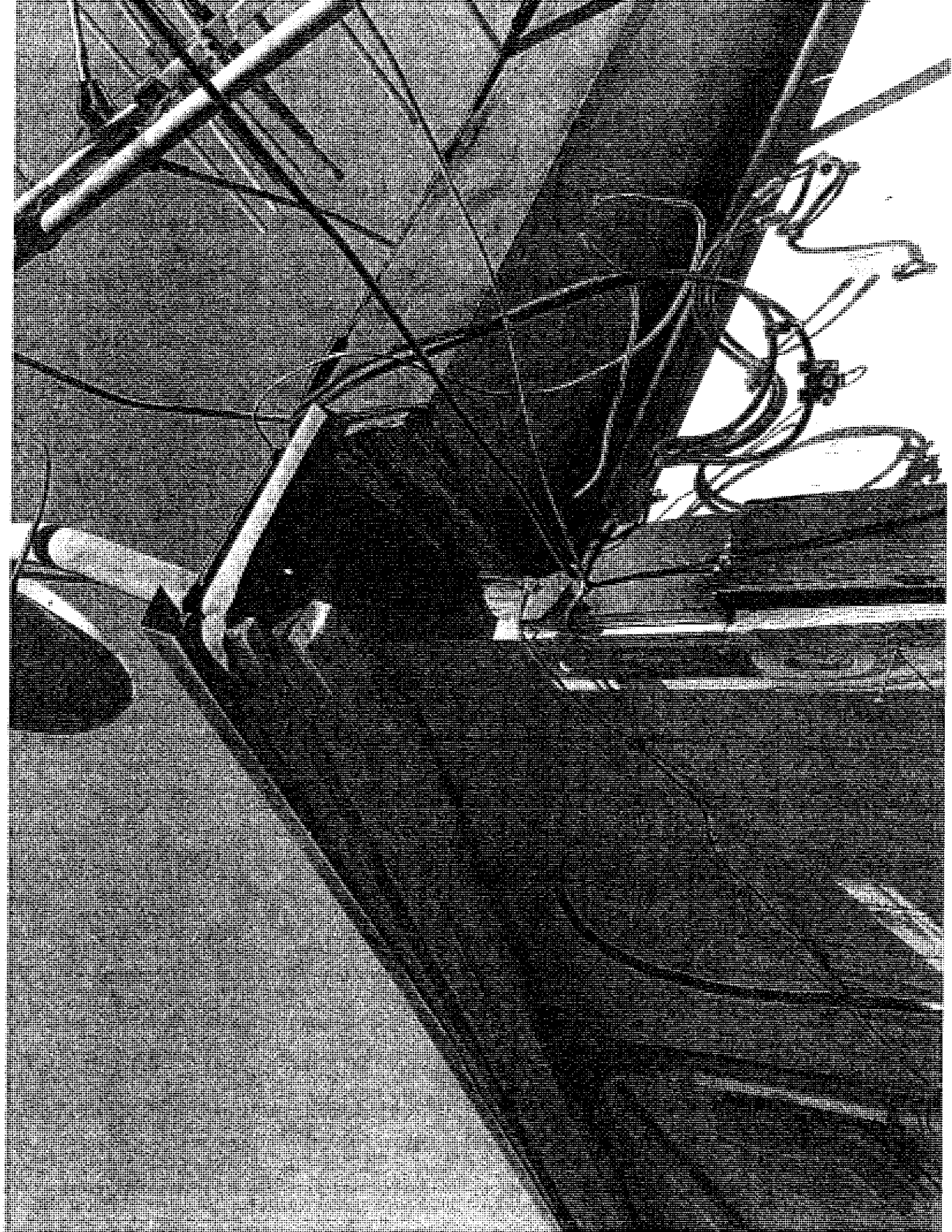
You are hereby cited to appear before the City Commission at a public hearing on **Tuesday, MAY 26, 2015 at 6:00 p.m.** to show cause why such structures should not be condemned. You may appear in person, by agent or by counsel at the hearing. You will need to submit at the hearing proof of the scope of any work that may be required to comply with city ordinances and the time it will take to reasonably perform the work. The condemnation hearing is set for MAY 26, 2015.

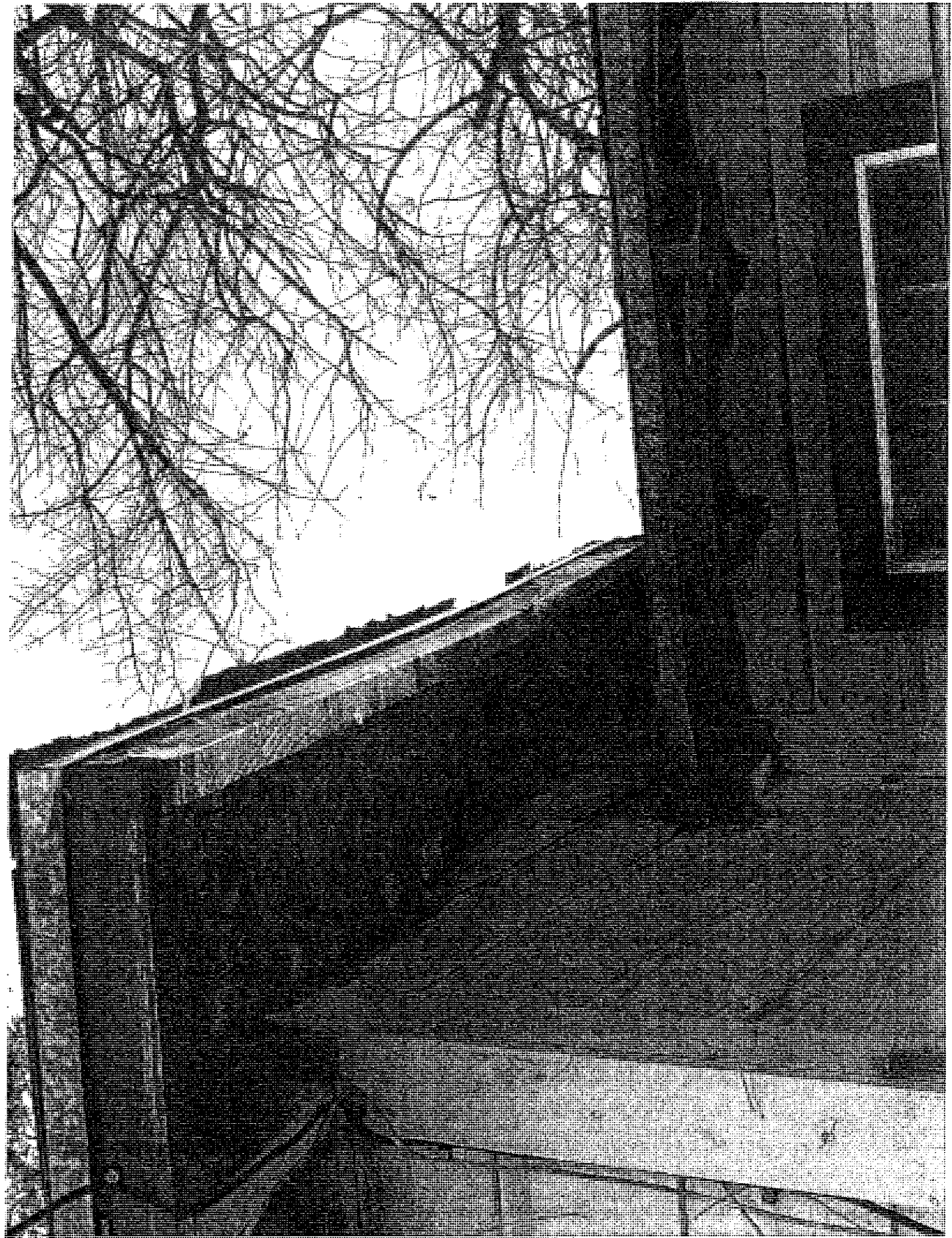
The hearing will take place at the Alcorn Commission Chambers located on the first floor of City Hall, 200 E. Kleberg Avenue, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

If you have any questions about the condemnation process or how to get a building permit to fix the structures, please contact me at (361) 595-8019.

Sincerely,

  
Daniel Ramirez  
Building Official







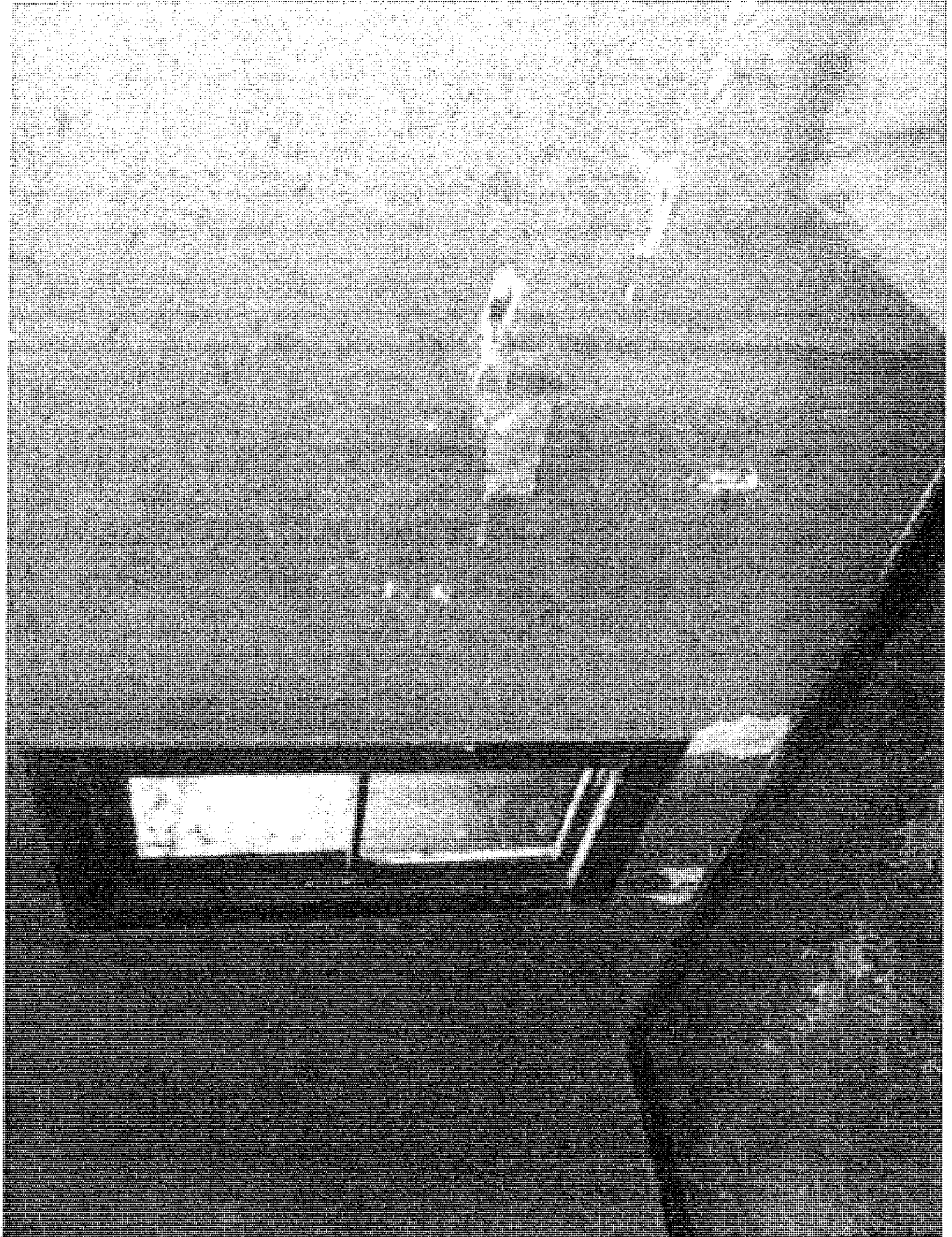




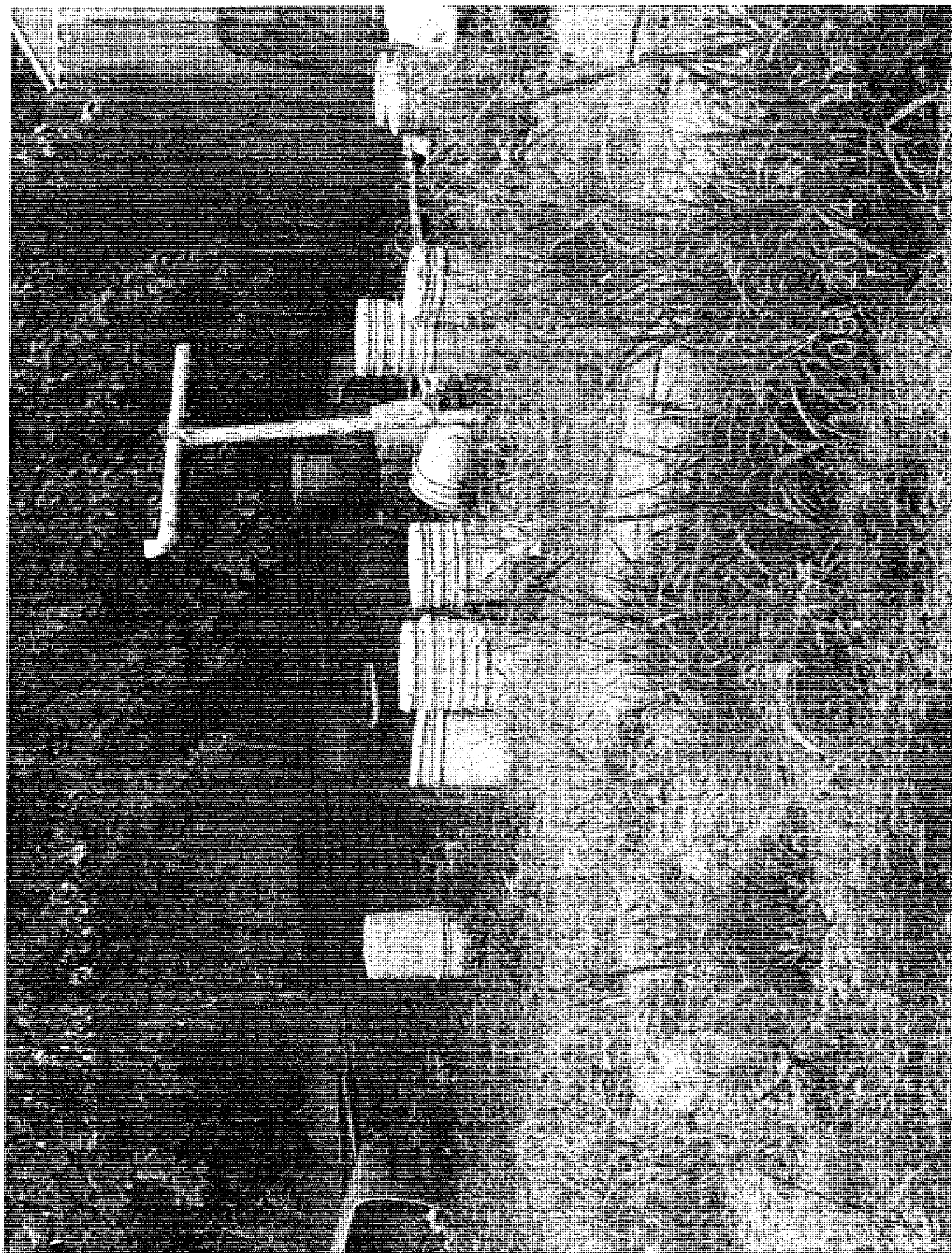


11,05 2014



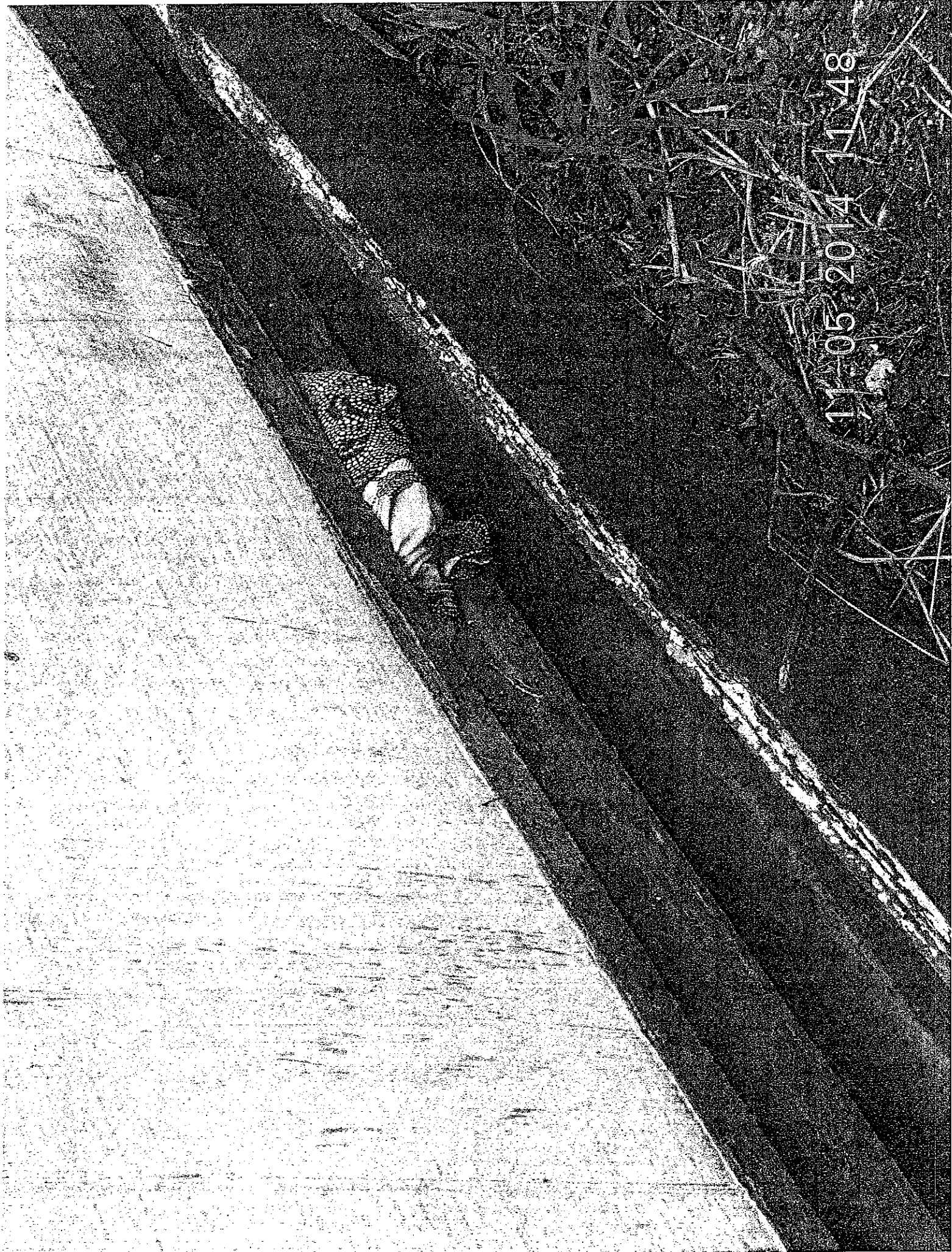








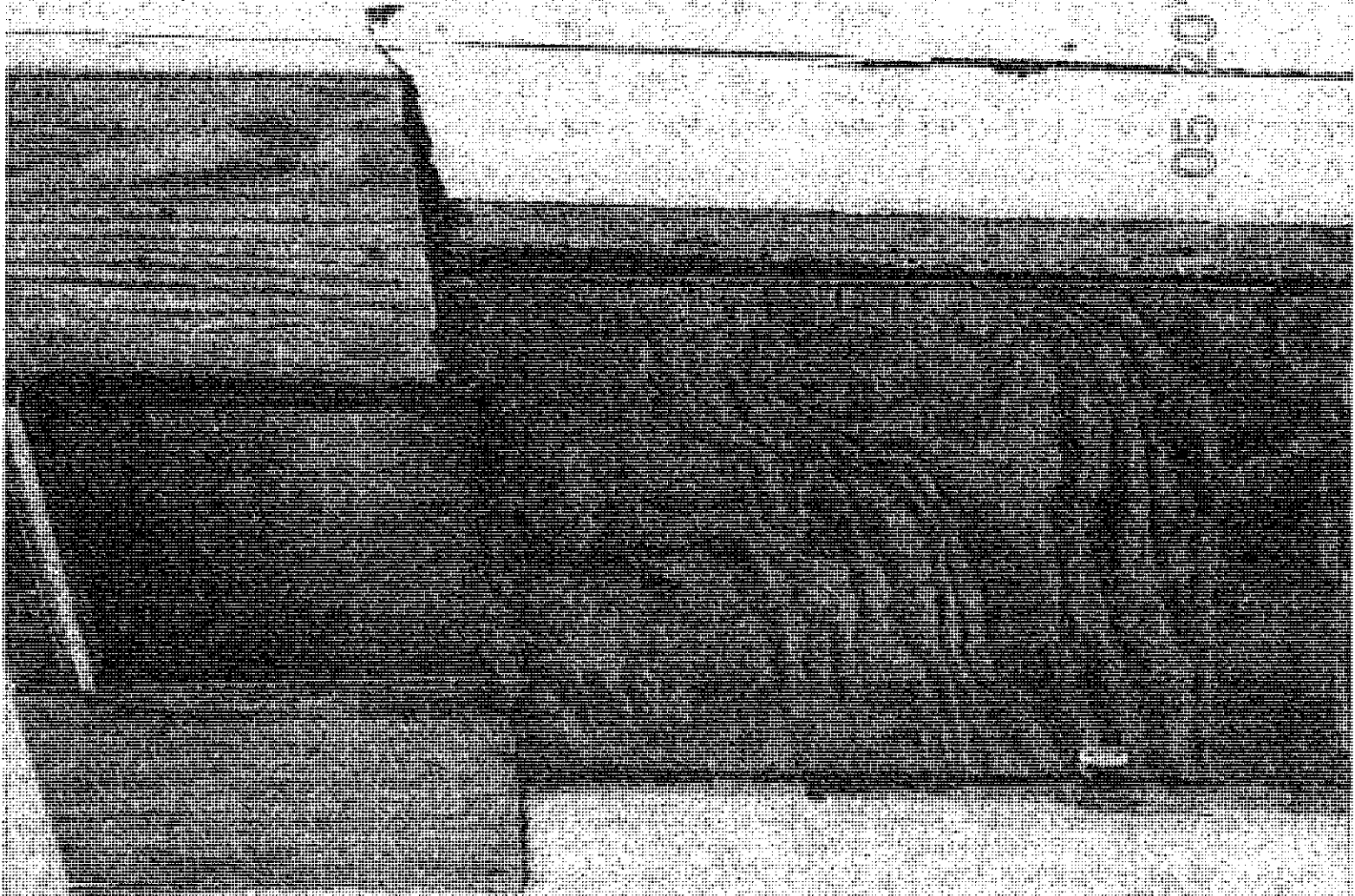
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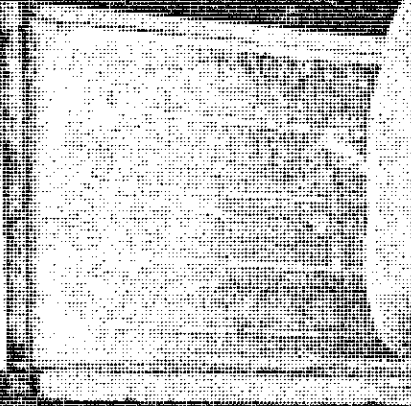


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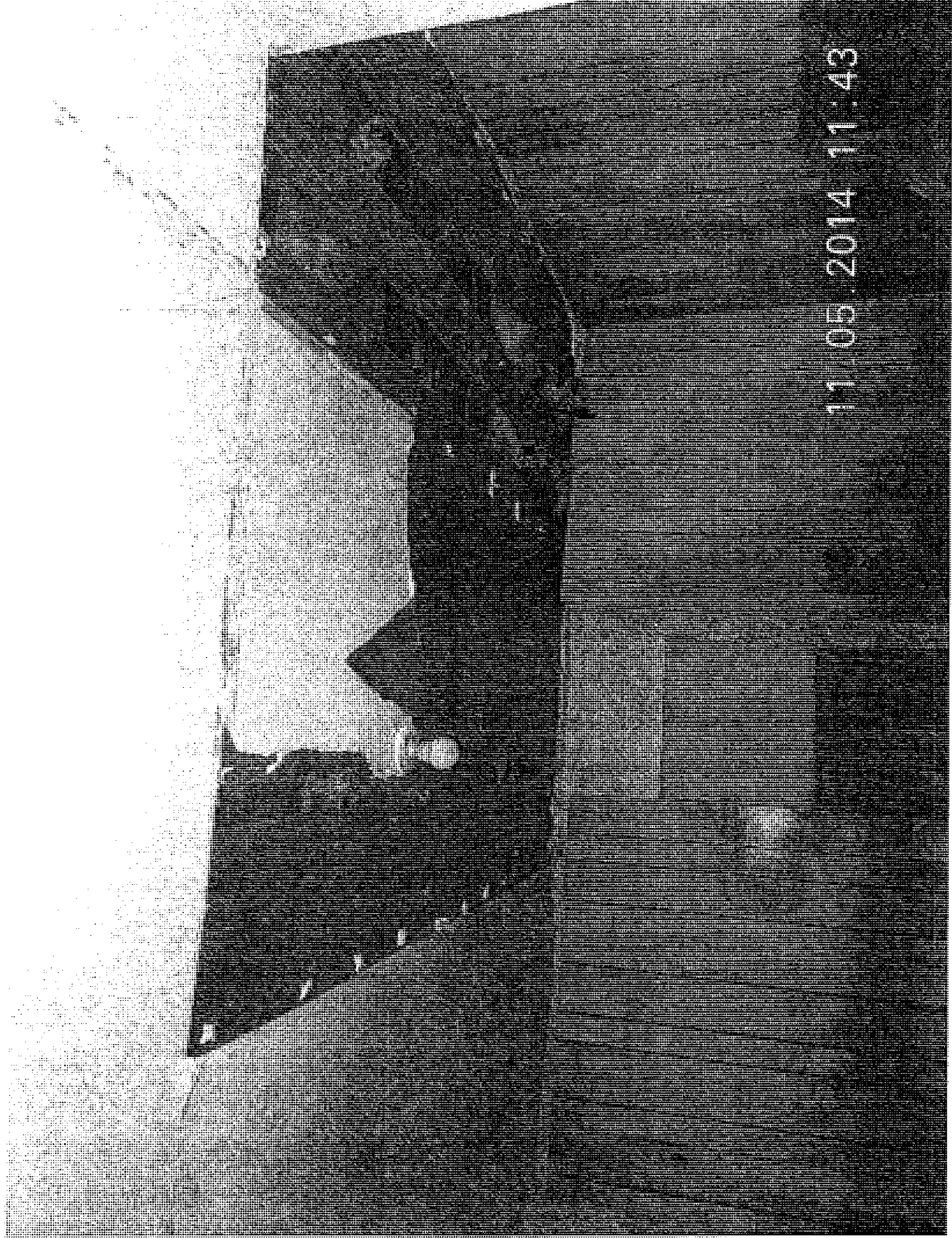
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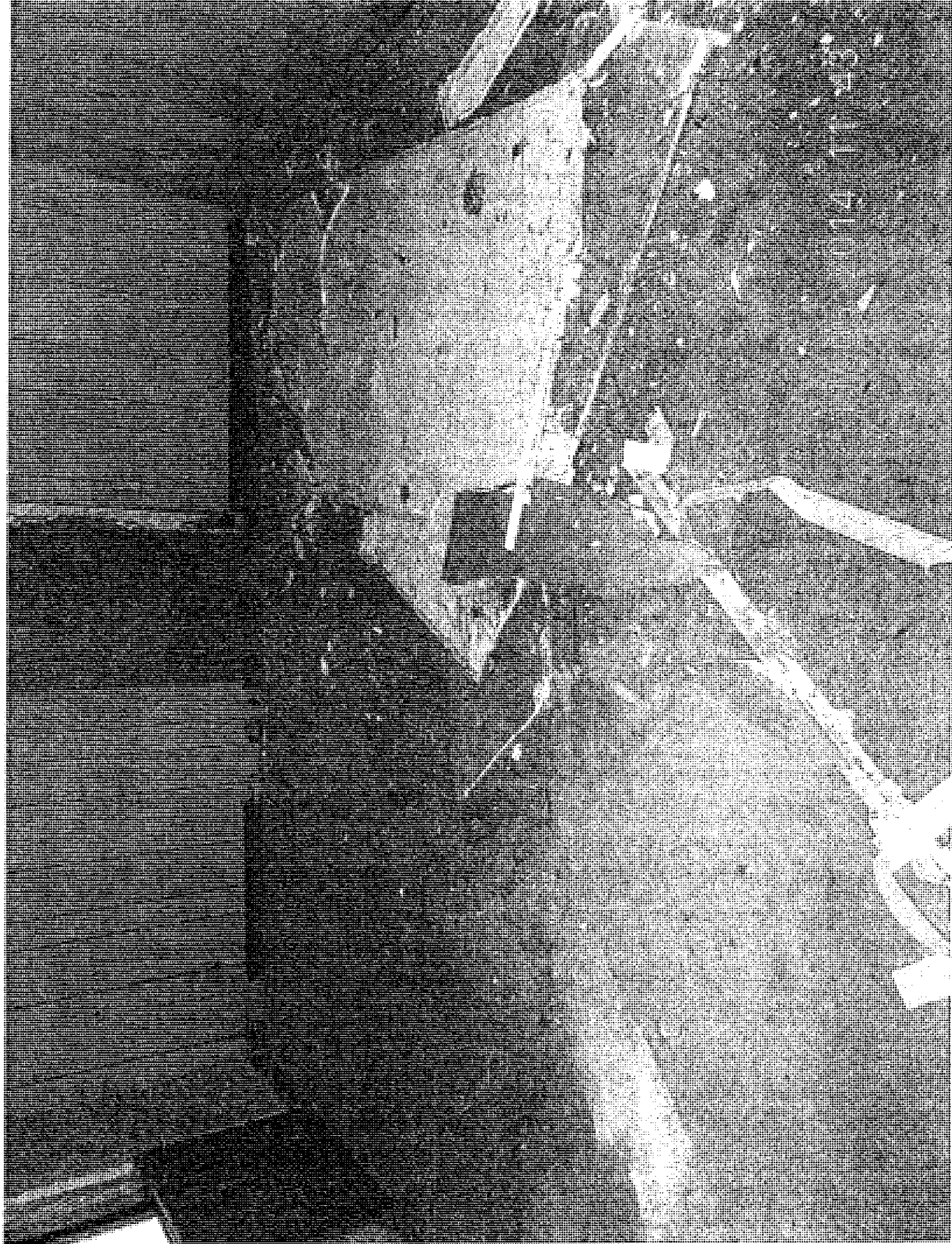
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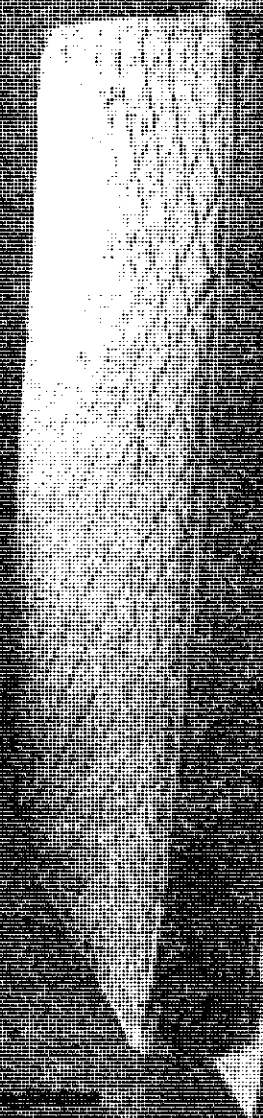
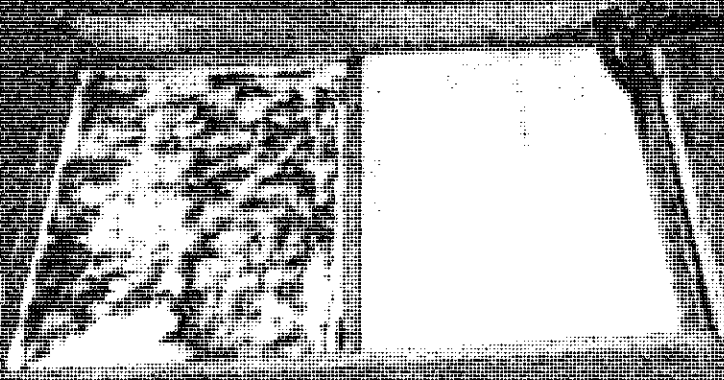




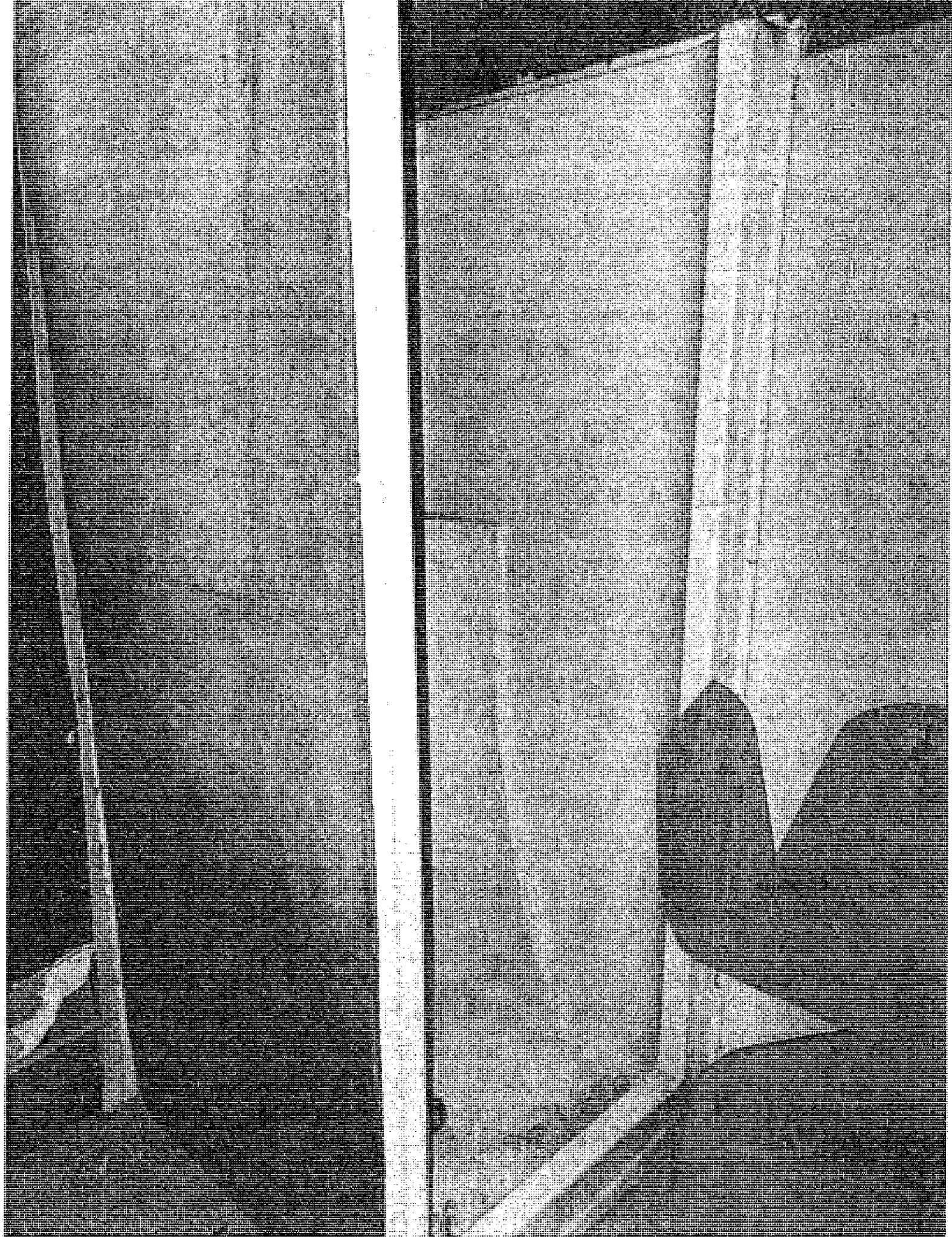
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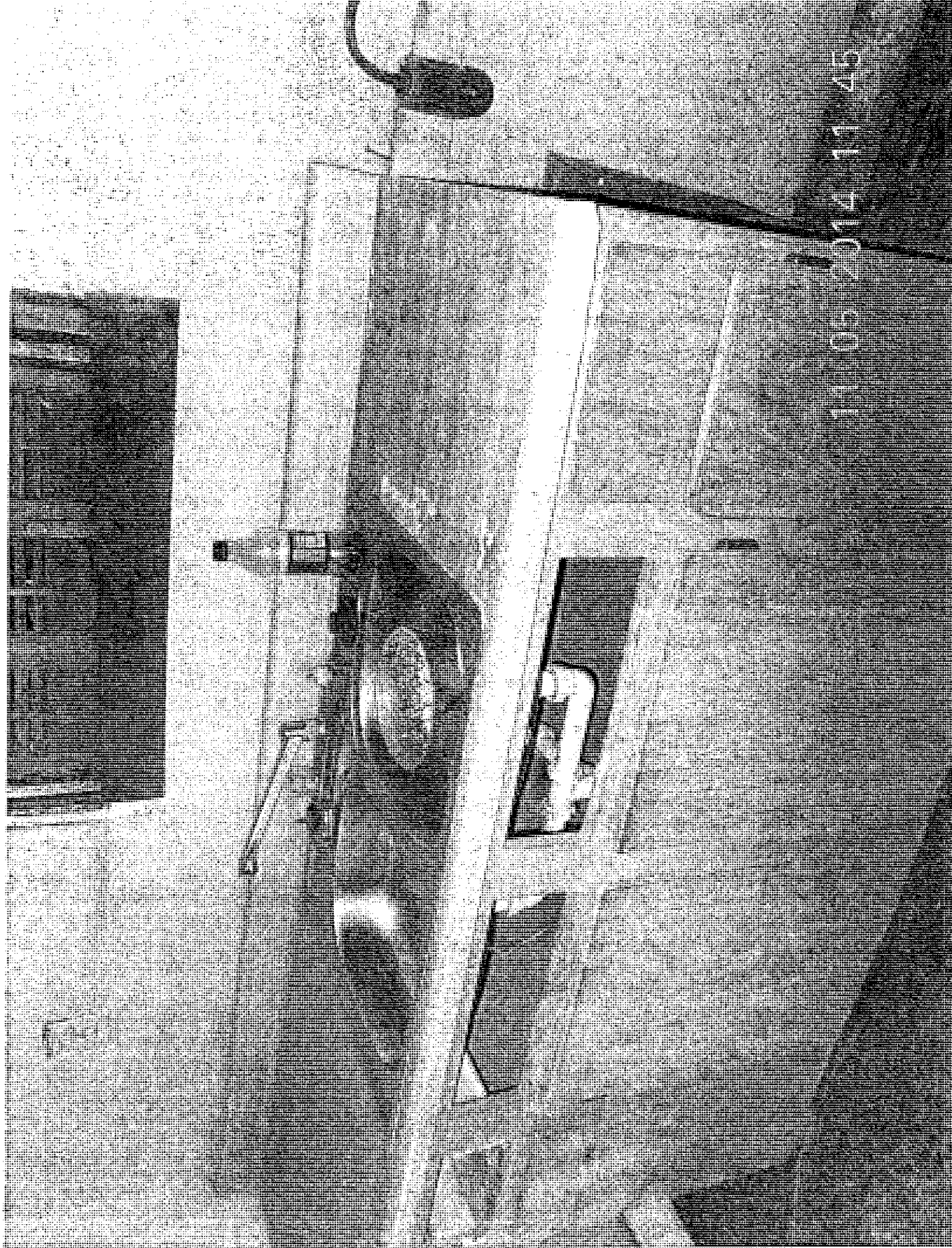




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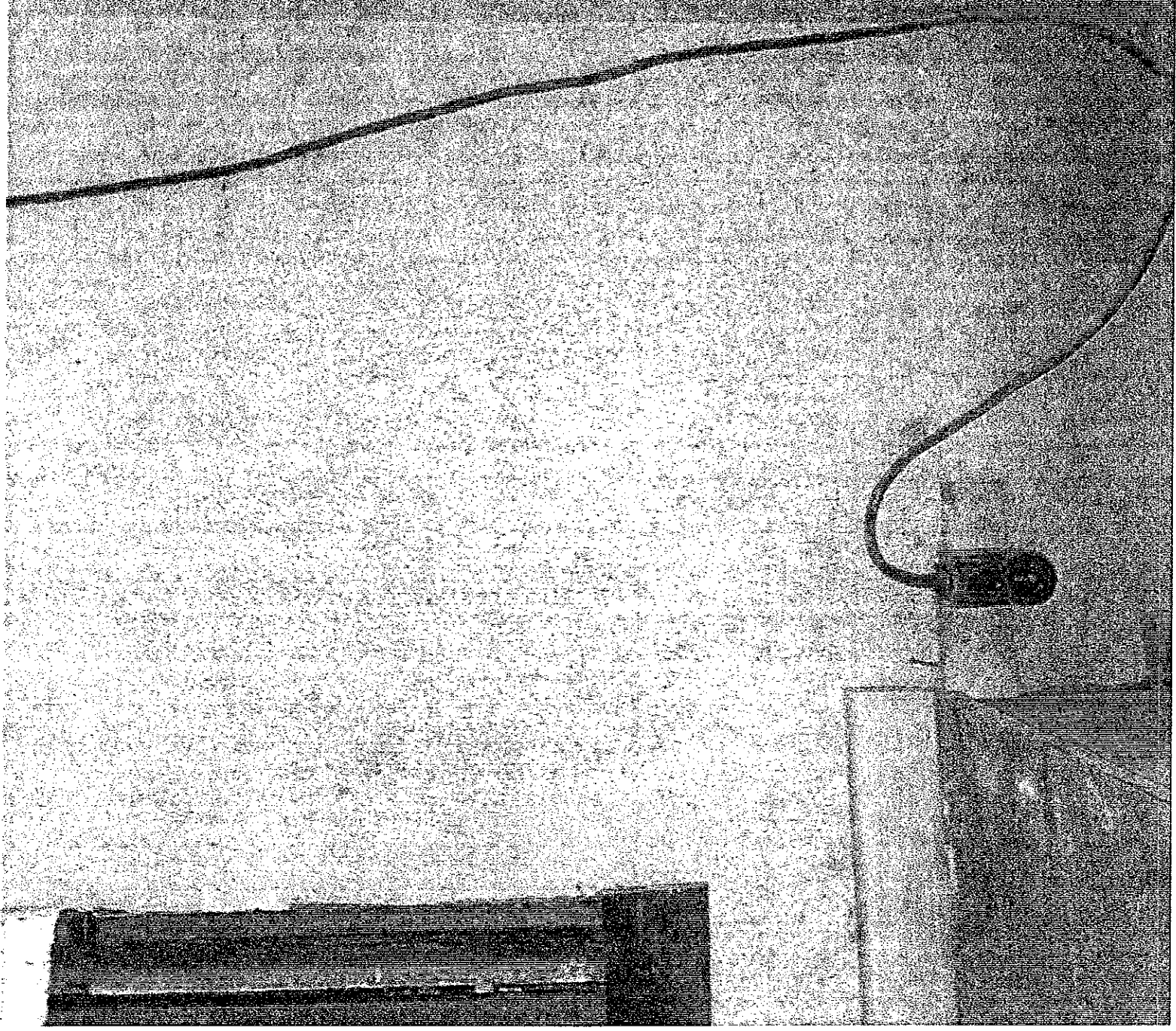






11-06-2012 11:45

11-05-2014 11:45





CITY OF CHICAGO

# NOTICE

THIS NOTICE IS TO ADVISE THE PUBLIC THAT THE CITY OF CHICAGO HAS ADOPTED A NEW POLICY REGARDING THE

OF 315 BLUE

May 26, 2015

BY ORDER OF THE CITY OF CHICAGO

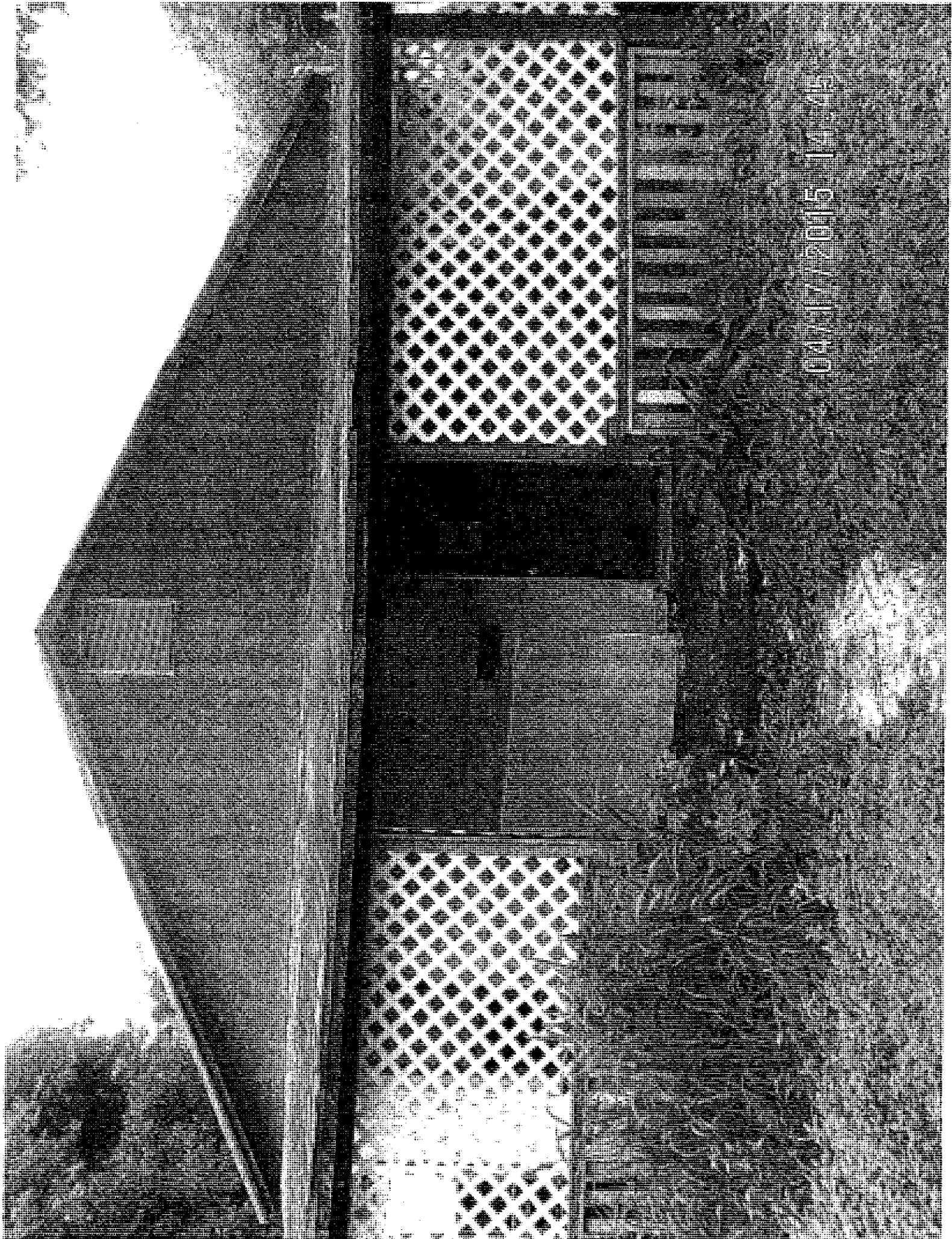
DEFINITION: A NOTICE OF DEFECTS (NOD) IS A DOCUMENT THAT IS USED TO REPORT A DEFECT OR DAMAGE TO A CITY-OWNED OR -CONTROLLED PROPERTY. THE NOD IS A REQUIRED DOCUMENT FOR ALL DEFECTS OR DAMAGES TO CITY-OWNED OR -CONTROLLED PROPERTY. THE NOD IS A REQUIRED DOCUMENT FOR ALL DEFECTS OR DAMAGES TO CITY-OWNED OR -CONTROLLED PROPERTY. THE NOD IS A REQUIRED DOCUMENT FOR ALL DEFECTS OR DAMAGES TO CITY-OWNED OR -CONTROLLED PROPERTY.

FOR MORE INFORMATION, PLEASE VISIT THE CITY OF CHICAGO WEBSITE AT [www.cityofchicago.org](http://www.cityofchicago.org).

4-177-15

DATE

04/17/2015 14:45




04/17/2015 14:45



# **PUBLIC HEARING #4**

To: Courtney Alvarez, Interim City Manager

From: Tom Ginter, Director of Planning and Development Services 

Date: May 15, 2015

Subject: Demos on the May 26, 2015 Agenda

Concerning the demos on the agenda for City Commission review we have received no responses on the following: 228 N. 7<sup>th</sup>, 907 E. Avenue A, 614 W. Ragland, 301 E. Richard, 609 W. Lee and 324 E. Ailsie.

We have received a response on the following property, 315 W. Lee. I would anticipate that the owner will be present at the City Commission meeting.



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 324 AILSIE EAST		INSPECTOR DANIEL RAMIREZ	
LEGAL DESCRIPTION SOUTHMORE AC	BLOCK	LOT 218	
OWNER NAME SHANNONR GRIEF	OWNER'S ADDRESS 282 CHAPARRAL ST.	CITY/STATE/ZIP MARBLE FALLS TEXAS, 78654-6426	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N	ACCEPTABLE			REASON CODE	COMMENT CODES
	Y	YES	NO	N/A		
Building						
Condition			X		AB,H,D,I,L,OU	1,2
Yard						
Condition			X		AB	
Utilities						
Electric			X	X		
Gas			X	X		
Water			X	X		
Roof						
Covering			X		B,D,OU	
Walls						
Exterior			X		B,C,D,L,OU	
Interior			X		B,C,D,L,OU	
Ceilings			X		B,C,D,L,OU	
Windows/Doors						
Secured			X		D,OU	
Condition			X		D,OU	
Foundation						
Exterior			X		B,C,D,H,L,OU	
Interior			X		B,C,D,H,L,OU	
Plumbing			X	X		
Electrical			X	X		

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold
AS-Asbestos	D-Deteriorated	L-Leaning	OU-Outdated
B-Broken	H-Hazardous	MI-Missing	OV-Overgrown

### COMMENT CODES:

1. AN ATTRACTIVE NUCIANCE TO CHILDREN
2. A HARBOR FOR VAGRANTS, CRIMINAL AND IMMORAL PEOPLE
3. EVIDENCE OF ROACH, RAT, MOUSE, OR OTHER VERMIN FOUND
4. PARTIAL
5. UNCOVERED ROOF
6. GRAFFITI

### BUILDING OFFICIAL COMMENTS:

FOUND THE OVERALL CONDITION TO BE IN A SEVERE AND HAZARDOUS STATE OF DISREPAIR. IT IS UNSECURED ALLOWING FOR EASY ACCESS FOR ANIMALS AND/VAGRANTS. HAS BEEN WITHOUT WATER SINCE 9/5/2008

SIGNATURE:

*Daniel H. Ramirez*  
DANIEL H. RAMIREZ, CITY OF KINGSVILLE BUILDING OFFICIAL

DATE: 1/20/2015

## Cuellar signs on to play at Sam Houston State

By Jaime Gonzalez  
jgonzalez@king-north.com

H.M. King's Samantha Cuellar officially signed to continue her softball career at Sam Houston State University Tuesday, with her family, coaches and teammates with her to mark the occasion.

"This shows Sam's hard work during the past four years of her high school career," KISD athletic director Teddy Carrier said. "We're excited to see you play at the next level."

Cuellar fought back a few tears during the signing

when her coaches and parents spoke to the crowd.

"It's great to have their support," Cuellar said about everyone in attendance for her signing. "They always gave me advice and they've always been 110 percent behind me and any choice I've made."

Cuellar, an all-district player for the Lady Brahmas at third base, will get to continue her career at the NCAA Division I level for the Bearkats.

"Coach (Bob) Brock was just so inviting and the team made me feel so welcome," Cuellar said about choos-

ing the school. "The town is beautiful. Huntsville is awesome. I knew it was the right choice as soon as I stepped on campus."

Cuellar was a part of the Lady Brahmas teams that advanced to the regional semifinals of the state playoffs twice during her playing career, and helped win the program's first district title in six years last season.

"She is one of the strongest and best third basemen that I've had and I'm going to miss having her," H.M. King softball coach Dino Gutierrez said at the signing. "I look forward to seeing her grow."



Samantha Cuellar hugs her mother after officially signing to continue her softball career at Sam Houston State University. Cuellar was an all-district third baseman during her years playing for the H.M. King Lady Brahmas. (Photo by Jaime Gonzalez)

## Riviera drops game one, looks for comeback Saturday



Kelly Emmons throws to first base for the out against Refugio Thursday. Along with pitching for the Lady Hawks, Emmons hit a home run to provide the only score for Riviera in the game. (Photo by Jaime Gonzalez)

By Jaime Gonzalez  
jgonzalez@king-north.com

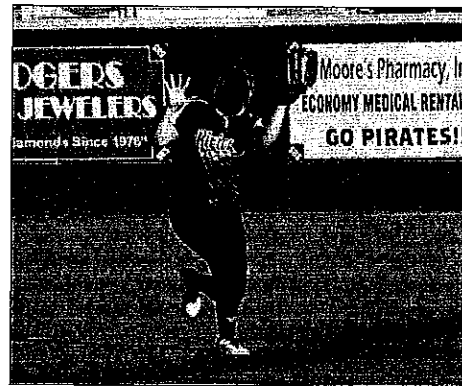
The Riviera Lady Hawks will have to defeat Refugio twice Saturday to advance to the area round of the state 2A playoffs after dropping game one of their series, 11-1, in five innings Thursday in Sinton.

The Lady Cats jumped out on Riviera early, scoring four runs in the first inning on their way to scoring 10 runs over the first three frames.

Much like their game against Benavides Monday for playoff seeding, Riviera's defensive miscues helped fuel Refugio's rallies as the Lady Hawks committed five

errors in the game, allowing the Lady Cats to score six of their runs unearned.

"You make a mistake, but you have to be able to shake it off and move on to the next play," Riviera coach Dustin Horner said. "We got our head down and we're going to have to stop that and go out there with the



Jodi Pena runs in to make the catch in right field for Riviera against Refugio Thursday. The bidistrict playoff series continues Saturday at Texas A&M University-Kingsville. (Photo by Jaime Gonzalez)

confidence to make plays."

Kelly Emmons got the start for Riviera, giving up five earned runs on 11 hits with four strikeouts and no walks.

Emmons was also responsible for the Lady Hawks' lone run of the game with a hard-hit line drive home run that hit

the scoreboard in left-center field with a hard thud.

That shot woke up the Riviera bats a little bit, as they started getting more contact and hit the ball harder over the final two innings.

"We were able to hit line drives and hard-hit ground balls, but they're third basemen made a couple of

great plays," Horner said.

McKenzie Woodall went 2-for-3 for Riviera out of the leadoff spot, the only batter to get a hit other than Emmons' home run.

The series resumes Saturday at 7 p.m. at Texas A&M University-Kingsville for game two, with game three 30 minutes after, if necessary.

### TOOTH TIPS written by Charles A. Clements, D.D.S. MASTER IN THE ACADEMY OF GENERAL DENTISTRY

#### Are You In The "Dental Danger Decade"?

In my 34 years of practicing dentistry, it has become all too apparent that patients in the 20-30 age group present with a surprising number of major dental problems. This is so common that I refer to this age group as being in the "dental danger decade". Too often they have considerable dental problems and are totally amazed at what it takes to put them "back together" again. I understand that 20-somethings are beginning their adult lives and busy careers with little extra time or money to seek good preventive or early dental treatment, but too often they need extensive fillings or treatments the likes of which I would expect to see in some of the older mouths of their parents or grandparents. Fortunately, if you fall into this group, understand that just a small commitment of time and money today can mean thousands of dollars in your pocket over your lifetime. To learn more, call to schedule your complimentary consultation.



(361) 592-5248

www.KingsvilleDentist.com  
325 General Cavazos Blvd, Kingsville, Texas 78363  
TOOTH TIPS IS A PAID ADVERTISEMENT PERSONALLY WRITTEN BY CHARLES A. CLEMENTS, D.D.S.

### PUBLIC NOTICE

The City Commission will meet on Tuesday, May 26, 2015 at 6:00 P.M. The following items are set for public hearing and discussion and / or action: Request to condemn the unsafe structures located at:

228 N 7TH  
907 E AVE A  
614 W RAGLAND  
301 E RICHARD  
315 E LEE  
609 W LEE  
324 E ARLINE

If you are the property owner, holder of mortgage(s), or anyone having a substantial interest in any these properties, we would request that you attend the meeting. The meeting will be held at City Hall, 200 E Kleberg, at the City Commission Chambers.

If you have any questions about the items on agenda, please contact the Building Department at (361) 595-8019 or (361) 595-8020.

## Youth football now registering

#### Submitted Item

The Boys & Girls Club of Kingsville is now registering players and cheerleaders for their Youth Football League.

Registration closes in June and space is limited.

There are four divisions in the league.

The freshman division is

ages 5-6, the sophomore division is ages 7-8, the junior division is ages 9-10 and the senior division is ages 11-12.

The league is a full-contact league.

Volunteer coaches are also needed and applications are being accepted.

Early, regular and late

registration fees will apply.

For more information, contact John Perez, chief professional officer of the Boys & Girls Club of Kingsville, at (361) 675-0213 or (361) 592-2100, or go by the Boys & Girls Club of Kingsville located at 1238 E. Kennedy.

The games begin Aug. 29.

1028 S. 14<sup>th</sup> Street  
Sundial Plaza • Kingsville, Texas

(361) 488-6335  
Fax 1-361-232-4964

One Stop Service for ALL Your Sports Med. Needs

SPORTS INJURIES  
Motor Vehicle Accidents  
Occupational Injuries  
Worker's Comp

Pre/Post Op  
Total Knees/Hips  
Men's/Women's Health

NO WAITING!

MOST INSURANCES ACCEPTED  
• Medicare • Medicaid • Tricare  
• BCBS • Humana Plans  
• Medicare • UNIC

**OLIVER**  
PHYSICAL THERAPY & SPORTS MEDICINE

Bring your **MOM**

to *Butch's* for

**MOTHER'S DAY!!**

(Sunday, May 10, 2015)

We will be open 11 AM ~ 2 PM!

Make your reservation today!! (361) 592-5824

2015 Kleberg Ave., Kingsville, Texas 78363



# CONDEMNATION CHECKLIST

Property Address:

324 E Ailsie

Phone: \_\_\_\_\_

Property Owner:

Shannon R Brief

Phone: \_\_\_\_\_

Owner's Address:

202 Chapanel St  
Marble Falls, Tx 78054-  
10406

Fax: \_\_\_\_\_

PLANNED DATE	ACTUAL DATE	ACTION
<input type="checkbox"/> <u>1-20-15</u>	<u>1-20-15</u>	1. Identify structure unfit for human habitation.
<input type="checkbox"/> <u>1-20-15</u>	<u>1-20-15</u>	2. Inspect Property. (Building Official)
		<input type="checkbox"/> a. Prepare inspection report and date.
		<input type="checkbox"/> b. Photograph property with date stamp.
<input type="checkbox"/> <u>1-20-15</u>	<u>1-20-15</u>	3. Determine ownership from county assessment & tax collection record.
<input type="checkbox"/> <u>1-20-15</u>	<u>1-20-15</u>	4. Obtain legal description.
<input type="checkbox"/> <u>1-20-15</u>	<u>1-20-15</u>	5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
<input type="checkbox"/> <u>2-3-15</u>	<u>2-3-15</u>	6. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner within 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
<input type="checkbox"/> <u>4-6-15</u>	<u>4-6-15</u>	7. 2 <sup>nd</sup> Notice Sent. (10 day response) (Optional)
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	8. If response is not received or is not adequate, proceed as follows:
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	9. Send 20-day pre notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
		<input type="checkbox"/> a. Owner unknown or whereabouts not known or such owner is a nonresident of Texas.
		1) Post affidavit in newspaper twice a week for one week
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	10. Post sign on property advising date the City
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	

□

□ 4-17-15      4-17-15

4. 17-15      4. 17-15

□ 4-17-15      4-17-15

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Journal compilation © 2006 Blackwell Publishing Ltd

Council will consider condemnation of structure.

11. Within the Historical District. Meeting date to be heard by the Historical Development Board.

12. Photograph posted sign with date stamp.

13. Prepare information packet for each City  
Council member, plus one each for City Manager,  
City Attorney & City Secretary consisting of

□ a. Location Map

☐ b. Photographs of the structure with date stamp

☐ c. Inspection report

☐ d. Pre-condemnation notice

☐ e. Condemnation resolution

14. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.

15. City Council adopts condemnation resolution.

16. File Notice of Condemnation with the County Clerk.

17. Send owner(s) & other vested interests the following:

☐ a. Copy of the City Council resolution.

☐ b. 45-day order to demolish

18. Post 45-day Order to Demolish on structure.

- ☐ a. Take photo with date stamp

19. Evaluate status of owner's action on 46<sup>th</sup> day after Order of Demolition was issued. If no action taken by owner, proceed with demolition.

20. Photograph posted notice with date stamp.

21. Notify utility companies to disconnect & remove services from structure for safe demolition.

22. Issue Notice to Proceed to Public Works  
Director and Demolition Crew.

23. Prepare demolition cost statement consisting of:

☐ a. Mailing fees

☐ b. Publication fees

- ☐ c. Demolition costs
- ☐ d. Landfill tipping fees
- ☐ e. Filing fees
- ☐ f. Administrative fees
- ☐ g. Any documentation miscellaneous costs

☐

24. Send a letter & cost statement to the

Collections Department so they can send out bill.

Make copy of documents and send to the City

Attorney requesting a lien to be place on the

property.





# 2013 PRELIMINARY ROLL

## CKI - CITY OF KINGSVILLE

Geo ID Order

05/22/2013 11:57AM

Prop ID	Owner	%	Legal Description	Values						
13251	47678	100.00	R Geo: 170000021100192	Effective Acres:	0.000000	Imp HS:	150,430	Market:	171,360	
WRIGHT KENNETH						Imp NHS:	0	Prod Loss:	0	
ETUX EVELYN						Land HS:	20,930	Appraised:	171,360	
414 E AILSIE AVE				Acres:	0.0000	Land NHS:	0	Cap:	0	
KINGSVILLE, TX 78363-6714				State Codes: A	Map ID:	Prod Use:	0	Assessed:	171,360	
				Situs: 414 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS	
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					171,360	0	171,360	0.842200	1,443.19
11678	42046	100.00	R Geo: 170000021300192	Effective Acres:	0.000000	Imp HS:	113,320	Market:	134,250	
BEAVERS RICKY D						Imp NHS:	0	Prod Loss:	0	
ETUX SHELIA D BEAVERS						Land HS:	20,930	Appraised:	134,250	
2007 FAIRBRANCH CT				Acres:	0.0000	Land NHS:	0	Cap:	0	
KATY, TX 77494-2161				State Codes: A	Map ID:	Prod Use:	0	Assessed:	134,250	
				Situs: 410 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS	
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					134,250	0	134,250	0.842200	1,130.65
10164	52316	100.00	R Geo: 170000021500192	Effective Acres:	0.000000	Imp HS:	109,360	Market:	130,290	
SELLERS FREDRIC C						Imp NHS:	0	Prod Loss:	0	
ETUX SHELBY R						Land HS:	20,930	Appraised:	130,290	
404 E AILSIE AVE				Acres:	0.0000	Land NHS:	0	Cap:	0	
KINGSVILLE, TX 78363-6714				State Codes: A	Map ID:	Prod Use:	0	Assessed:	130,290	
				Situs: 404 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS,OV65	
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					130,290	8,400	121,890	0.842200	1,026.56
24717	47704	100.00	R Geo: 170000021700192	Effective Acres:	0.000000	Imp HS:	143,790	Market:	154,250	
GONZALEZ JUAN JR						Imp NHS:	0	Prod Loss:	0	
ETUX MELISSA P						Land HS:	10,460	Appraised:	154,250	
330 E AILSIE AVE				Acres:	0.0000	Land NHS:	0	Cap:	0	
KINGSVILLE, TX 78363-6712				State Codes: A	Map ID:	Prod Use:	0	Assessed:	154,250	
				Situs: 330 E AILSIE TX	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS	
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					154,250	0	154,250	0.842200	1,299.09
20100391	49430	100.00	R Geo: 170000021800192	Effective Acres:	0.000000	Imp HS:	0	Market:	41,680	
GREIF SHANNON R						Imp NHS:	31,220	Prod Loss:	0	
282 CHAPARRAL ST						Land HS:	0	Appraised:	41,680	
MARBLE FALLS, TX 78654-6426				Acres:	0.0000	Land NHS:	10,460	Cap:	0	
				State Codes: A	Map ID:	Prod Use:	0	Assessed:	41,680	
				Situs: 324 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:		
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					41,680	0	41,680	0.842200	351.03
20100392	49429	100.00	R Geo: 170000021900192	Effective Acres:	0.000000	Imp HS:	0	Market:	20,930	
GREIF JOHN WILLIAM						Imp NHS:	0	Prod Loss:	0	
190 E COUNTY ROAD 2140						Land HS:	0	Appraised:	20,930	
KINGSVILLE, TX 78363-8909				Acres:	0.0000	Land NHS:	20,930	Cap:	0	
				State Codes: C1	Map ID:	Prod Use:	0	Assessed:	20,930	
				Situs: E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:		
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					20,930	0	20,930	0.842200	176.27
21708	15871	100.00	R Geo: 170000022100192	Effective Acres:	0.000000	Imp HS:	114,190	Market:	135,120	
ALDRICH JACK C						Imp NHS:	0	Prod Loss:	0	
ETUX KAREN E						Land HS:	20,930	Appraised:	135,120	
314 E AILSIE AVE				Acres:	0.0000	Land NHS:	0	Cap:	0	
KINGSVILLE, TX 78363-6712				State Codes: A	Map ID:	Prod Use:	0	Assessed:	135,120	
				Situs: 314 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS	
				DBA:						
Entity	Description		Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE					135,120	0	135,120	0.842200	1,137.98

# STATEMENT OF ALL TAXES DUE

ACCT # 1-700-000-21800-192

DATE 02/03/2015

SD



MELISSA T DELAGARZA, PCC  
P O BOX 1457  
KINGSVILLE, TX 78364-1457  
(361) 595-8542

Property Description  
SOUTHMORE AC, LOT 218

TOWN - LOCATION- 324 E AILSIE  
ACRES - .499

## Values

LAND MKT VALUE	10,460	IMPR/PERS MKT VAL	22,240
LAND AGR VALUE		MKT. BEFORE EXEMP	32,700
EXEMPTIONS GRANTED:	NONE	LIMITED TXBL. VAL	
		SUIT NO.	7684C

GREIF SHANNON R

282 CHAPARRAL ST

MARBLE FALLS TX 78654-6426

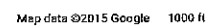
	LEVY	P & I	ATTY FEES	AMT DUE
TAXES 2007	2.34	2.27	.92	5.53
TAXES 2008	1,053.28	895.30	389.72	2,338.30
TAXES 2011	1,299.96	636.98	387.39	2,324.33
TAXES 2012	1,310.01	484.71	358.94	2,153.66
TAXES 2013	1,330.02	332.50	332.51	1,995.03
TAXES 2014	1,043.56	73.05	167.49	1,284.10
	6,039.17	2,424.81	1,636.97	10,100.95
				=====
				10,100.95
ACCT # 1-700-000-21800-192			TOTAL DUE 02/2015	10,100.95
			TOTAL DUE 03/2015	10,184.89
			TOTAL DUE 04/2015	10,268.79
			TOTAL DUE 05/2015	10,352.76

## BREAKDOWN OF TAX DUE BY JURISDICTION

JURISDICTION	TAXES	PEN & INT	ATTY FEES	TOTAL
KLEBERG COUNTY	1,425.61	573.90	386.87	2,386.38
CITY OF KINGSVILLE	1,623.17	659.47	441.80	2,724.44
KINGSVILLE ISD	2,854.85	1,140.95	772.59	4,768.39
SOUTH TX WATER AUTH	135.54	50.49	35.71	221.74

TAX LEVY FOR THE CURRENT ROLL YEAR: 137	243.55
TAX LEVY FOR THE CURRENT ROLL YEAR: CITY	275.40
TAX LEVY FOR THE CURRENT ROLL YEAR: KISD	496.68
TAX LEVY FOR THE CURRENT ROLL YEAR: STWA	27.93
TOTAL TAX LEVY FOR THE CURRENT ROLL YEAR .....	1,043.56

ATTY DAT 03/22/2013



# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



FEBRUARY 3, 2015

SHANNON R GRIEF  
282 CHAPARRAL ST  
MARBLE FALLS, TX 78654-6426

**Re: SOUTHMORE AC, LOT 218      324 E AILSIE**

Dear Sir or Madam:

It has been determined that the structure at **324 E AILSIE** is in a significant state of disrepair and creates a safety and health hazard to the surrounding area and the community at large. The structure is in direct violation to the City of Kingsville's Code of Ordinance § 15-1-165 Condemned Building or Structure; Specifications as adopted and as stated below.

**§ 15-1-165 CONDEMNED BUILDING OR STRUCTURE; SPECIFICATIONS.**

(A) Any building or structure of any type of material, whether public or private property, existing within the city limits, which is determined to be unsafe for or dangerous to human occupancy, shall be declared and be and become a condemned building or structure.

(B) The condemned buildings or structures mentioned in division (A) shall be determined to be such under the following listed terms and conditions:

(1) Any building or structure which, for want of repair or by reason of age or dilapidated condition, or for any causes, is especially liable to fire, and which is so situated as to endanger other buildings or property, or so occupied that fire would endanger persons or property therein.

(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(3) Any building or other structure which shall be determined to have a permanent or temporary electrical installation condition existing in violation of the installation, maintenance or repair provisions of the City Electrical Code as it is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Electrical Code to endanger



the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(4) Any building or structure which shall be determined to contain a faulty and defective structural condition existing in violation of the construction, maintenance and repair provisions of the City Building Code as is presently duly enacted or may be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the Building Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

(5) Any building or structure which shall be determined to have a permanent or temporary sanitary condition existing in violation of the various health and sanitation ordinances duly enacted and to be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the sanitation ordinances to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

('62 Code, § 4-6-1)

AN INVESTIGATION HAS BEEN CONDUCTED ON THESE PREMISES FOR NON-COMPLIANCE WITH CITY ORDINANCES. YOU ARE HEREBY NOTIFIED THAT THE VIOLATIONS LISTED MUST BE CORRECTED WITHIN THIRTY (30) CALENDAR DAYS FROM RECEIPT THIS LETTER. PLEASE REFER TO THE ENCLOSED PROPERTY CONDITION REPORT REGARDING THE SPECIFIC VIOLATIONS REQUIRING CORRECTIVE ACTION.

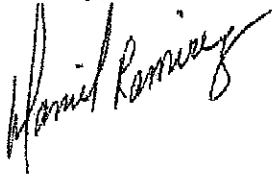
WE MUST RECEIVE WRITTEN RESPONSE FROM YOU WITHIN TEN (10) DAYS FROM THIS NOTICE INDICATING THE ACTION YOU INTEND TO TAKE WITHIN THE NEXT THIRTY (30) DAYS TO CORRECT SUBSTANDARD CONDITIONS.

If these violations are not mitigated within thirty (30) calendar days of the date of this letter, a condemnation will be processed through City Commission. If you should commit another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property.

Please provide proof of necessary permits and "passed" inspections for all reconstruction and/or repairs. Provide proof of proper disposal, i.e. landfill receipt or method used to remediate the condemned structure.

If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM – 12:00 PM & 1:00 PM - 5:00 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Ramirez". The signature is written in a cursive style with a large, stylized initial "D".

---

Daniel Ramirez  
Building Official

Enclosure



## BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019 Fax: 361-595-8035

CERTIFIED MAIL – RETURN RECEIPT #7014 0150 0002 0853 4280

APRIL 17, 2015

SHANNON R GRIEF  
282 CHAPARRAL ST  
MARBLE FALLS, TX 78624

Re: **HEARING FOR PROPERTY AT 324 E AILSIE**

Dear Sir or Madam:

On February 3, 2015, a letter was sent from the City of Kingsville stating that your property located at **324 E AILSIE** was a fire hazard or was dangerous to human life, or constitutes a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment such that the structures located thereon are unsafe and a nuisance. In that letter, you were further advised that you needed to repair or demolish the structures within a certain timeframe. As the timeframe has passed and the unsafe structures on your property have not been repaired or demolished, the structures on your property are being recommended for condemnation before the Kingsville City Commission.

You are hereby cited to appear before the City Commission at a public hearing on **Tuesday, MAY 26, 2015 at 6:00 p.m.** to show cause why such structures should not be condemned. You may appear in person, by agent or by counsel at the hearing. You will need to submit at the hearing proof of the scope of any work that may be required to comply with city ordinances and the time it will take to reasonably perform the work. The condemnation hearing is set for MAY 26, 2015.

The hearing will take place at the Alcorn Commission Chambers located on the first floor of City Hall, 200 E. Kleberg Avenue, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

If you have any questions about the condemnation process or how to get a building permit to fix the structures, please contact me at (361) 595-8019.

Sincerely,

  
Daniel Ramirez  
Building Official

# CONDEMNATION CHECKLIST

Property Address: E. Aulsebrook - (324 E Aulsebrook) Phone: \_\_\_\_\_  
 Property Owner: John William Grief Phone: \_\_\_\_\_  
 Owner's Address: 1910 E County Road 2140 Fax: \_\_\_\_\_  
Kingsville, TX 78363

PLANNED DATE	ACTUAL DATE	ACTION
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	1. Identify structure unfit for human habitation.
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	2. Inspect Property. (Building Official)
		<input type="checkbox"/> a. Prepare inspection report and date.
		<input type="checkbox"/> b. Photograph property with date stamp.
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	3. Determine ownership from county assessment & tax collection record.
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	4. Obtain legal description.
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
<input type="checkbox"/> <u>3-25-15</u>	<u>3-25-15</u>	6. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner within 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
<input type="checkbox"/> _____	_____	7. 2 <sup>nd</sup> Notice Sent. (10 day response) (Optional)
<input type="checkbox"/> _____	_____	8. If response is not received or is not adequate, proceed as follows:
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	9. Send 20-day pre notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
		<input type="checkbox"/> a. Owner unknown or whereabouts not known or such owner is a nonresident of Texas.
		1) Post affidavit in newspaper twice a week for one week
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	10. Post sign on property advising date the City
<input type="checkbox"/> <u>4-17-15</u>	<u>4-17-15</u>	



☐ \_\_\_\_\_

☐ 4-17-15 4-17-15

☐ 4-17-15 4-17-15

☐ 4-17-15 4-17-15

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Council will consider condemnation of structure.

11. Within the Historical District. Meeting date to be heard by the Historical Development Board.

12. Photograph posted sign with date stamp.

13. Prepare information packet for each City Council member, plus one each for City Manager, City Attorney & City Secretary consisting of

☐ a. Location Map

☐ b. Photographs of the structure with date stamp

☐ c. Inspection report

☐ d. Pre-condemnation notice

☐ e. Condemnation resolution

14. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.

15. City Council adopts condemnation resolution.

16. File Notice of Condemnation with the County Clerk.

17. Send owner(s) & other vested interests the following:

☐ a. Copy of the City Council resolution.

☐ b. 45-day order to demolish

18. Post 45-day Order to Demolish on structure.

☐ a. Take photo with date stamp

19. Evaluate status of owner's action on 46<sup>th</sup> day after Order of Demolition was issued. If no action taken by owner, proceed with demolition.

20. Photograph posted notice with date stamp.

21. Notify utility companies to disconnect & remove services from structure for safe demolition.

22. Issue Notice to Proceed to Public Works Director and Demolition Crew.

23. Prepare demolition cost statement consisting of:

☐ a. Mailing fees

☐ b. Publication fees

- ☐ c. Demolition costs
- ☐ d. Landfill tipping fees
- ☐ e. Filing fees
- ☐ f. Administrative fees
- ☐ g. Any documentation miscellaneous costs

☐ \_\_\_\_\_

24. Send a letter & cost statement to the

Collections Department so they can send out bill.

Make copy of documents and send to the City

Attorney requesting a lien to be place on the

property.

# 2013 PRELIMINARY ROLL

## CKI - CITY OF KINGSVILLE

Geo ID Order

05/22/2013 11:57AM

Prop ID	Owner	%	Legal Description	Effective Acres:	Imp HS:	150,430	Market:	171,360
13251	47678	100.00	R Geo: 170000021100192	0.000000	Imp NHS:	0	Prod Loss:	0
	WRIGHT KENNETH		SOUTHMORE AC, LOT 211, 212		Land HS:	20,930	Appraised:	171,360
	ETUX EVELYN				Land NHS:	0	Cap:	0
	414 E AILSIE AVE			Acres: 0.0000	Prod Use:	0	Assessed:	171,360
	KINGSVILLE, TX 78363-6714		State Codes: A	Map ID:	Prod Mkt:	0	Exemptions:	HS
			Situs: 414 E AILSIE	Mtg Cd:				
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			171,360	0	171,360	0.842200	1,443.19
11678	42046	100.00	R Geo: 170000021300192	0.000000	Imp HS:	113,320	Market:	134,250
	BEAVERS RICKY D		SOUTHMORE AC, LOT 213, 214		Imp NHS:	0	Prod Loss:	0
	ETUX SHELIA D BEAVERS				Land HS:	20,930	Appraised:	134,250
	2007 FAIRBRANCH CT			Acres: 0.0000	Land NHS:	0	Cap:	0
	KATY, TX 77494-2161		State Codes: A	Map ID:	Prod Use:	0	Assessed:	134,250
			Situs: 410 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			134,250	0	134,250	0.842200	1,130.65
10164	52316	100.00	R Geo: 170000021500192	0.000000	Imp HS:	109,360	Market:	130,290
	SELLERS FREDRIC C		SOUTHMORE AC, LOT 215, 216		Imp NHS:	0	Prod Loss:	0
	ETUX SHELBY R				Land HS:	20,930	Appraised:	130,290
	404 E AILSIE AVE			Acres: 0.0000	Land NHS:	0	Cap:	0
	KINGSVILLE, TX 78363-6714		State Codes: A	Map ID:	Prod Use:	0	Assessed:	130,290
			Situs: 404 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS,OV65
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			130,290	8,400	121,890	0.842200	1,026.56
24717	47704	100.00	R Geo: 170000021700192	0.000000	Imp HS:	143,790	Market:	154,250
	GONZALEZ JUAN JR		SOUTHMORE AC, LOT 217		Imp NHS:	0	Prod Loss:	0
	ETUX MELISSA P				Land HS:	10,460	Appraised:	154,250
	330 E AILSIE AVE			Acres: 0.0000	Land NHS:	0	Cap:	0
	KINGSVILLE, TX 78363-6712		State Codes: A	Map ID:	Prod Use:	0	Assessed:	154,250
			Situs: 330 E AILSIE TX	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			154,250	0	154,250	0.842200	1,299.09
20100391	49430	100.00	R Geo: 170000021800192	0.000000	Imp HS:	0	Market:	41,680
	GREIF SHANNON R		SOUTHMORE AC, LOT 218		Imp NHS:	31,220	Prod Loss:	0
	282 CHAPARRAL ST				Land HS:	0	Appraised:	41,680
	MARBLE FALLS, TX 78654-6426			Acres: 0.0000	Land NHS:	10,460	Cap:	0
			State Codes: A	Map ID:	Prod Use:	0	Assessed:	41,680
			Situs: 324 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			41,680	0	41,680	0.842200	351.03
20100392	49429	100.00	R Geo: 170000021900192	0.000000	Imp HS:	0	Market:	20,930
	GREIF JOHN WILLIAM		SOUTHMORE AC, LOT 219, 220		Imp NHS:	0	Prod Loss:	0
	190 E COUNTY ROAD 2140				Land HS:	0	Appraised:	20,930
	KINGSVILLE, TX 78363-8909			Acres: 0.0000	Land NHS:	20,930	Cap:	0
			State Codes: C1	Map ID:	Prod Use:	0	Assessed:	20,930
			Situs: E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			20,930	0	20,930	0.842200	176.27
21708	15871	100.00	R Geo: 170000022100192	0.000000	Imp HS:	114,190	Market:	135,120
	ALDRICH JACK C		SOUTHMORE AC, LOT 221, 222		Imp NHS:	0	Prod Loss:	0
	ETUX KAREN E				Land HS:	20,930	Appraised:	135,120
	314 E AILSIE AVE			Acres: 0.0000	Land NHS:	0	Cap:	0
	KINGSVILLE, TX 78363-6712		State Codes: A	Map ID:	Prod Use:	0	Assessed:	135,120
			Situs: 314 E AILSIE	Mtg Cd:	Prod Mkt:	0	Exemptions:	HS
				DBA:				
Entity	Description	Xref Id	Freeze: (Year) Ceiling	Assessed	Exemptions	Taxable	Tax Rate	Est. Tax
CKI	CITY OF KINGSVILLE			135,120	0	135,120	0.842200	1,137.98

PROPERTY 20100392 R 09/09/2005

**OWNER ID**  
49429

GREIF JOHN WILLIAM  
190 E COUNTY ROAD 2140  
KINGSVILLE, TX 78363-8909

**PROPERTY APPRAISAL INFORMATION 2014**

**OWNERSHIP**  
100.00%

Ref ID: R20100392  
Map ID A4

ACRES:  
EFF. ACRES:

**APPR VAL METHOD: Cost**

**Values**

**Entitles:**

IMPROVEMENTS		
LAND MARKET	+	20,930
MARKET VALUE	=	20,930
PRODUCTIVITY LOSS	-	0
APPRAISED VALUE	=	20,930
HS CAP LOSS	-	0
ASSESSED VALUE	=	20,930

## **EXEMPTIONS**

## SKETCH COMMANDS

## GENERAL

LAST APPR.	LR
LAST APPR. YR	2014
LAST INSP. DATE	03/22/2014
NEXT INSP. DATE	

REMARKS	FOR 2014 NO VAL CHG TO ACCT PER APPR LR 3/22/14 MMG -- FOR 2013 ADD FF TABLE FF155D320 PER IE 4/18/13 JO -- FOR 2011 NO VAL CHG ON ACCT PER APPR LR 4/17/11 4/18/11

ISSUE DT	PERMIT TYPE	PERMIT AREA	ST	PERMIT VAL
<b>BUILDING PERMITS</b>				

SALE DT	PRICE	GRANTOR	DEED INFO
04/29/2005	*****	GREIF JOHN WILLI	SPWD / 307 / 329

SUBD:	\$700	NBHD:	100.00%	<b>IMPROVEMENT INFORMATION</b>								<b>IMPROVEMENT FEATURES</b>					
#	TYPE	DESCRIPTION	MTHD.	CLASS/SUBCL	AREA	UNIT PRICE	UNITS BUILT	EFFYR	COND.	VALUE	DEPR	PHYS	ECON	FUNC	COMP	ADJ	ADJ VALUE

SUBD: S700  
 L# DESCRIPTION  
 1. C1  
 100.00% NBHD:  
 CLS TABLE SC HS  
 FF15D320 C1 N  
 Comment: F: 135.00 R: 135.00 R: 322.50 FF



# CITY OF KINGSVILLE

P. O. BOX 1458 – KINGSVILLE, TEXAS 78364



MARCH 25, 2015

JOHN WILLIAM GRIEF  
190 E COUNTY ROAD 2140  
KINGSVILLE, TX 78363

Re: **SOUTHMORE AC, LOT 219, 220**

**E AILSIE (324 E AILSIE)**

Dear Sir or Madam:

It has been determined that the structure at **E AILSIE (324 E AILSIE)** is in a significant state of disrepair and creates a safety and health hazard to the surrounding area and the community at large. The structure is in direct violation to the City of Kingsville's Code of Ordinance § 15-1-165 Condemned Building or Structure; Specifications as adopted and as stated below.

## **§ 15-1-165 CONDEMNED BUILDING OR STRUCTURE; SPECIFICATIONS.**

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(2) Any building or other structure which shall be determined to have a permanent or temporary plumbing condition existing in violation of the installation, maintenance and repair provisions of the City Plumbing Code presently duly enacted or to be duly enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the Plumbing Code to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

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the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

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(5) Any building or structure which shall be determined to have a permanent or temporary sanitary condition existing in violation of the various health and sanitation ordinances duly enacted and to be enacted from time to time, and which shall be further determined, by virtue of such condition in violation of the provisions of the sanitation ordinances to endanger the safety of the building or structure or other buildings or structures or other property, and to endanger the safety and health of persons who may have occasion to occupy and/or be in, on or about the premises, whether they be the owner thereof or not.

('62 Code, § 4-6-1)

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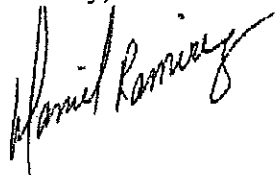
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If these violations are not mitigated within thirty (30) calendar days of the date of this letter, a condemnation will be processed through City Commission. If you should commit another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property.

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If you need further information or have questions, please contact me at (361) 595-8019, Monday through Friday from 8:00 AM – 12:00 PM & 1:00 PM - 5:00 P.M.

Sincerely,

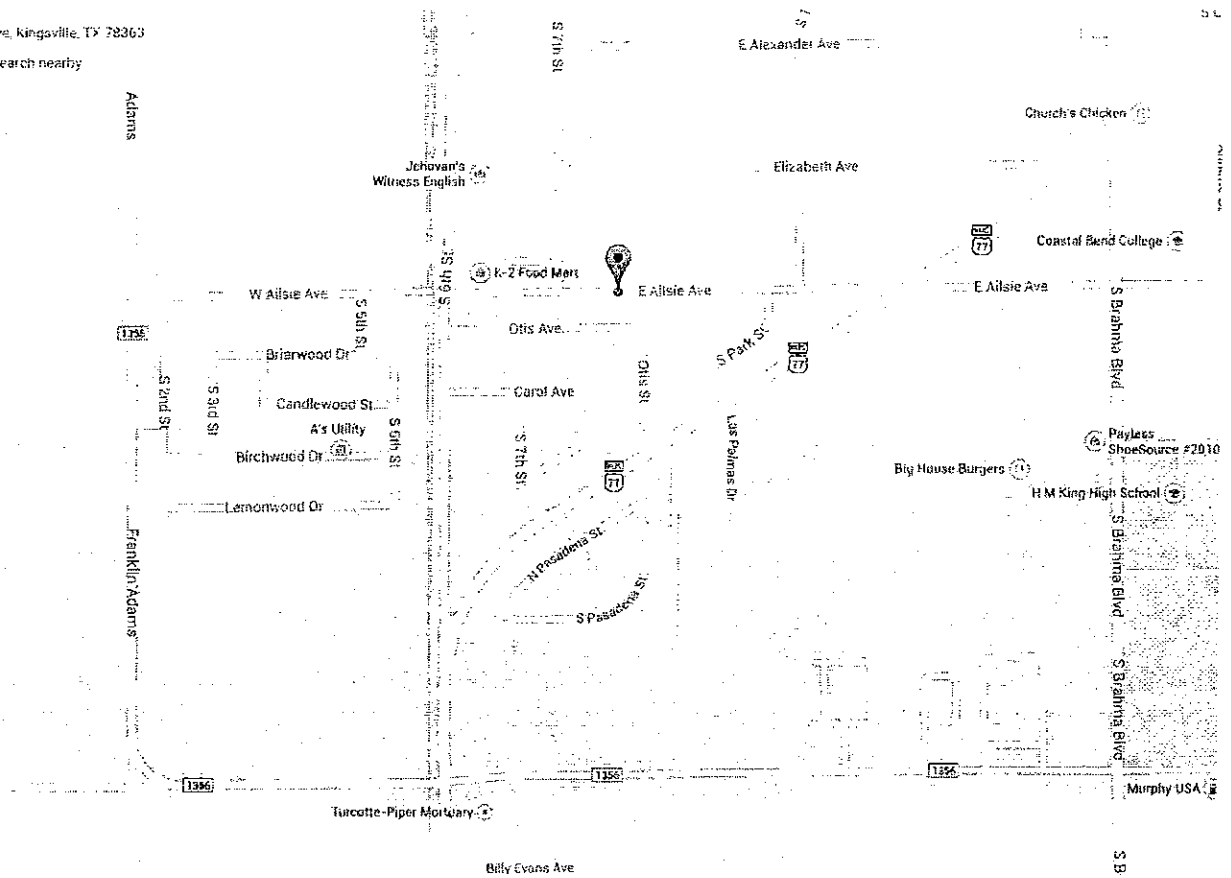
A handwritten signature in black ink, appearing to read "Daniel Ramirez". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

---

Daniel Ramirez  
Building Official

Enclosure

324 E Ailsie Ave, Kingsville, TX 78363  
Street View - Search nearby







## BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019 Fax: 361-595-8035

---

CERTIFIED MAIL – RETURN RECEIPT #7014 0150 0002 0853 4297

---

APRIL 17, 2015

JOHN WILLIAM GRIEF  
190 E COUNTY ROAD 2140  
KINGSVILLE, TX 78363

Re: **HEARING FOR PROPERTY AT 324 E AILSIE**

Dear Sir or Madam:

On March 25, 2015, a letter was sent from the City of Kingsville stating that your property located at **324 E AILSIE** was a fire hazard or was dangerous to human life, or constitutes a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment such that the structures located thereon are unsafe and a nuisance. In that letter, you were further advised that you needed to repair or demolish the structures within a certain timeframe. As the timeframe has passed and the unsafe structures on your property have not been repaired or demolished, the structures on your property are being recommended for condemnation before the Kingsville City Commission.

You are hereby cited to appear before the City Commission at a public hearing on **Tuesday, MAY 26, 2015 at 6:00 p.m.** to show cause why such structures should not be condemned. You may appear in person, by agent or by counsel at the hearing. You will need to submit at the hearing proof of the scope of any work that may be required to comply with city ordinances and the time it will take to reasonably perform the work. The condemnation hearing is set for MAY 26, 2015.

The hearing will take place at the Alcorn Commission Chambers located on the first floor of City Hall, 200 E. Kleberg Avenue, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

If you have any questions about the condemnation process or how to get a building permit to fix the structures, please contact me at (361) 595-8019.

Sincerely,

  
Daniel Ramirez  
Building Official




AS 78364

2014 0150 0002 0853 4174

APR 17 2015

VP



10/10/2019

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Shannon R Grif  
282 Chaparral St  
- 1 - 2.00r. 2L 11.5710  
IE 787 CE 1 0294/12/15

NIXIE 787 CE 1 0204/12/15

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

1310-1025-4-2-40



CITY OF KINGSVILLE

P.O. BOX 1458 - KINGSVILLE, TEXAS 78364

CORPUS CHRISTI

TX 78401

10 FEB 2015 PM 2:10

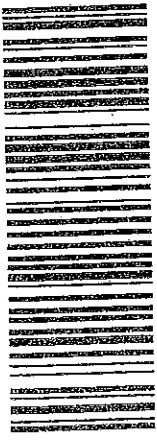
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Shannon R Drib  
282 Chaparral St  
NIXIE 787 4E 1009 0202/13/15

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

BC: 78384145858 \*0588-17492-10-36

78384145858@1458



7014 0150 0002 0853 6123

CORPUS CHRISTI

TX 78401

10 FEB 2015 PM 2:10

U7F

Shannon R Drib  
282 Chaparral St

NIXIE 787 4E 1009 0202/16/15

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

BC: 78654642682 \*0588-17538-10-39

78654642682

10022



CITY OF KINGSVILLE

P.O. BOX 1458 - KINGSVILLE, TEXAS 78364

VTK

Shannon R. Thib  
282 Chaparral St  
Kingsville, TX 78364

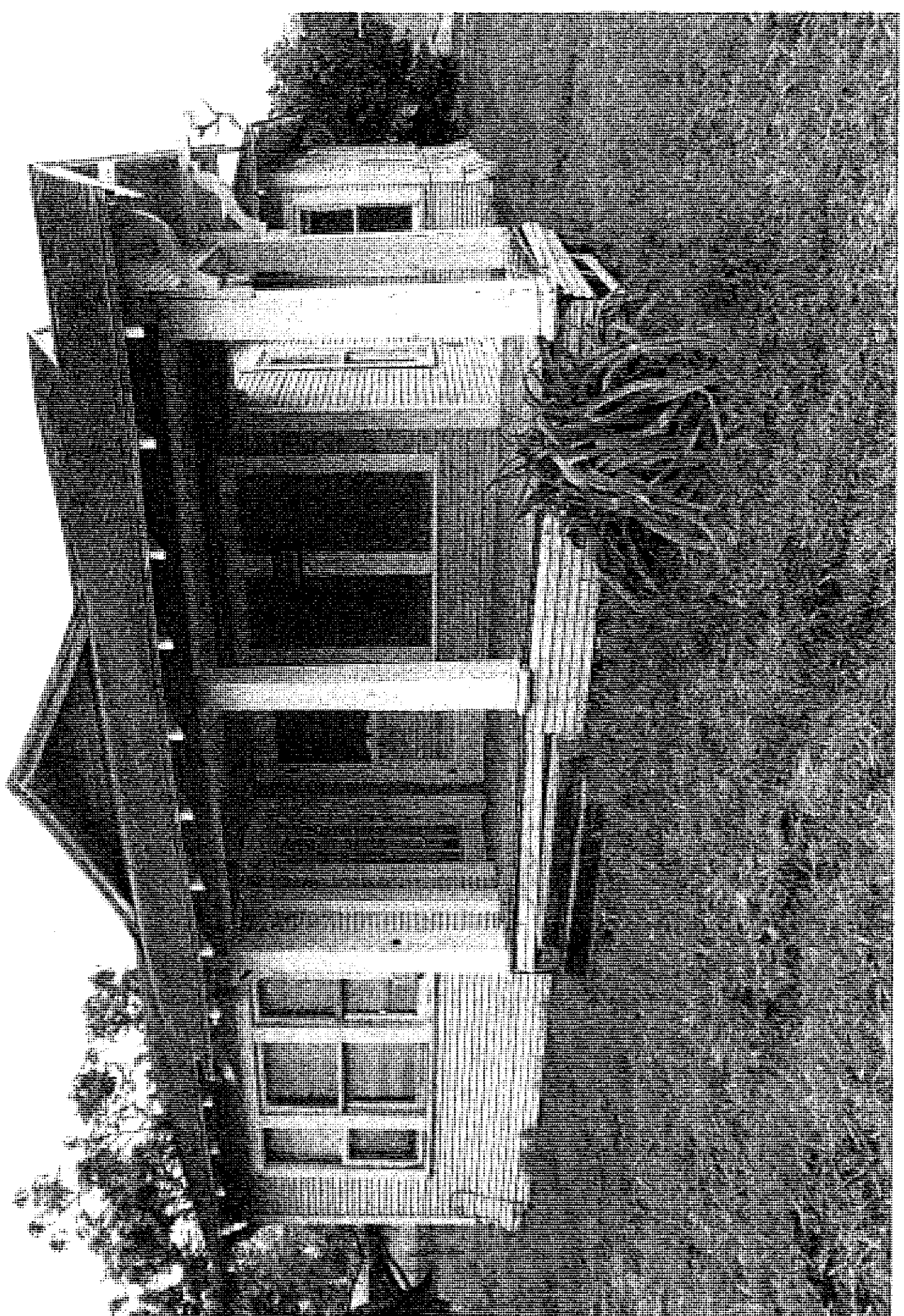
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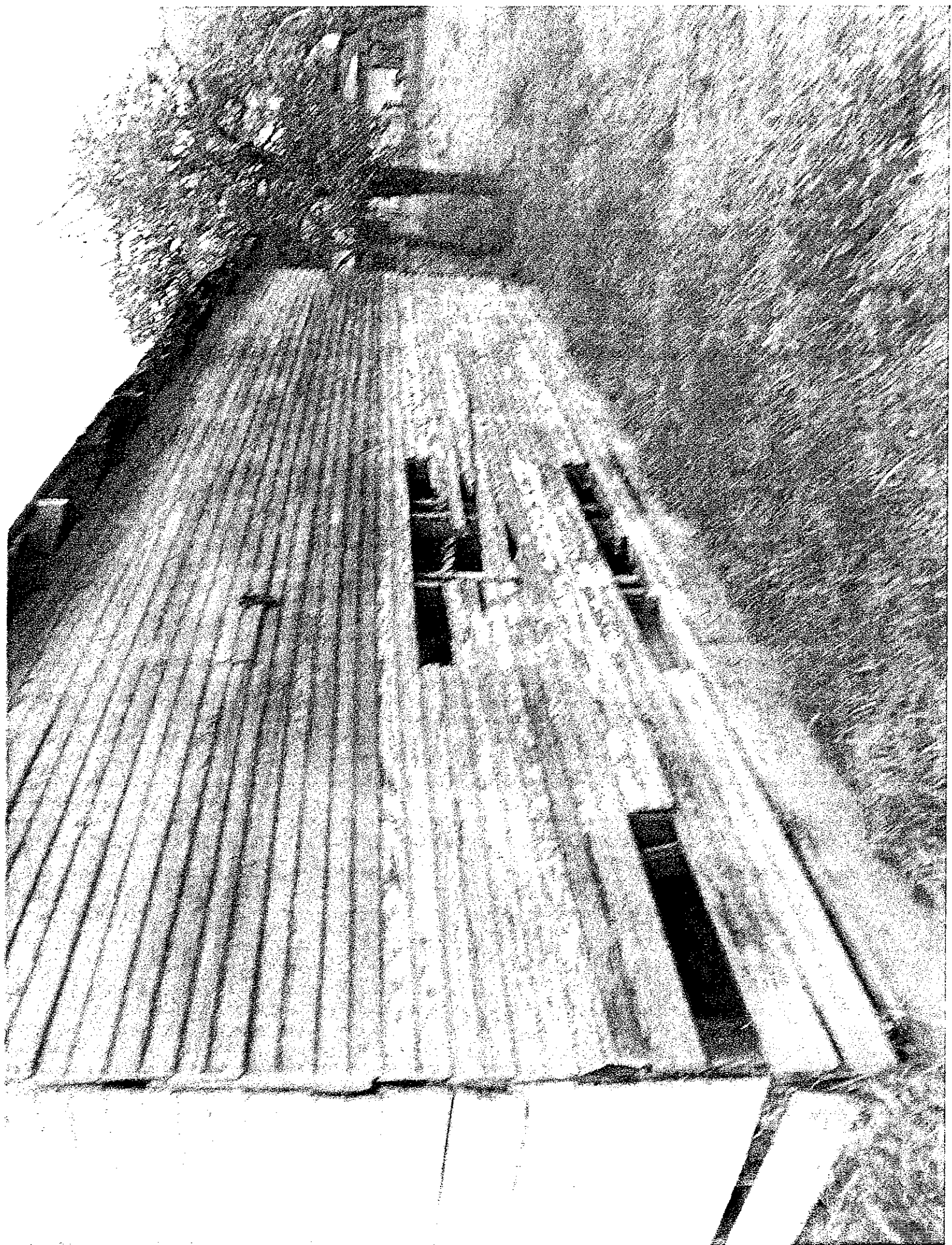
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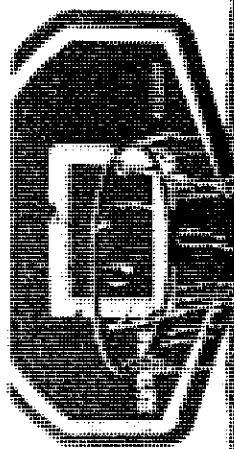
7836401458  
7855485426

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
<p>1. Article Addressed to: <b>John William Thib</b> <b>190 E County Road 3140</b> <b>Kingsville, TX 78364</b></p>		A. Signature 	<input type="checkbox"/> Agent <input type="checkbox"/> Addressee
<p>2. Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits.</p>		B. Received by (Printed Name) 	C. Date of Delivery
<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, enter delivery address below:</p>			
3. Service Type <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered <input type="checkbox"/> Insured Mail		<input type="checkbox"/> Priority Mail Express™ <input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Collect on Delivery	
4. Restricted Delivery? (Extra Fee)		<input type="checkbox"/> Yes <input type="checkbox"/> No	

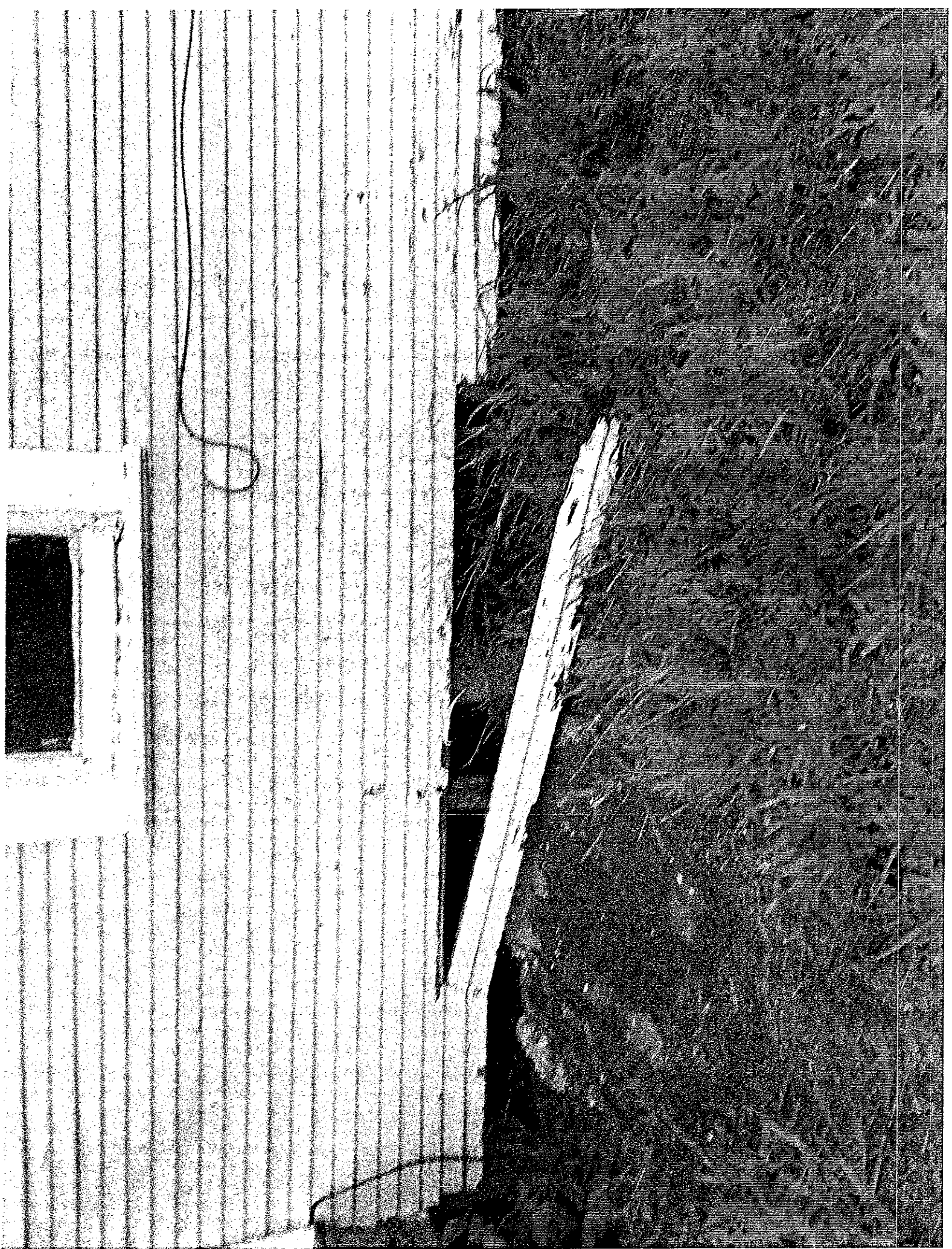


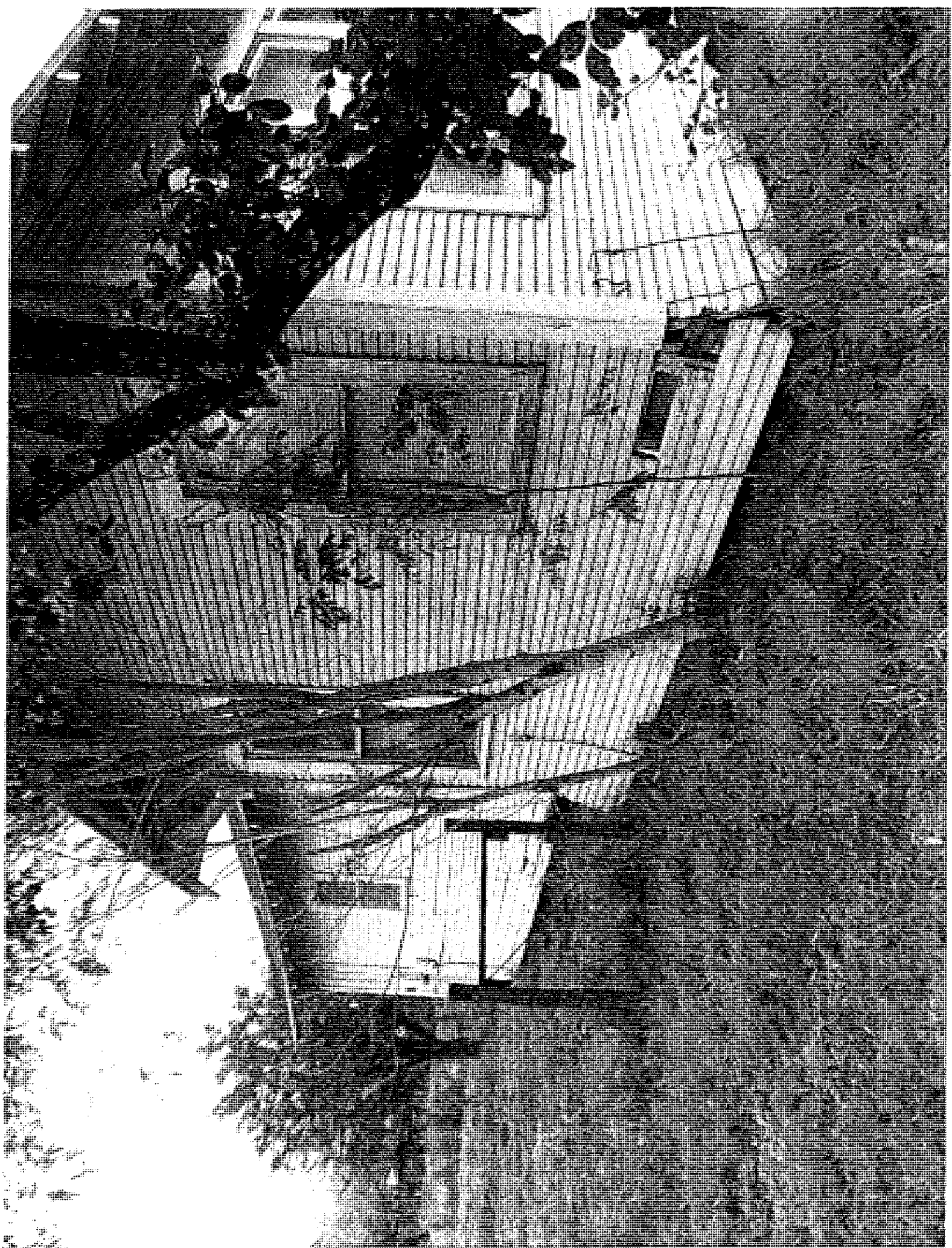




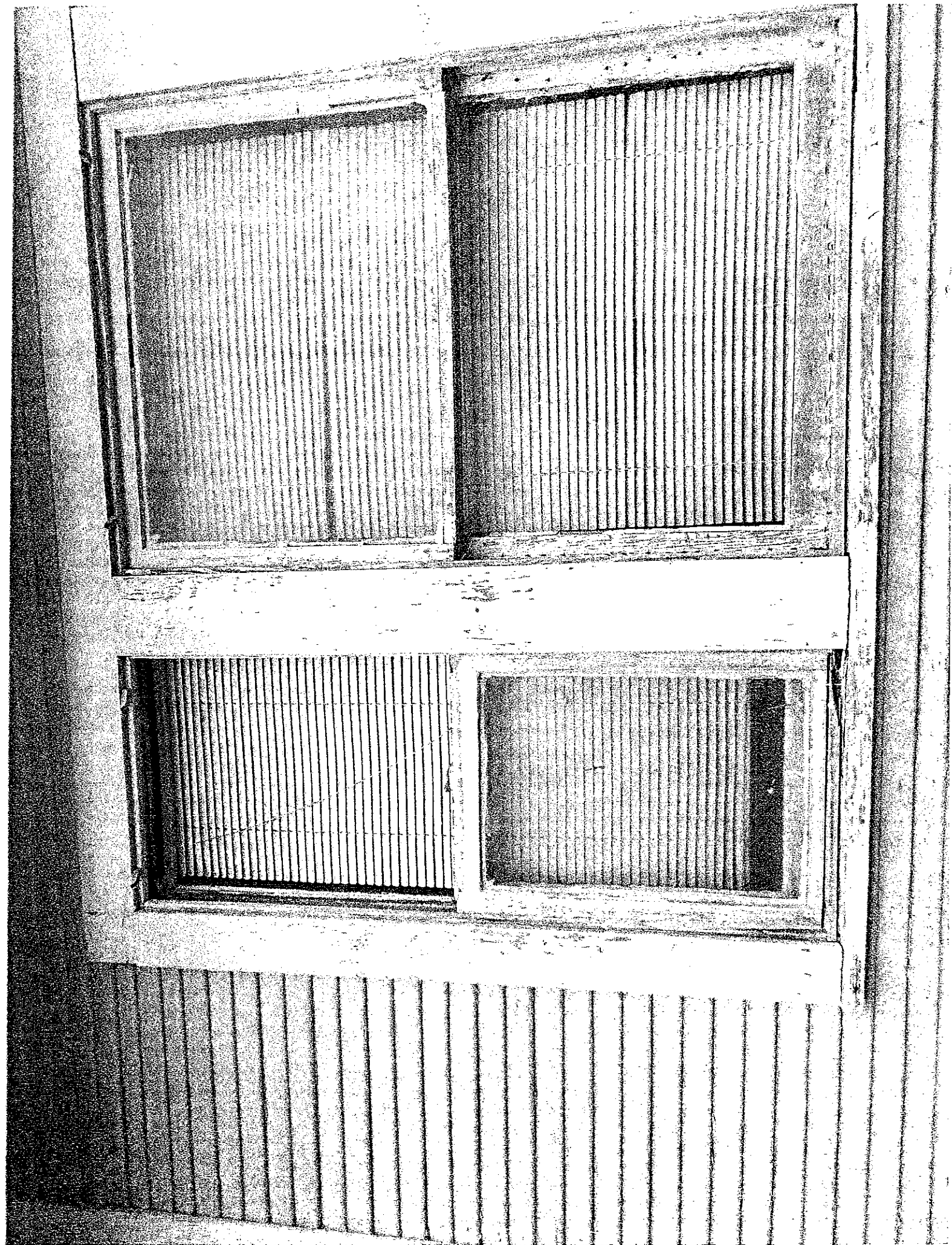




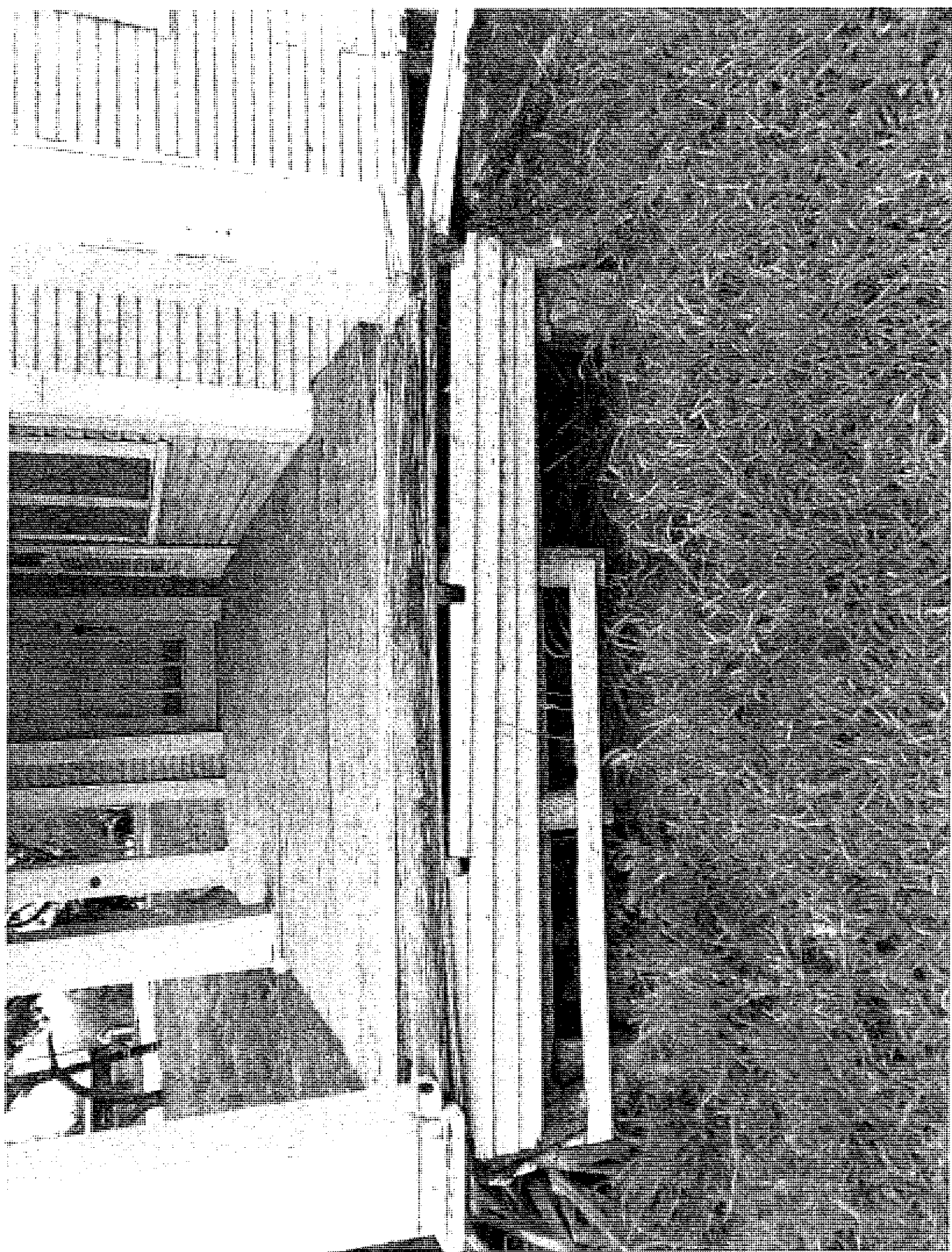










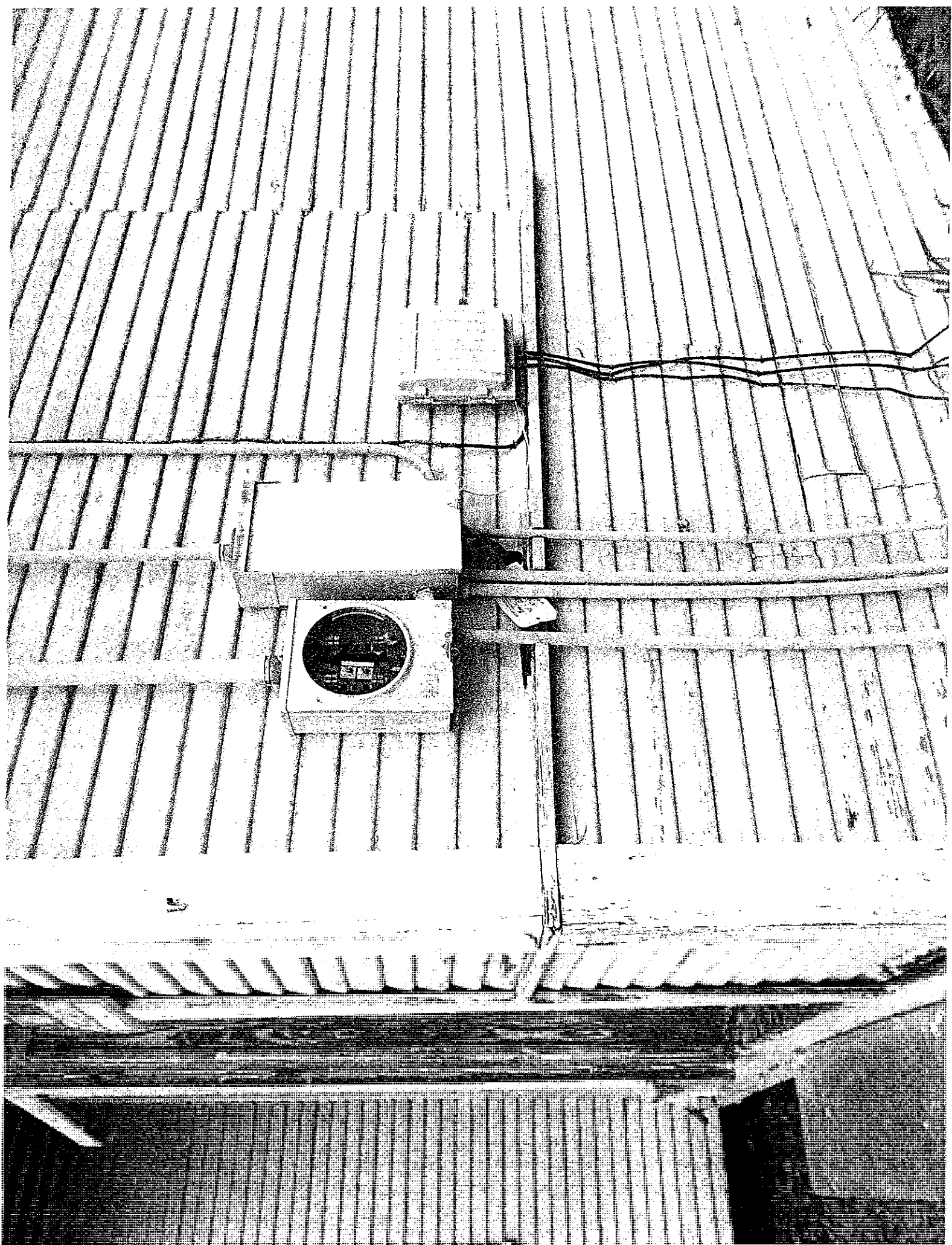






NO  
TRESPASSING









# NOTICE

SALE  
MAY 2015

4-17-15

04/17/2015 14:04





04/17/2015 14:04

# **CONSENT AGENDA**



# **AGENDA ITEM #1**

ORDINANCE NO. 2015-\_\_\_\_\_

**AMENDING THE CITY OF KINGSVILLE CODE OF ORDINANCES BY AMENDING SECTION 9-3-53; PROVIDING FOR AN INCREASE IN THE IMPOUNDMENT, DAILY BOARDING AND VACCINATION FEES; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.**

**WHEREAS**, this Ordinance is necessary to protect the public safety, health, and welfare of the City of Kingsville.

**WHEREAS**, the fees for animal impoundment, daily boarding and vaccination have not been increased since their last adoption on October 26, 2009 (Ord. #2009-33) nearly six year ago;

**WHEREAS**, the cost for providing the services these fees are meant to help cover has gone up since 2009 without a corresponding increase in the fees;

**WHEREAS**, the City-County Board of Health met on January 15, 2015 at a duly posted, notice meeting and approved the fee increases proposed in this ordinance by a 6-0 vote.

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

I.

**THAT** Section 9-3-53 of Article 3: Animals of Chapter IX, General Regulations, of the Code of Ordinances of the City of Kingsville, Texas, shall be amended to read as follows:

...

**ANIMAL CONTROL IMPOUNDMENT; FEES**

...

**Sec. 9-3-53. Time; fees: impoundment; bite; boarding; vaccination or license.**

(A) Impounded animals, including those released from quarantine, shall be kept for three (3) business days from the date of impoundment. In calculating the length of this time, the first day after impoundment shall be day one. If the owner of such impounded animal does not redeem it within three (3) business days after impoundment, disposition will be in accordance with this chapter. The animal may be disposed of prior to the expiration of such time if in the opinion of the animal control personnel disposition is necessary to avoid the unnecessary suffering of a sick or injured animal.

(B) Impounded and quarantine animals, shall be available for immediate redemption to their owner upon presenting photo identification to the city (of which the city shall copy) and paying all applicable fees. Impounded prohibited animals shall be available for immediate redemption by the owner after presenting photo identification (of which the city shall copy) and paying all applicable fees.

(1) Animals impounded may be reclaimed and redeemed by the owner upon paying applicable fees to Animal Control Center. An impoundment fee of ~~\$25.00~~ ~~\$15.00~~ and ~~\$6.00~~ ~~\$5.00~~ per day for each day of impoundment plus any other applicable fees shall be paid before release of animal. This impoundment fee is subject to increase for additional animal impoundments for the same owner that occur multiple times in a calendar year.

(2) The increasing impoundment fee scale for multiple impoundments from the same owner in a calendar year are as follows:

<u>Impoundment Number</u>	<u>Fee</u>
<u>1<sup>st</sup> Impoundment</u>	<u>\$25.00</u>
<u>2<sup>nd</sup> Impoundment</u>	<u>\$50.00</u>
<u>3<sup>rd</sup> Impoundment or more</u>	<u>\$75.00</u>

~~(2)~~ (3) Where an owner cannot provide proof to the animal control personnel at the time of release from impoundment that the impounded animal is currently vaccinated against rabies, then a ~~\$20.00~~ ~~\$15.00~~ deposit for the legally required vaccination will be made.

~~(3)~~ (4) A copy of the current "applicable fees" for reclaiming impounded or quarantined animals is available for review at the animal control center.

(4) (5) It is not a defense to prosecution of any citations that applicable impoundment, bite, boarding, or rabies vaccination fees have been paid.

...

## II.

**THAT** all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

## III.

**THAT** if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

**THAT** this Ordinance shall be codified and become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 11<sup>th</sup> day of May, 2015.

**PASSED AND APPROVED** on this the 26<sup>th</sup> day of May, 2015.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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



# Memorandum



---

**To:** Courtney Alvarez, Interim City Manager  
**Cc:** Mayor and City Commissioners  
**From:** Emilio H. Garcia, City-County Health Director *E. Garcia*  
**Subject:** Section 9-3-53. – Time, fees: Impoundment; bite; boarding; vaccination or license  
**Date:** April 30, 2015

---

The City-County Board of Health held their bi-monthly meeting on Thursday, January 15, 2015 at the City-County Health Department. Several fees for Animal Control were introduced to the Board of Health for their review and consideration for approval. The fees for Animal Control have not be evaluated and increased since October 26, 2009 (Ord. #2009-33) 6 years ago. The fees that are in the City of Kingsville Ordinance are for impoundment, daily boarding and a vaccination fee. The impoundment fee for the City of Kingsville is \$15.00 the daily boarding fee is \$5.00 per day and a \$15.00 vaccination fee; which is refunded once proof is provided to the Animal Control Center of the animal being vaccinated.

After some discussion the City-County Board of Health agreed to increase the impoundment fee to \$25.00, the boarding fee to \$6.00 daily and to increase the vaccination fee to \$20.00 (refundable). Also the Board of Health would like to have an increasing scale for impoundments for example; 1<sup>st</sup> impoundment \$25.00, 2<sup>nd</sup> impoundment \$50.00 and 3<sup>rd</sup> impoundment \$75.00 within a calendar year. This will be a new add-on to the City Animal Control Ordinance. With increasing costs for fuel (gasoline), employee salaries, vehicle insurances and employee health insurances; it is time to increase the City of Kingsville Animal Control fees to a more reasonable level.

Therefore we are requesting that this item be placed on the agenda for the next City Commissioners meeting. Also attached you will find the Board of Health minutes and approval (The motion Passed: 6-0) for all animal control fees. The City-County Board of Health requests that the City Commission also approves their recommendation to increase the fees for Animal Control.

Thank you,

# CITY COUNTY HEALTH BOARD

## REGULAR MEETING MINUTES

### JANUARY 15, 2015

#### Health Board Members Present

Otis Myers, Chairman  
Joni Harrel  
Ben Salinas  
Judy Anthony  
Karen Tallant  
Dr. Justin Harkey

#### Health Board Members Absent

Norma Sue Adrian

#### Citizens Present

Lisa Bockholt

#### Staff Present

Emilio H. Garcia, Health Director  
Monica Longoria, Administrative Assistant II

**1. Call meeting to order.**

The meeting was called to order at 4:30 pm.  
Chairman Otis Myers conducted the meeting.

**2. Public comments on items on or off the agenda\*:**

Lisa Bockholt commented on the policy currently in place at Animal Control regarding Rescue groups and the citations issued to insure sterilization. She commented this discourages volunteers from assisting rescue groups. She asked that the board review this procedure.

**3. Discuss and approve minutes of October 30, 2014;**

Motion to approve minutes was made by Karen Tallant and seconded by Judy Anthony.  
The motion Passed: 6/0

**4. Discuss and approve October, November and December 2014 Monthly Reports;**

The Board discussed the monthly reports.  
Motion to approve reports was made by Karen Tallant and seconded by Ben Salinas.  
The motion Passed: 6/0

**5. Reports from Board & Staff:**

The board had a short discussion regarding the Food Service Reports.  
Motion to accept reports was made Judy Anthony and seconded by Ben Salinas.  
The motion Passed: 6/0

**6. Discuss old business;**

*a. Review and Approve New Animal Control Fees*

The Board reviewed the New Animal Control Fees. Judy Anthony made a motion to approve the ordinance fees as follows:

Impoundment (1<sup>st</sup> occurrence)-\$25.00

Impoundment (2<sup>nd</sup> occurrence)-\$50.00

Impoundment (3<sup>rd</sup> occurrence)-\$75.00

Within a one year period of 1<sup>st</sup> occurrence

Boarding-\$6.00/day

Rabies Vaccination Deposit-\$20.00

(Refundable upon proof of vaccination and within allotted time)

Motion was seconded by Karen Tallant.

The motion passed: 6/0

Karen Tallant made a motion to approve the following internal fees:

Pet Adoption

Dogs-\$25.00

Cats-\$20.00

Small Animals-\$10.00 (chicken, ducks, reptiles, ferrets)

Livestock-\$50.00 (goats, pigs, horses, donkeys)

Animal Bite

Impoundment-\$30.00

Observation/Quarantine (10-days)-\$60.00

(\$6.00 x 10 days of boarding)

Refundable Vaccination Deposit-\$20.00

(Refundable upon proof of vaccination and within allotted time)

Livestock Impoundment

Horse/Cattle-\$50.00

Boarding-\$25.00/day

Goats/Pigs-\$25.00

Boarding-\$20.00/day

Poultry/Rabbits-\$10.00

Boarding-\$5.00/day

Trap Rental

Trap Rental fee-\$10.00/week (2 week minimum)

Deposit-\$30.00 (refundable upon return of trap on time and in working condition)

Motion was seconded by Dr. Justin Harkey.

The motion passed: 6/0

**7. Discuss new business;**

*a. Review and Approve new Animal Release Form*

Item tabled until next meeting. Verify with City Attorney if 3<sup>rd</sup> paragraph is necessary. Refers back to Sterilization Agreement/Citations for rescue groups.

*b. Review and Approve new Rescue Transfer Form*

Reviewed and made correction to wording on Rescue Transfer Form.

A motion was made by Ben Salinas to approve the Rescue Transfer Form with correction of "leach" to "leash". The motion was seconded by Judy Anthony.

The motion passed: 6/0

*c. Review and Approve new Euthanasia Form*

The board reviewed the purpose of the Euthanasia Form. They determined the Euthanasia Fee should be added on this form. Dr. Harkey also recommended including a statement declaring the animal has not been involved in any kind of bite within the last 10 days. Item was tabled to review at next meeting with all corrections.

Dr. Harkey gave his recommendation for what age animals should be sterilized. His recommendation is 4 months old or over 2 pounds. This recommendation will be added into the Sterilization Contract and presented to the board for approval.

Emilio Garcia noticed Karen Tallant's appointment term on the board was expired. Mr. Garcia asked if she would like to be reappointed. She stated she would. Ben Salinas' appointment term on the board was also expired. Mr. Garcia asked if he would like to be reappointed. He said he would.

Set date for next Health Board meeting-March 26, 2015.

**8. Adjourn.**

Motion to adjourn was made by Judy Anthony and seconded by Dr. Justin Harkey.

The motion Passed 6/0.

Meeting adjourned at 6:08 pm.



## **Current Fees**

- **Sec. 9-3-53. - Time; fees: Impoundment; bite; boarding; vaccination or license.**

(A)

Impounded animals, including those released from quarantine, shall be kept for three business days from the date of impoundment. In calculating the length of this time, the first day after impoundment shall be day one. If the owner of such impounded animal does not redeem it within three business days after impoundment, disposition will be in accordance with this chapter. The animal may be disposed of prior to the expiration of such time if in the opinion of the Animal Control Personnel disposition is necessary to avoid the unnecessary suffering of a sick or injured animal.

(B)

Impounded and quarantine animals, shall be available for immediate redemption to their owner upon presenting photo identification to the city (of which the city shall copy) and paying all applicable fees. Impounded prohibited animals shall be available for immediate redemption by the owner after presenting photo identification (of which the city shall copy) and paying all applicable fees.

(1)

Animals impounded may be reclaimed and redeemed by the owner upon paying applicable fees to Animal Control Center. An impoundment fee of \$15.00 and \$5.00 per day for each day of impoundment plus any other applicable fees shall be paid before release of animal.

(2)

Where an owner cannot provide proof to the Animal Control Personnel at the time of release from impoundment that the impounded animal is currently vaccinated against rabies, then a \$15.00 deposit for the legally required vaccination will be made.

(3)

A copy of the current "applicable fees" for reclaiming impounded or quarantined animals is available for review at the Animal Control Center.

(4)

It is not a defense to prosecution of any citations that applicable impoundment, bite, boarding, or rabies vaccination fees have been paid.

*(Ord. No. 2009-33, § I, passed 10-26-09)*

## Proposed Fee Increases

- **Sec. 9-3-53. - Time; fees: Impoundment; bite; boarding; vaccination or license.**

(A)

Impounded animals, including those released from quarantine, shall be kept for three business days from the date of impoundment. In calculating the length of this time, the first day after impoundment shall be day one. If the owner of such impounded animal does not redeem it within three business days after impoundment, disposition will be in accordance with this chapter. The animal may be disposed of prior to the expiration of such time if in the opinion of the Animal Control Personnel disposition is necessary to avoid the unnecessary suffering of a sick or injured animal.

(B)

Impounded and quarantine animals, shall be available for immediate redemption to their owner upon presenting photo identification to the city (of which the city shall copy) and paying all applicable fees. Impounded prohibited animals shall be available for immediate redemption by the owner after presenting photo identification (of which the city shall copy) and paying all applicable fees.

(1)

Animals impounded shall be available for redemption by the owner upon paying applicable fees to Animal Control Center. A impoundment fee of \$25.00 and \$50.00 per day for each day of impoundment plus any other applicable fees shall be paid before release of animal.

(2)

A copy of the current "applicable fees" for reclaiming impounded or quarantined animals is available for review at the Animal Control Center. The impounded animal is available for redemption upon payment of a \$25.00 fee. If the animal is not redeemed within 30 days, the animal will be made.

(3)

A copy of the current "applicable fees" for reclaiming impounded or quarantined animals is available for review at the Animal Control Center.

(4)

It is not a defense to prosecution of any citations that applicable impoundment, bite, boarding, or rabies vaccination fees have been paid.

*(Ord. No. 2009-33, § I, passed 10-26-09)*

### **New increase scale fees for impoundment.**

<b>Impoundment</b>	<b>Fee</b>
1 <sup>st</sup> Impoundment	\$25.00
2 <sup>nd</sup> Impoundment	\$50.00
3 <sup>rd</sup> Impoundment	\$75.00

\*Within a calendar year

# CITY-COUNTY HEALTH UNIT

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## INTEROFFICE MEMORANDUM

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**TO:** Courtney Alvarez, Interim City Manager

**FROM:** Emilio H. Garcia, City-County Health Director *EH Garcia*

**CC:** Deborah Balli, Finance Director

**SUBJECT:** Animal Control Fees- Impoundment, Daily Boarding, Surrender/Drop off, Euthanasia, Animal Bite, Vaccination and Quarantine Fees

**DATE:** 4/30/2015

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Attached you will find a spreadsheet of several cities from around the region that have different fees for Animal Control Services. These include impoundment, daily boarding, surrender/drop-off, euthanasia, animal bite, vaccinations and quarantine fees. These fees are the norm among all city animal control services. The City-County Health Department/Animal Control Center fees have not been evaluated or reviewed for a proposed increase in several years. The last time the fees were increased was October 26, 2009 (Ord. No 2009-33, § 1,) some five years ago and the increase was minimal at that. I strongly recommend that we increase our fees to a more reasonable level. This increase in fees will generate more revenue for the City-County Health Department and hopefully encourage better behaviors and responsible pet ownership through our City Animal Control Ordinances.

Impoundment fees are implemented by all cities. These fees range from \$15.00 to \$215.00 for impoundment. Some cities base their fee on whether your animal is unaltered, or altered (Sterilized), City licensed or not, rabies vaccinated or not and some cities just have a flat fee for impoundment of animal that are running-at-large. Some cities even have an incremental increase for every time your animal is impounded (ex 2<sup>nd</sup> so much, 3<sup>rd</sup> so much more etc.). The City-County Health Department/Animal Control Center impoundment fee is \$15.00 at a flat rate. It is my recommendation that the City-County Health/Animal Control Center increase their impoundment fee by \$15.00 for a total of \$30.00 for 1<sup>st</sup> Impoundment. In fiscal year 2012 -2013, 275 dogs were reclaimed/released by their owners at just the minimum impoundment fee of \$15.00 the total was \$4,125.00 which does not include any extra revenue from extent days of boarding. Now our real revenue from dog reclaimed/releases was \$7607.00 which includes any extra days of boarding. If our impoundment fees are raised to \$30.00 and we release about the same amount it would generate an extra \$4,125.00 totaling \$8,250.00. Extra days of boarding would be extra.

All cities charge a boarding fee for every day thereafter. The daily boarding fees range from \$5.00 to \$25.00 per day. These fees are usually included with the impoundment fee, but only if your dog has extra days of boarding. (Impoundment fee + # of days of boarding = \$\$). The City-County Health Department/Animal Control Center charges \$5.00 per day of boarding. It is my recommendation that the City-County Health Department/Animal Control Center increase their boarding fees by \$1.00 to \$6.00 per day for boarding. These fees are not tracked because it gets included when a pet owner releases or reclaims their animal if their animal was impounded with extra days of boarding.

Adoption fees range from \$1.00 to \$100.00 per dog(s) and \$1.00 to \$96.00 per cat(s). Included in the Adoption for most cities is Spayed/Neuter surgery (sterilization), rabies vaccination, microchip, City license tag and age-appropriate vaccinations for dogs and cats. The larger cities that can provide all of these things usually have a Licensed Veterinarian on staff or some type of grant to help in vetting their adoptable animals. For the smaller cities they require the pet adopter to be responsible in vaccinating and sterilizing the pet by issuing a citation as the City of Kingsville does.

In Fiscal year 2013-2014 the City Commissioners approved \$1000.00 for minor vet care. This line item has been used to administer minor vet care to any animal needing veterinarian care for cuts, skin and eye disorders, age appropriate shots, rabies vaccinations and any other veterinarian care which has never been done before. Since then, \$2000.00 has been moved into the minor vet care line item from our chemical and building line items. With that being said, forty-three dogs and cats have received age appropriate shots, rabies vaccinations and minor vet care which has contributed greatly to our adoption rates as well as rescued rate. People like the idea of the animal(s) they are adopting already having age appropriate shots, rabies vaccination, being sterilized, micro-chipped and licensed. Last fiscal year we had 204 dogs and 26 cats adopted on just refundable vaccination fee and citation for sterilization. I'm hoping to double our adoption rates now that we are administering more vet care services. I will be requesting an increase for minor vet care to continue providing vet care to our impounded, unwanted, abandoned and stray animals, therefore increasing their odds for adoption.

To off-set this cost, I recommend that we increase our adoption fees for those animals that have been rabies vaccinated by the City-County Health Department. If a dog or a cat has gotten a rabies vaccination, I recommend that a \$15.00 fee is added to the \$20.00 adoption fee totaling \$35.00 for the adoption. Even with just a \$15.00 increase in our adoption fees, the City of Kingsville will still rank low in the cost of adoptions. Those animals that are not rabies vaccinated, I recommend that the adoption fee is increased to \$25.00 up from \$20.00 and still require a \$15.00 refundable vaccination fee.

Most cities do not have an owner surrender or drop off fees per say. This is done so people to not abandon their unwanted animals out on the street. The City-County Health Department does not have such a fee and recommends not imposing such a fee.

Most Cities do charge a euthanasia fee. Some cities base it on the size of the animal, a flat cost and some cities do not charge at all to euthanize an animal. Other cities will not euthanize animals for the public in general at all. This fee is to off-set the cost of syringes, needles, and the euthanasia solution being used. The City-County Health Department charges \$10.00 to euthanize an animal. It is my recommendation that we increase our euthanasia to \$15.00. The City-County Health Department does about a hand full of these types of owner requests. This small increase would help off-set our cost, now that we are using a licensed Veterinarian to euthanize our unwanted animals.

Animal bite fees are implemented by all cities and are the same as their quarantine fees. These fees range from \$50.00 to \$100.00 plus 10 days of observation. Which is the same as your boarding fees (10 days x boarding daily rate = \$\$).

Most cities do not charge a separate vaccination fee, because it is already included in their adoption fees. The City-County Health Department adds on a \$15.00 refundable vaccination fee for those animals being adopted. The \$15.00 refundable vaccination fee is also applied to those who have their dogs impounded for running at large. This action secures that all animals within the city limits are rabies vaccinated as per city ordinance 9-3-50 Rabies vaccination. It is my recommendation that those animals that are vaccinated by City-County Health Department the adoption fee be increased to \$35.00 per animal. Therefore the adoption fee is \$20.00 plus \$15.00 for the vaccination fee equaling \$35.00.

All City Animal Control facilities charge a quarantine fee. These fees range from \$50.00 to \$100.00 for quarantine plus a 10 day boarding fee. The City-County Health Department quarantine fee \$15.00, \$15.00 refundable vaccination and a 10 day boarding fee of \$5.00 per day totaling \$80.00 for the owner to reclaim his or her dog. In fiscal year 2012-3012, 52 dogs were quarantine at our Animal Control Center. It is my recommendation that we increase our quarantine fee to \$30.00 up from \$15.00; keep the refundable vaccination fee the same at \$15.00 and the 10 day boarding fee of \$6.00 per day which will total \$105.00 to reclaim your animal(s).

All of these animal control fee increases will help with employee salaries, animal control supply (such as towels, cots or dog beds, shampoos, gloves, restrainers, nets), equipment (such as a grooming tub, a pet hair dryer, washer & dryer), training (Continue Education Units/CEU's), food & treats, new animal control vehicles, and bigger animal control unit boxes to transport more than just 2 animals at a time.

If all new fees are approved by Interim City Manager, Courtney Alvarez, the Mayor and the City Commission the new fees will go into effect in January 1, 2016.



Animal Control Fees from surrounding Cities

Cities	Impoundment Fees	Boarding Fees for every day thereafter	Adoption Fees	Surrender/ Drop off Fees	Euthanasia Fees	Animal Bite Running at Large	Vaccination Refundable Fee	Quarantine Fee / 10 day Observation
Kingsville, Texas	\$15.00	\$5.00 per day	\$20.00	\$0.00	\$10.00	\$50.00	\$20.00	\$15.00 plus \$15.00 refundable vaccination fee and \$5.00 per day
Alice, Texas	\$75.00	\$5.00 per day	Currently Waived Normally \$15.00	\$10.00	\$10.00	Same as Quarantine	Owner responsible for all vaccinations	\$75.00 plus \$5.00 per day
Arlington, Texas	1 <sup>st</sup> Impoundment (Unaltered) \$55.00 1 <sup>st</sup> Impoundment (Altered) \$35.00 2 <sup>nd</sup> Impoundment (Unaltered) \$110.00 2 <sup>nd</sup> Impoundment (Altered) \$65.00 3 <sup>rd</sup> Impoundment (Unaltered) \$135.00 3 <sup>rd</sup> Impoundment (Altered) \$85.00	\$10.00 per day	\$100.00 Dogs \$90.00 Cats Includes Adoption, city license, sterilization, microchipping, core vaccine, rabies vaccine, and heartworm or FeLV/FIV testing services	\$0.00	Cats \$15.00 Small Dogs <10 Pds \$15.00 11-25 Pds \$25.00 26-50 Pds \$35.00 >50 Pds \$45.00	Same as Quarantine	All animals already vaccinated	\$100.00 plus \$20.00 per day
Corpus Christi, Texas	Not Licensed, Vac, or Altered \$97.00 Not Licensed, Altered but Vaccinated \$87.00 Not Licensed, Vac but Altered \$64.00 Not Licensed, but Altered & Vac \$ 54.00 Not Altered, but licensed & Vac \$50.00 Licensed, Vac and Altered \$25.00	\$6.00 per day	\$25.00 Includes Spayed/Neuter surgery Age-appropriate Vaccinations Microchip City License Tag	\$0.00	Animal Care Services does not Euthanize for the Public	Same as Quarantine	All animals already vaccinated	\$60.00 plus \$6.00 per day

Animal Control Fees from surrounding Cities

Fort Worth, Texas	Level one (one officer, animal restrained or confined): \$65.00 Level one (one officer, animal unrestrained): \$105 Level three (two officers, animal unrestrained): \$160.00 Level four (three or more officers, animal unrestrained) \$215.00 Rabbits, fowl, reptiles: \$15.00 Miscellaneous livestock: \$100.00 Prohibited animals: \$200.00	\$8.00 per day	\$49.00 Dogs \$25.00 Cats Includes Sterilization Rabies vac. (tag) City License tag Microchipped	Do not except surrendered animals	No fees	Same as Quarantine	All animals already vaccinated	\$50.00 plus \$8.00 per day
McAllen, Texas								
Brownsville, Texas	1 <sup>st</sup> Impoundment \$10.00 if spayed or neutered \$20.00 if not spayed or neutered	\$10.00 if S/N \$20.00 if not S/N per day	\$96.00 Dogs \$96.00 Cats Includes Spay/Neuter Op. Physical Exam Rabies Vac. (tag) City License (tag) De-worming 1 <sup>st</sup> dose Distemper/Parvo vac. Microchip Heartworm Tested Or FDV vac. Feline Leukemia test Microchip	\$0.00	No charge for Euthanasia Free service	Same as Quarantine	All animals already vaccinated	\$100.00 Flat Fee

Animal Control Fees from surrounding Cities

Portland, Texas	1 <sup>st</sup> Impoundment \$50.00	\$15.00 per day	No Adoptions	No Fees	Animal Care Services does not euthanize for the Public	Same as Quarantine	City Citation issued	\$50.00 plus \$15.00 per day
Ingleside, Texas	1 <sup>st</sup> Impoundment \$100.00	\$25.00 per day	\$90.00 Dogs \$60.00 Cats Includes Rabies vac. (tag) Sterilization Adoption fee	\$75.00	No charge for Euthanasia	Same as Quarantine	All animals already vaccinated	\$100.00 Flat Fee
Port Aransas, Texas	First Impoundment \$25.00 Second Impoundment within 12 months \$35.00 Third Impoundment \$45.00 Fourth Impoundment \$65.00	\$5.00 per day	Dogs \$20.00 Puppy \$10.00 Cats \$10.00 Kitten \$10.00 They have a volunteer group that sterilize, vaccinate all animals ready for adoption	Dogs \$20.00 Puppy \$10.00 Cats \$10.00 Kitten \$5.00	Dog \$10.00 Cats \$10.00	Same as Quarantine	All animals already vaccinated	\$25.00 plus \$5.00 per day
Aransas Pass, Texas	1 <sup>st</sup> Impoundment \$20.00	\$5.00 per day	\$20.00	No Fees	Voucher for Rabies shots \$10.00	Same as Quarantine	Voucher	\$15.00 plus \$5.00 per day
Harlingen, Texas	1 <sup>st</sup> Impoundment \$20.00	\$15.00 per day	\$100.00 Dogs \$75.00 Cats Includes Spay/Neuter Surgery Rabies shot Heartworm test FDV Vac.	\$0.00	No fees for Euthanasia, but will expect any donations	Same as Quarantine	All animals already vaccinated	\$75.00 plus \$20.00 per day

Animal Control Fees from surrounding Cities

San Antonio, Texas	1 <sup>st</sup> Occurrence \$50.00 2 <sup>nd</sup> Occurrence \$100.00 3 <sup>rd</sup> Occurrence \$150.00 4 <sup>th</sup> Occurrence \$200.00	\$10.00 per day	Dogs \$81.00 Cats \$29.00 Includes Spay/Neuter Surgery, Microchip, Rabies Vac., City License (tag), Flea & tick preventative and 1 <sup>st</sup> round of vaccinations	\$40.00	\$25.00	Same as Quarantine	All animals already vaccinated	1 <sup>st</sup> Occurrence \$75.00 2 <sup>nd</sup> Occurrence \$100.00 3 <sup>rd</sup> Occurrence \$200.00 Plus \$20.00 per day
Eagle Pass, Texas	1 <sup>st</sup> Impoundment \$15.00	\$3.00 per day	Fee Adoption, only pay a \$1.00 City License Fee	No Fee	No Fee Free Service	Same as Quarantine	No vaccination Owner responsible for vaccinations	\$15.00 plus \$3.00 per day

City ranking of Animal Control fees (revenues) from the highest to the lowest in the region!

1. San Antonio
2. Corpus Christi
3. Fort Worth
4. Ingleside
5. Arlington
6. Alice
7. Portland
8. Port Aransas
9. Harlingen
10. Aransas Pass
11. Brownsville
12. McAllen
13. Kingsville
14. Eagle Pass

# **REGULAR AGENDA**



## **AGENDA ITEM #2**

For condemnation information,  
refer to Public Hearing #1

## **AGENDA ITEM #3**

For condemnation information,  
refer to Public Hearing #2

# **AGENDA ITEM #4**



For condemnation information,  
refer to Public Hearing #3

# **AGENDA ITEM #5**

For condemnation information,  
refer to Public Hearing #4

## **AGENDA ITEM #6**



## **Purchasing/Technology Department**

361-595-8025  
361-595-8035 Fax

DATE: May 19, 2015  
TO: Courtney Alvarez, Interim City Manager  
FROM: David Mason, Purchasing/Technology Director  
SUBJECT: Library Electrical

Upon reinstallation of computer equipment following mold remediation and HVAC work at the Robert J Kleberg Public Library, it has been determined that there is no grounding of electrical circuits, so it has become necessary to seek quotes for electrical remediation. All of the quotes will not be in prior to posting the agenda. However, they should be in prior to the meeting date. Once the quotes are received, the vendor providing the best value will be recommended for the project. The County has requested the City split the cost for the electrical repairs, as it has done with the A/C, carpet, and mold remediation work at the Library this year. An updated memo will be provided prior to the meeting on Tuesday.



## **AGENDA ITEM #7**

**RESOLUTION #2015-\_\_\_\_\_**

**A RESOLUTION ESTABLISHING GUIDELINES AND CRITERIA FOR ECONOMIC DEVELOPMENT INCENTIVES WITH THE CITY OF KINGSVILLE; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**Whereas**, the City passed and approved Guidelines and Criteria for Stimulating Economic Development within the City of Kingsville (EDA Guidelines) on January 28, 2013, which were good for a two year period;

**Whereas**, a need for economic development, especially single-family residential development, still exists within the City based on current demand and new job creation and the City desires to increase the amount of new residential single-family units built within the city, thereby increasing the sales tax and ad valorem tax base of the City to the benefit of citizens and other local taxing entities;

**Whereas**, the City believes the offering of local economic incentives will stimulate new residential single-family development within the city and stimulate economic activity and development within the city;

**Whereas**, additional single-family residential units will benefit the citizens, expand the tax base, and increase the population by capturing a larger share of the workforce that may be living elsewhere due to lack of adequate local housing stock;

**Whereas**, the City desires to approve qualifying applications for Economic Development Assistance to stimulate residential and economic development within the city as a local incentive to create additional housing, a higher level of employment, economic activity and stability within the City of Kingsville, which serves a public purpose;

**Whereas**, the approved EDA Guidelines provide for the administration of a program that provides personnel and services and/or money of the city to promote local economic development and to stimulate business and commercial activity in the city, pursuant to authority found in section 380.001 of the Local Government Code;

**Whereas**, the City the existing guidelines have expired and need to be renewed;

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Kingsville, Texas:

I.

**THAT** the Guidelines and Criteria for Economic Development Incentives with the City of Kingsville (the "Guidelines", attached as Exhibit A) are hereby approved for two years from the effective date of this resolution.

II.

**THAT** all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

III.

**THAT** this Resolution shall be and become effective on and after adoption.

**PASSED AND APPROVED** by a majority vote of the City Commission on the  
\_\_\_\_\_ 26th day of \_\_\_\_\_ May \_\_\_\_\_, 2015.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

To: Courtney Alvarez, Interim City Manager

From: Tom Ginter, Director of Planning and Development Services

TJ2

Date: May 15, 2015

Subject: Economic Development Incentives

Since last meeting I have had no comments or feedback pertaining to any change of the Guidelines and Criteria For Economic Development Incentives With The City Of Kingsville.

As stated before, I did have an individual interested in building a 12 unit apartment on ground that he owns at N. Armstrong and Avenue F (specifically the northeast corner of the intersection).

**GUIDELINES AND CRITERIA  
FOR  
ECONOMIC DEVELOPMENT INCENTIVES  
WITH  
THE CITY OF KINGSVILLE**

**SECTION I. General Purpose:**

The City of Kingsville, Texas, is committed to the promotion of economic development in all parts of the City and to an ongoing improvement in the quality of life for the citizens residing within the City. The City recognizes that these objectives are generally served by enhancement and expansion of the local economy and tax base. The City will, on a case by case basis, give consideration to providing economic incentives, as authorized by Vernon's Texas Code Annotated (V.T.C.A.), Local Government Code, Chapter 380, as stimulation for economic development within the City of Kingsville. It is the policy of the City that said consideration will be provided in accordance with the guidelines and criteria herein set forth and in conformity with the Local Government Code.

Nothing contained herein shall imply, suggest or be understood to mean that the City is under any obligation to provide economic incentives to any applicant and adoption of these GUIDELINES AND CRITERIA GOVERNING ECONOMIC DEVELOPMENT INCENTIVES. (these "Guidelines") The Guidelines shall not create any property, contract, or other legal right in any person to have the governing body of the City consider or grant a specific application or request for economic incentives. With the above rights reserved all applications for economic incentives will be considered on a case by case basis.

**SECTION II. Definitions:**

As used within these guidelines and criteria, the following words or phrases shall have the following meaning:

1. Program Time Limit: Development Agreements may be approved by the governing body of the City of Kingsville for a period not to exceed five (5) years.
2. Agreement Time Limit: An applicant for a Development Agreement shall have all infrastructure improvements and development of the lots fully developed within 5 years of execution of said Residential Development Agreement.
3. Economic Incentives: The City of Kingsville may provide a maximum of one hundred percent (100%) of the total labor and equipment cost (to be determined by the City Engineer) of infrastructure (water and/or sewer or street) in the form of man-power and equipment, both of which will be provided by the City of Kingsville,



that are to be located on real property within the city limits of the City of Kingsville, Texas for economic development purposes as designated in the Development Agreement for a period of time not to exceed five (5) years. The City of Kingsville may also provide a grant of money and/or reimbursables for infrastructure (water &/or sewer or street) that are to be located on real property within the city limits of the City of Kingsville, Texas for economic development purposes as designated in the Development Agreement for a period of five (5) years, with the ability of an extension upon request by the applicant for up to an additional 5 years to be approved by the City Commission, but shall not exceed a total term of 10 years.

4. The City: The City of Kingsville, a municipal corporation, located within the city limits of City of Kingsville, Texas.
5. Development Agreement: A contract between a property owner and the City for the economic incentives to be provided by the City of Kingsville for qualified property located within the City of Kingsville.
6. Base Year Value: The assessed value as determined by the Kleberg County Tax Assessor of property eligible for economic incentives as of January 1 preceding the execution of a Development Agreement as herein defined.
7. Facility: The building, units or structures erected on the Real Property.
8. Improvements to Real Property or Improvements: Shall mean the construction and completion of any Facility located upon, or to be located upon Real Property, as herein defined.
9. Owner: The record title owner of Real Property.
10. Real Property: Land on which Improvements are to be made located within the city limits.
11. Plat: A map of a subdivision showing the location and boundaries of individual parcels of land subdivided into lots, with streets, alleys, easements, etc., usually drawn to scale.
12. Living Space: The area of the house that is heated and/or cooled.

**SECTION III. Intent of Criteria and Guidelines:** The intent of the criteria and guidelines, as herein set forth, is to establish the minimum standards which an applicant for economic incentives must meet in order to be considered for such status by the City.

#### **SECTION IV: Criteria and Guidelines for Economic Incentives:**

1. Real Property will be eligible for economic incentives consideration provided such property meets the following guidelines and criteria:
  - (a) Creation of new value: Economic incentives may only be granted for newly platted single family residential development lots that result in the development of single family residential units with a minimum of 1,300 square feet of living space, and/or multi-family apartment buildings with a minimum of 12 total dwelling units, and/or commercial and retail development that creates jobs, sales taxes & additional property value.
2. If the water and/or sewer infrastructure must pass undeveloped land, the applicant must pay 100% of the cost for that section of infrastructure and may seek reimbursement from the future developer of said undeveloped land as development occurs.
3. If the water and/or sewer infrastructure must pass developed land and the property owner of the developed land wants to connect to the infrastructure, then said property owner must pay 100% of the cost for the section of infrastructure crossing the entirety of his property.
4. The developer/contractor shall abide by and not solicit or/seek undue relief from all applicable building codes and or site development standards as approved by the City Commission and/or promulgated by other industry rulemaking bodies.
5. The total amount or value of economic incentives may not exceed that which is required to complete the project including a reasonable, but not excessive return on investment under existing market conditions.
6. The following types of property shall be ineligible for economic incentives status:
  - a. manufactured homes;
  - b. modular homes;
  - c. homes built with open foundations (eligible for street infrastructure assistance);
  - d. apartments with 11 or fewer dwelling units;
  - e. duplexes, triplexes and quadplexes (eligible for street infrastructure assistance);
  - f. hotel accommodations (unless part of a large scale apartment development wherein extended stay units are developed);
  - g. motel accommodations;
  - h. property owned by the State of Texas or any State agency; and,
  - i. property owned or leased by a member of the City Commission of the City of Kingsville.
7. In order for a Facility to qualify for economic incentives, all of the following conditions must apply:

- a. the Real Property must be owned by the same person, corporation, partnership or other business entity;
- b. the Real Property must be located in the city limits of the City of Kingsville;
- c. there can be no liens on the property and all property taxes must be current;
- d. the applicant or his developer must put up a cash bond/performance bond or irrevocable letter of credit in the amount of 105% of the cost of the economic incentives;
- e. the improvements to the Real Property must be for single family residential development lots that result in the development of single family residential units with a minimum of 1300 square feet of living space; and/or multi-family apartment buildings with a minimum of 12 total dwelling units; and/or commercial and retail development that creates jobs, sales taxes & additional property value; and
- f. construction must be a minimum 100% completed no later than the expiration of the Residential Development Agreement.

#### 6. Bond/Irrevocable Letter of Credit

a. The Applicant shall submit to the city, no later than the date the Development Agreement is approved by the Kingsville City Commission, a cash bond/performance bond or irrevocable letter of credit in the amount of 105% of the cost of the economic incentives, from a surety authorized to do business in the State of Texas. The bond or irrevocable letter of credit shall be valid for a period of *no less than* five years from the date that the application is submitted to the City Commission for approval.

b. The bond or irrevocable letter of credit shall provide, but not be limited to, the following condition: there shall be recoverable by the city, jointly and severally from the principal and surety any and all financial loss, or costs suffered or incurred by the city in connection with Applicant's development within the city.

c. The bond or irrevocable letter of credit shall contain the following endorsement: "it is hereby understood and agreed that this bond/irrevocable letter of credit may not be canceled by the surety company until the term of the Development Agreement expires, or at which time the project is completed and approved by the City for which release of the bond has been granted in writing"; the rights to the city with respect to the bond/irrevocable letter of credit are in addition to all other rights of the city; and no action, proceeding, or exercise of a right with respect to such bond/irrevocable letter of credit shall affect any other rights of the city."

d. Notwithstanding anything contained to the contrary, the Development Agreement shall not be effective unless and until a copy of the agreement, signed by an authorized officer of the Applicant, and the bond or irrevocable letter of credit have been filed with the City Secretary.

7. The amount and term of economic incentives shall be determined by the City Commission of the City of Kingsville on a case by case basis; however, in no event

shall economic incentives be offered by the City of Kingsville for a term in excess of ten(10) years.

8. No property shall be eligible for economic incentives unless such property meets the requirements of V.T.C.A. Local Government Code, Section 380 et seq.

9. The economic qualification for economic incentives shall be as follows:

a. Facility:

i. The creation of a Facility, which has not previously existed within the City, and will be new development or approved redevelopment of a blighted property; and,

ii. The development to be erected or affixed in or on the Real Property within the city limits of the City of Kingsville, Texas, for which economic incentives are sought must consist of single family residential development lots that result in the development of single family residential units with a minimum of 1300 square feet of living space; and/or multi-family apartment buildings with a minimum of 12 total dwelling units; and/or commercial and retail development that creates jobs, sales taxes & additional property value. All construction must be a minimum 100% completed no later than the expiration of the Residential Development Agreement.

b. Notwithstanding any of the requirements set forth herein, the governing body of the City of Kingsville, upon the affirmative vote of three-fourths of its members, may vary any of the above requirements when variation is demonstrated by the applicant for Economic Incentives to be in the best interest of the City and that it will enhance the economic development of the City.

c. By signing a Development Agreement, an applicant whereby agrees that once a Development Agreement has been executed by all necessary parties applicant will not seek a real estate inventory discount with the Kleberg County Appraisal District for the real property and any improvements thereon.

10. Value of Facility:

a. The value of the development lots and/or improvements to be made, comprising the Facility shall be determined by the Kleberg County Appraisal District in accordance with the terms and provisions of a Development Agreement executed between the City and the owner of the Real Property.

11. Authority

a. The governing body of the City shall have total discretion as to whether economic incentives are to be granted. Such discretion, as herein retained, shall be exercised on a case by case basis by the City Commission of the City of Kingsville. The adoption of these guidelines and criteria by the governing body of the City of Kingsville does not:

- i. Limit the discretion of the governing body to decide whether to enter into a specific economic incentives agreement;
  - ii. Limit the discretion of the governing body to delegate to its employees the authority to determine whether or not the governing body should consider a particular application or request for economic incentives; or,
  - iii. Create any property, contract, or other legal right in any person to have the governing body consider or grant a specific application or request for economic incentives.
- b. The burden to demonstrate that an application for economic incentives should be granted shall be upon the applicant. The City shall have full authority to request any additional information from the applicant that the City deems necessary to assist it in considering such application.

#### **SECTION V. Development Agreement:**

1. A Development Agreement may be executed between the owner of Real Property and the City. A Development Agreement shall:

- a. Establish and set forth the Base Year assessed value of the property for which economic incentives are sought.
- b. Provide that ineligible property as described in Section IV, Subsection 4, hereinabove shall not be subject to a Development Agreement.
- c. Fully describe and list the kind, number and location of all of the improvements to be made in or on the Real Property.
- d. Set forth the estimated value of all improvements to be made in or on the Real Property.
- e. Clearly provide that economic incentives shall be granted only to the extent:
  - i. The City has sufficient resources and labor to complete the project; and,
  - ii. That the Kingsville City Commission approves the application submitted for a Development Agreement.
- f. Provide for the portion of the total square footage of each single family residential unit to be built, number of dwelling units per multi-family structure,



and/or the number and type of jobs and/or forecasted sales tax increases and forecasted property tax value increases on Property.

- g. Provide for the commencement date and the termination date of the agreement. In no event shall said date exceed a total period of ten years.
- h. Describe the development of and improvements to Real Property including:
  - i. What type of economic assistance for water &/or sewer or street infrastructure is being sought.
  - ii. The nature of the construction, proposed time table of completion, a map or drawings of the improvements above mentioned.
  - iii. The amount of investment.
  - iv. A list containing the kind, number and location of all proposed improvements.
  - v. Any other information required by the City.
- i. Provide a legal description of the Real Property upon which improvements are to be made.
- j. Provide access to and authorize inspection of the Real Property or improvements by employees of the City, which has executed a Development Agreement with owner to insure improvements are made according to the specifications and conditions of the Development Agreement and all relevant codes and ordinances.
- k. Provide for the limitation of the uses of the Real Property or improvements consistent with the general purpose of encouraging development during the period covered by Development Agreement.
- l. Provide for contractual obligations in the event of default by owner, violation of the terms or conditions by owner, recapturing economic assistance provided by the city in the event owner defaults or otherwise fails to make improvements as provided in said Development Agreement, and any other provision as may be required or authorized by State Law.
- m. Contain each term agreed to by the owner of the property.
- n. Provide that the governing body of the City of Kingsville may cancel or modify the agreement if the property owner fails to comply with the agreement. If the completion of the project is delayed due to the fault of the City, then the Agreement Time Limit will be extended by an equivalent amount of time.
- o. Applicant is responsible for the cost and accuracy of all surveying and stakework.
- p. Applicant shall be responsible for any additional cost incurred for additional work due to changes in layout or due to errors in surveying or stakework.

q. Upon approval by the Kingsville City Commission, the City will provide a maximum of 100% of the total labor cost (to be determined by the City Engineer) of the water &/or sewer or street infrastructure in the form of man-power and equipment and/or money. The City shall not perform nor be responsible for excavation work performed in excess of five feet. In the event that the excavation for water and/or sewer exceeds five feet, the City of Kingsville will provide assistance by providing backfill material, hauling, waiving of any landfill tipping fees for backfill material only, and final (finish) grading on all excavated areas, to exclude existing infrastructure such as, but not limited to, curbs, sidewalks, driveways, stormdrains, etc.

r. The city shall not run any water and sewer lines or install any meters or taps on the private property to connect to the structure(s) as a part of the Development Agreement.

s. The city shall not be responsible for any meters fees or tap fees.

t. The tap from the city's main line will be laid in accordance with an exhibit to the application for Development Agreement.

u. Development within the subdivision is not exclusive to one contractor.

v. New phases of existing subdivisions are allowed.

w. Notwithstanding anything contained to the contrary, the Development Agreement shall not be effective unless and until a copy of the agreement, signed by an authorized officer of the applicant/property owner, and the cash bond/performance bond/irrevocable letter of credit, have been filed with the City Secretary.

2. Any notice, as provided for herein, is presumed delivered when placed in the mail, postage paid and properly addressed to the appropriate presiding officer. A notice properly addressed and sent by registered or certified mail for which a return receipt is received by the sender is considered to have been delivered to the addressee.

## **SECTION VI. Application:**

1. Any owner of taxable property located within the City of Kingsville, which has no liens on the property, may apply for economic incentives by filing an application with the City of Kingsville and by paying an application fee of \$750.00 at the time of filing said application.

2. The application shall consist of a completed application form accompanied by:  
a. A general description of the improvements to be undertaken.

- b. A map indicating the approximate location of improvements on the Real Property, together with the location of any or all development located on the Real Property or Facility.
- c. A list of any and all Tangible Personal Property presently existing on the Real Property or located in an existing Facility.
- d. A proposed time schedule for undertaking and completing the proposed improvements.
- e. A statement of the additional value to the Real Property as a result of the proposed improvements.
- f. A statement of the assessed value of the Real Property, for the Base Year.
- g. Information concerning the total square footage and number of new single family residential units, and/or number of multi-family residential units and/or the commercial and retail development and/or the number of new jobs and/or forecasted new sales tax information and also the assumed additional property tax value that will be created as result of the improvements undertaken.
- h. Any other information which the City deems appropriate for evaluating the financial capacity of the applicant and compatibility of the proposed improvements with these guidelines and criteria.
- i. Information that is provided to the City in connection with an application or request for Development Economic Incentives and which describes the specific plans for facilities to be constructed on the property for which economic incentives are sought is confidential and not subject to public disclosure until the Development Agreement is executed. Information in the custody of the City after the agreement is executed is not confidential.

## **SECTION VII. Recapture:**

1. In the event that any type of Development Agreement:
  - a. has been entered into but the owner or applicant fails to undertake or complete such improvements;
  - b. has been entered into and development begins but subsequently discontinues for any reason, excepting fire, explosion or other casualty or accident or natural disaster or other event beyond the reasonable control of applicant or owner for a period of 90 days during the term of a Development Agreement, or
  - c. has been entered into but the City determines that the applicant or owner is in default of any of the terms or conditions contained in the Development Agreement,

then in such event the Development Agreement shall terminate and all economic assistance shall likewise terminate. The City shall give the applicant or owner sixty (60) days written notice to cure such default. In the event such default is not cured to the satisfaction of the City within the sixty (60) days notice period, then the Development Agreement shall terminate and all economic incentives shall likewise terminate and the City shall be entitled to reimbursement.

The burden shall be upon the applicant or owner to prove to the satisfaction of the City that the discontinuance of development was as a result of fire, explosion, or other casualty or accident or natural disaster or other event beyond the reasonable control of applicant or owner. In the event the applicant or owner meets this burden and the City is satisfied that the discontinuance of the development was the result of events beyond the reasonable control of the applicant or owner, then such applicant or owner shall have a period of sixty days from written notice of the City that an exception was met in which to resume the development. In the event that the applicant or owner fails to resume the development within sixty days, the Development Agreement shall terminate and the City shall be entitled to reimbursement.

2. The date of termination, as that term is used in this document shall, in every instance, be the 60th day after the day the City sends notice of default in the mail to the address shown in the Development Agreement to the Applicant or Owner. Should the default be cured by the owner or applicant within the sixty (60) day notice period, the Owner/Applicant shall be responsible for so advising the City, failing in which, the Development Agreement remains terminated and the economic incentive provided by the City must be reimbursed.
3. The City shall be reimbursed a percentage of the total economic incentives (cash, labor, and equipment), plus a 5% penalty for administrative expenses, within 60 days of the date of termination. The percentage of economic incentives to be reimbursed is based on the total number of undeveloped lots (or in the case of a non-residential project the total percentage of the undeveloped project value) at the time of default divided by the total number of lots (or in the case of a non-residential project the total percentage of the anticipated project value) to have been developed as stated in the Development Agreement, plus an additional 5% penalty for administrative expenses.
4. In the event that a Development Agreement is terminated for any reason what so ever and economic incentives are not paid within the time period herein specified, then in such event, the city may seek recourse by filing suit in a court of competent jurisdiction in Kleberg County, Texas.
5. If the completion of the project is delayed due to the fault of the City, then the Development Agreement Time Limit will be extended by an equivalent amount of time.

6. By way of example as to how a reimbursement calculation should work, see the following:

- a. Development Agreement states a total amount of economic incentives of \$400,000 (cash, labor and equipment) will be received by developer.
- b. Development Agreement states 60 lots are to be developed.
- c. At the time of default, only 30 lots are developed.
- d. Then 30 divided by 60 equals 50%.
- e. Add the 5% penalty to the 50% and the sum is 55%.
- f. Multiply the total economic incentives of \$400,000 by 55% to get the amount to be repaid to the city (\$220,000) within 60 days.

#### **SECTION VIII. Miscellaneous:**

1. Any notice required to be given by these criteria or guidelines shall be given in the following manner:

- a. To the owner or applicant: written notice shall be sent to the address appearing on the Development Agreement.
- b. To the City: written notice shall be sent to the address appearing on the Development Agreement.

2. Upon the completion of improvements made to any real property as set forth in these criteria and guidelines, a designated employee or employees of the City, having executed a Development Agreement with applicant or owner, shall have access to the real property to insure compliance with the Development Agreement.

3. A Development Agreement may be assigned to a new property owner but only after written consent has been obtained from the City that executed such an agreement with the applicant or owner.

4. These guidelines and criteria are effective upon the date of their adoption by the City Commission of the City of Kingsville and shall remain in force for two years. At the end of the two year period, these guidelines and criteria may be readopted, modified, amended or rewritten as the conditions may warrant.

5. The guidelines and criteria once adopted by the City may be amended or repealed by a vote of three-fourths of the members of the governing body of the City during the term in which these guidelines and criteria are effective.

6. Notwithstanding anything contained to the contrary, the Development Agreement shall not be effective unless and until a copy of the agreement, signed by an authorized officer of the Applicant, and the cash bond/performance bond or irrevocable letter of credit have been filed with the City Secretary.



7. In the event that the excavation for sewer and/or water exceeds five feet, the City of Kingsville will provide assistance by providing backfill material, hauling, waiving of any landfill tipping fees, and final (finish) grading on all excavated areas, to exclude existing infrastructure such as, but not limited to, curbs, sidewalks, driveways, stormdrains, etc.



## **APPLICATION FOR ECONOMIC DEVELOPMENT INCENTIVES WITH THE CITY OF KINGSVILLE**

### **FILING INSTRUCTIONS:**

Applicant should complete and submit no later than NINETY (90) DAYS prior to the anticipated commencement of construction of improvements. The applicant acknowledges that they have read and understand these guidelines and criteria for economic development incentives with the City of Kingsville (Copy attached). This application will become a part of any later agreement or contract. Knowingly false representations herein may result in voiding of any subsequent agreements or contracts.

### **AN ORIGINAL COPY OF THIS APPLICATION AND ATTACHMENTS SHOULD BE SUBMITTED TO:**

Director of Planning & Development Services  
City of Kingsville  
P.O. Box 1458  
Kingsville, Texas 78364

### **Section 1 - APPLICANT INFORMATION**

Date of Application: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Applicant's Representative on this project:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

(a) Type of Ownership (check one):

Corporation ( ) Partnership ( ) Proprietorship ( )

(b) Parent Company(ies) \_\_\_\_\_

Subsidiary Company(ies) \_\_\_\_\_

Affiliated Company(ies) \_\_\_\_\_

(c) Are the property taxes on said property described below current?

Yes No

(d) Are there any recorded or unrecorded liens on the property?

Yes No If yes, amount. \$ \_\_\_\_\_

(e) Have you, your partners or business associates ever been charged and or convicted of any felony crimes?

Yes No

(f) Has the cash bond/performance bond/irrevocable letter of credit been provided in the amount of 105% of the cost of the economic incentives to be received?

Yes No

(g) Is the above stated cash bond/performance bond/irrevocable letter of credit valid for a period of no less than five years from the date that the application is submitted to the City Commission for approval?

Yes No

(h) Are the required endorsement and conditions stated in section IV of the Guidelines included on the cash bond/performance bond/irrevocable letter of credit?

Yes No

(i) The Applicant agrees to provide access to and authorize inspection of the Real Property or improvements to the Real Property by employees of the City to ensure improvements are made according to the specification and conditions of the Development Agreement and all relevant codes and ordinances.

Yes No

- (j) The Applicant agrees to provide for contractual obligations in the event of default by owner, violation of the terms or conditions by owner, recapturing economic assistance provided by the city in the event owner defaults or otherwise fails to make improvements as provided in the Development Agreement, and any other provision as may be required or authorized by State law.

Yes                      No

**Section II –DEVELOPMENT/PROJECT INFORMATION**

- (a) Describe the type of development or project development for which economic development incentives are requested:

- (b) Address of proposed development and legal description: \_\_\_\_\_.

- (c) The proposed development is located in the following taxing jurisdictions:

School District: \_\_\_\_\_

Water District: \_\_\_\_\_

City: \_\_\_\_\_

County: \_\_\_\_\_

Other: \_\_\_\_\_

City: Kingsville, Texas

- (d) This application is for a New Development \_\_\_\_\_ or an Expansion \_\_\_\_\_.

- (e) State the exact type of economic development assistance you are seeking from the city.

- (f) What is the current zoning?

- (g) Will there be any other land use applications associated with this project (i.e. rezoning, subdivision, etc.)?

(h) State the monetary amount and timing of requested economic development incentives, if any.

(i) Specify the nature and timing of request for in-kind (i.e. streets, sewers, waterline) economic development incentives, if any.

### **Section III – DEVELOPMENT DESCRIPTION**

Please attach the following:

(a) A general description of the infrastructure improvements to be undertaken.

(b) A descriptive list of the improvements for which assistance is requested.

(c) A list of the kind, number and location of all proposed improvements to Real Property.

(d) A site map indicating the approximate location of the proposed improvements on the Real Property, together with the location of any or all existing improvements located on the Real Property.

(e) A list of any and all Tangible Personal Property presently existing on the Real Property.

(f) A proposed time schedule for undertaking and completing the proposed improvements.

(g) A general description stating whether the proposed improvements are in connection with:

- (1) construction of a New Development (of any type herein defined); or,
- (2) expansion of an existing Development (of any type herein defined); or,
- (3) other.

(h) A statement of the additional market value to the Real Property resulting from the proposed improvements.



- (i) A statement listing the dollar amount of investment via a cash flow pro forma with an indicated rate of return once calculated against the estimated construction valuations and hard/soft costs.
- (j) A statement of the assessed value of the Real Property for the Base Year.
- (k) Provide that ineligible property as described in Section IV, Subsection 4 of the Economic Development Guidelines, shall not be subject to a Development Agreement.
- (l) Provide information concerning the type of development and the specific result that will be garnered as a result of the improvements undertaken. This shall be in conformance with the criteria listed in the Economic Development Guidelines.
- (m) Provide information concerning the total square footage of each of the single family residential units, and/or number of multi-family dwelling units, and/or the number of new jobs to be created or forecasted sales tax increases.

#### **Section IV - ECONOMIC IMPACT INFORMATION**

##### **Part A - Current Investment in Existing Improvements:**

Opening of improvements:

Month: \_\_\_\_\_ Year: 20\_\_\_\_

##### **Part B – Construction:**

(a) Construction start date:

Month: \_\_\_\_\_ Year: 20\_\_\_\_

(b) Development Total (S.F. Dwellings, M.F. Dwellings, # of jobs):

At Start: \_\_\_\_\_

Finish: \_\_\_\_\_

##### **Part C - School District Impact Estimates:**

Give estimated number of population increase: \_\_\_\_\_

Estimates of families to be transferred to area: \_\_\_\_\_

Estimates of children to be added to ISD's: \_\_\_\_\_

**Part D - City Impact Estimates:**

- (a) Volume of treated water required from City in gallons per day: \_\_\_\_\_
- (b) Volume of effluent water to be treated by City in gallons per day: \_\_\_\_\_
- (c) Please provide a statement on planned water and sewer treatment methods, and disposal of effluent water if the Development is to be located outside City systems. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (d) Has the required TCEQ permitting process been started (circle one)?  
Yes      No

**Part E - Estimated Appraised Value on Site:** (Land/ Personal Improvements/ Personal Property)

- (a) Valuation of Development on January 1 Preceding Proposed Assistance: \_\_\_\_\_
- (b) Value of Development upon completion of the project, and other associated improvements: \_\_\_\_\_
- (c) Estimated Value of Eligible Improvements after Economic Development Agreement expiration: \_\_\_\_\_

**Section V - OTHER AGREEMENT APPLICATIONS**

- (a) Has applicant made application for economic development assistance for this Development to any other taxing jurisdictions (circle one)?  
Yes      No
- (b) If "Yes", please provide:
- (1) Dates of Application:
  - (2) Hearing Dates:
  - (3) Name of Jurisdiction(s) and Contact(s):
  - (4) Any letters of intent to abate or applications submitted:

**Section VI - DECLARATION**

To the best of my knowledge, the above information is an accurate description of the project details.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Owner's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Receiving For City**

\_\_\_\_\_  
**Date**

## **AGENDA ITEM #8**

**RESOLUTION NO. 2015-\_\_\_\_\_**

**A RESOLUTION REVISING THE CITY OF KINGSVILLE INVESTMENT POLICY AND INVESTMENT STRATEGIES; DESIGNATING THE CITY MANAGER, DIRECTOR OF FINANCE, AND CITY ACCOUNTING MANAGER AS THE AUTHORIZED CITY REPRESENTATIVES WITH FULL AUTHORITY FOR INVESTMENT PURPOSES, AND PROVIDING FOR DISCLOSURE OF FINANCIAL INTEREST.**

**WHEREAS**, the City Commission previously adopted a formal Investment Policy, which was most recently re-adopted on October 27, 2014; and

**WHEREAS**, the Finance Department submitted the City's Investment Policy to the Government Treasurer's Organization of Texas (GTOT) certification program and was awarded a Certificate of Distinction for a two year period which will end on March 6, 2017; and

**WHEREAS**, the GTOT has established this certification program for those entities that develop an investment policy that meets the requirements of the Public Funds Investment Act and the standards for prudent public investing established by the GTOT, and along with the certificate were recommended changes to the policy submitted and the updates in the attached policy represent those recommended changes;

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

**THAT** the INVESTMENT POLICY (THE "Investment Policy", attached as Exhibit A) is hereby approved:

I.

**THAT** the City Manager, Director of Finance, and the City Accounting Manager are hereby authorized as City Representatives. The Director of Finance and the City Accounting Manager are authorized as the investment officers responsible for the investment of the City's funds consistent with the investment policy adopted by the City;

II.

**THAT** the persons designated as investment officers shall exercise the judgment and care, under prevailing circumstances that a prudent person would exercise in the management of the person's own affairs, but that the City Commission retains ultimate responsibility as fiduciary of the assets of the City;



III.

**THAT** the authorized officers are hereby granted authority to invest the City's funds until rescinded by the City Commission, until expiration of an officer's term, or the termination of the person's employment with the City.

IV.

**THAT** the changes recommended by the Government Treasurer's Organization of Texas that are incorporated into the attached policy be approved.

V.

**THAT** all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

VI.

**THAT** this Resolution shall be and become effective on and after adoption.

**PASSED AND APPROVED** by a majority vote of the City Commission on the 26<sup>th</sup> day of May, 2015.

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney

**CITY OF KINGSVILLE**



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**MEMORANDUM**

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**TO:** CITY COMMISSIONERS  
**FROM:** DEBORAH R BALLI, FINANCE DIRECTOR  
**DATE:** MAY 18, 2015  
**SUBJECT:** INVESTMENT POLICY UPDATES

---

Attached for your approval is an updated investment policy. The Finance Department submitted the City's Investment Policy to the Government Treasurer's Organization of Texas (GTOT) certification program and was awarded a Certificate of Distinction for a two year period which will end on March 6, 2017.

GTOT has established this certification program for those entities that develop an investment policy that meets the requirements of the Public Funds Investment Act and the standards for prudent public investing established by the GTOT. Along with the certificate were recommended changes to the policy submitted and the updates represent those recommended changes.



## Government Treasurers' Organization of Texas

[Home](#)

### Certified Entities

GTOT conducts an Investment Policy Certification Program designed to provide professional guidance in developing an investment policy, and to recognize outstanding examples of written policies. A Certificate of Distinction is awarded for policies that meet established criteria. The Certificate is awarded for two years and then may be renewed upon review. Please click [here](#) for more information about this program. The following entities have received the Certificate of Distinction for 2015.

Alamo Community College District

City of Alvin

City of College Station

City of Corsicana

City of DeSoto

City of Heath

City of Kingville

City of La Porte

City of Richardson

City of Troup

El Paso Community College District

Laguna Madre Water District

Port of Houston Authority

Travis Central Appraisal District

University Medical Center

[Contact the GTOT webmaster](#)

# Government Treasurers' Organization of Texas Certification of Investment Policy

Presented to

*City of Kingsville*

for developing an investment policy that meets the requirements of the  
Public Funds Investment Act and the standards for prudent public investing  
established by the Government Treasurers' Organization of Texas.

*Georgi R. Sanchez*

Government Treasurers' Organization of Texas  
President

*E. K.*

Investment Policy Review Committee  
Chairperson

For the two-year period ending March 6, 2017



# INVESTMENT POLICY

Approved by City Commission via Resolution Dated  
May 26, 2015



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### APPENDICES

- A. PUBLIC FUNDS INVESTMENT ACT
- B. LIST OF AUTHORIZED CITY REPRESENTATIVES
- C. INTEREST DISCLOSURE FORMS
- D. INVESTMENT POLICY RESOLUTION

## **I. INTRODUCTION**

It is the policy of the City of Kingsville to invest all available monies in conformance with these legal and administrative guidelines.

Effective cash management is recognized as essential to good fiscal management. A cash management program will be pursued to maximize interest earnings as a viable and material revenue source. The City's portfolio shall be designated and managed in a manner responsive to the public trust and consistent with local, state, and federal law.

Investments shall be made with the primary objective of:

- Preservation of capital and protection of principal;
- Maintenance of sufficient liquidity to meet operating needs;
- Security of city funds and investments;
- Diversification of investment to minimize risk while maximizing interest earnings; and
- Maximization of return on the portfolio.

Earnings from investments will be used in a manner that will best serve the interests of the City of Kingsville.

## **II. PURPOSE**

### Authorization

This Investment Policy is authorized by the City Commission (see Appendix C) in accordance with Chapter 2256, Subchapter A of the Government Code - The Public Funds Investment Act (see the attached and incorporated Appendix A).

### Scope

This Investment Policy applies to activities of the City, excluding pension funds, with regard to investing the financial assets of Funds, including, but not limited to:

- General Funds
- Special Revenue Funds
- Enterprise Funds
- Internal Service Funds
- Capital Improvement Funds (Bond Proceeds, Bond Reserves and Debt Service)
- Endowments, Benevolence Fund

In addition to this policy, the investment of Bond Funds, Debt Service, and Reserve Funds shall be managed by their governing ordinances and Federal Law, including the Tax Reform Act of 1986 and subsequent legislation.

#### Review and Amendment

This policy shall be reviewed annually by the City Commission on or before December 31 of each calendar year subsequent to its adoption. The City Commission must authorize amendments to the policy. The City Commission shall adopt a written instrument by ordinance or resolution stating that it has reviewed the Investment Policy. The written instrument so adopted shall record any changes made to the Investment Policy.

### **III. DEFINITIONS**

**Director of Finance** – The Director of Finance is the Municipal Finance Officer responsible for City investments.

**Director of Finance Designee** – Accounting Manager.

**Excess Cash Balances** – Collected bank balances not needed to pay estimated check clearings.

**Investment Officers** – Director of Finance and Accounting Manager.

**Investment Portfolio** – all City monies being invested under authority of the Investment officers.

**Institution** – Any firm, bank, bondholding company, broker or dealer who provides quotes for either the purchase or sale of investments.

**Third Party Safekeeping Institution** – Any Institution not affiliated with Institution delivering the Investment.

**Investment** – All authorized Securities listed in Item V. Authorized investments and maximum term investments approved by the Investment Committee include U.S. Treasuries, U.S. Agencies, Repurchase Agreements, Local Government Investment Pool, and Collateralized Certificates of Deposit.

**D.K.'ed (Don't Know) Transaction** – An Investment that an Institution fails to deliver to the City's third Party Safekeeping Institution.

**Collateral** - Securities or surety bond pledged by an Institution to safeguard City assets; the City requires either U.S. Treasuries or U.S. Agencies Securities so that the market values can be readily determined at any point in time.

**Authorized City Representative** – Officers authorized to transact as set out in the attached and incorporated Appendix B on behalf of the City (City Manager, Director of Finance and Accountant).

**Reserve Funds** – Funds designated by Commission for specific purposes, which have not been appropriated for spending.

**Securities** – Approved Investments designated by the Investment committee to be held in the Investment Portfolio or acceptable to be pledged as Collateral to secure the monies of the City.

Authorized Selling Group – Primary dealer and regional firms that have been selected by the underwriter to sell their securities. Each authorized member of a selling group will offer the issue at the price authorized by the governmental agency.

Qualified Representative – A person, who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following:

- For a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the Financial Industry Regulatory Authority (FINRA);
- For a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution; or
- For an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the written instrument on behalf of the investment pool; or
- For an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80-b-1 et seq.) or if not subject to registration under that Act registered with the State Securities Board, a person who is an officer or principal of the investment management firm.

#### IV. INVESTMENT OBJECTIVES

##### Preservation and Safety of Principal

Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall Investment Portfolio.

##### Liquidity

The City's Investment Portfolio must be structured in a manner that maintains the liquidity necessary to pay obligations as they become due. Timing disbursements and depositing funds as quickly as possible can generally maintain sufficient cash flows. Generally, investments are matched to specific cash flow requirements such as payrolls, debt service payments and other payables. Liquidity is also achieved by investing in investments with active secondary markets or in Local Government Pools with stable net asset values.

##### Return on Investments

The City's Investment Portfolio shall be designed with the objective of regularly exceeding the average yield of the three-month U.S. Treasury bill in a manner consistent with the principles of this policy described in IV. A and B. However, it must be recognized that during a declining market, satisfying this objective may not be practical until investments mature and can be re-invested.

### Diversification

Diversification is required because of differing liquidity needs of the City and is employed as a way to control risks. Diversification minimizes the risk to the overall Investment Portfolio of potential losses on individual securities and enhances the safety of the Investment Portfolio.

Through the solicitation of competitive proposals, the City shall allocate and diversify its Investments through various Institutions. The following types of Investments will be solicited from the following types of Institutions:

- Government Securities – through approved brokers;
- Repurchase Agreements – through a Third Party Safekeeping Institution Agreement, which includes an approved primary dealer;
- Public Funds Investments Pools – through participation agreements; and
- Certificates of Deposit – as allowed by state law and this policy.

The City recognizes that investment risks can result from default risk and market price risks due to various technical and fundamental economic factors, and other complications, leading to temporary illiquidity.

To control market price risks, volatile Investments shall be avoided. To control default risk, the only acceptable method of payment will be on a delivery versus payment-basis for all transactions, except investment pool funds and repurchase agreements.

A delivery versus payment basis provides for payment to Institutions at the time the Investments are recorded in book entry form at the City's Third Party Safekeeping Institution, currently maintained at the Federal Reserve. For certificates of deposit, sufficient Collateral at 102% of current market values must be pledged to protect all City monies or monies under its control that exceed Federal Deposit Insurance Corporation (FDIC) overage; the Collateral must be safe kept at a Third Party Safekeeping Institution not affiliated with the bank or bank holding company providing the certificate of deposit. (See addendum.)

## **V. AUTHORIZED INVESTMENTS AND MAXIMUM TERM**

The City of Kingsville is authorized to invest in:

### ~~A. Authorized Investments \*\*~~

~~Obligations of the United States or its agencies and instrumentalities that currently include:~~

- |  |                       |
|--|-----------------------|
| <del>1. Short-term U.S. Treasuries:</del>    | <u>Maximum Term</u>   |
| <del>a. U.S. Treasury Bills</del>            | <u>up to 365 days</u> |
| <del>b. U.S. Treasury Coupon Notes</del>     | <u>up to 1 year</u>   |
| <del>c. U.S. Treasury Notes and Strips</del> | <u>up to 1 Year*</u>  |



\*see section V.B.3

\*\*maximum term as allowed in section VI.B.

<u>2. U.S. Agencies:</u>	<u>Maximum Term</u>
a. Federal Home Loan Bank	up to 1 year
b. Federal National Mortgage Association	up to 1 year
c. Federal Farm Credit	up to 1 year
d. Federal Home Loan Mortgage Corporation	up to 1 Year

#### Authorized Investments – Obligations of, or Guaranteed By Governmental Entities

- obligations, including letters of credit, of the United States or its agencies and instrumentalities;
- direct obligations of this state or its agencies and instrumentalities
- collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
- other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States;
- obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and
- bonds issued, assumed, or guaranteed by the State of Israel.

#### Unauthorized Investments

The following are not authorized investments:

- obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal
- obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

#### Authorized Investments – Certificates of Deposit and Share Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in this state and is:

- guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;
- secured by obligations that are described by Sec V (A), including mortgage backed securities directly issued by less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by Section V; or

- secured in any other manner and amount provided by law for deposits for the City of Kingsville.

In addition to the authority to invest funds in certificates of deposit under this section, an investment in certificates of deposit must be made in accordance with:

- the funds are invested by the City of Kingsville through:
  - a broker that has its main office or a branch office in this state and is selected from a list adopted by the City of Kingsville Commission or
  - a depository institution that has its main office or a branch office in this state and that is selected by the City of Kingsville
- the broker or depository institution selected by the City of Kingsville which arranges for the deposit of funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the City of Kingsville;
  - the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
  - the City of Kingsville appoints the depository institution selected by the City of Kingsville, or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity.

#### Authorized Investments - Repurchase Agreements

up to 365 days

~~Repurchase agreements fully collateralized at 102% with a defined maturity date placed with a primary government dealer and safe kept at a Third Party safekeeping Institution, as provided under the provisions of the SIFMA (Securities Industry and Financial Markets Association) master repurchase agreement. An executed agreement between the City, primary government dealer and Third party Safekeeping Institution will be on file before the City will enter into a tri-party repurchase agreement.~~

A fully collateralized repurchase agreement is an authorized investment under this subchapter if the repurchase agreement:

- has a defined termination date;
- is secured by a combination of cash and obligations described by this section; and
  - requires the securities being purchased by the entity or cash held by the entity to be pledged to the entity, held in the entity's name, and deposited at the time the investment is made with the entity or with a third party selected and approved by the entity;
  - is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state

In this section, "repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations described by Section V (A) 1, at a

market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.

Notwithstanding any other law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered.

Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement

~~Reverse repurchase agreements are not a permitted investment.~~

Only those investments listed in this section are authorized.

~~Local Government Investment Pool — maximum term daily~~

~~Investments made on behalf of the City by a public funds investment pool duly created to function as a money market mutual fund who marks its portfolio to market daily and, to the extent reasonably possible, who stabilizes its portfolio to market daily and, to the extent reasonably possible, who stabilizes its portfolio at a \$1 net asset value. If the ratio of the market value of the Pool's portfolio divided by the book value of the portfolio is less than 99.50% or greater than 100.50%, the Pool's portfolio holdings shall be sold as necessary to maintain the ratio between 99.50% and 100.50%.~~

~~The public funds investment pool must be continuously rated no lower than AAA or AAA m or an equivalent rating by at least one nationally recognized rating service with a weighted average maturity no greater than 90 days.~~

The City of Kingsville may invest its funds and funds under its control through an eligible investment pool by way of rule, order, ordinance, or resolution by the City Commission. An investment pool shall invest the funds it receives from entities in authorized investments permitted by this section. An investment pool may invest its funds in money market mutual funds to the extent permitted by and consistent with this section and the investment policies and objective adopted by the investment pool.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville, an investment pool must furnish to the investment officer or other authorized representative an offering circular or other similar disclosure of the instrument that contains, at a minimum, the following information:

- the types of investments in which money is allowed to be invested;
- the maximum average dollar-weighted maturity allowed, based on the stated maturity date, or the pool;
- the maximum stated maturity date any investment security within the portfolio has;
- the objectives of the pool;
- the size of the pool;

- the names of the members of the advisory board of the pool and the dates their terms expire;
- the custodian bank that will safekeep the pool's assets;
- whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;
- whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment;
- the name and address of the independent auditor of the pool;
- the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool; and
- the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios.

To maintain eligibility to receive funds from and invest funds, an investment pool must furnish to the investment officer or other authorized representative of the entity:

- investment transaction confirmations; and
- a monthly report that contains, at a minimum, the following information:
  - the types and percentage breakdown of securities in which the pool is invested;
  - the current average dollar-weighted maturity, based on the stated maturity date, of the pool;
  - the current percentage of the pool's portfolio in investments that have state maturities of more than one year;
  - the book value versus the market value of the pool's portfolio, using amortized cost valuation;
  - the size of the pool;
  - the number of participants in the pool;
  - the custodian bank that is safekeeping the assets of the pool;
  - a listing of daily transaction activity for the City of Kingsville
  - the yield and expense ratio of the pool, including a statement regarding how yield is calculated;
  - the portfolio managers of the pool; and
  - any changes or addenda to the offering circular.

The City of Kingsville may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.

In this section, "yield" shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the federal Securities and Exchange Commission.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville, a public funds investment pool created to function as a money market mutual funds must mark its portfolio to market daily, and, to the extent reasonably possible, stabilize at a \$1 net asset value.

If the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, portfolio holdings shall be sold as necessary to maintain the ratio between 0.995 and 1.005. In addition to the requirements of the Investment Policy and any other forms of reporting, a public funds investment pool created to function as money market mutual fund shall report yield to its investors in accordance with regulations of the federal Securities and Exchange Commission applicable to reporting by money market funds.

To be eligible to receive funds from and invest funds on behalf of the City of Kingsville under this section, a public funds investment pool must have an advisory board composed:

- equally of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for a public funds investment pool created under Chapter 791 and managed by a state agency; or
- of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for other investment pools.

To maintain eligibility to receive funds from and invest funds on behalf of the City of Kingsville, an investment pool must be continuously rate no lower than AAA or AA-m or at an equivalent rating by at least one nationally recognized rating service.

If the investment pool operates an Internet website, the information in a disclosure instrument or report described in section b, c (ii) and f must be posted on the website.

To maintain eligibility to receive funds from and invest funds on behalf of the City of Kingsville under this section, an investment pool must make available an annual audited financial statement of the investment pool in which funds are invested.

If an investment pool offers fee breakpoints based on fund balances invested, the investment pool in advertising investment rates must include either all levels of return based on the breakpoints provided or state the lowest possible level of return based on the smallest level of funds invested.

#### Collateralized Certificates of Deposit – maximum term up to 1 year

Certificates of deposit to other instruments issued by state and national banks doing business in Texas that are:

- Guaranteed or insured by the Federal Deposit Insurance Corporation or its successor; or
- Secured by obligations that are described by Section V

Certificates of deposit must be fully collateralized at 102% of their market value. The City requires the bank to pledge U.S. treasuries or U.S. agencies as collateral, (Collateral Mortgage Obligations will not be eligible as Collateral see X.C.).

#### Weighted Average Maturity

In order to minimize risk of loss to Investment Portfolio due to interest rate fluctuations, Investment maturities will not exceed the anticipated cash flow requirements of the Funds. Maturity guidelines by Fund are as follows:

- Operating Funds - The weighted average days to maturity of Investments, other than Reserve Funds, shall be 365 days or less. The Investment Officers will monitor the maturity level and make changes as appropriate.
- Capital Improvement Funds (Bond Proceeds, bond Reserves, and Debt Service) - The Investment maturity of that portion of the City Portfolio that represents Capital Improvement Funds (bond proceeds, reserve funds, and debt service) shall be determined considering:
  - The anticipated cash flow requirements of the Capital Improvement Funds; and
  - The "temporary period" as defined by Federal tax law during which time bond proceeds may be invested at an unrestricted yield. After the expiration of the temporary period, bond proceeds subject to yield restriction shall be invested considering the anticipated cash flow requirements of the Capital Improvement Funds.

Before an Investment can be made of bond proceeds from all bond issues affected by the Tax Reform Act of 1986, a careful yield analysis must be performed to comply with the Tax Reform Act. Also, an annual rebate calculation must be performed to determine if the City is required to rebate interest at the end of each respective bond issue's five-year term. Beginning on the anniversary of the third year for the respective bond issues, all bond proceeds will be yield restricted as required by the Tax Reform Act.

- Reserve Funds: Established by Operative Bond Fund or by the City Commission - the following Reserve Funds may be invested up to two years in U.S
- Revenue Bond Interest & Sinking – Treasuries with a maximum value of \$400,000
- G.O. Debt Service Fund – Treasuries with a maximum value of \$750,000

City monies governed by this Policy may not be invested in other investments permitted by law unless (i) such investments are specifically authorized for the investment of these monies by an ordinance adopted by the City Commission issuing bonds or other debt obligations or (ii) this Policy is amended to permit such investment.

## VI. EXEMPTION FOR EXISTING INVESTMENTS

The City of Kingsville is not required to liquidate investments that were authorized investments at the time of purchase.

## VII. INVESTMENT MIX AND STRATEGIES

### Investment Mix

As a target to ensure adequate liquidity, the Investment Portfolio administered by the Investment Officers should consist of at least 10% in U.S. Treasury Securities described in V.A.I.a. and/or certificates of deposit. A minimum of 35% of the total Investment Portfolio shall be held in Investments with maturity dates of 90 days or less for liquidity. U.S. Treasuries/Agencies may



be purchased for longer term maturities (greater than one year) but shall not exceed 10% of the total Investment Portfolio to preserve liquidity.

Investment reports shall specifically address whether stated Investment mix requirements are being met. Unless approved by the Investment Advisory Committee, the target percentages specified shall not be exceeded for temporary periods greater than (30) thirty days without the Investment Officers taking corrective action.

#### Strategies

Investment strategies for Operating Funds and Capital Improvement Funds have as the primary objective the assurance that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create an Investment Portfolio structure that will experience minimal volatility during economic cycles. To accomplish this strategy, the City will purchase high quality, short-to-medium term investments which will complement each other.

To pay for anticipated disbursements, investments will be laddered to correspond with the projected cash needs of the City. Some Investments are acquired on the short end of the yield curve (90 days or less) to meet immediate cash needs. A few Investments are purchased on the intermediate part of the yield curve (1-2 years) to lock in high interest rates when rates are projected to decline due to the economic cycle of the economy. The dollar weighted average investment maturity of 365 days or less will be calculated using the stated final maturity dates of each investment.

Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligations on the required payment date. Investments purchased shall not have a stated final maturity date that exceeds the debt service payment date.

Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from investments with a low degree of volatility. In accordance with the bond ordinance specific to an individual bond issue that sets out the maximum investment term, Investments should be of high quality, with short-to-intermediate-term maturities.

#### Achieving Investment Return Objectives

Investment selection shall be based on legality, appropriateness, liquidity, and risk/return considerations. Monies designated for immediate expenditure should be passively invested.

Passive Investment provides for:

- Liquidity to pay upcoming disbursements (payroll, debt service, payments, payables, etc.);
- Maximizing investment terms under the current budget; and
- Structuring the Investment Portfolio on a "laddered" basis.

The remaining portion of the Investment Portfolio may be invested actively.

## VIII. RESPONSIBILITY AND CONTROLS

### Authority to Invest

The authority to invest City funds and the execution of any documentation necessary to evidence the investment of City funds is granted to the Director of Finance. The Director of Finance or Designee will approve all investments in writing.

The City Commission may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of public funds or other funds under its control. A contract made under authority of this subsection may not be for a term longer than two years. The City Commission must approve a renewal or extension of the contract by ordinance or resolution.

### Establishment of Internal controls

The Director of Finance will establish a system of internal controls over Investment activities of the City and document such controls in the Investment Procedure Manual.

### Prudent Investment Management

Investments shall be made with the same judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Prudent investment is to be judged by the Investment Portfolio as a whole, not on individual Investments.

If liquidation is necessary due to a pool-security losing its AAA rating or for other reasons, liquidation will be done in a prudent manner consistent with the investment objectives of this policy and as provided in 2256.021 of the Government Code.

Investment of monies shall be governed by the following investment objectives in order of priority:

- preservation and safety of principal;
- liquidity; and
- yield.

The designated Investment Officers shall perform their duties in accordance with the adopted Investment Policy and Procedures set forth in the Investment Procedures Manual. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of person liability.

### Standards of Ethics

To the extent required by section 2256.005(i) of the Government Code, the Authorized City Representatives shall make such filings as required by law.

### Training and Education

Recognizing that the training and education of Investment Officers contributes to efficient and effective investment management, the City requires its Investment Officers to obtain appropriate professional training. Such training is currently required by, and shall be obtained in accordance with Section 2256.007 of the Government Code Public Funds Investment Act. The Investment Committee approves investments - training seminars presented by the following organizations.

- Government Finance Officers Association
- Government Finance Officers Association of Texas
- Government Treasurers Organization of Texas
- Municipal Treasurers Association
- Texas Municipal League

If the Investment Officer desires to attend an investment training seminar presented by another organization for training credit, such seminar must be approved by the City Manager or his designee.

#### **IX. COMPETITIVE SOLICITATION**

Except for repurchase agreements and public funds investment pools, any new issue investment will be purchased through an Authorized Selling Group or directly through the issuer.

For any Investment purchased or sold through the secondary market, the City will obtain at least three proposals from authorized Institutions.

Any Institution authorized to participate in the City's investment program must meet Collateral pledge requirement outlined in Section IV.D. and must submit annual financial reports.

#### **X. AUTHORIZED INSTITUTIONS**

All institutions who seek to sell an authorized Investment to the City are required to complete the questionnaire approved by the Investment Committee and furnish supporting documentation required by the Investment Committee. Securities shall only be purchased through those Institutions approved by the Investment Committee.

Investments shall only be made with those Institutions who have executed a written instrument in a form acceptable to the City, executed by a Qualified Representative of the Institution, and substantially to the effect that the Institution has:

- Received, thoroughly reviewed and acknowledged, in writing, receipt and understanding of the City's Investment Policy, and;
- Acknowledged that the Institution has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Institution and the City that are not authorized by the City's Investment Policy.

A. ~~Investments shall only be made with those Institutions who have met the qualifications and standards established by the City's Investment Committee and set forth in the Investment Procedures Manual.~~

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Investments shall only be made with those business organizations (including money market mutual funds and local government invest pools) that have provided the entity with a written instrument, executed by a qualified representative of the firm, acknowledging that the business organization has:

B. •received and reviewed the entity's investment Policy; and

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- implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards.

The Investment Committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the City.

The Director of Finance will request the Investment Committee to authorize deletion of Institutions for:

- slow response time;
- less than competitive pricing;
- little or no information on technical or fundamental expectations based on economic indicators;
- D.K.'ed Transactions or continuing operational difficulties;
- unwillingness to continue to abide the provisions listed in IX.A; or
- Other reasons as approved by the Investment Committee.

## **XI. PLEDGED COLLATERAL**

The market value of pledged collateral must be at least 102% of the principal plus accrued interest for Excess Cash Balances, certificates of deposit, and repurchase agreements. Evidence of proper collateralization in the form of original safekeeping receipts held at a Third Party Safekeeping Institution not affiliated with the Institution pledging the Collateral will be approved by the Director of Finance and will be maintained in his/her Office. An authorized City Representative (See Appendix B) will approve and release all pledged collateral.

### Collateral Substitution

Collateralized Investments and certificates of deposit often require substitution of collateral. Any Institution must contact the Investment Officers for approval and settlement. The substituted collateral's value will be calculated and substitution approved if its value is equal to or greater than the required collateral value. Substitution is allowable for all transactions, but should be limited, to minimize the City's potential administrative problems.

#### Collateral Reductions

Should the collateral's market value exceed the required amount, any Institution may request approval from the Investment Officer to reduce collateral. Collateral reductions may be permitted only if the City's records indicate that the collateral's market value exceeds the required amount.

#### Prohibited Securities

Investment securities described in Section 2256.009(b), Government Code, shall not be eligible for use as collateral of City's monies governed by this Policy.

### **XII. SAFEKEEPING**

#### Third Party Safekeeping Agreement

The City shall contract with a Bank or Banks for safekeeping Securities either owned by the City as a part of its Investment Portfolio or held as Collateral to secure certificates of deposit, repurchase agreements, or Excess Cash Balances.

#### Safekeeping of Certificate of Deposit Collateral

All Collateral Securing bank and savings and loan deposits must be held in the City of Kingsville's name by a Third Party Safekeeping Institution approved by the City as evidenced by safekeeping receipts of the institution with which the securities are deposited, or Collateral may be held at the Federal Reserve Bank.

#### Safekeeping of Repurchase Agreement Collateral

The U.S. treasuries that serve as Collateral for repurchase agreements with Institutions must be delivered to a Third-Party Safekeeping Institution with which the city has established a third-party safekeeping agreement.

### **XIII. INFORMATION REPORTING/EVALUATION**

The Director of Finance and Accounting Manager are hereby designated as the Investment Officers and are responsible for the daily operation of the Investment program and will report to the Investment Committee on a quarterly basis.

Investment Committee Consists of:

- City Commissioner (1)
- City Manager
- Assistant City Manager (if any)
- Director of Finance
- City Attorney

The Investment Committee will be responsible for monitoring, reviewing, and making recommendations regarding the City's Investment program to the City Commission. Reports will

be provided to the City Commission by the Investment Officers no less than ~~annually~~ quarterly, as required by the Public Funds Investment Act.

On a quarterly basis, the City's main depository and all applicable Institutions providing certificates of deposit in excess of FDIC coverage will provide to the Investment Officer for review a copy of the balance sheet and income statement for the Call Report. All Institutions will provide annual audited financial statements. Any local government investment pools must provide reports and disclosure statements as required by the Public Funds Investments Act.

The market value of the portfolio must be determined at least quarterly from a reputable and independent source and disclosed to the governing body quarterly in the investment report.

#### Record Retention

The City follows the guidelines of retaining records for five years from City's current fiscal year, as required and authorized by the City's local records management guidelines.

### **XIV. BANKING SERVICES**

All depository services are provided in the City's main depository agreement. Other services such as credit cards, direct deposit of payroll or other services may be administered through separate agreements. To aggressively invest Excess Cash Balances, controlled disbursements accounts, zero balance accounts and other cash management tools may be employed.

### **XV. GENERAL PROVISIONS**

#### Audits and Inspections

During regular business hours and as often as the Investment Officers deem necessary, the Institution providing certificates of deposit will make available for examination by the City Manager, his duly authorized agent, accountant, or legal representative, such records and data to assure to the pledge of collateral, availability of Collateral, and financial stability of the Institution.

#### Compliance with Laws

Each Institution agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances. The personnel or officers of such Institution shall be fully qualified and authorized under federal, state, and local law to perform the services set out under this Policy. Each Institution shall permit the Investment Officers to audit, examine, and make excerpts or transcripts from such records and to make audits of all contract, invoices, materials, and other data relating to applicable investment.

#### Performance Audits

The City's Annual External Financial Audit shall include a compliance audit of management controls on Investments and adherence to this Policy. The quarterly reports prepared by Investment Officers for the City commission must be formally reviewed at least annually by an independent auditor if the city invests in other than money market mutual funds, investment



pools or accounts offered by its depository in the form of certificates of deposit or money market accounts. The auditor shall report the results of the review to the City Commission.

Investment Policy Resolution

The resolution authorizing this Investment Policy is attached and incorporated as Appendix C "Investment Policy Resolution."

## APPENDIX A

APPENDIX B

LISTING OF  
AUTHORIZED CITY REPRESENTATIVES

CITY OF KINGSVILLE

Attached to and made a part of the City of Kingsville  
Investment Policy Approved by the City Commission on May 26, 2015

The signatures below are the signatures of Authorized City Representatives vested with full authority to sign and transact business related to the investment of funds for the City of Kingsville. The Authorized City Representatives are authorized to deposit funds, transfer funds within accounts or withdraw funds as necessary to efficiently carry out the requirements of the City of Kingsville's Investment Policy.

The signatures of the officers subscribed below are true and genuine:

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City Manager

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Director of Finance

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Accounting Manager

THIS LISTING OF AUTHORIZED CITY REPRESENTATIVES is effective this 26th day of May, 2015 and revokes all previous authorizations.

APPENDIX C  
INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: \_\_\_\_\_

SUBJECT: Disclosure under the Public Funds Investment Act

As City Manager and Authorized City Representative, for purposes of investing City funds. I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

\_\_\_\_\_

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

\_\_\_\_\_

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

\_\_\_\_\_

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

\_\_\_\_\_

5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

---

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City Manager

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Date

APPENDIX C  
INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: \_\_\_\_\_

SUBJECT: Disclosure under the Public Funds Investment Act

As Finance Director and Authorized City Representative, for purposes of investing City funds. I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

\_\_\_\_\_

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

\_\_\_\_\_

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

\_\_\_\_\_

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

\_\_\_\_\_



5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

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Finance Director

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Date

APPENDIX C  
INTEREST DISCLOSURE FORM

TO: Texas Ethics Commission, Mayor and City Commission

FROM: \_\_\_\_\_

SUBJECT: Disclosure under the Public Funds Investment Act

As Accounting Manager and Authorized City Representative, for purposes of investing City funds, I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the City as of the date of the completion of this form, in compliance with Public Funds Investment Act.

1. I have the following "personal business relationships" with individual or entities who are offering to engage, have offered or may offer to engage in an investment transaction with the City of Kingsville.

\_\_\_\_\_

2. I own ten per cent (10%) or more of the voting stock or shares of or \$5,000 or more of the fair market value of the following business organization.

\_\_\_\_\_

3. I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year.

\_\_\_\_\_

4. I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account.

\_\_\_\_\_

5. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell as investment to the City of Kingsville.

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Accounting Manager

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Date

## APPENDIX D

## **AGENDA ITEM #9**

**RESOLUTION NO. 2015-\_\_\_\_\_**

**A RESOLUTION REVISING THE CITY OF KINGSVILLE PURCHASING CARD (P-CARD) POLICY FOR USE OF THE CITY CREDIT CARD.**

**WHEREAS**, the purpose of the purchasing card program is to establish a more efficient, cost-effective method of purchasing and paying for small dollar transactions as well as high-volume, repetitive purchases; and

**WHEREAS**, the City's P-Card Policy has not been updated in a number of years and is in need of revision.

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

I.

**THAT** the City of Kingsville P-Card Policy be adopted as per the document attached hereto.

II.

**THAT** this policy shall apply to the use of City credit cards for purchases.

III.

**THAT** all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

IV.

**THAT** this Resolution shall be and become effective on and after adoption.

**PASSED AND APPROVED** by a majority vote of the City Commission on the 26<sup>th</sup> day of May, 2015.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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





## P CARD POLICY

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**Purpose** – The purpose of the purchasing card program is to establish a more efficient, cost-effective method of purchasing and paying for small dollar transactions as well as high-volume, repetitive purchases. The program was designed as an alternative to the traditional purchasing process for supplies and services. If used to its potential, the program will result in a significant reduction in the volume of purchase orders and related documentation including invoices and checks. In addition, corresponding work processes associated with ordering and check writing will be eliminated. The purchasing card can be used with any supplier that accepts the City's authorized credit card (Visa, Mastercard, etc) as a form of payment.

**Policy** – It is the policy of the City of King'sville (City) to purchase goods and services that most adequately meet departmental needs at the best available value and in accordance with State Law.

*Note: This policy is not intended to limit the job duties or functions of the Purchasing, Technology or Finance Departments. Some restrictions or limitations do not apply to these departments.*

### **Policy Guidelines**

#### Important Points

1. The cardholder's purchasing card (P Card) is issued in the cardholder's name. All purchases made on the P Card must be made only by the cardholder. Directors or Supervisors may authorize their card to be used to make purchases. Example: Director has Admin Assistant book travel for the Director and uses the Director's card to make travel arrangements. This would be acceptable because the Director authorized the purchase to be made. Cardholders are responsible for the security of the P Card and the transactions made with it. If cardholders do not follow guideline when using the P Card, cardholder could receive disciplinary action up to and including termination.
2. Cardholder can use the P Card at any vendor or service provider that accepts the City's authorized credit card and is not on a vendor restricted list. It may be used for in store purchases, mail and telephone or fax orders.
3. Cardholder is issued a card limit depending on criteria established by Purchasing based on position. It is the responsibility of each cardholder to know their limit and to make sure that limits are not exceeded. The credit card company charges

\$39.00 per month anytime a limit is exceeded. If you are getting near your limit, do not purchase an item. You may call the Purchasing Department for a temporary increase to your limit or other arrangements can be made to insure that you do not go over the limit. **Cardholders are personally responsible for over the limit fees.** When monthly statements are issued, if you have an over the limit fee, you must submit payment along with your reconciliation. Failure to make timely payments may result in P Card restrictions and/or the loss of P Card privileges.

4. The P Card is not intended to avoid or bypass appropriate purchasing or payment procedures. P Cards are for travel and training, emergency items, and small purchases less than \$1,000 for items that have been approved in your budget. All purchases over \$1,000 must utilize the purchasing system. If you must purchase an item over \$1,000 with your P Card for an emergency purpose, prior authorization must be received and this authorization must be included as support documentation with your P Card reconciliation.
5. P Cards are not to be used for recurring types of purchases or contractual services. These types of purchases must go through the Purchasing Department.
6. P Cards should not be used for lunch meetings between employees without prior approval of the Department Director. You should avoid scheduling meetings during lunch because of payroll issues and the fact that meetings should be scheduled during regular business hours. Department Directors have a little more latitude as they need to meet with vendors during lunch on occasion. You must provide justification of the topics discussed and names of the parties attending for consideration as an allowable charge. Lunch meetings should be for legitimate business reasons and employees attending should have a legitimate purpose for attending. If a lunch meeting is deemed non legitimate, the employee may be required to reimburse the City. Exceptions can be made by the City Manager or his or her designee. Approvals must be part of the submitted documentation.
7. P Cards can be used in times when work crews are not able to break for lunch. Department Directors at their discretion are allowed to pay for lunch when situations such as these arise. Every effort should be made to schedule work to allow employees to break for lunch. You must submit the detailed receipt with names of employees the receipt covers and the justification for why your crew could not break for lunch. This should not become a regular occurrence (weekly, monthly, etc). If this situation is occurring on a regular basis, supervisors and

Department Directors need to re-evaluate how work is being distributed. This could apply in other situations as well.

8. The City has gas pumps that are to be used for all City vehicles. Unless the pumps are down, employees should not purchase gas from local gas stations. Every effort should be made to gas up City vehicles at the City authorized pumps. If the pumps are down, it needs to be notated on the P Card reconciliation and the notification from Public Works indicating the downed pumps needs to be included as supporting documentation. The City incurs higher costs when gas is purchased from outside sources.
9. P Cards are to be used for legitimate business purposes. Some of the items ***not allowed*** are as follows:
  - a. Capital Outlay items
  - b. Meals for day travel that do not require an overnight stay. (Refer to the Travel Policy)
  - c. Maintenance of equipment where an agreement must be signed with the vendor
  - d. Computer equipment, software or any electronic equipment such as printers, laptops, tablets, MIFI devices, cell phones as these are maintained and controlled by the Technology Department
  - e. Radio equipment
  - f. Printing of forms unless approved by the City Manager
  - g. Unbudgeted goods, supplies and/or services
  - h. Alcohol, with the exception of Golf Inventory items
  - i. Gift certificates
  - j. Entertainment
  - k. Recurring types of services, i.e., phone service, internet service, MIFI service, cleaning service
  - l. Personal or professional services. This does not include membership dues, notary renewals, or license renewals etc.
  - m. Personal items such as shirts, sweaters, hats with or without a City logo for personnel who are not required to wear a uniform. This does not include personal protection equipment.
  - n. Fleet vehicle/equipment supplies and services. All City vehicles need to be serviced at the City Garage to enable maintenance records of vehicles. The Garage Supervisor may authorize outside work due to time or other constraints. If the Garage Supervisor authorizes outside vendors to be used, the authorization must be included as support documentation. *Examples: Tune-ups, new tires, vehicle repairs, etc.* There are local

companies that offer tires at state contracted rates. Check with the Purchasing Department prior to making any tire purchases. Copies of outside vehicle maintenance invoices must be sent to the City Garage so they can update their vehicle maintenance logs.

- o. Departmental birthday parties, Administrative Assistant/Boss's day, Welcome to the City for new employees, going away parties, retirements, gifts, flowers or any other personal authorized celebrations.
- p. Raffle ticket items for the annual Employee Safety banquet.

On certain occasions, the City Manager may authorize the purchase of gifts or flowers to be sent on behalf of the City. The City Manager may authorize purchases of items on the above list, but this authorization must accompany the P Card statement as supporting documentation.

It would be very difficult to list everything that can and cannot be purchased. When in doubt, do not use your P Card. Personally pay for it, then submit it for reimbursement.

10. Making unauthorized or non-legitimate purchases may result in any one or all of the following:
  - a. Permanent revocation of the P Card
    - i. Notification of Human Resources Office to investigate the matter further. *In cases where commissioned police officers or fire fighters are involved the Chief of Police or Fire Chief needs to be notified to conduct investigations because that is the only manner in which disciplinary action can be taken against civil service personnel.*
  - b. Assignment of wages (garnishment of wages to pay back the City)
  - c. Disciplinary measures up to and including termination of employment
  - d. Possible legal action

#### Maintaining Your P Card

1. **ALWAYS OBTAIN A RECEIPT** when using the P Card. It is every cardholder's responsibility to ensure there is a receipt for each purchase. Find a location to save your receipts until your reconciliation is due. A cardholder who submits their monthly report without an attached receipt will be required to reimburse the City for the entire amount of the missing receipt. Waivers to this rule may be made at the discretion of the Department Director. If a waiver is granted, a detailed list of what was purchased along with a justification for the

waiver must accompany the monthly reconciliation. An employee is allowed only one waiver per fiscal year.

2. Cardholders are allowed to carry their P Cards or leave them with the Department Director. Cards that are left with the Department Director must be kept in a secured locked area. It is up to the Department Director to determine where P Cards will be housed and to whom they will be issued out to. Some departments will allow Admin Assistants to hand out cards on an as needed basis.
3. Cardholders who carry their P Cards should treat their cards with the same level of care as the cardholder would use with their own personal charge cards. Guard the P Card account number carefully. It should not be posted in a work area, or left in a conspicuous place. Do not give your number out to others to use.
4. The only person authorized to use the P Card is the cardholder whose name appears on the card. P Cards are not to be shared by other employees as individual cards may be issued to any employee as requested by the Department Director.

#### Cardholder Responsibilities

1. At the end of each billing cycle, every cardholder will be responsible for reconciling and submitting all supporting documentation based of the procedures established by Finance and updated as necessary.
2. Cardholders are responsible for reporting immediately any fraudulent use or misapplication of the card to the Purchasing Director.
3. Cardholders are responsible for immediately notifying Purchasing if the card is lost or stolen.

#### Traveling with the P Card

1. The P Card is an excellent payment tool for travel and training. The P Card may be used to book airfare, lodging at hotels, training registrations and such expenses directly related to City approved travel for employees. See the City's Travel Policy concerning guidelines for Travel.
2. The P Card is intended for City purchases only and is not to be used to pay for travel expenses for spouses even if those expenses are reimbursed to the City. If you are

traveling with your spouse on City business, only your expenses should be charged to the P Card. Expenses for spouses are to be paid in cash or split and paid for on a personal credit card at the time of purchase. The City should not incur additional charges when the employee travels with their spouse or family. *Example: Conference hotel rate is \$189 per night. Employee is traveling with spouse and/or family and books a hotel for \$300. Employee would owe back to the city the difference between the conference rate hotel and the hotel room rate booked by the employee.* Hotels are very accommodating to split these charges upon check-out. The employee should inform the City if they are traveling with their spouse, family and/or friends. The City Manager has final authority on granting a waiver to these requirements. Any amounts owed back to the City must be repaid within 5 business days on the trip return. Failure to make a timely reimbursement may result in future travel and P Card usage restrictions.

3. Know your P Card limit if you are traveling. You may need to call Purchasing to temporarily increase your limit if you need to travel.

#### Sales and Use Tax

1. The City of Kingsville is a tax-exempt entity and does not pay sales tax. The P Card has the City's federal identification number printed on the card and the merchant should be reminded that sales tax should not be included in the transaction. The card does not automatically alert the merchant of our tax-exempt status. **Cardholders must tell merchants at the time of check out that this is a tax-exempt purchase and no sales tax should be added to the sale.** Cardholders should check the store receipt prior to leaving the store to make sure sales tax was not included in the total. If tax was added to the sale, then the cardholder should immediately ask the merchant to credit the amount of sales tax.
2. It is the cardholder's responsibility to see that no sales tax is paid or that credit is received on any sales tax paid by mistake on all transactions. The cardholder is responsible for any sales tax charged and is required to reimburse the City. Payment is due by the submittal of the reconciliation. Failure to make a timely reimbursement may result in P Card usage restrictions. There are some online businesses that do not abide by the governmental tax exemption. If at all possible, do not shop at these businesses or provide documentation as to why shopping was required at this business and why tax was charged as supporting documentation to your P Card reconciliation. Employees will not be held responsible for taxes levied in these instances. If the store will not honor the City's tax-exempt status, the employee will not be held responsible for paying back the city, but it must be notated on the receipt.
3. The City does pay sales tax on hotel stays and the purchase of prepared foods.



4. If an employee owes the City money back from P Card purchases, the employee must submit the payment receipt with the P Card statement reconciliation.

#### Disputed Charges and Return Items

1. In the event there are disputed charges on the monthly statement or if a Cardholder requires assistance with their statement, they should contact the Purchasing Department.
2. In the event there are returns, the Cardholder must check subsequent statements for the credit and attach the credit slip to the statement when processing for payment. If a credit slip was not obtained, attach other documentation explaining the return. If credit does not appear by the second subsequent statement, the Cardholder should contact the Purchasing Department.

**CITY OF KINGSVILLE**



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**MEMORANDUM**

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**TO:** CITY COMMISSIONERS  
**FROM:** DEBORAH R BALLI, FINANCE DIRECTOR  
**DATE:** MAY 18, 2015  
**SUBJECT:** ADOPTION OF NEW P CARD POLICY

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Attached for your consideration and approval is a new purchasing card ("P Card") policy that addresses the requirements and obligations of users of a City P Card. This policy was created to provide guidelines that would be applied consistently to all P Card users. Procedures have not been included in the policy as they may change and are addressed in a separate document.

## **AGENDA ITEM #10**

**ORDINANCE NO. 2015-\_\_\_\_\_**

**AN ORDINANCE AMENDING THE FISCAL YEAR 2014-2015 GENERAL FUND BUDGET FOR COMPUTERS AND EQUIPMENT FOR THE CITY MANAGER'S OFFICE.**

**WHEREAS**, it was unforeseen when the budget was adopted that there would be a need for funding for these expenditures this fiscal year.

I.

**BE IT ORDAINED** by the City Commission of the City of Kingsville that the Fiscal Year 2014-2015 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT

Dept. No.	Department Name:	Account Name:	Account Number:	Budget Increase	Budget Decrease
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**Fund 001 General Fund**

Expenses

5-1010 City Manager	Printing & Publishing	31500			<u>\$5,000</u>
					<u>\$5,000</u>

Expenses

5-1902 Technology Svcs.	Computers & Associated Eq.	22600		<u>\$5,000</u>	
				<u>\$5,000</u>	

[To amend the FY15 General Fund Budget to transfer funds from the City Manager's Department to the Technology Services Department for the purchase of computers and related equipment for the City Manager's office.]

**THAT** all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

III.

**THAT** if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

**THAT** this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 26<sup>th</sup> day of May, 2015.

**PASSED AND APPROVED** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

EFFECTIVE DATE: \_\_\_\_\_

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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



# Purchasing/Technology Department

DATE: May 15, 2015

TO: City Commission through City Manager

FROM: David Mason, Purchasing/Technology Director

SUBJECT: Budget Transfer

## **SUMMARY**

Due to upcoming changes in the City Manager's Office, there is a need to upgrade several technology related items including the desktop computer, laptops for the City Manager and City Secretary, as well as the City Secretary's computer tablet.

## **FINANCIAL IMPACT**

This Budget Amendment will move \$5,000.00 of the \$25,000.00 available from account 001-5-101.0-315.00 "External Communications for Residents" into 001-5-190.2-226.00 "Computers & Associated Equipment". \$25,000 was originally budgeted for a newsletter which will not be completed during FY 14-15 and department 190.2 controls all technology purchases. Budget transfers between departments require Commission approval.



# **AGENDA ITEM #11**



## Parks & Recreation

P. O. Box 1458  
Kingsville, Texas 78364  
361-595-8591  
361-595-8596 (fax)  
sivy@cityofkingsville.com

Date: May 18, 2015

To: Courtney Alvarez, Interim City Manager  
Mary Valenzuela, City Secretary  
Deborah Balli, Finance Director  
Kingsville City Commission

From: Susan Ivy, Kingsville Parks Manager

**RE: Kingsville Parks & Recreation has received two very generous donations for projects and programming in the Parks Department.**

The first donation is from the Brookshire Foundation in the amount of \$3,000.00 for assistance with funding our Summer Track and Summer Swim Team Programs with \$1,500.00 each. These funds will be used to purchase Team Tshirts, swim caps, registration fees, sanctioning fees with Texas Amateur Athletic Federation, refreshment supplies for meets and some required travel costs for the Coach to the meets. This program is assisted by the \$65.00 entry fee paid by participants. The \$1,500.00 for our Summer Track Program pays for Tshirts, Sanctioning fees with Texas Amateur Athletic Federal and whatever the balance of the donation is depending on participation numbers is utilized for supplies and or equipment needed by the program. The entry fee for this program is collected by the University and used for coaching assistants and travel and meet expenditures.

The second donation is from the Texas A&M Student National Pharmacist Association in the amount of \$3,255.91. This donation is to offset the cost of expenditures of the new equipment we are placing in Corral Park. The budget for the purchase of this equipment utilizing this proposed donation was previously approved by City Commission. We have now received all of the equipment and are waiting for drier conditions at the park to perform the installation of the new items.

I am asking that these donations be approved and authorized to be expended for the purposes detailed in this memo as authorized by the donors.

## **AGENDA ITEM #12**



## Parks & Recreation

P. O. Box 1458  
Kingsville, Texas 78364  
361-595-8591  
361-595-8596 (fax)  
sivy@cityofkingsville.com

Date: May 18, 2015

To: Courtney Alvarez, Interim City Manager  
Mary Valenzuela, City Secretary  
Deborah Balli, Finance Director  
Kingsville City Commission

From: Susan Ivy, Kingsville Parks Manager

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I am asking that these donations be approved and authorized to be expended for the purposes detailed in this memo as authorized by the donors.

## **AGENDA ITEM #13**

**ORDINANCE NO. 2015-\_\_\_\_\_**

**AN ORDINANCE AMENDING THE FISCAL YEAR 2014-2015 GENERAL FUND BUDGET TO ACCEPT AND EXPEND DONATIONS MADE TO THE KINGSVILLE PARKS & RECREATION DEPARTMENT.**

**WHEREAS**, it was unforeseen when the budget was adopted that these funds would be received and there would be a need for funding for these expenditures this fiscal year.

**I.**

**BE IT ORDAINED** by the City Commission of the City of Kingsville that the Fiscal Year 2014-2015 budget be amended as follows:

**CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT**

Dept. No.	Department Name:	Account Name:	Account Number:	Budget Increase	Budget Decrease
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**Fund 001 General Fund**

Revenue

4-4503 Parks & Rec.	Park Donations	58003	\$6,255.91		
				<u>\$6,255.91</u>	

Expenses

5-4503 Parks & Rec.	Recreational Programs	31499	\$3,000.00		
5-4503 Parks & Rec.	Grounds & Perm Fixtures	59100	\$3,255.91		
				<u>\$6,255.91</u>	

[To amend the FY15 General Fund Budget to allow the Parks & Recreation Department to accept and expend donations from the Texas A&M Student National Pharmacist Association and the Brookshire Foundation as per the attached memo from the Kingsville Parks Manager.]

**THAT** all Ordinances or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

**III.**

**THAT** if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of



competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

IV.

**THAT** this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 26<sup>th</sup> day of May, 2015.

**PASSED AND APPROVED** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

EFFECTIVE DATE: \_\_\_\_\_

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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



## Parks & Recreation

P. O. Box 1458  
Kingsville, Texas 78364  
361-595-8591  
361-595-8596 (fax)  
sivy@cityofkingsville.com

Date: May 18, 2015

To: Courtney Alvarez, Interim City Manager  
Mary Valenzuela, City Secretary  
Deborah Balli, Finance Director  
Kingsville City Commission

From: Susan Ivy, Kingsville Parks Manager

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