

# ***City of Kingsville, Texas***

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## **AGENDA**

### **CITY COMMISSION**

**MONDAY, JANUARY 12, 2026**

**REGULAR MEETING**

**CITY HALL**

**HELEN KLEBERG GROVES COMMUNITY ROOM**

**400 WEST KING AVENUE**

**5:00 P.M. – Regular Meeting**

**Live Videostream: <https://www.facebook.com/cityofkingsvilletx>**

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

##### **OPEN MEETING**

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

**APPROVED BY:**

Charlie Sosa   
Charlie Sosa  
City Manager

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

October 27, 2025 – Regular Meeting

November 10, 2025 – Regular Meeting

November 24, 2025 – Regular Meeting

December 8, 2025 – Regular Meeting

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

1. Public Hearing on condemnation of structure at 619 W. Ragland, Kingsville, Texas. (Interim Planning & Development Services Director/City Manager).
2. Public Hearing on condemnation of structure at 728 W. Doddridge, Kingsville, Texas (shed). (Interim Planning & Development Services Director/City Manager).

#### **III. Reports from Commission & Staff.<sup>2</sup>**

*"At this time, the City Commission and Staff will report/update on all committee assignments which may include but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board, Library Board, Health Board, 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 Services - Information, Investment Report, Quarterly Budget Report, 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, Water And Wastewater Rate Study Presentation. 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 Fiscal Year 2025-2026 Budget to accept and expend grant funds from the State Energy Conservation Office (SECO) for Parks lighting projects. (Parks Director).
2. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend donations from Regency Integrated Health and the Womens Club of Kingsville for recreation supplies. (Parks Director).
3. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend grant funds from the Coastal Bend Regional Advisory Council for Fire Department medical supplies. (Fire Chief).
4. Motion to approve reappointment of Steve Zamora, Debbie Tiffee, Larry Garcia, Brian Courfal, Idotha Battle, Krystal Emory, Crispin Trevino each for 2-year terms to the City of Kingsville Planning & Zoning Commission. (Interim Planning & Economic Development Director/City Manager).
5. Motion to approve reappointment of Eden Hernandez, Albert Garcia, John Garza, Orlando Moya, and Larry Garcia each for 2-year terms to the City of Kingsville Zoning Board of Adjustment. (Interim Planning & Economic Development Director/City Manager).
6. Motion to approve reappointment of D.J. Flores, Ruben Cantu, & Linda Castenada for 3-year terms, Max Segovia & Sally Macias for 2-year terms, and Sandra Seymour & Clarice Williams for 1-year terms to the City of Kingsville Park Advisory Board. (Parks Director).
7. Motion to approve reappointment of Leo Garcia as the City Resident representative for a 2-year term, Lorette Williams as the King Ranch representative for a 2-year term, Dr. Bhakta Hetul as the Hotel Industry representative for a 2-year term. (Tourism Director).

#### **REGULAR AGENDA**

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

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

8. Consider appointment of Justin Woodall as the Texas A&M University-Kingsville representative for a 2-year term and Steven Flores as the Main Street Merchant

representative for a 2-year term to the City of Kingsville Hotel Occupancy Tax Advisory Board. (Tourism Director).

9. Consider appointment of Crispin Trevino for a 2-year term to the City of Kingsville Planning & Zoning Commission. (Interim Planning & Development Services Director/City Manager).

10. Consider condemnation of structure located at 619 W. Ragland, Kingsville, Texas. (Interim Planning & Development Services Director/City Manager).

11. Consider condemnation of structure located at 728 W. Doddridge, Kingsville, Texas (shed). (Interim Planning & Development Services Director/City Manager).

12. Discuss and consider accepting monetary donation from Tractor Supply Foundation through the Hometown Hero's program. (Police Chief).

13. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend a donation from the Tractor Supply Foundation to help with Police Department's Blue Santa event. (Police Chief).

14. Discuss and consider approving a resolution authorizing the Chief of Police to enter into a Memorandum of Understanding between the City of Kingsville Police Department and Flock Group Inc.-Flock Safety for law enforcement technology. (Police Chief).

15. Discuss and consider approving a resolution authorizing the Police Chief and Fire Chief to enter into a Mutual Aid Agreement for Complex Emergency Response and Investigation Planning with the Texas Department of Public Safety, the Kleberg County Sheriff's Office, and other local, state, and federal law enforcement and fire agencies. (Police Chief).

16. Discuss and consider approving a resolution authorizing the Police Chief to enter into a Memorandum of Agreement 287(g) Task Force Model with the United States Department of Homeland Security-Immigration and Customs Enforcement. (Police Chief).

17. Discuss and consider authorizing the Parks Director to execute an Addendum to the TeeSnap Customer Agreement with TeeSnap, LLC. (Parks Director).

18. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to appropriate funding for the installation of a turf area around home plate at one baseball field at Dick Kleberg Park. (Parks Director).

19. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to appropriate funding for the 2021 TASA Call for Projects-Interschool & Residential Multimodal Connectivity. (City Engineer).

20. Discuss and consider a resolution authorizing the City Manager to execute a Change Order #1 for the construction contract with Grace Paving and Construction, Inc. for the GLO CDBG-MIT Contract 22-085-009-D237 Project 14: E. Santa Gertrudis Ave. storm water improvements. (work area-Santa Monica and Santa Barbara). (City Engineer).

21. Discuss and consider a resolution authorizing the City Manager to execute a Change Order #2 for the construction contract with D&J Utility Services LLC for the GLO CDBG-MIT Contract 22-085-009-D237 Project 10: N. Armstrong Ave. storm water improvements. (City Engineer).

22. Discuss and consider a resolution authorizing the City Manager to execute a Change Order #3 for the construction contract with R.S. Parker Construction LLC for the GLO CDBG-MIT Contract 22-085-009-D237 Project 2: N. 19<sup>th</sup> Street- storm water improvements project. (City Engineer).

23. Discussion on duties, appointment, and qualifications of the City of Kingsville Ethics Review Board. (Commissioner Hinojosa).

24. Executive Session: Pursuant to Section 551.071, Texas Government Code, Consultation with Attorney Exception, the City Commission shall convene in executive session to seek legal advice from the City Attorney regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. (City Attorney).

## 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 citizen's 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 are 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 at City Hall, City of Kingsville, 400 West King Avenue, 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:

January 6, 2026, at 3:30 P.M. and remained so posted continuously for at least three business days proceeding the scheduled 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)**

OCTOBER 27, 2025

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, OCTOBER 27, 2025, IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS, AT 5:00 P.M.

**CITY COMMISSION PRESENT:**

Sam R. Fugate, Mayor  
Edna Lopez, Commissioner (left meeting at 5:18 p.m.)  
Norma Alvarez, Commissioner  
Hector Hinojosa, Commissioner  
Leo Alarcon, Commissioner

**CITY STAFF PRESENT:**

Charlie Sosa, Interim City Manager  
Mary Valenzuela, City Secretary  
Courtney Alvarez, City Attorney  
Kyle Benson, IT Director  
Derek Williams, Systems Administrator  
Emilio Garcia, Health Director  
John Blair, Chief of Police  
Charlie Cardenas, Engineer  
Bill Donnell, Public Works Director  
Diana Gonzales, Human Resources Director  
Deborah Balli, Finance Director  
Monika Donnell, Municipal Court Supervisor  
Susan Ivy, Parks Director  
Manny Salazar, Economic Development Manager

**I. Preliminary Proceedings.**

**OPEN MEETING**

Mayor Fugate opened the meeting at 5:00 p.m. with all five commission members present.

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

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

**MINUTES OF PREVIOUS MEETING(S)**

None.

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

None.

**III. Reports from Commission & Staff.<sup>2</sup>**

*"At this time, the City Commission and Staff will report/update on all committee assignments which may include but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board, Library Board, Health Board, 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 Services - Information, Investment Report, Quarterly Budget Report, 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, Water And Wastewater Rate Study Presentation. No formal action can be taken on these items at this time."*

Mr. Charlie Sosa, City Manager, gave an update on street projects around the city.

Ms. Courtney Alvarez, City Attorney, reported that the next commission meeting is scheduled for November 10, 2025, with a deadline for staff to submit their agenda items on October 28, 2025.

Commissioner Lopez commented that she has received several calls from citizens who are concerned about a situation regarding the ongoing government shutdown, as well as SNAP benefits. Lopez stated that the city needs to have a plan in place for those residents who will be affected by the situation. These residents may not be able to afford their water bills, so the city would need to look at its late charges policy and see how the city can assist those being affected by this. Our citizens will need to make difficult decisions for their families, and the city needs to be ready for this. Commissioner Lopez asked the City Manager to come up with a plan and see how this will be handled.

Mr. Sosa responded that Mrs. Connie Womack has been working with MWR at Naval Air Station-Kingsville and working with the University, as we are not sure if this will extend into the Thanksgiving holidays, but in the event it does, we are being proactive and helping out these residents with a Thanksgiving meal. He further stated that he is also working with the Finance Department regarding their water bills, where the city can delay them without the fees for these residents. These residents will have to have proof that they are part of this government shutdown, and these will be the only residents that will have this leeway. Mr. Sosa commented that the city is being proactive and watching this situation closely.

Commissioner Lopez commented that we would also have to consider those on the SNAP program as they will not have to go out and pay for food versus utilities, which would probably be food that they would pay for.

Mr. Sosa commented that the city has not looked at those residents on the SNAP Program as the city is concentrating on the government shutdown.

Commissioner Lopez commented that this may occur on November 1<sup>st</sup>, so the city needs to be prepared.

Mayor Fugate commented that in light of the last city commission meeting, he is a firm believer of the first amendment that citizens have a right to voice their opinion and concerns at our meetings. Whether he likes what they say or not, that is not the issue, as they have a right to come up and voice their concerns. He further stated that as he cannot make anyone do it, he feels that it is important for everyone to be civil in our criticism and it is not appropriate to single out any member of this commission. What a particular member is doing or what a member is not doing, you still have to, in his opinion, is appropriate in your manners and your civility. He asks all of the citizens to keep that in mind. It does not help the City of Kingsville for people to come up here and act like what happened last week. We are trying to move this city forward, and he asks the citizens to keep that in mind when they come up here. There are a lot of emotions and a lot of things going on that people like or don't like, but he asks everyone to act appropriately.

Mayor Fugate presented two proclamations, one for Arbor Day and the other for Sherman Otto Benys.

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

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

Mr. Andrew Mendez, 405 E. Alice commented that we do need to do better about conserving our water as we are in a drought and we do get some of our water from Corpus. Drew Mendez Kingsville Pothole Patrol. Kingsville Pothole Patrol is more than a story about potholes, it's about leadership. Every town just like every team needs people with judgement, justice, and integrity to keep running things smoothly. In the Marines he has an acronym called JJ Did Tie Buckel to define great leadership. In Kingsville it can be used to remind every public servant, elected or employed, what civic duty looks like, as the city isn't built by titles, it is built by trust. The first letter is J, for judgement. Think before you dig. Use logic and fairness not emotion or ego. Poor judgment creates potholes and good judgement fills them before they deepen. Justice, do what's right even when no one is watching, especially when everyone is watching. Justice isn't punishment it is balance. Fairness keeps it smooth for everyone. Dependability, keep your word. Show up do your job and follow through. A dependable city doesn't need reminders, it just works. Initiative, don't wait for someone else to fix it, true leaders take action before complaints pile up. Initiative is the first shovel in the ground. Decisiveness, leaders make choices not excuses. Even a hard decision is better than no decision because waiting cost the people more. Tact, speak with respect even in disagreement. Kingsville is a small town and the way we speak to each other becomes the culture we live in. Tact keeps truth from turning into a fight. Integrity, don't say one thing in public and another behind close doors. Integrity is the line between leadership and manipulation. Lose it and you will lose the city's faith. Endurance, leadership isn't a sprint, it is a long road of late night small wins and steady hands. Endurance is staying calm even when others quit or crack. Baring, set the tone. City employees and commissioner represent Kingsville, act like it. Pride without arrogance, confidence without cruelty. Unselfishness, the city's money isn't your money. Leadership means choosing what helps the most people and not what helps your circle. Courage, speak the truth even when it's uncomfortable. Courageous is showing up to the microphone when silence feels safer. Knowledge, learn the budget, understand the law and know the process. Ignorance isn't an excuse it is a choice. Knowledge protects the people. Loyalty, be loyal to the people not your politics. The public trust is the highest rank in Kingsville, never betray it for convenience. Enthusiasm, believe in your work, hope is contagious, cynicism is a disease. Bring light not more darkness to the table. Kingsville doesn't need superheroes; it needs servants with standards. If every official employee and citizen lived by JJ Did Tie Buckel, we wouldn't just fix potholes, we would fix trust.

John Temple, 519 S. 19<sup>th</sup> Street commented that he has been keeping up with the recall and saw that one judge said that it could go on then he saw that the persons being recalled and voted to be recalled filed a counter the recall and filed with another judge to prevent the recall from going on. He stated that he doesn't care about it except for being history teacher, like he was for years, he feels that if people voted on it, it should be carried out. He doesn't care who get recalled and who doesn't get recalled, he just wants to see the process of it carried out. The process of it is what America is built on. He stated that counter lawsuits from the commissioners or from anyone else, cost a lot of money and was wondering if that would be paid by the city or the commissioners that are being sought for recall. He doesn't feel that the city needs to pay for that. He stated that he was concerned about the \$16,000 that went to waste and if the city is going to hire lawyers \$16,000 will not take them a few weeks as that amount will be passed soon.

Kathleen Studdard, 410 E. Ailsie, commented that at the last meeting there were three commissioners that voted on the appointment of Charlie Sosa. The problem she has with that is that the commission was ordered to resign immediately or face a recall. Should the

commission be allowed to vote on anything from this point in time and why are there no alternates to take their place if they are not allowed to vote on anything. As the commission was ordered by the judge to resign immediately and the commission failed to do so, you should be under recall and none of the commission should be allowed to vote. She further stated that the commission voted in opposition to establish policy, 330.03. disqualification. An applicant shall be disqualified for consideration for appointment if the applicant does not meet the qualifications necessary for the performance of the duties of the position involved, has committed or attempted to commit a fraud criminal act at any point in the employment process. This policy was established on August 28, 2006. She further stated that Mr. Sosa does not meet the requirements as stated in the job application, description, or requirements. Eligibilities for promotions, transfers, or assignments all job positions shall be filled based upon employees education, skills, qualifications, and ability to perform the essential function as specified in the applicable job description and specifications which is policy number 40.100, again, Mr. Sosa does not meet the required specifications per the advertisement. She stated that she personally worked in a payroll division and paid 3,000 employees weekly for six weeks by herself in that positions that had never ever been allowed for someone alone for more than three days and she did it for six weeks. She stated that she was still not eligible to be employed because she did not have a bachelor degree. If you are going to state requirements then they should be followed. If you are not going to follow those requirements then the job description should be rewritten and if the City of Kingsville decides that you are going to accept experience in lieu of degrees that should also be proposed and added to the administrative policies.

Vicki Benys, 1914 Martin Street, gave an update on the golf tournament. She stated that the tournament grossed over \$52,000, and last fiscal year, they spent about \$25,000 on equipment throughout the county and city. She stated that this also includes any financial needs that anyone had, such as funeral expenses or illnesses. The tournament went so well that they needed to find 20 golf carts, which were shipped in from San Antonio for a cost of over \$4,000. They did receive a donation of \$7,500 that assisted with that cost. There were also hunting and fishing trips that took place, which added to the profit. Mrs. Benys further stated that on Saturday, there will be a walk in memory of Sherman Otto Benys and the fallen heroes at Dick Kleberg Park at 7:30 a.m., and on Tuesday, November 4<sup>th</sup>, the 4<sup>th</sup> Annual Blood Drive will take place. The blood drive mobile will be parked at the Kingsville Police Department. Last year's blood drive received close to 30 units of blood.

#### IV.

#### Consent Agenda

#### Notice to the Public

*The following items are of a routine or administrative nature. The Commission has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.*

#### CONSENT MOTIONS, RESOLUTIONS, ORDINANCES AND ORDINANCES FROM PREVIOUS MEETINGS:

*(At this point the Commission will vote on all motions, resolutions, and ordinances not removed for individual consideration)*

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

- 1. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend donations for Parks Department Healthy Family Events. (Parks Director).**
- 2. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend Body Worn Camera Grant #5094901 funding for replacement of outdated body worn cameras. (Police Chief).**
- 3. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances section 15-6-21-Definitions to revise the definition for tiny homes. (Director of Planning & Development Services).**
- 4. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances sections 15-6-21-Definitions and 15-6-25-Cargo Containers to revise the definition and regulations for cargo/shipping containers. (Director of Planning & Development Services).**

## **REGULAR AGENDA**

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

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

- 5. Consider a resolution approving a second revised City of Kingsville Federal Grant Financial Policies and Procedures. (City Engineer).**

Motion made by Commissioner Alarcon to approve the resolution approving a second revised City of Kingsville Federal Grant Financial Policies and Procedures, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Alvarez, Fugate voting "FOR".

- 6. Consider introduction of an ordinance regarding the City of Kingsville's Texas Municipal Retirement System benefits authorizing: (1) a change in the City's matching ratio; (2) non-retroactive repeating COOLSS, for retirees and their beneficiaries under TMRS Act Section 853.404(f) and (f-1); and (3) annually accruing updated service credits. (Human Resources Director).**

Mrs. Diana Gonzales, Human Resources Director, stated that during the budget presentation for Fiscal Year 2025-2026, the proposal to change the TMRS Plan design was presented. The proposed changes allow the city to reach a goal of increasing employee matching from 1.5 to 2.1. The modification to the plan, as indicated below, allows this to be a viable option for FY 25-26. The City Manager included the changes and applicable additional costs in the presented and subsequently approved budget. The City of Kingsville has been a member of TMRS since 1968. All full-time employees are required to be enrolled in the pension plan as mandated by TMRS. Change in city contribution from 9.34% to 10.06%. The added cost is estimated at \$90,000. Estimates are provided as the amount is dependent on the total compensation, including longevity, certification, education, clothing, and overtime hours. The total estimated TMRS contribution for FY 25-26 is \$1,646,634. TMRS only allows changes at the beginning of each calendar year, so this will be in preparation for a January 1<sup>st</sup> change.

Introduction item.

- 7. Consider a resolution approving a resolution amending the City of Kingsville Administrative Policies and Procedures Manual for Policy No. 730.00-Vacation Leave. (Human Resources Director).**

Mrs. Gonzales stated that the revision to Policy 730.00, Vacation leave, is to eliminate time restrictions for utilization, which will provide new employees with the opportunity to utilize accrued leave as it becomes available and not be required to wait 180 days. There are many situations that may require work absences that are out of the employees' control, and with proper approval, this will allow employees to utilize leave for those situations. Commissioner Hinojosa commented that this is a good thing to do.

**Motion made by Commissioner Hinojosa to approve the resolution approving a resolution amending the City of Kingsville Administrative Policies and Procedures Manual for Policy No. 730.00-Vacation Leave, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Alvarez, Fugate voting "FOR".**

**8. Consider a resolution approving a resolution amending the City of Kingsville Administrative Policies and Procedures Manual for Policy No. 740.00-Sick Leave. (Human Resources Director).**

Mrs. Gonzales stated that the revision to policy 740.00 Sick Leave is to eliminate time restrictions for utilization which will provide new employees with the opportunity to request to utilize accrued leave as it becomes available and not be required to wait 90 days. There are many situations that may require work absences which are out of the employees' control, and with proper approval this will allow employees to utilize accrued leave for those situations.

**Motion made by Commissioner Alarcon to approve the resolution approving a resolution amending the City of Kingsville Administrative Policies and Procedures Manual for Policy No. 740.00-Sick Leave, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Alarcon, Alvarez, Hinojosa, Fugate voting "FOR".**

**9. Consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to setup budget for rolled over purchase orders. (Finance Director).**

Mrs. Deborah Balli, Finance Director, stated that at the end of each fiscal year, there are outstanding purchase orders that have been created and sent to vendors and due to various reasons, they remain outstanding. All purchase orders that remain outstanding at the end of the fiscal year are reviewed to determine if the products are on order but have not been received or if the project has been started but not yet completed. If there are purchase orders in that state, the purchase order and the associated budget must both be rolled to the next fiscal year to cover the expenditure. During the budget process, it is not always known if items or projects are going to be received or completed by September 30, 2025. If allowances have not been made for this expenditure in the following fiscal year budget, a budget amendment must be submitted to cover the expenditure.

Introduction item.

**10. Consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend the Operation Lone Star Grant award #4385704 for personnel, travel & training, equipment, supplies and direct operating expenses. (Police Chief).**

Mr. John Blair, Chief of Police, stated that the Police Department requests the city commission to approve a resolution to apply for and if awarded accept and expend FY 2026 Operation Lone Star Grant Program funds. The grant period spans from September 1, 2025 to August 31, 2026.

Introduction item.

**11. Consider introduction of an ordinance amending the City of Kingsville Code of Ordinances sections 9-7-5 Correction by City; Lien & 9-7-6 Abatement of Nuisance Lots; Administrative Fees, providing for revision of language and fees. (Director of Planning and Development Services).**

Mr. Erik Spitzer, Director of Planning and Development Services, stated that his department is seeking commission approval to modify language for sections 9-7-5 and 9-7-6. It was determined that the existing language in both sections requires modification to accurately label fees approved last year for property abatement and avoid customer confusion with respect to the word "administrative".

Introduction item.

**V. Adjournment.**

As there was no further business to come before the City Commission, the meeting was adjourned at 5:50 p.m.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, TRMC, City Secretary

NOVEMBER 10, 2025

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, NOVEMBER 10, 2025, IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS, AT 5:00 P.M.

**CITY COMMISSION PRESENT:**

Sam R. Fugate, Mayor  
Edna Lopez, Commissioner  
Norma Alvarez, Commissioner  
Hector Hinojosa, Commissioner  
Leo Alarcon, Commissioner

**CITY STAFF PRESENT:**

Charlie Sosa, Interim City Manager  
Mary Valenzuela, City Secretary  
Courtney Alvarez, City Attorney  
Kyle Benson, IT Director  
Derek Williams, Systems Administrator  
Deborha Balli, Finance Director  
Leticia Salinas, Accounting Manager  
Connie Womack, Tourism Director  
Monika Donnell, Municipal Court Supervisor  
Susan Ivy, Parks Director  
Nick Rivas, Administrative Assistant  
Juan J. Adame, Fire Chief  
James Creek, Captain  
Emilio Garcia, Health Director  
Charlie Cardenas, Engineer  
John Blair, Police Chief  
Bill Donnell, Public Works Director

**I. Preliminary Proceedings.**

**OPEN MEETING**

Mayor Fugate opened the meeting at 5:00 p.m. with all five commission members present.

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

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

**MINUTES OF PREVIOUS MEETING(S)**

None.

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

None.

**III. Reports from Commission & Staff.<sup>2</sup>**

*"At this time, the City Commission and Staff will report/update on all committee assignments which may include but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board, Library Board, Health Board, 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 Services - Information, Investment Report, Quarterly Budget Report, 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, Water And Wastewater Rate Study Presentation. No formal action can be taken on these items at this time.”*

Mr. Charlie Sosa, City Manager, gave an update on street projects that are occurring around the city. He further announced that City Hall office will be closed on Tuesday, November 11, 2025, in observance of Veteran's Day.

Ms. Courtney Alvarez, City Attorney, reported that the next scheduled city commission meeting is for November 24, 2025. The deadline for city staff to submit their agenda items for said meeting is November 12, 2025.

Commissioner Alvarez asked that all ordinances require two hearings, introduction and final passage, why is agenda item #9 not listed on this agenda as an introduction item? This is the first reading, and it is read for final passage.

Ms. Alvarez responded that as with the venue tax elections, those are not necessarily required to have the duals. It is a state versus the city ordinance, that can trump.

Commissioner Alvarez asked that if it is a state, it would have to be read twice. She stated that she is talking about item #9.

Ms. Alvarez responded correct. She further stated that our venue tax ordinances that we receive from bond counsel and have done a couple of times already, those were also single reads. It just comes from a different authoritative. Ms. Alvarez further commented that the commission is also under a court order.

Commissioner Alvarez responded that what she wanted was clarification on that.

Mayor Fugate commented stated that it was a state court order to a local ordinance. Fugate further asked Ms. Alvarez if this was a fair statement.

Ms. Alvarez responded that it was a fair statement.

Mayor Fugate commented that there has been some information that has been related back to him that there has been some waiving of fees. He further stated that it is his understanding that waiver of fees need to be approved by the city commission. He further stated that he would like to see this done, as it is something that has to be done. Mayor Fugate further asked Mr. Sosa, that when he gets a document that is given to him and only copied one commission member, it is important to circulate that information to the other members of the commission. This also includes if he, the Mayor, receives something and not the other commission members. This would be for transparency purposes.

Ms. Alvarez commented that following up on the waivers, it is not legal for staff to waive an ordinance fee.

Mayor Fugate commented that if the commission has to approve waiver of parade fees, he thought that was the rule.

Ms. Alvarez commented that if the commission by ordinance has imposed a fee to be accessed, then staff does not have the authority to waive that without the approval of the city commission.

Commissioner Alvarez commented that she thought if it were another public entity as she recalls when the college was building the Music building, there were fees that were waived and never came to commission for approval. She stated that she figured if it was another public entity then it was ok.

Mayor Fugate commented that when you are dealing with the university, the city had nothing to do with them. The city does not do plan reviews or anything else when it comes to the university.

Commissioner Alvarez commented that when they are building the building, don't they still have to come to the city.

Ms. Alvarez responded no.

Commissioner Alvarez responded no, they just get to do whatever?

Mayor Fugate responded yes.

Ms. Alvarez commented that the state can do that.

Commissioner Hinojosa commented that he thought before that the commission had waived some of the fees or the city manager had waived the fees.

Mayor Fugate responded that the city can't do that and he is just saying that waiver of fees need to come to the commission for approvals. This is the rule that we have and if it was done in the past, it doesn't make it right.

Commissioner Hinojosa asked if the commission should set a limit on that.

Ms. Alvarez commented that the commission can have a discussion item on for the next agenda as this is not something that is on the agenda for tonight's meeting.

Mayor Fugate commented that he just thinks it needs to come to commission.

Commissioner Lopez commented to Mr. Sosa that, unfortunately, some of his actions have required her to speak out, so our citizens are aware of her concerns. She stated that initially she attempted to give Mr. Sosa the benefit of the doubt, but his actions have made it increasingly difficult. On October 6<sup>th</sup>, 16<sup>th</sup>, and 20<sup>th</sup>, 2025 via email and text message, she requested a copy of attorney Hinojosa's invoice. This is the attorney who represented the three commissioners and the city at the hearing of the 105<sup>th</sup> District Court. She stated that she did not receive anything. However, four days later on October 24<sup>th</sup> at 7:59 p.m. both Mr. Sosa and Commissioner Alvarez received attorney Hinojosa's invoice via email. Three days later, on October 27<sup>th</sup>, at 3:19 p.m. Mr. Sosa forwarded the invoice to the Finance Director via email for payment process in the amount of \$9,250.00, which was the attorney fees. Then on October 29<sup>th</sup> at 7:51 p.m., the Finance Director emailed the Finance Clerk instructing them to charge the invoice to the legal department. However to her knowledge, the legal department was never informed that their budget would be charged for this invoice. She stated that Mr. Sosa had sufficient time to forward the invoice to her, however, Mr. Sosa decided not to do so until once again she requested a copy on November 4<sup>th</sup>, and that is unacceptable. Commissioner Lopez further commented that Mr.

Sosa is accountable to five commission members and not only to one or two, but to all five commission members. You tell a lie once and all your truths become questionable. Lopez further stated that with this being said, had Mr. Sosa examined the invoice for accuracy, instead of rushing it for payment in the amount of \$9,250.00, you would have noticed that there was charge on the invoice under the section services rendered, which specifically stated researched mandamus law, reviewed city charter, and drafted answer for Alvarez, Alarcon, Hinojosa where the work was done on September 5<sup>th</sup> for five hours at a rate of \$375.00 per hour for an amount of \$1,875. At a commission meeting on August 25<sup>th</sup>, a 3-2 vote approved the hiring or retention of an attorney. The motion was made by Commissioner Alvarez and seconded by Commissioner Alarcon with no reference to the attorney's name or any discussion about retaining or hiring Mr. Hinojosa. Most importantly, the service for the three commissioners and the city was rendered on September 5<sup>th</sup>. Lopez further stated that her concern is the retainer agreement to hire attorney Hinojosa was not approved by this commission until September 8<sup>th</sup>. Considering the service was provided three days prior to the approval of the retainer agreement she believes that the \$1,875 fee should be rendered pro bono. Lopez further commented that if he had spoken to the city attorney, he probably would have learned that. That the city was paying for a service that had not been approved by the commission or date of the service that had not been approved. This matter should be of great concern to our citizens. One might question what this matter is not being addressed closed doors, my response is that I believe that it is essential to maintain transparency ad keep out citizens informed about the expenditure of tax funds and the procedures governing decision making. As stewards of taxpayers funds, we must maintain the highest standards of integrity and she further stated that she still believes the power belongs to the people.

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

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

Elizabeth Ramos, 615 Elizabeth commented that she is here today because a lot of people say that she is mean and not very nice and all she has to do is say negative things all the time. She stated that normally she takes upon herself to tell people that this or that need to be fixed before she goes publicly bashing anyone, but with the LyteFiber and the change in temperatures, she is here to state that someone needs to hold someone accountable for better communicating with its citizens on what is going on. She further commented that her front yard looks like World War II with landmines that have gone off. There are dogs and cats that roam this area and have noticed a lot of trash in these holes as she has picked up some out of the holes this morning. She stated that she is pretty sure that they will dump the dirt over the garbage. She has brought this up to a couple of peoples attention and she is getting tired of her yard being a trashcan. She has reported that there were holes in her alley about a year ago and the city decided to fill the hole with plastic, condoms, razors, syringes and a lot of plastic wares and to come here and get the trash out of the yard, and that hadn't been done. With this new water issue her front yard looks like hell and she is not sure who she can file a claim against to get it fixed. She stated that she would appreciate her yard being taken care of a little more respectfully, since she does pay taxes to the city. She further commented that she does not want her yard to be left like that. She would like to be notified, by someone leaving a note on her door letting her know what is going on. If you travel down her road there are two holes which are about 5 to 8 feet deep that don't have caution tape around them, to which anyone can fall into it. She stated that she stood next to it and kind of hoping that maybe her weight would allow the hole to give out and maybe she file a claim against the city and have a really good Christmas year. She stated that the city needs to be more responsible and communicate better and fix the issues that the citizens bring to the city. She further stated that it doesn't take much to communicate with what is going on with these issues in town and keeping her in the dark with what is going on with her property.

V.

Consent Agenda

Notice to the Public

*The following items are of a routine or administrative nature. The Commission has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.*

**CONSENT MOTIONS, RESOLUTIONS, ORDINANCES AND ORDINANCES FROM PREVIOUS MEETINGS:**

*(At this point the Commission will vote on all motions, resolutions, and ordinances not removed for individual consideration).*

Motion made by Commissioner Hinojosa to approve the consent agenda as presented, seconded by Commissioner Alvarez and Commissioner Alarcon. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR".

1. Motion to approve final passage of an ordinance regarding the City of Kingsville's Texas Municipal Retirement System benefits authorizing: (1) a change in the City's matching ratio; (2) non-retroactive repeating COLAs, for retirees and their beneficiaries under TMRS Act Section 853.404(f) and (f-1); and (3) annually accruing updated service credits. (Human Resources Director).
2. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to setup budget for rolled over purchase orders. (Finance Director).
3. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend the Operation Lone Star Grant award #4385704 for personnel, travel & training, equipment, supplies and direct operating expenses. (Police Chief).
4. Motion to approve final passage of an ordinance amending the City of Kingsville Code of Ordinances sections 9-7-5 Correction by City; Lien & 9-7-6 Abatement of Nuisance Lots; Administrative Fees, providing for revision of language and fees. (Director of Planning and Development Services).

REGULAR AGENDA

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

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

5. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend the Edward Byrne Memorial JAG Grant award #5469901 for purchase of equipment-specialty cameras & equipment and license plate reader. (Police Chief).

Mr. John Blair, Chief of Police sated that the Kingsville Police Department is requesting approval to accept and expend funds received in the amount of \$72,975 from the Edward J. Byrne Memorial Justice Assistant Grant (JAG) Program. This funding opportunity is designed to enhance public safety measures, improve crime prevention strategies, and improve law enforcement operations. The funding will support the installation of a mix of

high-resolution security cameras and License Plate Reader systems strategically positioned across key locations throughout the city. These investments will significantly improve our ability to secure public spaces, deter criminal activity, and provide real-time investigative support to law enforcement personnel. Additionally, this initiative aligns with our department's commitment to reinforcing best practices in community policing.

Introduction item.

**6. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget request to increase Part Time Deputy Clerk hours from 19hrs. to 29 hrs. per week at Municipal Court. (Finance Director).**

Mr. Sosa stated that this item will increase the hours of a part-time Deputy Clerk from 19 hours to 29 hours per week. The additional funding for this increase will come from the BA reserve line item in the General Fund. With this change in hours, the part-time position will also become eligible for participation in the Texas Municipal Retirement System.

Introduction item.

**7. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget request to add an additional heavy equipment operator position to the Street Department for street sweeping. (Public Works Director).**

Mr. Bill Donnell, Public Works Director, stated that this authorizes an allocation of funds to hire a Heavy Equipment Operator for the purpose of operating the city's street sweeper. This action will transfer from Fund 092 Street Maintenance Fund to 001 General Fund by \$65,909.00.

Introduction item.

**8. Discuss and consider approving a resolution casting the City of Kingsville's votes to candidate Crispin Trevino for election to the Board of Directors of the Kleberg County Appraisal District. (City Attorney).**

Motion made by Commissioner Lopez to approve the resolution casting the City of Kingsville's votes to candidate Crispin Trevino for election to the Board of Directors of the Kleberg County Appraisal District, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Alvarez, Hinojosa, Alarcon, Lopez, Fugate voting "FOR".

**9. Discuss and consider an ordinance calling a Special Election for the Recall of Norma Nelda Alvarez, City Commissioner Place 2; Hector Hinojosa, City Commissioner Place 3; and Leo Alarcon, City Commissioner Place 4 from the Kingsville City Commission in accordance with the City Charter and the Texas election Code, to be held in the City of Kingsville, Texas and other matters related thereto. (for May 2, 2026) (City Secretary). (Descunche y considere una ordenanza que convoca una elección especial para la destitución de Norma Nelda Alvarez, comisionado de la ciudad plaza 2; Hector Hinojosa, comisionado de la ciudad plaza 3; y Leo Alarcon, comisionado de la ciudad plaza 4 de la comisión municipal de Kingsville, de conformidad con el acta constitutiva de la ciudad y el código electoral de Texas, que se llevará a cabo en la ciudad de Kingsville, Texas y otros asuntos relacionados con la misma. (el 2 de mayo de 2026) (Secretaria Municipal).**

Mayor Fugate commented that this is a court order from the District Judge

**Motion made by Commissioner Alarcon to approve the ordinance ordinance calling a Special Election for the Recall of Norma Nelda Alvarez, City Commissioner Place 2; Hector Hinojosa, City Commissioner Place 3; and Leo Alarcon, City Commissioner**

**Place 4 from the Kingsville City Commission in accordance with the City Charter and the Texas election Code, to be held in the City of Kingsville, Texas and other matters related thereto. (for May 2, 2026) (City Secretary). (Descunche y considere una ordenanza que convoca una elección especial para la destitución de Norma Nelda Alvarez, comisionado de la ciudad plaza 2; Hector Hinojosa, comisionado de la ciudad plaza 3; y Leo Alarcon, comisionado de la ciudad plaza 4 de la comisión municipal de Kingsville, de conformidad con el acta constitutiva de la ciudad y el código electoral de Texas, que se llevará a cabo en la ciudad de Kingsville, Texas y otros asuntos relacionados con la misma. (el 2 de mayo de 2026), seconded by Commissioner Hinojosa.**

Commissioner Alvarez stated that she is voting in favor of this recall in accordance with the District Court Rulings. While she respects the process and the outcomes, she must clarify that she disagrees with the allegations made against her, as they are inaccurate and not factual evidence.

Commissioner Alarcon stated that he also does not agree and would like to reiterate what he said in court on the stand. When he was asked why he would vote against it, he said that these charges against him are all false. He stated that this all happened within the City of Kingsville, and none of the community ever asked for this. We were elected on May 4, 2024 and then they received an email from Courtney Alvarez, City Attorney, a lengthy email, telling them what they needed to do. Alarcon stated that he read the email a couple of times to make sure he was doing the correct thing as she is their advisor. In that email she told them that because now they are running in places and no longer at-large, the commission had to decide what to do with the Mayor Pro Tem situation, as it was no longer the same as it was for years. He further stated that now they are not running against each other, we are running separately. They were sworn in on May 16<sup>th</sup> and it was on the agenda on June 10<sup>th</sup> and during that meeting Ms. Alvarez said for them discuss and they were discussing and he brought up the fact that he would like to make a motion for what he thought was proper, as far as what Ms. Alvarez asked them to do, before the Mayor stopped him from making his motion, which his motion was going to be, now that it is four year term with four commissioners why not split it, Place 1 first year, Place 2, second year and so on. That would have been fair and equal. He stated that he does not care for the position of Mayor Pro Tem. He stated that he asked to be commissioner and represent the people, as he was County Clerk for 10 years and served well. Then he comes here and retires from, after being County Clerk for a decade, he was solicited by the City Manager to work for him as the Tourism Director and he did for four years. He stated that then he decided that since he is up in his 60's and he would like to retire, so he did despite the false things that are on social media that he had gotten fired. He stated no, he didn't get fired as he decided to quit. He stated that he decided to retire and go home and do nothing. He stated that being home and doing nothing he decided to run for commission since Ann Marie Torres vacated her seat to run for the Mayor position, so he said why not, as he did not have much to do. He stated that he decided to and why not serve again. Alarcon further stated that as far as the Mayor Pro Tem thing, on June 13<sup>th</sup> it was on the agenda and that is when he discussed that he would like to do what was proper and being asked by the City Attorney. They voted 3-2 because the process needed to be changed and right after that it comes out in the Kingsville Record, that week, and the word out there was that Commissioner Lopez was saying that she was going to get them as she was City Secretary and she was going to get them, but with a recall. The charter says you can't do anything for a year after being elected. Alarcon further stated that right after that, immediately, right after the anniversary of one year, the recall happened. He stated that her daughter-in-law, Michelle Lerma, Commissioner Lopez's sons, Jason Lerma's wife, initially turned in the affidavit and so of course others helped. He stated that this is when all this got started. This was not a community effort; it was all started by Commissioner Lopez. He stated that it was her and her daughter-in-law and then others joined her. He stated that all this is a waste of money

and it is because it is her way or the highway. He stated that he is sorry, but they could have always done this together and had a Mayor Pro Tem every year and like he stated, he didn't care to have that, but he will do the job if he is asked to do it. He further stated that he wanted to clarify that, the fact that this is not a community deal, this is internal, the whole recall thing is internal within city staff and city commission.

Commissioner Hinojosa stated that he does not agree with the judge's order but he made the decision, but he didn't agree with how he handled the court and further commented, but who am I, I am just a city commissioner, and he is the judge. He further stated that he has to follow the rule of law, but his is against the recall, the outcome of the order.

Commissioner Lopez stated that she would like to clarify something, her daughter-in-law did start the petition and not her doing and had nothing to do with that. She further stated that she started but did not go through with it. Lopez further stated that it was Commissioner Alarcon's goddaughter, his goddaughter, that went through with the petition. Lopez stated that going back to the Mayor Pro Tem situation, Courtney Alvarez had to get a legal opinion on that. The legal opinion came back that the Mayor could make the decision on who the Mayor Pro Tem was and not them, and this was in writing and she doesn't understand how that got all muddled up. She further stated that it was not her daughter-in-law. Once you bring family in it is really dirty, but this is how he plays and that is ok. Lopez stated that she wants to clarify that it was his goddaughter, Selina Tijerina, that ran off and retrieved all the signatures, and just to clarify it was not her daughter-in-law did not get any signatures it was his goddaughter.

Mayor Fugate asked that when Commissioner Lopez says he, who is she referring to.

Commissioner Lopez responded that she is referring to Leo, Leo's goddaughter who got the petition going. Lopez further stated that she did all the work and is still doing all the work, so it was his goddaughter. She further stated that the legal opinion came back stating that the Mayor could make the decision and not them, and it had nothing to do with that.

Commissioner Alarcon commented that she just stated that her daughter-in-law did nothing. He stated that if anyone wants a copy of this, this is exactly who the recall was done by. The media not get the petition and never saw, it was always about the three of us being recalled, but who was the people that actually did the recall. He further stated that it was city employee Alicia Tijerina who circulated 26 pages and received 210 signatures. The next one was city employee Alicia Tijerina's daughter Selina Tijerina who got 60 signatures. The next one was City Commission, Edna Lopez's daughter-in-law who got 30 signatures and City Commission Edna Lopez circulated and received 10 signatures. There were a couple of other people, and those are all the people he is trying to say that it was all internal. This was not a community effort, this was all here, here in this room. All the media attention and its hoopla, it is all here in the city. He stated that he served the county and served well and then he comes here and he thought he was doing a service to be insulted this way. He further stated that she is saying this and she was part of the recall. She helped solicit signatures, her and her daughter-in-law. He stated yes, Selina Tijerina is his goddaughter but of course her mother decided to do this and get 210 signatures which is a majority of the people that signed the petition and out of those 292 people had to be certified, 60% of those 292 people did not even vote in the election of May 4, 2024. He stated that the just anybody that is registered and had them sign. He stated that this is so sad as it was not a community effort. This was a city internal, this is what happened. He further stated that the media is not here, but the Kingsville Record is, which he appreciates Ms. Morales and the effort that she does as she clarifies when we were hiring the city manager, she clarified and she made him understand that he was never convicted. He stated that he was upset when Kookie Kingsville came out and it was very disgusting. He further stated how does she get this information so quickly, and he wonders how. He stated

that it is a sad situation and makes the city look so bad. Alarcon stated that he is ashamed of these people that sit here and look so pretty and say all this stuff but yet they are putting our city down. That is what they are doing.

Commissioner Lopez commented that she thinks he is doing the same thing right now Commissioner Alarcon. She further commented that he is not any better than anybody else and yes she did but he does not know the situation as to why she had to sign that. She stated that you go back to the voters that didn't vote, but this is not what the charter says. If you have to follow the charter and the charter does not say that they had to have voted in the last election. It says you would need to be a registered voter, and that is the way it is, and if you don't like it, sorry.

Commissioner Hinojosa stated that they always refer to the charter, but only when its convenient.

**The motion was passed and approved by the following vote: Hinojosa, Alarcon, Lopez, Alvarez, Fugate voting "FOR".**

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

As there was no further business to come before the City Commission, the meeting was adjourned at 5:40 p.m.

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Sam R. Fugate, Mayor

#### **ATTEST:**

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Mary Valenzuela, TRMC, City Secretary

NOVEMBER 24, 2025

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, NOVEMBER 24, 2025, IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS, AT 5:00 P.M.

**CITY COMMISSION PRESENT:**

Sam R. Fugate, Mayor  
Edna Lopez, Commissioner  
Norma Alvarez, Commissioner  
Hector Hinojosa, Commissioner  
Leo Alarcon, Commissioner

**CITY STAFF PRESENT:**

Charlie Sosa, Interim City Manager  
Mary Valenzuela, City Secretary  
Courtney Alvarez, City Attorney  
Kyle Benson, IT Director  
Derek Williams, Systems Administrator  
Diana Gonzales, Human Resources Director  
Leticia Salinas, Accounting Manager  
Monika Donnell, Municipal Court Supervisor  
Susan Ivy, Parks Director  
Manny Salazar, Economic Development Manager  
Charlie Cardena, Engineer  
James Creek, Captain  
Juan J. Adame, Fire Chief  
Emilio Garica, Health Director  
John Blair, Police Chief  
Bill Donnell, Public Works Director  
Erik Spitzer, Director of Planning and Development Services

**I. Preliminary Proceedings.**

**OPEN MEETING**

Mayor Fugate opened the meeting at 5:00 p.m. with all five commission members present.

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

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

**MINUTES OF PREVIOUS MEETING(S)**

Regular Meeting – October 14, 2025

Special Meeting – October 22, 2025

Motion made by Commissioner Lopez to approve the minutes of October 14, 2025 and October 22, 2025 as presented, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting “FOR”.

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

None.

**III. Reports from Commission & Staff.<sup>2</sup>**

*“At this time, the City Commission and Staff will report/update on all committee assignments which may include but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board,*

*Library Board, Health Board, 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 Services - Information, Investment Report, Quarterly Budget Report, 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, Water And Wastewater Rate Study Presentation. No formal action can be taken on these items at this time.”*

Mr. Charlie Sosa, City Manager, gave an update on street projects. He further announced that city office will be closed after 12:00 p.m. on Wednesday, November 26, 2025. Mr. Sosa further reported that the city had received the residential garbage truck. Mr. Sosa thanked the Tourism staff for the work on this past weekend's festivities.

Commissioner Lopez commented to Mr. Sosa that she had received word that the lights on the Christmas tree located downtown were not working. Mr. Sosa responded that staff was already looking into it.

Ms. Courtney Alvarez, City Attorney, announced that the next city commission meeting is scheduled for December 8, 2025. The meeting after December 8<sup>th</sup> would be scheduled for January 12, 2026. The deadline for staff to submit their agenda items for January 12<sup>th</sup> is December 29, 2025. Ms. Alvarez further commented that any calls to or from her office between staff and the commission should be considered attorney/client communications and would be privileged, and so those phone calls, even though they are on recording lines, should not be listened to by anyone, unless you get her permission first or you have a court order.

Commissioner Alvarez thanked the Tourism staff and the Public Works staff for their work on this past weekend's festivities. Alvarez further commented that, as for agenda item #15, she thinks that when it comes to the school district, county, and University, it really needs to be considered, allowing the City Manager to have authority to make the determination to waive permits without commission approval. Alvarez further stated that, as it came to her attention, the previous city manager waived a lot of the fees for the county when they were building over at the coliseum. She further commented that she doesn't know why it now needs to come before the commission. These are public entities, non-profit, and especially if anyone attended the State of the University event where the President of the University gave a presentation and spoke about this technology workforce program, and the county is nice enough to allow them the use of facilities, and so some of this is going to be for them and helps all of us. She further stated that the Judge also allows the Chief of Police to use the facilities for training and doesn't charge us for the facilities. She stated that she thinks it's great for all to work together and continue and try to do that.

Mayor Fugate stated that he would like a list of the times that the past city managers have waived any fees, as he was not made aware of that. Fugate stated that the only one he recalls is when he brought the paving of the JK Northway Parking Lot to the commission, which was kind of controversial at the time. This is the only one he can recall, and it did come to the commission. He further stated that instead of it being generality, he would like to see a list of county projects that the city has waived.

Commissioner Lopez read and presented a proclamation to the Fire Fighters for Fire Engine 1, as referred to Old #1.

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

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

Elizabeth Ramos, 615 Elizabeth, commented that she has so many things to talk about, but unfortunately, she only has three minutes. She stated that she is only going to state after hearing the commission in open session about the lovely job on the tree lighting for the Ranchhand Weekend. She stated that unfortunately, she tends to disagree. She gives credit when credit is due as she has come here and given credit when it is due, but it is not due this time. The tree lighting, the reason people come here is because of the train. So having the train go by is pretty darn awesome, especially for kids. Ramos further stated that this is small potatoes comparison to the lack of participation and people who came here this weekend, that is a problem. She stated that you usually see people in their cars on Facebook saying that they will have to wait an hour and a half to get on King Ranch to get their breakfast. People are cruising down the road at 30 mph with no one there and that is an issue. She is pretty sure that the King Ranch is not happy about the numbers that are there. She stated that she barely saw any advertisements in Corpus, Alice, McAllen, Brownsville, or Harlingen, which is probably the problem. Nobody knew about it. She stated that she has been cruising up and down the streets often, and she looks and sees no advertisement for La Posada; there is only one advertisement. There are two weeks to La Posada, and there is no advertisement. There is probably no advertisement in Corpus, Alice, or down in Brownsville. The city is not getting the numbers it got last year, not even half of them, the way it's going. Ramos stated that she wouldn't congratulate anyone on a job well not done as far as she is concerned. She believes there is a massive learning curve and it's unfortunate that the people who are going to report on it, like the outstanding, wonderful not lying Kingsville Record is going to say its great. It's all relative, we are all related to someone here, so why would the Kingsville Record put anything negative about their relative in the newspaper? Ramos stated that she is here to tell the truth. She further commented that the commission can talk about the waiving of permits, that discussion here says that they are allowed to have it. She stated that you are not allowed to talk about permitting, but this guy up there can talk about anybody he wants in the community without them being on the agenda and sit here and set their claims. She commented that you can't throw people's private names all over the city commission without expecting them to be here. She stated that she is part of the agenda when you throw her name or anyone else's name into the box. She further commented, permitting, it should come up. It is transparency and accountability, which is why it needs to come up. She stated that she can still keep going, LyteFiber didn't have to pay any kind of fee, as it was an agreement. They are not paying for it.

#### **V.**

#### **Consent Agenda**

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

*The following items are of a routine or administrative nature. The Commission has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.*

#### **CONSENT MOTIONS, RESOLUTIONS, ORDINANCES AND ORDINANCES FROM PREVIOUS MEETINGS:**

*(At this point the Commission will vote on all motions, resolutions, and ordinances not removed for individual consideration)*

Motion made by Commissioner Lopez to approve the consent agenda as presented, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Alvarez, Hinojosa, Alarcon, Lopez, Fugate voting "FOR".

1. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend the Edward Byrne Memorial JAG Grant award #5469901 for purchase of equipment-specialty cameras & equipment and license plate reader. (Police Chief).
2. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget request to increase Part Time Deputy Clerk hours from 19hrs. to 29 hrs. per week at Municipal Court. (Finance Director).
3. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget request to add an additional heavy equipment operator position to the Street Department for street sweeping. (Public Works Director).
4. Motion to approve a resolution authorizing the release of Chapter 59 funds of the Kingsville Police Department for donation to the Kingsville Boxing Club for drug and alcohol prevention programs. (Police Chief).
5. Motion to approve a resolution authorizing the City to submit an application to the Texas Parks and Wildlife Department's Community Outdoor Outreach Grant Program for the purpose of requesting funding for community nature based, family oriented, recreational programming with no cash match required; authorizing the City Manager to submit the grant and the City Parks Director as the Grant Official to act on the City's behalf with such grant program. (3 revisions to Resolution #2025-89 from 10/14/25) (Parks Director).

## REGULAR AGENDA

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

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

6. Discuss and consider approving a resolution authorizing participation in Bulletproof Vest Partnership Program FY2025 with the Office of the Governor, Criminal Justice Division, Justice Assistance Grant (JAG) for bullet proof vests for the Kingsville Police Department, authorizing the Chief of Police to act on the City's behalf with such program. (Police Chief).

Mr. John Blair, Chief of Police, stated that this item is to consider a resolution allowing the Police Department to apply for the Patrick Leahy Bulletproof Vest Partnership Grant. The request is for funding to purchase 11 new units of body armor. The total cost for replacing these vests amounts to \$15,532.00. This grant requires a 50% match, for a total of \$7,766.00. This investment is crucial for ensuring the continued safety and protection of our officers as they perform their duties.

Motion made by Commissioner Lopez to approve the resolution authorizing participation in Bulletproof Vest Partnership Program FY2025 with the Office of the Governor, Criminal Justice Division, Justice Assistance Grant (JAG) for bullet proof vests for the Kingsville Police Department, authorizing the Chief of Police to act on the City's behalf with such program, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Lopez, Alvarez, Fugate voting "FOR".

7. Discuss and consider accepting monetary donation from 1PointFive First Responder Donation Program for police radio equipment. (Police Chief).

Chief Blair stated that this is a request for approval to accept the 2025 1PointFive Responder Donation from the Oxy First Responder Donation Program in the amount of \$20,000. This donation does not require a cash match.

**Motion made by Commissioner Alvarez to approve the accept the monetary donation from 1POintFive First Responder Donation Program for police radio equipment, seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Alarcon, Hinojosa, Lopez, Alvarez, Fugate voting "FOR".**

**8. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from 1PointFive USA LLC for the purchase of portable multiband radios for the Police Department. (Police Chief).**

Introduction item.

**9. Discuss and consider accepting monetary donation from the Tractor Supply Foundation for fire prevention materials. (Fire Chief).**

Mr. Juan J. Adame, Fire Chief, stated that this is a request for approval to accept a donation from the Tractor Supply Foundation Fund for \$250.00. This donation will be used in the Fire Department to purchase Fire Prevention Educational Material.

**Motion made by Commissioner Lopez to approve accepting monetary donation from the Tractor Supply Foundation for fire prevention materials, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR".**

**10. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from the Tractor Supply Foundation for fire prevention education materials. (Fire Chief).**

Introduction item.

**11. Discuss and consider accepting monetary donation from Ed Rachal Foundation for Fire Department EMS training equipment. (Fire Chief).**

Chief Adame stated that this is a request for approval to accept a grant from the Ed Rachal Foundation of \$30,000.00. This donation will be used in the Fire Department to purchase EMS training equipment.

**Motion made by Commissioner Lopez to approve accepting monetary donation from Ed Rachal Foundation for Fire Department EMS training equipment, seconded by Commissioner Alvarez and Commissioner Hinojosa. The motion was passed and approved by the following vote: Alvarez, Hinojosa, Alarcon, Lopez, Fugate voting "FOR".**

**12. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend grant funds from the Ed Rachal Foundation for Fire Department EMS training equipment. (Fire Chief).**

Introduction item.

**13. Discuss and consider accepting monetary donation from 1PointFive USA LLC for the Fire Department to purchase, repair and maintain firefighting equipment. (vehicle) (Fire Chief).**

Chief Adame stated that this is a request for approval to accept a donation from 1PointFive USA LLC for \$20,000.00. This donation will be used in the Fire Department to purchase, repair, and maintain firefighting equipment.

**Motion made by Commissioner Alarcon to approve accepting monetary donation from 1PointFive USA LLC for the Fire Department to purchase, repair and maintain firefighting equipment, seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Lopez, Alvarez, Fugate voting "FOR".**

**14. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from the 1PointFive USA LLC for the purchase, repair, and maintenance of firefighting equipment. (vehicle) (Fire Chief).**

Introduction item.

**15. Discuss and consider waiver of permit fees for Kleberg County to construct a 40x40 metal building at the JK Northway site for the Texas A&M University Technology Program. (City Manager).**

Mr. Sosa stated that this item authorizes the city to waive permit fees associated with Kleberg County projects in the city limits of Kingsville. The City of Kingsville and Kleberg County provide services to the same constituents; therefore, waiving permit fees is beneficial to both the city and county taxpayers. Kleberg County is constructing a 40x40 metal building for the Texas A&M University Technology Program at the JK Northway site. The metal building will serve as a welding trade education center. The financial impact for the permit fee is approximately \$1,105.00. It is recommended that the City of Kingsville to waive permit fees associated with Kleberg County Projects in the city limits of Kingsville as per staff's recommendation.

Mr. Erik Spitzer, Director of Planning and Development Services, stated that he would like to speak first on behalf of this matter.

Mr. Sosa said to Mr. Spitzer that this is not his item; it is the city manager's item.

Mayor Fugate asked Mr. Spitzer to take a seat.

Mr. Spitzer commented that it directly reflects his department and the fees.

**Motion made by Commissioner Hinojosa to approve the waiver of permit fees for Kleberg County to construct a 40x40 metal building at the JK Northway site for the Texas A&M University Technology Program, seconded by Commissioner Alvarez and Commissioner Alarcon.**

Commissioner Lopez asked why Mr. Spitzer can't speak.

Mr. Sosa responded that this is his item.

Commissioner Lopez responded back that it didn't matter.

Commissioner Alvarez asked for a point of order and asked Ms. Alvarez for the point of order.

Ms. Alvarez responded that under the ordinance, it is not in her position to call for points of order as the mayor is in charge.

Mr. Spitzer stated that his comment is that he consulted with staff, but he did not consult with his department.

**The motion was passed and approved by the following vote: Alarcon, Lopez, Alvarez, Hinojosa, Fugate voting “FOR”.**

**VI. Adjournment.**

As there was no further business to come before the City Commission, the meeting was adjourned at 5:30 p.m.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, TRMC, City Secretary

DECEMBER 8, 2025

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, DECEMBER 8, 2025, IN THE HELEN KLEBERG GROVES COMMUNITY ROOM, 400 WEST KING AVENUE, KINGSVILLE, TEXAS, AT 5:00 P.M.

**CITY COMMISSION PRESENT:**

Sam R. Fugate, Mayor  
Edna Lopez, Commissioner  
Norma Alvarez, Commissioner  
Hector Hinojosa, Commissioner  
Leo Alarcon, Commissioner

**CITY STAFF PRESENT:**

Charlie Sosa, Interim City Manager  
Mary Valenzuela, City Secretary  
Courtney Alvarez, City Attorney  
Kyle Benson, IT Director  
Derek Williams, Systems Administrator  
Diana Gonzales, Human Resources Director  
Susan Ivy, Parks Director  
Manny Salazar, Economic Development Manager  
Charlie Cardena, Engineer  
James Creek, Captain  
Juan J. Adame, Fire Chief  
Emilio Garcia, Health Director  
Connie Womack, Tourism Director  
John Blair, Police Chief  
Bill Donnell, Public Works Director

**I. Preliminary Proceedings.**

**OPEN MEETING**

Mayor Fugate opened the meeting at 5:00 p.m. with all five commission members present.

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

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

**MINUTES OF PREVIOUS MEETING(S)**

None.

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

None.

**III. Reports from Commission & Staff.<sup>2</sup>**

*"At this time, the City Commission and Staff will report/update on all committee assignments which may include but is not limited to the following: Planning & Zoning Commission, Zoning Board of Adjustments, Historical Board, Housing Authority Board, Library Board, Health Board, 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 Services - Information, Investment Report, Quarterly Budget Report, 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, Water And Wastewater Rate Study Presentation. No formal action can be taken on these items at this time."*

Mr. Charlie Sosa, City Manager, thanked city staff for their work on the La Posada Parade. The parade was well attended this past Saturday. Mr. Sosa further gave a brief update on street projects.

Ms. Courtney Alvarez, City Attorney stated that the next scheduled meeting is set for January 12, 2026, as the second meeting in December is normally cancelled as it is on the same week of the Christmas holiday. She further stated that the deadline for staff to submit their agenda items for the January 12<sup>th</sup> meeting is December 29, 2025. Ms. Alvarez further announced that city offices will be closed for the upcoming holiday, December 24<sup>th</sup> & December 25, 2025, for the Christmas holiday, and December 31, 2025, and January 1, 2026, for the New Year holiday.

Mrs. Connie Womack, Tourism Director, gave a brief report on the past weekend's festivities. She stated that she would like to extend a sincere thank you to all of our city departments, especially Public Works and the Street Department, for their support and cooperation in this year's Ranchhand weekend, which was held on November 21<sup>st</sup> & 22nd, 2025. Their teamwork was essential to hosting a safe, well-run, and successful event. She further stated that she would like to spotlight the team at the Tourism Department, as this event is a lot of work, and the team did not shy away from it. The festival and concert both drew a strong attendance and engaged local businesses and received positive community feedback. She further stated to be on the lookout for a survey on social media for input on both the Ranchhand weekend and Kingsville's Annual La Posada Parade. The survey will also be inserted with utility billing beginning January 5, 2026. Some areas for growth are earlier promotional timeline, news outlet interviews, more social media video content, and expanding more on Kingsville's cultural and heritage elements. She stated that she and her office are committed to making these changes to ensure a high-quality event that boosts tourism in Kingsville. The data that was gathered from Retail Coach offered attendance numbers. At the tree lighting ceremony, 3,600 people attended, with 72% of those people being from Kingsville. The festival hosted 5,700 people, with 58.1% of those people being from out of town. The concert drew 1,000 attendees, but it is not known yet if there were local people from out of town. Our sponsorships vendor fees and ticket sales gross \$69,142.00 and expenditures totaled \$62,528.00. Overall, the weekend generated a net revenue of \$6,528 for the city that will be used to grow the event into a larger tourist attraction.

Commissioner Alvarez stated that she would like to thank city staff for their work on the city's float for La Posada Parade.

Mayor Fugate presented two proclamations: National Wreaths Across America and Toys for Tots.

Commissioner Lopez commented that she and Mayor Fugate walked the parade and had lots of interaction with the citizens. She further stated that both she and Mayor Fugate passed out candy to the children along the parade route. Lopez further stated that at the previous meeting, the City Attorney commented on someone listening to her recorded phone call and that she hadn't given permission for that. Lopez stated that after that happened she, Lopez, has been advised that she needed to formally document an incident that had occurred with her city email. She stated that for the record, she experienced a disturbing incident on August 2025 in which her city email was hacked and posted to someone's fake profile Facebook page. The email that was hacked was addressed to the

city manager and the city attorney only. The incident was reported to the city manager for investigation in which he said he did an internal investigation and later reported to her that no evidence was found. She further stated that she explicitly states that she has not and do not authorize anyone to read her private city emails nor does she permit the sharing of such emails on Facebook. Under this administration there has been two extremely troubling incidents that are unacceptable and is very disturbing and unprofessional. We need to do better.

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

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

Mr. Andrew Mendes, 405 E. Alice, commented that he photographed the Children's Day event which had a very high turnout. He further stated that ethics is how you fix the potholes we see. He would like to offer a short reflection as the commission moves forward to vote on members of the Kingsville Ethics Commission. For the past several months, he has stood at this podium speaking about virtues, community foundations, and potholes we can't see. The ones in trust, communication and how we treat one another. While he doesn't know whether this commission is community-led or staff-led led he does know this: ethics is not a title, it is a practice, and it's everyone's job. He stated that part of him did wonder that nobody thought to nominate the person who stands here week after week talking about ethics, courage, virtue, and responsibility. But the bigger part of him knows the answer, it is not about him, it's about the work. So tonight, whoever you chose I want to say clearly, that he stands with the Ethics Commission. He stands with anyone willing to help repair the visible potholes that hold this town back. The potholes in trust, the potholes in communication, and the potholes in how we treat our neighbors, and the potholes inside the system we rely on. We have all seen what happens when physical potholes are ignored long enough, they get bigger. This is the same ethical potholes. The longer we look away the more the cracks spread. Make your appointments tonight, but his ask is simple, choose people who will help this town rise, choose people that will understand that transparency builds trust, choose people who believe ethics is not punishment its maintenance, just like a road. And whether he is seated on a commission or not, he will continue doing what he has already been doing, helping Kingsville understand that the biggest repairs aren't always in the asphalt, sometimes there are in us. Every road leads home and ethics is how we keep the road smooth.

Kathleen Studder, 410 E. Ailsie, commented that the first thing when she walked into the building tonight, someone had some scent, and with this being a public building, scents things, for her, give her migraines. She asked that in a public building, it not be used, so that people walking in are not assaulted by different things that will cause pain. She further commented that, as for the Ethics Commission, she hopes the commission will detail who is being chosen for this and that it is not one of the three commissioners on recall or the city manager. She further commented that La Posada was an absolute blast and they sold out, and she hopes that it's that great all the time.

Elizabeth Ramos, 615 Elizabeth, commented to Mayor Fugate that his hair looks great, and she does not know what he did before coming here, but he looked much more put together today than she has seen in months.

#### **V.**

#### **Consent Agenda**

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

*The following items are of a routine or administrative nature. The Commission has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commission Member in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence*

after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

**CONSENT MOTIONS, RESOLUTIONS, ORDINANCES AND ORDINANCES FROM PREVIOUS MEETINGS:**

*(At this point the Commission will vote on all motions, resolutions, and ordinances not removed for individual consideration)*

Motion made by Commissioner Lopez to approve the consent agenda as presented, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR".

1. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from 1PointFive USA LLC for the purchase of portable multiband radios for the Police Department. (Police Chief).
2. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from the Tractor Supply Foundation for fire prevention education materials. (Fire Chief).
3. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend grant funds from the Ed Rachal Foundation for Fire Department EMS training equipment. (Fire Chief).
4. Motion to approve final passage of an ordinance amending the Fiscal Year 2025-2026 budget to accept and expend a donation from the 1PointFive USA LLC for the purchase, repair, and maintenance of firefighting equipment. (vehicle) (Fire Chief).

**REGULAR AGENDA**

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

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

5. Discuss and consider approving a resolution authorizing application to, administration of, and acceptance of Office of the Governor, Bullet-Resistant Components for Law Enforcement Vehicles Grant Program FY2026; authorizing the Chief of Police to act on the City's behalf with such program. (Police Chief).

Mr. John Blair, Chief of Police, stated that this item requests the City Commission to consider a resolution allowing the Police Department to apply for the Bullet-Resistant components for Law Enforcement Vehicles Grant provided by the Office of the Governor's Public Safety Office. The total cost to equip our units amounts to \$420,000.00. There is no cash match for this grant. This investment is crucial for ensuring the continued safety and protection of our officers as they perform their duties.

Motion made by Commissioner Lopez to approve resolution authorizing application to, administration of, and acceptance of Office of the Governor, Bullet-Resistant Components for Law Enforcement Vehicles Grant Program FY2026; authorizing the Chief of Police to act on the City's behalf with such program, seconded by Commissioner Alarcon. The motion was passed and approved by the following vote: Alvarez, Hinojosa, Alarcon, Lopez, Fugate voting "FOR".

6. Discuss and consider awarding Bid No. 26-01 for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 11 (US 141, King Street near HEB) Storm Water Improvements, as per recommendation of consulting engineer. (City Engineer).

Mr. Charlie Cardenas, Engineer, stated that this project consists of the installation of 18 additional storm water inlets, some at new locations, with items associated with the installation and related appurtenances to improve stormwater drainage and reduce future flood risks. The project will be completed with 120 consecutive calendar days after giving the Notice to Proceed.

**Motion made by Commissioner Alvarez to approve the award of Bid No. 26-01 for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 11 (US 141, King Street near HEB) Storm Water Improvements, as per recommendation of consulting engineer, seconded by Commissioner Alarcon. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Lopez, Alvarez, Fugate voting "FOR".**

**7. Discuss and consider awarding Bid No. 26-02 for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 12 (BU 77, 14<sup>th</sup> Street near Pueblo Tires) Storm Water Improvements, as per recommendation of consulting engineer. (City Engineer).**

**Motion made by Commissioner Lopez to approve the award of Bid No. 26-02 for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 12 (BU 77, 14<sup>th</sup> Street near Pueblo Tires) Storm Water Improvements, as per recommendation of consulting engineer, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Alarcon, Lopez, Alvarez, Hinojosa, Fugate voting "FOR".**

**8. Discuss and consider approving a resolution authorizing the City Manager to execute Change Order No.2 for a Construction Contract with Donald Hubert Construction Co. for Project 1: 14<sup>th</sup> St. Sanitary Sewer Improvements Project of the CDBG-MIT Program GLO State Contract Number 22-082-016-D218. (City Engineer).**

Mr. Cardenas stated that this change order addresses unforeseen issues during construction, including seized sanitary sewer manhole lids, discovery of an abandoned well at the proposed lift station location, deduction of a cost-in-place junction box, and 12" RCP in lieu of ditch due to existing elevations near Alexander Ave. This will also include an increase in contract time by 90 calendar days.

**Motion made by Commissioner Hinojosa to approve the resolution authorizing the City Manager to execute Change Order No.2 for a Construction Contract with Donald Hubert Construction Co. for Project 1: 14<sup>th</sup> St. Sanitary Sewer Improvements Project of the CDBG-MIT Program GLO State Contract Number 22-082-016-D218, seconded by Commissioner Alarcon. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR".**

**9. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend grant funds from the State Energy Conservation Office (SECO) for Parks lighting projects. (Parks Director).**

Mrs. Susan Ivy, Parks Director, stated that this is a request for approval of a budget amendment to establish a budget for the State Energy Conservation Office (SECO) award of \$25,000 plus an additional \$7,450.00 to completely fund the project. This project will increase funding available to complete the lighting project proposed by \$32,450.00, of which \$25,000.00 would be reimbursed by SECO.

Introduction item.

**10. Discuss and consider accepting monetary donations from Regency Integrated Health and the Womens Club of Kingsville for recreation supplies. (Parks Director).**

Mrs. Ivy stated that this item is to accept a donation from Regency Integrated Health Service for \$450.00 for movie sponsorship from FY 2024-2025, and \$25.00 from the Women's Club of Kingsville for FY 2025-2026.

**Motion made by Commissioner Lopez to approve the acceptance of monetary donations from Regency Integrated Health and the Women's Club of Kingsville for recreation supplies, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Alvarez, Hinojosa, Alarcon, Lopez, Fugate voting "FOR".**

**11. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend donations from Regency Integrated Health and the Womens Club of Kingsville for recreation supplies. (Parks Director).**

Introduction item.

**12. Discuss and consider accepting monetary grant funds from the Coastal Bend Regional Advisory Council (CBRAC). (Fire Chief).**

Mr. Juan J. Adame, Fire Chief, stated that the Kingsville Fire Department is requesting approval to amend the FY 25-26 budget to accept a grant from the Coastal Bend Regional Advisory Council (CBRAC) for \$6,121.00. Each year CBRAC distributes funds to emergency medical services departments based on the number of EMS calls. This grant will be used to purchase medical equipment and supplies.

**Motion made by Commissioner Lopez to approve the acceptance of monetary grant funds from the Coastal Bend Regional Advisory Council, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Hinojosa, Alarcon, Lopez, Alvarez, Fugate voting "FOR".**

**13. Discuss and consider introduction of an ordinance amending the Fiscal Year 2025-2026 Budget to accept and expend grant funds from the Coastal Bend Regional Advisory Council for Fire Department medical supplies. (Fire Chief).**

Introduction item.

**14. Discuss appointment of members to the City of Kingsville Ethics Review Board. (City Attorney).**

Commissioner Alvarez stated that she would like this item to be brought back in a future meeting and have an executive session on it so that the commission can discuss it.

Ms. Alvarez stated that this is only a discussion item. There is nothing to vote on. She further stated that she wanted to bring it forward so that the commission would have time to think about nominees and look at the qualifications and find someone between now and the first city commission in January. On January 12, 2026, the commission would nominate and based on the ordinance it states that the meeting after that would be when the commission would vote on the nominees. Each commission member gets to have one person as a nominee.

Commissioner Alvarez asked if all these years, the city never had an Ethics Review Board?

Ms. Alvarez responded that the Board has existed, but it hasn't had anything for the Board to review.

Commissioner Hinojosa asked if there were any guidelines that this committee would need to follow.

Ms. Alvarez responded yes, within the code of ordinances.

Commissioner Hinojosa asked Ms. Alvarez to bring that information to the commission.

Mayor Fugate commented that it would be beneficial to send it to the commission.

Commissioner Lopez commented that she thought the information was in the agenda packet and asked Ms. Alvarez if it was included in the agenda packet.

Ms. Alvarez responded that she did not include the entire code, but only the structure of the Board was in the agenda packet, but not everything in the ordinance.

Commissioner Lopez asked if there had already been an Ethics Review Board.

Ms. Alvarez responded that the opportunity for the Board existed, but there hadn't been any people appointed to the Board previously.

Commissioner Lopez asked if the reason we are appointing now is that there has been an ethics complaint filed.

Ms. Alvarez responded yes, by nodding her head.

Commissioner Lopez commented that she feels that it would be best to ask the citizens to send in a letter of intent, instead of the commission putting someone out there. From there, you place those names in a hat and pick from there. This way, there is no bias, and all is done fairly.

Commissioner Alvarez asked for the number of people on this Board.

Commissioner Lopez responded five people.

Ms. Alvarez stated that the ordinance states that the Mayor and each member of the commission shall nominate one member to the Board.

Commissioner Lopez stated that she understood this, but this did not mean that the ordinance couldn't be changed. She further stated that she would rather not have any bias and have the citizens apply for the Board. Lopez further stated that some of them know who the complaint is on and this would be unfair for the commission to choose nominees.

Commissioner Alvarez asked if this would mean that the ordinance would need to be amended, as there is an ordinance that states that each commission member nominates one member to the Board.

Ms. Alvarez stated that it states each commission member shall nominate someone to the Board at one meeting. Then at the following meeting, all the commission members would vote on each of the nominees.

Commissioner Hinojosa asked if we would need to amend the ordinance in order to do what Commissioner Lopez suggested.

Ms. Alvarez responded yes.

Commissioner Alvarez commented that this is why she would like an executive session for this item and Ms. Alvarez to place an executive session on this item.

Ms. Alvarez responded that she didn't think it would qualify for an executive session.

Mayor Fugate commented that if it does qualify for an executive session, then let's have it under executive session.

Discussion item only.

**15. Discuss and consider approving a resolution supporting a commemorative event to be held with other local entities in the City on September 11, 2026. (City Manager).**

Mr. Sosa stated that this item authorizes the city to participate with Kleberg County, NAS Kingsville, Texas A&M University-Kingsville, and our local school districts to host a commemorative event on Friday, September 11, 2026. A keynote speaker at the 25<sup>th</sup> Anniversary Commemoration of September 11, 2026, and the solemn occasion will bring together students, faculty, community members, and distinguished guests to honor the lives lost, reflect on the resilience of our nation, and reaffirm our shared commitment to unity and service.

**Motion made by Commissioner Lopez to approve the resolution supporting a commemorative event to be held with other local entities in the City on September 11, 2026, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR.**

**16. Discuss and consider participation with Kleberg County for assistance in paving the Sister Elizabeth Soup Kitchen parking area, labor and permit fees only, contingent on approving the necessary agreement with the property owner prior to work. (City Manager).**

Mr. Sosa stated that this item authorizes the city to participate with Kleberg County for the paving of the Sister Elizabeth Soup Kitchen parking area. The County Judge has requested the city's assistance with labor and equipment only for the paving overlay of the existing parking area. Kleberg County will provide all materials for the overlay project. The Sister Elizabeth Soup Kitchen provides meals once a week for the elderly and unfortunate residents of the community. The facility also hosts a food pantry and, health living program, and provides clothing for children and parents who have fallen short financially. Kleberg County has assisted with the maintenance of the facility and has reached out to the city for assistance to ensure a safe parking area for the community residents. The cost for city labor and equipment is \$1,742.96, with a cost to the county for materials \$12,952.40.

**Motion made by Commissioner Lopez to approve the participation with Kleberg County for assistance in paving the Sister Elizabeth Soup Kitchen parking area, labor and permit fees only, contingent on approving the necessary agreement with the property owner prior to work, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Lopez, Alvarez, Hinojosa, Alarcon, Fugate voting "FOR".**

**17. Executive Session: Pursuant to Section 551.087, Texas Government Code, Deliberations Regarding Economic Development Negotiations Exception, the City Commission shall convene in executive session to deliberate the offer of a financial or other incentive to a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations. (Economic Development Director).**

Mayor Fugate read and convened the meeting into closed session at 5:50 p.m.

Mayor Fugate reconvened the meeting into open session at 6:06 p.m.

## **VI. Adjournment.**

As there was no further business to come before the City Commission, the meeting was adjourned at 6:07 p.m.

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, TRMC, City Secretary

# **PUBLIC HEARING(S)**

# **PUBLIC HEARING #1**



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 619 W RAGLAND		INITIATED BY KRISTINA PHILLIPS	BUILDING OFFICIAL Don Prahl
LEGAL DESCRIPTION 10TH	BLOCK 12	LOT 7,8	
OWNER NAME BURRIS SEAN	OWNER'S ADDRESS 327 S GUADALUPE ST	CITY/STATE/ZIP SAN MARCOS, TX 78666	

## PROPERTY CONDITION REPORT

PICTURES TAKEN:	Y OR N Y	ACCEPTABLE			REASON CODE	COMMENT CODES
		YES	NO	N/A		
Building						
Condition		X		AB,B,C,D,H,MO,NR	1,2	
Yard						
Condition		X				
Utilities						
Electric		X				
Gas		X				
Water		X				
Roof						
Covering		X		C,D	5	
Walls						
Exterior		X		B,D,L,MO		
Interior		X				
Ceilings		X				
Windows/Doors						
Secured		X				
Condition		X				
Foundation						
Exterior		X				
Interior		X				
Plumbing			X			
Electrical			X			

### REASON CODES:

AB-Abandoned C-Collapsed I-Incomplete MO-Mold NR-Needs Repair  
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:

THE ROOF IS COMPLETELY DILAPIDATED ALLOWING WATER INSIDE, WINDOWS AND DOOR ARE BUSTED OUT. WALLS FALLEN

DUE TO WATER DAMAGE.

HAS BEEN WITHOUT WATER SINCE 7-16-05 AND ELECTRICAL SINCE 10-26-05

SIGNATURE: Kristina Phillips

CITY OF KINGSVILLE BUILDING OFFICIAL

DATE:

7/14/05

## CONDEMNATION CHECKLIST

Property Address:

619 W Ragland

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

Property Owner:

Jean Burns

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

Owner's Address:

3275 Guadalupe St  
San Marcos, TX 78666

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

**PLANNED  
DATE**

7-8-25  
 7-8-25

**ACTUAL  
DATE**

7-8-25  
7-8-25

**ACTION**

7-16-25

7-16-25

7-16-25  
 7-16-25

7-16-25  
7-16-25

7-17-25

7-17-25

11-10-25

11-10-25

11-10-25

11-10-25

11-24-25

11-24-25

11-13-25

11-13-25

1. Identify structure unfit for human habitation.
2. Inspect Property. (Building Official)
  - a. Prepare inspection report and date.
  - b. Photograph property with date stamp.
3. Determine ownership from county assessment & tax collection record.
4. Obtain legal description.
5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
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.
7. 2<sup>nd</sup> Notice Sent. (10 day response) (Optional)
8. If response is not received or is not adequate, proceed as follows:
  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.
  - 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
10. Post sign on property advising date the City

\_\_\_\_\_ 11-13-25  
 11-24-25

\_\_\_\_\_

11-13-25  
11-24-25

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 &amp; 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.

\_\_\_\_\_

\_\_\_\_\_

## BERG COUNTY APPRAISAL DISTRICT

PROPERTY 17036 R  
Description, BLOCK 12, LOT 7, 8

1207000192

Ref ID: R17036  
Map ID A2

S 619 W RAGLAND

## PROPERTY APPRAISAL INFORMATION 2024

OWNER ID BURRIS SEAN  
72552 327 S GUADALUPE ST  
SAN MARCOS, TX 78666  
OWNERSHIP 100.00%

Entities	Values
CAD 100%	IMPROVEMENTS 3,900
CKI 100%	LAND MARKET + 7,500
GKL 100%	MARKET VALUE = 11,400
SKI 100%	PRODUCTIVITY LOSS - 0
WST 100%	APPRaised VALUE = 11,400
	CAP LOSS - 0
	ASSESSED VALUE = 11,400

ACRES:  
EFF. ACRES:

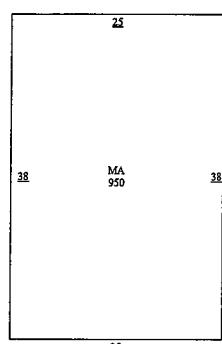
APPR VAL METHOD: Cost

## GENERAL

TIES	LAST APPR.	IE/AM
OGRAPHY	LAST APPR. YR	2024
ACCESS	LAST INSP. DATE	11/29/2023
NG	NEXT INSP. DATE	
DER		
REASON		
ARKS	FOR '24 REM 2ND IMP SEG PER IE/AM 11/29/23 3/13/24 JO - FOR 2023 CHG LAND TABLE TO FF150D140 PER IE 4/12/23 5/5/23 JO - FOR 2023 CORR LAND TBL FROM FF40D100 TO FF40D140	

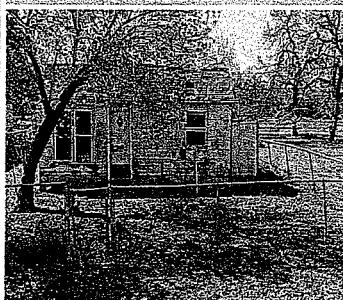
BUILDING PERMITS

E DT PERMIT TYPE PERMIT AREA ST PERMIT VAL

DT PRICE GRANTOR DEED INFO  
/2024 JEF INVESTMENT L WD 337250  
/2024 BROOKS BERNADINECSHWD 336984  
/2024 GIBSON ERNESTINE AFF 336981

## EXEMPTIONS

## PICTURE



## D: S011 100.00% NBHD:

IMPROVEMENT INFORMATION											
PE DESCRIPTION	MTHD	CLASS/SUBCL	AREA	UNIT PRICE	UNITS	BUILT	EFF YR	COND.	VALUE	DEPR	PHYS
MAIN AREA	R	FF2/	950.0	48.84	1	1935	1966	*	46,400	21%	50%
PP STORAGE (CON	R	NV/	35.0	0.00	1	1961	1961	*	100%	100%	100%
SIDENTIAL	STCD:	A1	986.0						100%	100%	100%
									0.11	0.11	0.11
									4,870	4,870	4,870
									0	0	0
									0.80	0.80	0.80
									3,900	3,900	3,900

## IMPROVEMENT FEATURES

Foundation	1	FD6	0
Exterior Wall	1	EW/2	0
Interior Finish	1	IN4	0
Flooring	1	FL7	0
Plumbing	1	1	0
			0

## D: S011 100.00% NBHD:

DESCRIPTION	CLS	TABLE	SC	HS	METH	DIMENSIONS	UNIT PRICE	LAND INFORMATION	IRR. Wells: 0	Capacity: 0	IRR Acres: 0	Oil Wells: 0
	FF	FF150D140	A1	N	FF	50X140	150.00	GROSS VALUE	7,500	1.00	1.00	AG CLASS
ent: F: 50.0 R: 50.0 FF								ADJ	1.00	A	AG TABLE	AG UNIT PRC
								MASS			AG VALUE	0.00
								ADJ				0
								VAL SRC				
									7,500			
										NO		
											7,500	

**DELINQUENT TAX STATEMENT SUMMARY**



**MARIA VICTORIA VALADEZ  
KLEBERG COUNTY TAX-ASSESSOR COLLECTOR  
PO BOX 1457  
KINGSVILLE, TEXAS 78364  
361-595-8542**

**Certified Owner:**

**BURRIS SEAN  
327 S GUADALUPE ST  
SAN MARCOS, TX 78666**

**Legal Description:**

**10TH, BLOCK 12, LOT 7, 8**

**Account No: 101101207000192**

**2024 Value: \$11,400**

**Appr. Dist. No.: 17036**

**Legal Acres: .1607**

**Parcel Address: 619 W RAGLAND**

**Print Date: 05/16/2025 Printed By: JLARA**

**As of Date: 05/16/2025**

Year	Tax Units	Remaining Levy	IF PAID BY		IF PAID BY		IF PAID BY	
			June 2, 2025	Penalty Interest	June 30, 2025	Penalty Interest	July 31, 2025	Penalty Interest
2024	137 900 901 905	\$344.05	\$44.72	\$388.77	\$51.61	\$395.66	\$143.14	\$487.19

**TOTAL AMOUNT DUE:**

**\$388.77**

**\$395.66**

**\$487.19**

**Tax Unit Codes:**

**137 KLEBERG COUNTY 900 CITY OF KINGSVILLE 901 KINGSVILLE ISD 905 SOUTH TX WATER AUTH**

IF THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE REGARDING A RIGHT YOU MAY HAVE TO ENTER INTO AN INSTALLMENT AGREEMENT DIRECTLY WITH THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE FOR THE PAYMENT OF THESE TAXES.

*IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.*

**THE TAXES ON THIS PROPERTY ARE DELINQUENT. THE PROPERTY IS SUBJECT TO A LIEN FOR THE DELINQUENT TAXES. IF THE DELINQUENT TAXES ARE NOT PAID, THE LIEN MAY BE FORECLOSED.**

**PLEASE CUT AT THE DOTTED LINE AND RETURN THIS PORTION WITH YOUR PAYMENT**

**Print Date: 05/16/2025**

**31.1.56**

**Appr. Dist. No.: 17036**

**PLEASE NOTE YOUR ACCOUNT NUMBER ON YOUR CHECK AND MAKE PAYABLE TO:**

**MARIA VICTORIA VALADEZ  
KLEBERG COUNTY TAX-ASSESSOR COLLECTOR  
PO BOX 1457  
KINGSVILLE, TEXAS 78364**



**\* 1 0 1 1 0 1 2 0 7 0 0 0 1 9 2 \***

**101101207000192**

<b>If Paid By</b>	<b>Amount Due</b>
June 2, 2025	\$388.77
June 30, 2025	\$395.66
July 31, 2025	\$487.19
<b>Amount Paid:</b>	<b>\$ _____</b>

**BURRIS SEAN  
327 S GUADALUPE ST  
SAN MARCOS, TX 78666**

# Kleberg CAD Property Search

## Property Details

### Account

<b>Property ID:</b>	17036	<b>Geographic ID:</b>	101101207000192
<b>Type:</b>	R	<b>Zoning:</b>	
<b>Property Use:</b>			
<b>Location</b>			
<b>Situs Address:</b>	619 W RAGLAND	<b>Map ID:</b>	A2
<b>Legal Description:</b>	10TH, BLOCK 12, LOT 7, 8	<b>Mapsco:</b>	
<b>Abstract/Subdivision:</b>	S011		
<b>Neighborhood:</b>			
<b>Owner</b>			
<b>Owner ID:</b>	72552	<b>Name:</b>	BURRIS SEAN
<b>Agent:</b>			
<b>Mailing Address:</b>	327 S GUADALUPE ST SAN MARCOS, TX 78666		
<b>% Ownership:</b>	100.0%		
<b>Exemptions:</b>	For privacy reasons not all exemptions are shown online.		

## Property Values

<b>Improvement Homesite Value:</b>	\$0 (+)
<b>Improvement Non-Homesite Value:</b>	\$3,900 (+)
<b>Land Homesite Value:</b>	\$0 (+)
<b>Land Non-Homesite Value:</b>	\$7,500 (+)
<b>Agricultural Market Valuation:</b>	\$0 (+)
<b>Market Value:</b>	\$11,400 (=)
<b>Agricultural Value Loss:</b>	\$0 (-)

Appraised Value:	\$11,400 (=)
HS Cap Loss:	\$0 (-)
Circuit Breaker:	\$0 (-)
Assessed Value:	\$11,400
Ag Use Value:	\$0

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

## Property Taxing Jurisdiction

Owner: BURRIS SEAN %Ownership: 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax
CKI	CITY OF KINGSVILLE	0.770000	\$11,400	\$11,400	\$87.78
GKL	KLEBERG COUNTY	0.771870	\$11,400	\$11,400	\$87.99
SKI	KINGSVILLE I.S.D.	1.410400	\$11,400	\$11,400	\$160.79
WST	SOUTH TEXAS WATER AUTHORITY	0.065695	\$11,400	\$11,400	\$7.49

Total Tax Rate: 3.017965

Estimated Taxes With Exemptions: \$344.05

Estimated Taxes Without Exemptions: \$344.05

# DELINQUENT TAX STATEMENT SUMMARY



**MARIA VICTORIA VALADEZ**  
**KLEBERG COUNTY TAX-ASSESSOR COLLECTOR**  
**PO BOX 1457**  
**KINGSVILLE, TEXAS 78364**  
**361-595-8542**

**Certified Owner:**  
**BURRIS SEAN**  
**327 S GUADALUPE ST**  
**SAN MARCOS, TX 78666**

**Legal Description:**  
**10TH, BLOCK 12, LOT 7, 8**

**Account No: 101101207000192**

**2024 Value: \$11,400**  
**Appr. Dist. No.: 17036**

**Legal Acres: .1607**  
**Parcel Address: 619 W RAGLAND**

**Print Date: 07/16/2025 Printed By: JLARA**

Year	Tax Units	Remaining Levy	IF PAID BY July 31, 2025		IF PAID BY September 1, 2025		IF PAID BY September 30, 2025	
			Penalty Interest	Total	Penalty Interest	Total	Penalty Interest	Total
2024	137 900 901 905	\$344.05	\$143.14	\$487.19	\$147.25	\$491.30	\$151.40	\$495.45

**TOTAL AMOUNT DUE: \$487.19 \$491.30 \$495.45**

**Tax Unit Codes:**

137 KLEBERG COUNTY 900 CITY OF KINGSVILLE 901 KINGSVILLE ISD 905 SOUTH TX WATER AUTH

IF THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE REGARDING A RIGHT YOU MAY HAVE TO ENTER INTO AN INSTALLMENT AGREEMENT DIRECTLY WITH THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE FOR THE PAYMENT OF THESE TAXES.

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**THE TAXES ON THIS PROPERTY ARE DELINQUENT. THE PROPERTY IS SUBJECT TO A LIEN FOR THE DELINQUENT TAXES. IF THE DELINQUENT TAXES ARE NOT PAID, THE LIEN MAY BE FORECLOSED.**

.....  
**PLEASE CUT AT THE DOTTED LINE AND RETURN THIS PORTION WITH YOUR PAYMENT**

Print Date: 07/16/2025

31.1.57

Appr. Dist. No.: 17036

**PLEASE NOTE YOUR ACCOUNT NUMBER ON YOUR CHECK AND MAKE PAYABLE TO:**

MARIA VICTORIA VALADEZ  
KLEBERG COUNTY TAX-ASSESSOR COLLECTOR  
PO BOX 1457  
KINGSVILLE, TEXAS 78364



\* 1 0 1 1 0 1 2 0 7 0 0 0 1 9 2 \*

If Paid By	Amount Due
July 31, 2025	\$487.19
September 1, 2025	\$491.30
September 30, 2025	\$495.45
<b>Amount Paid:</b> \$	<b>.</b>

101101207000192

BURRIS SEAN  
327 S GUADALUPE ST  
SAN MARCOS, TX 78666

**As of Supplement # 0  
CKI - CITY OF KINGSVILLE**

### Geo ID Order

07/23/2024 13:45PM

Prop ID	Owner	% Legal Description				Values			
4004722	70795	100.00 R <b>Geo: 101101025005192</b> LEFLORE ALEXNDER EST BEVERLY LEFLORE 2717 KELTY MEADOW AVE TULARE, CA 93274				Effective Acres: 0.000000	Imp HS: 0	Market: 18,750	
		10TH, BLOCK 10, LOT 25-29				Imp NHS: 0	Prod Loss: 0		
		State Codes: C1				Land HS: 0	Appraised: 18,750		
		Situs: W RAGLAND TX				Acre: 0.0000	Land NHS: 18,750	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 18,750	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				18,750	0	18,750		
20705	62501	100.00 R <b>Geo: 101101030000192</b> BURUATO ABIEL ETUX ANNA MARIA 730 W RAGLAND KINGSVILLE, TX 78363				Effective Acres: 0.000000	Imp HS: 0	Market: 41,530	
		10TH, BLOCK 10, LOT 30,31				Imp NHS: 34,030	Prod Loss: 0		
		State Codes: A				Land HS: 0	Appraised: 41,530		
		Situs: 730 W RAGLAND TX				Acre: 0.0000	Land NHS: 7,500	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 41,530	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				41,530	0	41,530		
24079	10346	100.00 R <b>Geo: 101101101000192</b> CITY OF KINGSVILLE PO BOX 1458 KINGSVILLE, TX 78364-1458				Effective Acres: 0.000000	Imp HS: 0	Market: 100,100	
		10TH, BLOCK 11, LOT 1-32, (PARK), (E X E M P T)				Imp NHS: 24,500	Prod Loss: 0		
		State Codes: F1				Land HS: 0	Appraised: 100,100		
		Situs: ARMSTRONG				Acre: 0.0000	Land NHS: 75,600	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 100,100	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: EX-XV	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				100,100	100,100	0		
14715	13717	100.00 R <b>Geo: 101101201000192</b> MOORE LONDON 1634 HEMLOCK PL CORPUS CHRISTI, TX 78416-17				Effective Acres: 0.000000	Imp HS: 0	Market: 7,500	
		10TH, BLOCK 12, LOT 1,2				Imp NHS: 0	Prod Loss: 0		
		State Codes: C1				Land HS: 0	Appraised: 7,500		
		Situs: 600 W RAGLAND BLK				Acre: 0.0000	Land NHS: 7,500	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 7,500	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				7,500	0	7,500		
15492	70078	100.00 R <b>Geo: 101101203000192</b> BEECHAM DIANE C (HEIR) ETAL 512 W FORDYCE KINGSVILLE, TX 78363				Effective Acres: 0.000000	Imp HS: 0	Market: 15,000	
		10TH, BLOCK 12, LOT 3-6				Imp NHS: 0	Prod Loss: 0		
		State Codes: C1				Land HS: 0	Appraised: 15,000		
		Situs: 600 W RAGLAND BLK				Acre: 0.0000	Land NHS: 15,000	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 15,000	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				15,000	0	15,000		
17036	72552	100.00 R <b>Geo: 101101207000192</b> BURRIS SEAN 327 S GUADALUPE ST SAN MARCOS, TX 78666				Effective Acres: 0.000000	Imp HS: 0	Market: 11,400	
		10TH, BLOCK 12, LOT 7, 8				Imp NHS: 3,900	Prod Loss: 0		
		State Codes: A				Land HS: 0	Appraised: 11,400		
		Situs: 619 W RAGLAND				Acre: 0.0000	Land NHS: 7,500	Cap: 0	
						Map ID: A2	Prod Use: 0	Assessed: 11,400	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				11,400	0	11,400		
17786	15835	100.00 R <b>Geo: 101101209000192</b> GIBSON JAMES JR % JOHN GIBSON 617 W RAGLAND AVE KINGSVILLE, TX 78363-5253				Effective Acres: 0.000000	Imp HS: 0	Market: 13,050	
		10TH, BLOCK 12, LOT 9, 10, S1# N/A; L1# N/A TITLE # N/A				Imp NHS: 5,550	Prod Loss: 0		
		State Codes: A				Land HS: 0	Appraised: 13,050		
		Situs: 617 W RAGLAND TX				Acre: 0.0000	Land NHS: 7,500	Cap: 0	
						Map ID: MH-A2	Prod Use: 0	Assessed: 13,050	
						Mtg Cd: DBA:	Prod Mkt: 0	Exemptions: 0	
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable		
CKI	CITY OF KINGSVILLE				13,050	0	13,050		

# Kleberg CAD Property Search

## Property Details

### Account

Property ID:	17036	Geographic ID: 101101207000192
Type:	R	Zoning:
Property Use:		

### Location

Situs Address:	619 W RAGLAND	
Map ID:	A2	Mapsco:
Legal Description:	10TH, BLOCK 12, LOT 7, 8	
Abstract/Subdivision:	S011	
Neighborhood:		

### Owner

Owner ID:	72552	
Name:	BURRIS SEAN	
Agent:		
Mailing Address:	327 S GUADALUPE ST SAN MARCOS, TX 78666	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

## Property Values

Improvement Homesite Value:	\$0 (+)
Improvement Non-Homesite Value:	\$7,660 (+)
Land Homesite Value:	\$0 (+)
Land Non-Homesite Value:	\$7,500 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$15,160 (=)
Agricultural Value Loss:	\$0 (-)

Appraised Value: 	\$15,160 (=)
HS Cap Loss: 	\$0 (-)
Circuit Breaker: 	\$0 (-)
Assessed Value:	\$15,160
Ag Use Value:	\$0

**VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.**

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

## Property Taxing Jurisdiction

**Owner: BURRIS SEAN %Ownership: 100.0%**

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax
CKI	CITY OF KINGSVILLE	0.770000	\$15,160	\$15,160	\$116.73
GKL	KLEBERG COUNTY	0.771870	\$15,160	\$15,160	\$117.02
SKI	KINGSVILLE I.S.D.	1.410400	\$15,160	\$15,160	\$213.82
WST	SOUTH TEXAS WATER AUTHORITY	0.065695	\$15,160	\$15,160	\$9.96

**Total Tax Rate: 3.017965**

**Estimated Taxes With Exemptions: \$457.53**

**Estimated Taxes Without Exemptions: \$457.53**

# Kleberg CAD Property Search

## Property ID: 17036 For Year 2025

### Property Details

#### Account

<b>Property ID:</b>	17036	<b>Geographic ID:</b>	101101207000192
---------------------	-------	-----------------------	-----------------

<b>Type:</b>	R	<b>Zoning:</b>	
--------------	---	----------------	--

<b>Property Use:</b>	
----------------------	--

#### Location

<b>Situs Address:</b>	619 W RAGLAND
-----------------------	---------------

<b>Map ID:</b>	A2	<b>Mapsco:</b>	
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<b>Legal Description:</b>	10TH, BLOCK 12, LOT 7, 8
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<b>Abstract/Subdivision:</b>	S011
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<b>Neighborhood:</b>	
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#### Owner

<b>Owner ID:</b>	72552
------------------	-------

<b>Name:</b>	BURRIS SEAN
--------------	-------------

#### Agent:

<b>Mailing Address:</b>	327 S GUADALUPE ST SAN MARCOS, TX 78666
-------------------------	--------------------------------------------

<b>% Ownership:</b>	100.0%
---------------------	--------

<b>Exemptions:</b>	For privacy reasons not all exemptions are shown online.
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### Property Values

<b>Improvement Homesite Value:</b>		\$0 (+)
------------------------------------	--	---------

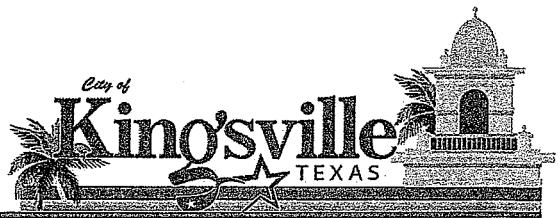
<b>Improvement Non-Homesite Value:</b>		\$7,660 (+)
----------------------------------------	--	-------------

<b>Land Homesite Value:</b>		\$0 (+)
-----------------------------	--	---------

<b>Land Non-Homesite Value:</b>		\$7,500 (+)
---------------------------------	--	-------------

<b>Agricultural Market Valuation:</b>		\$0 (+)
---------------------------------------	--	---------

<b>Market Value:</b>		\$15,160 (=)
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P. O. BOX 1458 - KINGSVILLE, TEXAS 78364

JULY 17, 2025

SEAN BURRIS  
327 S GUADALUPE ST  
SAN MARCOS, TX 78666

**Re: 10TH, BLOCK 12, LOT 3-6 619 W Ragland Kingsville, TX 78363**

Dear Sir or Madam:

It has been determined that the structure at **619 W Ragland Kingsville, TX 78363** 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 LOSED PROPERTY CONDITION REPORT REGARDING THE SPECIFIC VIOLATIONS REQUIRING CORRECTIVE ACTION.

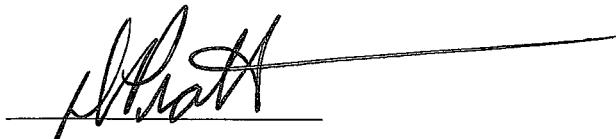
WE MUST RECEIVE WRITTEN RESPONSE FROM YOU WITHIN TEN (10) DAYS FROM THIS NOTICE INDICATING THE ACTION YOU INTEND TO TAKE WITHIN THE NEXT THIRTY (30) DAYS TO CORRECT SUBSTANDARD CONDITIONS.

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.

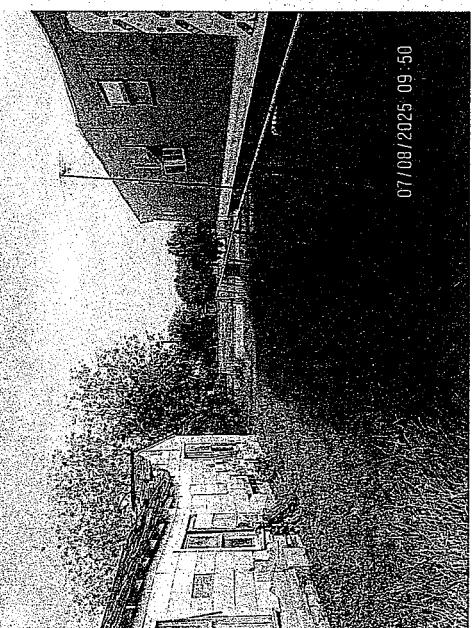
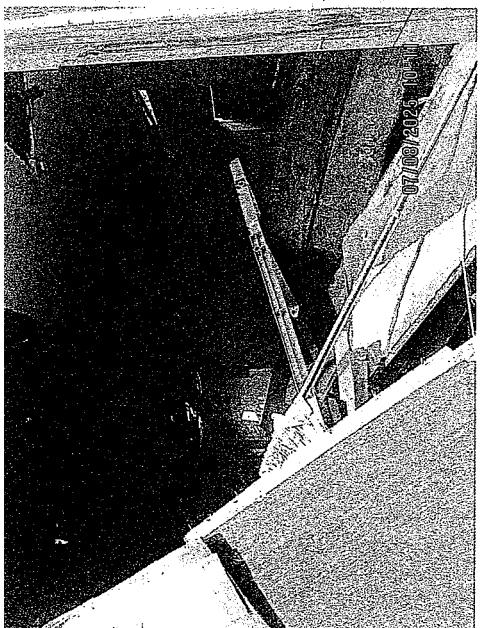
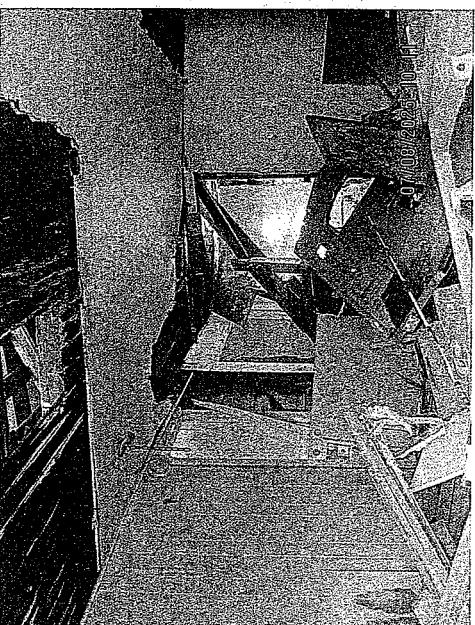
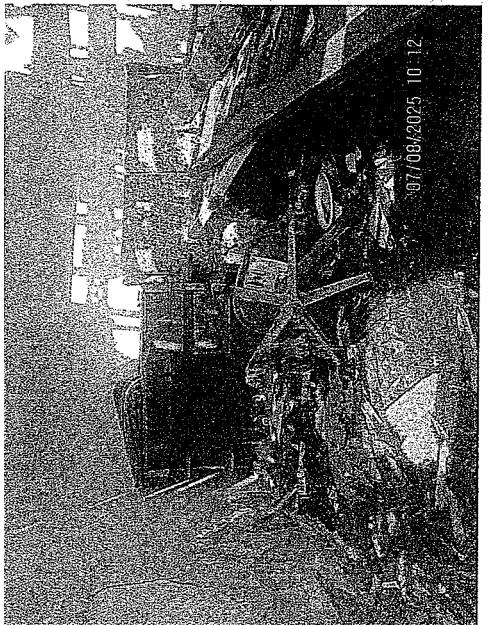
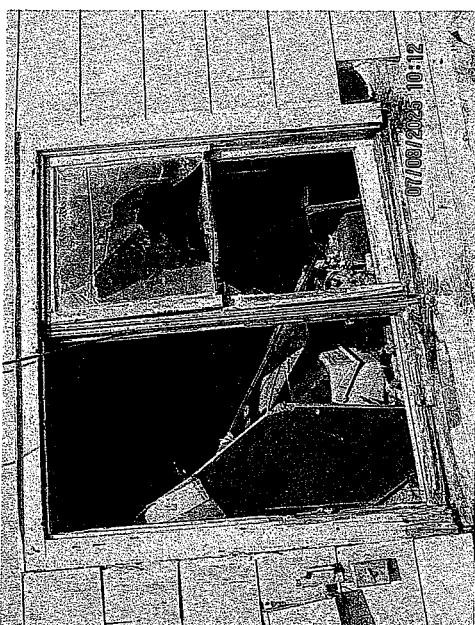
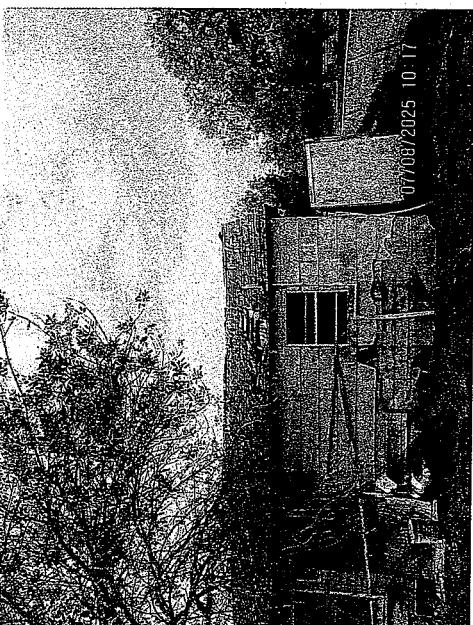
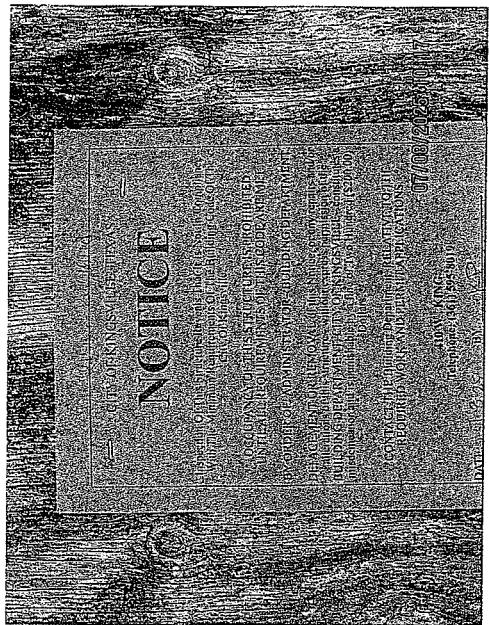
Please provide proof of necessary permits and "passed" inspections for all reconstruction and/or repairs. Provide proof of proper disposal, i.e. landfill receipt or method used to remediate the condemned structure.

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,



Donald Pratt  
Building Official





# BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019

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**CERTIFIED MAIL – RETURN RECEIPT #7021 0950 0000 4793 6520**

---

**NOVEMBER 10, 2025**

**SEAN BURRIS  
327 S GUADALUPE ST  
SAN MARCOS, TX 78666**

**Re: HEARING PROPERTY AT 619 W RAGLAND KINGSVILLE TX**

Dear Sir or Madam:

On JULY 17, 2025 a letter was sent from the City of Kingsville stating that your property located at **619 W 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 **Monday, JANUARY 12, 2026**, at **5:00 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 **JANUARY 12, 2026**.

The hearing will take place at the Helen Kleberg Groves Community Room located on the first floor of City Hall, 400 West King, 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,

Donald Pratt  
Building Official

# DELINQUENT TAX STATEMENT SUMMARY



**MARIA VICTORIA VALADEZ**  
**KLEBERG COUNTY TAX-ASSESSOR COLLECTOR**  
**PO BOX 1457**  
**KINGSVILLE, TEXAS 78364**  
**361-595-8542**

**Certified Owner:**  
**BURRIS SEAN**  
**327 S GUADALUPE ST**  
**SAN MARCOS, TX 78666**

**Legal Description:**  
**10TH, BLOCK 12, LOT 7, 8**

**Account No: 101101207000192**

**2024 Value: \$11,400**  
**Appr. Dist. No.: 17036**

**Legal Acres: .1607**  
**Parcel Address: 619 W RAGLAND**  
**Print Date: 10/03/2025 Printed By: SROBLES**

**As of Date: 10/03/2025**

Year	Tax Units	Remaining Levy	IF PAID BY October 31, 2025		IF PAID BY December 1, 2025		IF PAID BY December 31, 2025	
			Penalty Interest	Total	Penalty Interest	Total	Penalty Interest	Total
2024	137 900 901 905	\$344.05	\$155.50	\$499.55	\$159.64	\$503.69	\$163.76	\$507.81

**TOTAL AMOUNT DUE:**

**\$499.55**

**\$503.69**

**\$507.81**

**Tax Unit Codes:**  
**137 KLEBERG COUNTY 900 CITY OF KINGSVILLE 901 KINGSVILLE ISD 905 SOUTH TX WATER AUTH**

IF THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE REGARDING A RIGHT YOU MAY HAVE TO ENTER INTO AN INSTALLMENT AGREEMENT DIRECTLY WITH THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE FOR THE PAYMENT OF THESE TAXES.

*IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.*

**THE TAXES ON THIS PROPERTY ARE DELINQUENT. THE PROPERTY IS SUBJECT TO A LIEN FOR THE DELINQUENT TAXES. IF THE DELINQUENT TAXES ARE NOT PAID, THE LIEN MAY BE FORECLOSED.**

PLEASE CUT AT THE DOTTED LINE AND RETURN THIS PORTION WITH YOUR PAYMENT

Print Date: 10/03/2025

31.1.57

Appr. Dist. No.: 17036

**PLEASE NOTE YOUR ACCOUNT NUMBER ON YOUR CHECK AND MAKE PAYABLE TO:**

**MARIA VICTORIA VALADEZ**  
**KLEBERG COUNTY TAX-ASSESSOR COLLECTOR**  
**PO BOX 1457**  
**KINGSVILLE, TEXAS 78364**



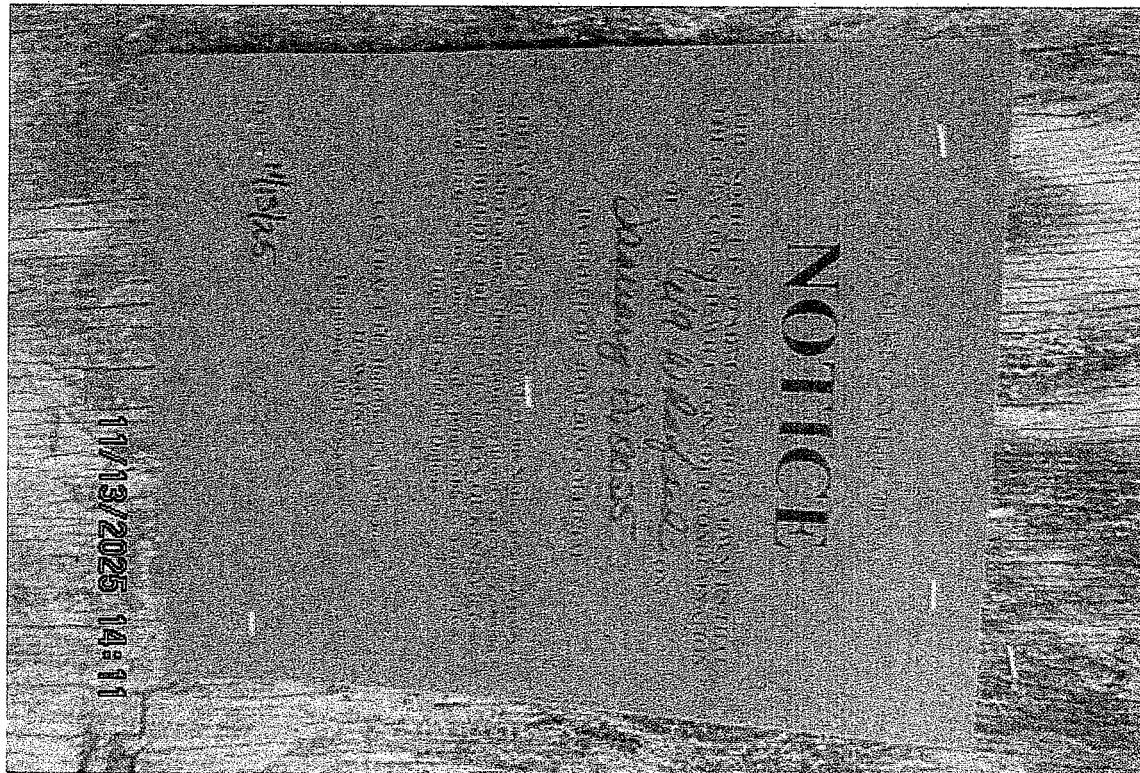
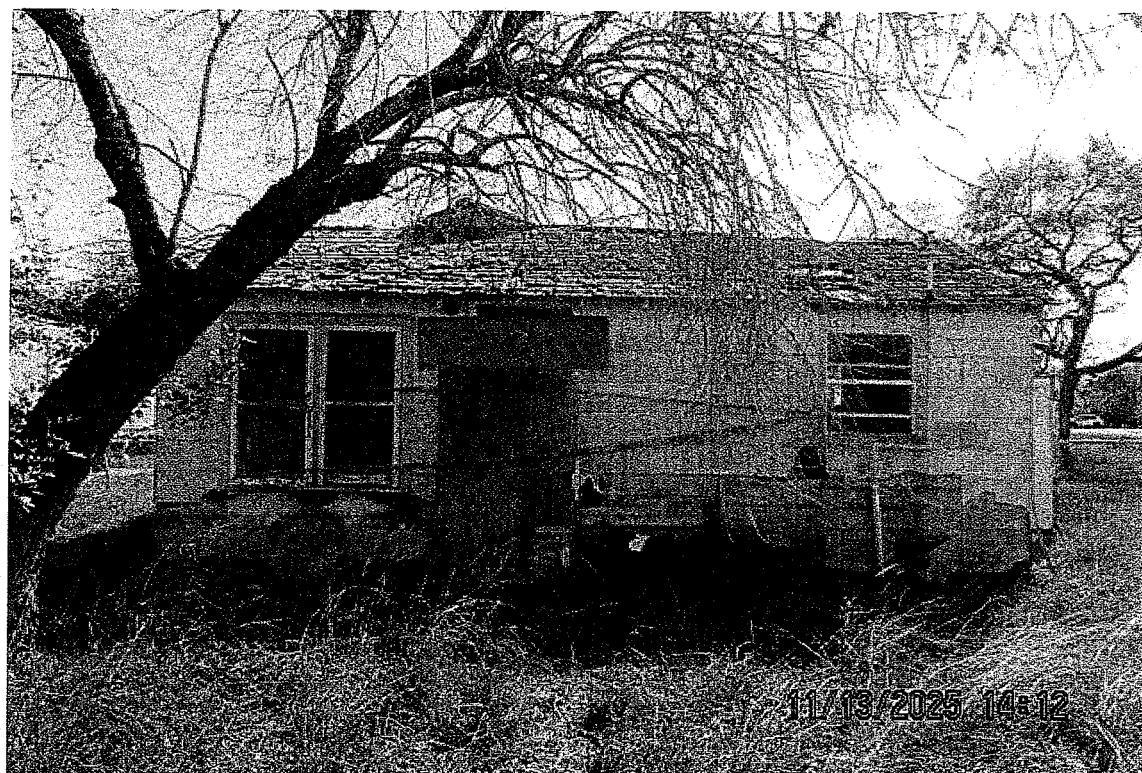
\* 1 0 1 1 0 1 2 0 7 0 0 0 1 9 2 \*

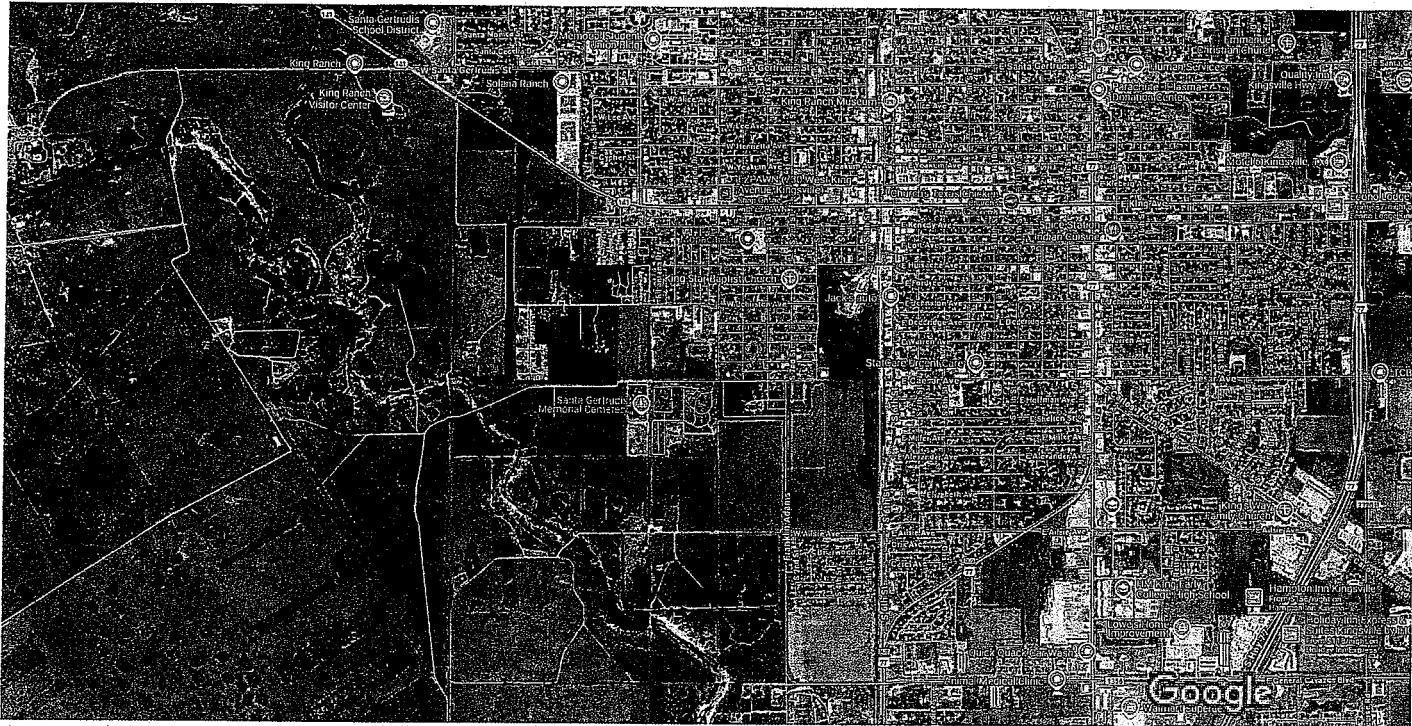
101101207000192

If Paid By	Amount Due
October 31, 2025	\$499.55
December 1, 2025	\$503.69
December 31, 2025	\$507.81
<b>Amount Paid:</b> \$ _____	

**BURRIS SEAN**  
**327 S GUADALUPE ST**  
**SAN MARCOS, TX 78666**

BERG COUNTY APPRAISAL DISTRICT		PROPERTY APPRAISAL INFORMATION 2025																																				
PROPERTY 17036 R		OWNER ID 72552		BURRIS SEAN		Entities CAD 100%		Values IMPROVEMENTS 7,660																														
al Description 1, BLOCK 12, LOT 7, 8				327 S GUADALUPE ST		CKI 100%		LAND MARKET + 7,500																														
				SAN MARCOS, TX 78666		GKL 100%		MARKET VALUE = 15,160																														
		OWNERSHIP 100.00%				SKI 100%		PRODUCTIVITY LOSS - 0																														
						WST 100%		APPRaised VALUE = 15,160																														
01207000192		Ref ID: R17036		ACRES:				CAP LOSS - 0																														
		Map ID A2		EFF. ACRES:				ASSESSED VALUE = 15,160																														
IS 619 W RAGLAND		APPR VAL METHOD: Cost																																				
GENERAL		EXEMPTIONS																																				
JITIES LAST APPR. IE/AM																																						
OGRAPHY LAST APPR. YR 2024																																						
D ACCESS LAST INSPI. DATE 11/29/2023																																						
ING NEXT INSPI. DATE																																						
DER																																						
T REASON																																						
ARKS FOR '24 REM 2ND IMP SEG PER IE/AM 11/29/23																																						
3/13/24 JO – FOR 2023 CHG LAND TABLE TO																																						
FF150D140 PER IE 4/12/23 5/5/23 JO - FOR 2023																																						
CORR LAND TBL FROM FF40D100 TO FF40D140																																						
BUILDING PERMITS		PICTURE																																				
JE DT PERMIT TYPE PERMIT AREA ST PERMIT VAL																																						
E DT PRICE GRANTOR DEED INFO																																						
5/2024 **** JEF INVESTMENT L WD 337250																																						
6/2024 **** BROOKS BERNADINE SHWD 336984																																						
6/2024 **** GIBSON ERNESTINE AFF 336981																																						
ID: S011 100.00% NBHD: IMPROVEMENT INFORMATION		IMPROVEMENT FEATURES																																				
YPE DESCRIPTION MTHD CLASS/SUBCL AREA UNIT PRICE UNITS BUILT EFF YR COND. VALUE DEPR PHYS ECON FUNC COMP ADJ ADJ VALUE		<table border="1"> <tr> <td colspan="2">Foundation</td> <td>1</td> <td>FD6</td> <td>0</td> </tr> <tr> <td colspan="2">Exterior Wall</td> <td>1</td> <td>EW2</td> <td>0</td> </tr> <tr> <td colspan="2">Interior Finish</td> <td>1</td> <td>IN4</td> <td>0</td> </tr> <tr> <td colspan="2">Flooring</td> <td>1</td> <td>FL7</td> <td>0</td> </tr> <tr> <td colspan="2">Plumbing</td> <td>1</td> <td>1</td> <td>0</td> </tr> </table>												Foundation		1	FD6	0	Exterior Wall		1	EW2	0	Interior Finish		1	IN4	0	Flooring		1	FL7	0	Plumbing		1	1	0
Foundation		1	FD6	0																																		
Exterior Wall		1	EW2	0																																		
Interior Finish		1	IN4	0																																		
Flooring		1	FL7	0																																		
Plumbing		1	1	0																																		
IA MAIN AREA R FF2/ 950.0 96.04 1 1935 1986 * 91,240 21% 50% 100% 100% 100% 0.11 9,580																																						
TPP STORAGE (CON F NV/ 36.0 0.00 1 1961 1981 * 91,240 100% 100% 100% 100% 100% 1.00 0																																						
RESIDENTIAL STCD: A1 986.0 Homesite: N 91,240 9,580 0.80 7,660																																						
ID: S011 100.00% NBHD: LAND INFORMATION IRR Wells: 0 Capacity: 0 IRR Acres: 0 Oil Wells: 0																																						
SCRIPTION CLS TABLE SC HS METH DIMENSIONS UNIT PRICE GROSS VALUE ADJ MASS ADJ VAL SRC MKT VAL AG APPLY AG CLASS AG TABLE AG UNIT PRC AG VALUE																																						
F: 50.0 R: 50.0 FF: 50.0 A1 N 50X140 150.00 7,500 1.00 1.00 A 7,500 NO																																						





Imagery ©2025 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2025 Google 1000 ft



## 619 W Ragland Ave

Building



Directions



Save



Nearby



Send to phone



Share



619 W Ragland Ave, Kingsville, TX 78363

## Photos

Tracking Number:

Remove X

**70210950000047936520**

[Copy](#)

[Add to Informed Delivery](https://informeddelivery.usps.com/) (<https://informeddelivery.usps.com/>)

## Latest Update

Your item was delivered to the front desk, reception area, or mail room at 1:20 pm on November 21, 2025 in SAN MARCOS, TX 78666.

### Get More Out of USPS Tracking:

[USPS Tracking Plus®](#)

Feedback

### Delivered

Delivered, Front Desk/Reception/Mail Room

SAN MARCOS, TX 78666

November 21, 2025, 1:20 pm

[See All Tracking History](#)

[What Do USPS Tracking Statuses Mean?](#) (<https://faq.usps.com/s/article/Where-is-my-package>)

### Text & Email Updates



### USPS Tracking Plus®



### Product Information



[See Less](#)

[Track Another Package](#)

Enter tracking or barcode numbers

## Need More Help?

Contact USPS Tracking support for further assistance.

FAQs

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
<p><b>SENDER: COMPLETE THIS SECTION</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Complete items 1, 2, and 3</li> <li><input type="checkbox"/> Print your name and address on the reverse so that we can return the card to you</li> <li><input type="checkbox"/> Attach this card to the back of the mailpiece or on the front if space permits</li> </ul> <p>1. Article Addressed to:</p> <p><i>Susan Burns</i>  <i>3017 S. Marshall St.</i>  <i>San Marcos, TX 78666</i></p>		<p><b>COMPLETE THIS SECTION ON DELIVERY</b></p> <p>2. Article Addressed to:</p> <p><i>Susan Burns</i>  <i>3017 S. Marshall St.</i>  <i>San Marcos, TX 78666</i></p> <p>3. Service Type</p> <p><input type="checkbox"/> Priority Mail Express  <input type="checkbox"/> Adult Signature  <input type="checkbox"/> Adult Signature Restricted Delivery  <input type="checkbox"/> Certified Mail®  <input type="checkbox"/> Certified Mail Restricted Delivery  <input type="checkbox"/> Collection on Delivery  <input type="checkbox"/> Collect on Delivery  <input type="checkbox"/> Domestic Return Receipt  <input type="checkbox"/> Domestic Return Receipt (Transfer from Service Label)  <input type="checkbox"/> Mail Restricted Delivery  <input type="checkbox"/> Mail Restricted Delivery (Transfer from Service Label)  <input type="checkbox"/> Registered Mail  <input type="checkbox"/> Registered Mail Restricted Delivery  <input type="checkbox"/> Signature Confirmation  <input type="checkbox"/> Signature Confirmation Restricted Delivery  <input type="checkbox"/> Standard Mail  <input type="checkbox"/> Standard Mail Restricted Delivery</p> <p>4. Article Number (Transfer from Service Label)</p> <p>2021 0950 0000 4733 6520</p> <p>5. Signature</p> <p><i>Susan Burns</i></p> <p>6. Date of Delivery</p> <p>2021 09 12 2025</p> <p>7. Date of Delivery</p> <p>2021 09 12 2025</p> <p>8. Signature</p> <p><i>Susan Burns</i></p> <p>9. Date of Delivery</p> <p>2021 09 12 2025</p>	
<p>A. Signature</p> <p><i>Susan Burns</i></p> <p>B. Received by (Printed Name)</p> <p>C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes  <input type="checkbox"/> If YES, enter delivery address below</p>		<p>A. Signature</p> <p><i>Susan Burns</i></p> <p>B. Received by (Printed Name)</p> <p>C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes  <input type="checkbox"/> If YES, enter delivery address below</p>	
<p>PS Form 3811, July 2020 PPSN 7580-02-000-9053</p>			

### Texas A&I football and an overturned chemical tank truck

By Ted Figueira  
Reporter

(Editor's note:  
In this feature,  
we take readers  
back through our  
archives, high-  
lighting some of  
the people and  
events of the  
past century.  
Many issues  
are still in  
paper form,  
some are  
digitized,  
and a few  
are on microfilm.  
The issues from 1918 to July  
of 1924 were lost in a fire,  
however, the rest remain  
intact. Here is a look back  
at what was happening this  
week in Kingsville.)

25 years ago  
December 2000

Kingsville Police arrested  
three people and charged  
them with burglary of a habi-

tation with one of them picking  
up additional charges of possession of drug para-  
phernalia and burglary of a  
building. Sgt. Barry Black-  
stock said patrol officers  
contacted two men as they  
walked down a street known  
to have had several burglaries  
and thefts. He said one

• Think you know something about everything?  
• What do you know about our area?  
Play Kingsville Trivia brought  
to you by Harrel's Pharmacy!

Questions:

1. Which ancient civilization is known for its prominent eye makeup?
2. How many miles is one Parsec?
3. Whose life is "The Theory of Everything" on?
4. Which country had 3 capitals?
5. Which Disney Prince has a sidekick named "Abu"?
6. Which is the tallest Peak in North America?
7. In which European Country would you find the "Trevi Fountain"?
8. What is the highest selling Harry Potter book?
9. What is the only U.S. state that can be typed using  
one row of the QWERTY keyboard?
10. What is the name for a group of Flamingos?

(Answers will be in the next issue)

#### HOW SMART ARE YOU:

9-10: Okay Einstein, quit bragging  
7-8: Pick up your PhD at TAMUK  
5-6: You are on your way to your B.S. degree  
3-4: Do not skip any more school  
2 or less: Don't leave home without a chaperon

For all your pharmacy needs, contact Harrel's.  
Lots of great items and downtown Kingville's best eats!

**Harrel's**  
Kingsville Pharmacy  
204 E. Kleberg • Kingsville, Tx  
(361) 592-3354

**TRIVIA ANSWERS**  
Nov. 20, 2025 issue

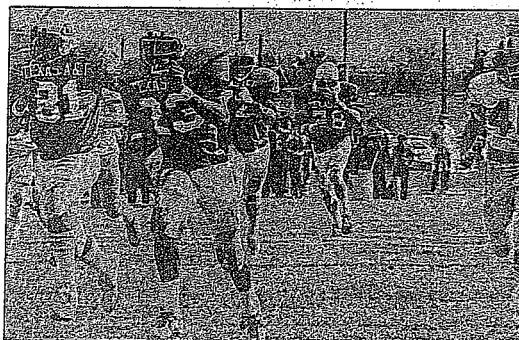
1. Nutmeg	6. Japan
2. Na	7. Margaret
3. The Doors	8. The Lone Star State
4. White Wine	9. Jon Voight
5. Moonshine	10. Audrey Hepburn

**TRIVIA ANSWERS**  
Nov. 27, 2025 issue

1. Massachusetts	6. California
2. Corn	7. Approximately 140
3. Macy's	8. 3 days
4. Canada	9. 2,624.6 lbs
5. Abraham Lincoln	10. A rafter or a flock



Chemical truck carrying toxic anhydrous ammonia overturned in Bishop in 1975.



Larry Collins races 63 yards for a touchdown in Texas A&I's win over Oregon College in 1975.



Sgt. Barry Blackstock shows off a confiscated commemorative rifle in 2000.

of the men had a shoe sole pattern similar to ones found at a burglary scene. When detectives did a follow up, Blackstock said a family member permitted detectives to enter the house where they found nine rifles (some with high-powered scopes), one handgun, two digital cameras, one emergency medical technician bag, one video recorder, hundreds of rounds of munitions, a leather travel suit bag and several school backpacks. Blackstock estimated the value of the guns to be \$10,000 to \$15,000. One of the guns was a commemorative Winchester rifle with all the tags still in place.

Officers were working to find all the owners.  
50 years ago  
December 1975  
Only minor injuries were sustained by two passengers in a chemical tank truck that overturned in Bishop on Highway 77 By-pass. The truck was heading south for the valley when it overturned after an apparent mechanical malfunction. The truck was carrying toxic anhydrous ammonia, but did not rupture. Another truck from the valley was sent to empty the chemicals before it was turned upright.

Texas A&I had won the right to advance to the NAIA

Champion Bowl for an unprecedented sixth time with their 37-0 victory over Oregon College in Javelina Stadium. The Javelinas were set to meet West Virginia in the Champion Bowl on Dec. 13, in Kingsville. A proclamation signed by Mayor Gilbert Acuna declared the week as NAIA Championship Bowl Week in Kingsville.

75 years ago  
December 1950

Kingsville's newest service station opened for business. Neal's Magnolia Service was located at 403 S. Sixth Street. There were free gifts for those that attended the opening. There

were six pumps for cars and ample parking space. Open 24 hours, the station boasted that they would do washing and lubrication as well as handling Mobil tires and tubes along with Mobil batteries.

99 years ago  
December 1926

Two cases of burglary and one house break-in were reported to the Kingsville Police. The safe of the Weller Motor Co. was robbed and \$300 had been taken. The discovery was made when employees returned to work after the weekend. The safe was said to have been opened by the regular combination. Entrance was gained through a window in the shop and footprints of the burglar was the only other clue police had to go on. A home on West Kleberg was also broken into over the weekend and \$40 was taken from a pair of trousers. After emptying the pockets, the burglar left the trousers neatly folded on the front porch. An unidentified man was caught inside the lumber yard at Seventh and King in the evening after the owner returned. The unidentified man fled the scene and police were once again left with only shoe prints as a clue.

**PUBLIC NOTICE**  
The City Commission will meet on Monday January 12, 2026, at 5:00 P.M. The following items are set for public hearing and discussion and / or action:

Request to condemn the unsafe structures located at:

518 W JOHNSTON  
529 W JOHNSTON  
307 E RAGLAND  
603 W RAGLAND  
619 W RAGLAND  
218 W LOTT  
303 W LOTT  
1240 E AVE D  
811 E ALICE  
728 W DODDRIDGE  
516 E NETTIE  
406 E HENRIETTA  
622 W FORDYCE

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

The meeting will be held at City Hall, 400 West King, at the Helen Kleberg Groves Community Room.

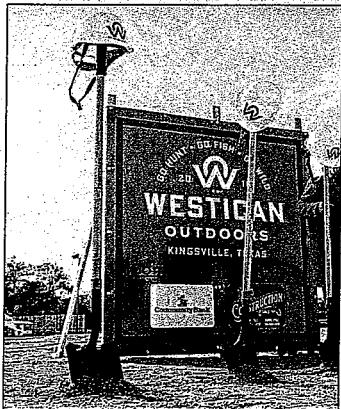
If you have any questions about the items on the agenda, please contact the Building Department at (361) 595-8019 or (361) 595-8020.





## Westican Outdoors breaks ground

Westican Outdoors celebrated the groundbreaking of their new location on U.S. Hwy 77 just north of Caesar earlier this month. They are anticipating a 2026 opening date and will offer hunting and fishing gear, apparel, firearms and ammunition. They will also be issuing Texas Parks and Wildlife licensing. (Photos by Iris Rios-Guajardo)



## Discount Appliance Outlet opens

Discount Appliance Outlet and the Kingsville Chamber of Commerce hosted a ribbon cutting earlier this month. Owners Rudy and Priscilla Madrid thanked everyone for their support. "We are extremely excited about our new business venture on King Street. The appliance store has been in our family for about 25 years and we have been blessed with such great employees. Our family currently has locations in San Antonio, Corpus, Laredo, McAllen and Kingsville. Priscilla and I are very happy to serve our amazing community with both Margaritaville Drive-Thru and now Discount Appliance Outlet. We want to thank you all very much from the bottom of our hearts," Madrid said. (Photo by Ted Figueroa)

### PUBLIC NOTICE

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



Teams from H-E-B and Christus Spohn Hospital gathered at the local store to celebrate the \$500,000 donation. (Photo by Ted Figueroa)

## Christus Spohn receives donation from H-E-B

By Ted Figueroa  
Reporter

in their mission to provide compassionate care and strengthen the health of the families we serve."

Richard Morin, president of Christus Spohn Hospitals - Kleberg, Alice and Beeville, said they were grateful to H-E-B for the donation.

"Community relationships are truly valuable; we are so grateful to H-E-B for their grant of \$250,000 to help support our Kleberg hospital. This was made possible by our Christus Spohn Health System Development Foundation and its committed board members for their work on submitting the grant application. The funds will go towards our medical-surgical services, which will ultimately help us continue to fulfill our mission to extend the healing ministry of Jesus Christ."



NEESSEN



361.221.1293  
NEESSENAUTOMOTIVE.COM

361.239.3643  
NEESSENCDJR.COM

361.355.9232  
NEESSENOUTDOORS.COM

# **PUBLIC HEARING #2**



# CITY OF KINGSVILLE

P.O. BOX 1458  
KINGSVILLE, TX 78364

REPORT ADDRESS 728 W DODDRIDGE (Shed)	INITIATED BY KRISTINA PHILLIPS	BUILDING OFFICIAL DON PRATT
LEGAL DESCRIPTION 10TH, BLOCK 1, LOT 30, 31	BLOCK 1	LOT 30-31
OWNER NAME JOSE M GOMEZ	OWNER'S ADDRESS 5302 MASADA CT	CITY/STATE/ZIP CORPUS CHRISTI, TX 78363

## PROPERTY CONDITION REPORT

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

### REASON CODES:

AB-Abandoned	C-Collapsed	I-Incomplete	MO-Mold	NR-Needs Repair
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:

SHED FLIPPED OVER NEEDS TO BE REMOVED

HAS BEEN WITHOUT WATER SINCE 12/6/23 AND ELECTRICAL SINCE 12/4/2023

SIGNATURE:   
CITY OF KINGSVILLE BUILDING OFFICIAL  
DATE: 9/4/2025

## CONDEMNATION CHECKLIST

Property Address:

728 W Doddridge

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

Property Owner:

José M Gomez

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

Owner's Address:

5302 Masada Ct

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

Corpus Christi TX

78413

## PLANNED DATE

8/20/2025

9/4/2025

## ACTUAL DATE

8/20/2025

9/4/2025

## ACTION

1. Identify structure unfit for human habitation.
2. Inspect Property. (Building Official)
  - a. Prepare inspection report and date.
  - b. Photograph property with date stamp.
3. Determine ownership from county assessment & tax collection record.
4. Obtain legal description.
5. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
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.
7. 2<sup>nd</sup> Notice Sent. (10 day response) (Optional)
8. If response is not received or is not adequate, proceed as follows:
  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.
    - 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
  10. Post sign on property advising date the City

9-5-2025

9-5-2025

9-5-2025

9-5-2025

9-5-2025

9-5-

9/8/2025

9/8/2025

\_\_\_\_\_

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\_\_\_\_\_

11-10-2025

11-10-2025

11-24-25

11-24-25

11-13-25

11-13-25

\_\_\_\_\_ 11-13-25 11-24-25 \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_

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11-13-2511-24-25

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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 &amp; 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 &amp; 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) &amp; 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 stamp19. 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 &amp; 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.

## BEXAR COUNTY APPRAISAL DISTRICT

PROPERTY 25176 R  
Description, BLOCK 1, LOT 30,31OWNER ID  
54646  
OWNERSHIP  
100.00%

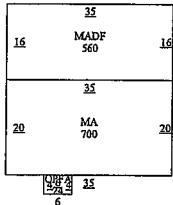
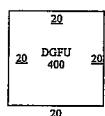
## PROPERTY APPRAISAL INFORMATION 2025

Entities  
CAD 100%  
CKI 100%  
GKL 100%  
SKI 100%  
WST 100%Values  
IMPROVEMENTS 57,270  
LAND MARKET + 7,500  
MARKET VALUE = 64,770  
PRODUCTIVITY LOSS - 0  
APPRaised VALUE = 64,770  
CAP LOSS - 10,806  
ASSESSEd VALUE = 53,9640130000192 Ref ID: R25176  
Map ID A2ACRES:  
EFF. ACRES:

APPR VAL METHOD: Cost

## GENERAL

TIES LAST APPR. IE  
OGRAPHY LAST APPR. YR 2023  
ACCESS LAST INSP. DATE 04/12/2023  
NEXT INSP. DATE  
REASON FOR 2023 CHG LAND TABLE TO FF150D140 PER  
IE 4/12/23 5/5/23 JO - FOR 2023 CHG LAND  
TABLE FROM FF2D140 TO FF40D140 PER IE  
1/6/23 JO - FOR 2020 UPDATE ACCT



## EXEMPTIONS

## PICTURE



## BUILDING PERMITS

PERMIT TYPE	PERMIT AREA	ST	PERMIT VAL
PERMIT	0 A		2,650
REM			

DT	PRICE	GRANTOR	DEED INFO
/2017 ****		CORNELL VALERIA	WD 312905
/2017 ****		LAMPKIN JAMES E	GFT WD 309344
/2013 ****		JESTER JACK MRS	OT 13-050-D

## S: S011 100.00% NBHD:

## IMPROVEMENT INFORMATION

DESCRIPTION	MTHD	CLASS/SUBCL	AREA	UNIT PRICE	UNITS	BUILT	EFF YR	COND	VAL	DEPR	PHYS	ECON	FUNC	COMP	ADJ	ADJ VALUE
MAIN AREA	R	FF3/	700.0	93.99	1	1925	1991	*	65,790	55%	100%	100%	100%	100%	0.55	36,190
FA OPEN PORCH F	R	/	24.0	18.80	1	1925	1991	*	450	55%	100%	100%	100%	100%	0.55	250
DU DETACHED GAR	R	/	400.0	28.20	1	2003	1991	*	11,280	55%	100%	100%	100%	100%	0.55	6,200
DF MAIN ADDITIO	R	/	560.0	93.99	1	2007	1991	*	52,630	55%	100%	100%	100%	100%	0.55	28,950
SIDENTIAL	STCD:	A1	1,684.0						130,150							71,590
															0.80	57,270

## IMPROVEMENT FEATURES

Foundation	1	FD6	0
Exterior Wall	1	EW1	0
Interior Finish	1	IN4	0
Roof Style	RT2,RM1		0
Flooring	1	FL6	0
Plumbing	1	1	0

## S: S011 100.00% NBHD:

## LAND INFORMATION

DESCRIPTION	CLS	TABLE	SC	HS	METH	DIMENSIONS	UNIT PRICE	GROSS VALUE	IRR Wells: 0	Capacity: 0	IRR Acres: 0	Oil Wells: 0	AG CLASS	AG TABLE	AG UNIT PRO	AG VALUE
nt: F: 50.0 R: 50.0 FF		FF150D140	A1	N	FF	50X140	150.00	7,500	1.00	1.00	1.00 A	NO			0.00	0
															7,500	0

**As of Supplement # 0**  
**CKI - CITY OF KINGSVILLE**

Geo ID Order

07/23/2024 13:45PM

Prop ID	Owner	% Legal Description	Values					
16099	47847	100.00 R HODGE C DELL SR EST 726 W DODDRIDGE AVE KINGSVILLE, TX 78363-5206	Geo: 101100127000192 10TH, BLOCK 1, LOT 27,28	Effective Acres: 0.000000	Imp HS: 0	Market: 28,340		
				Imp NHS: 20,840	Prod Loss: 0			
				Land HS: 0	Appraised: 28,340			
				Land NHS: 7,500	Cap: 0			
				A2 Prod Use: 0	Assessed: 28,340			
				Prod Mkt: 0	Exemptions: 0			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				28,340	0	28,340	
16853	68221	100.00 R BENITEZ GEORGE L 1004 HALL AVE KINGSVILLE, TX 78363	Geo: 101100129000192 10TH, BLOCK 1, LOT 29	Effective Acres: 0.000000	Imp HS: 0	Market: 1,880		
				Imp NHS: 0	Prod Loss: 0			
				Land HS: 0	Appraised: 1,880			
				Land NHS: 1,880	Cap: 0			
				A2 Prod Use: 0	Assessed: 1,880			
				Prod Mkt: 0	Exemptions: 0			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				1,880	0	1,880	
25176	54646	100.00 R GOMEZ JOSE M 5302 MASADA CT CORPUS CHRISTI, TX 78413	Geo: 101100130000192 10TH, BLOCK 1, LOT 30,31	Effective Acres: 0.000000	Imp HS: 0	Market: 44,970		
				Imp NHS: 37,470	Prod Loss: 0			
				Land HS: 0	Appraised: 44,970			
				Land NHS: 7,500	Cap: 0			
				A2 Prod Use: 0	Assessed: 44,970			
				Prod Mkt: 0	Exemptions: 0			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				44,970	0	44,970	
12570	68966	100.00 R RAMOS ROXANN 629 W JOHNSTON KINGSVILLE, TX 78363	Geo: 101100201000192 10TH, BLOCK 2, LOT 1,2	Effective Acres: 0.000000	Imp HS: 15,710	Market: 23,210		
				Imp NHS: 0	Prod Loss: 0			
				Land HS: 7,500	Appraised: 23,210			
				Land NHS: 0	Cap: 0			
				A2 Prod Use: 0	Assessed: 23,210			
				Prod Mkt: 0	Exemptions: DP, HS			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				23,210	0	23,210	
13363	68724	100.00 R BUENTELLO DAVID 2415 E SANTA GERTRUDIS # KINGSVILLE, TX 78363	Geo: 101100203000192 10TH, BLOCK 2, LOT 3,4	Effective Acres: 0.000000	Imp HS: 0	Market: 19,430		
				Imp NHS: 11,930	Prod Loss: 0			
				Land HS: 0	Appraised: 19,430			
				Land NHS: 7,500	Cap: 0			
				A2 Prod Use: 0	Assessed: 19,430			
				Prod Mkt: 0	Exemptions: 0			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				19,430	0	19,430	
14191	60453	100.00 R TAYLOR KELLY EST AND CLOMER EST 3718 WATERLOO DR CORPUS CHRISTI, TX 78415-33	Geo: 101100205000192 10TH, BLOCK 2, LOT 5, 6	Effective Acres: 0.000000	Imp HS: 0	Market: 19,640		
				Imp NHS: 12,140	Prod Loss: 0			
				Land HS: 0	Appraised: 19,640			
				Land NHS: 7,500	Cap: 0			
				A2 Prod Use: 0	Assessed: 19,640			
				Prod Mkt: 0	Exemptions: 0			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				19,640	0	19,640	
14996	68143	100.00 R CARSON ANTWON 617 W JOHNSTON KINGSVILLE, TX 78363	Geo: 101100207000192 10TH, BLOCK 2, LOT 7-8	Effective Acres: 0.000000	Imp HS: 18,520	Market: 26,020		
				Imp NHS: 0	Prod Loss: 0			
				Land HS: 7,500	Appraised: 26,020			
				Land NHS: 0	Cap: 0			
				A2 Prod Use: 0	Assessed: 26,020			
				Prod Mkt: 0	Exemptions: HS			
				DBA:				
Entity	Description	Xref Id	Freeze: (Year)	Ceiling	Assessed	Exemptions	Taxable	
CKI	CITY OF KINGSVILLE				26,020	0	26,020	



MARIA VICTORIA VALADEZ  
KLEBERG COUNTY TAX-ASSESSOR COLLECTOR  
PO BOX 1457  
KINGSVILLE, TEXAS 78364  
361-595-8542

Certified Owner:

GOMEZ JOSE M  
5302 MASADA CT  
CORPUS CHRISTI, TX 78413

Legal Description:

10TH, BLOCK 1, LOT 30,31

Account No: 101100130000192

2024 Value: \$44,970  
Appr. Dist. No.: 25176

Legal Acres: .1607  
Parcel Address: 728 W DODDRIDGE  
Print Date: 09/05/2025 Printed By: JVALDEZTCS

As of Date: 09/05/2025

Year	Tax Units	Remaining Levy	IF PAID BY September 30, 2025			IF PAID BY October 31, 2025			IF PAID BY December 1, 2025		
			Penalty	Interest	Total	Penalty	Interest	Total	Penalty	Interest	Total
2024	137 900 901 905	\$1,357.18	\$597.15	\$1,954.33	\$1,954.33	\$613.44	\$1,970.62	\$1,970.62	\$629.73	\$1,986.91	\$1,986.91

**TOTAL AMOUNT DUE:**

\$1,954.33

\$1,970.62

\$1,986.91

**Tax Unit Codes:**

137 KLEBERG COUNTY 900 CITY OF KINGSVILLE 901 KINGSVILLE ISD 905 SOUTH TX WATER AUTH

IF THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE REGARDING A RIGHT YOU MAY HAVE TO ENTER INTO AN INSTALLMENT AGREEMENT DIRECTLY WITH THE TAX COLLECTOR FOR THE KLEBERG COUNTY TAX OFFICE FOR THE PAYMENT OF THESE TAXES.

*IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.*

THE TAXES ON THIS PROPERTY ARE DELINQUENT. THE PROPERTY IS SUBJECT TO A LIEN FOR THE DELINQUENT TAXES. IF THE DELINQUENT TAXES ARE NOT PAID, THE LIEN MAY BE FORECLOSED.

PLEASE CUT AT THE DOTTED LINE AND RETURN THIS PORTION WITH YOUR PAYMENT

31.1.57

Print Date: 09/05/2025

Appr. Dist. No.: 25176

**PLEASE NOTE YOUR ACCOUNT NUMBER ON YOUR CHECK AND MAKE PAYABLE TO:**

MARIA VICTORIA VALADEZ  
KLEBERG COUNTY TAX-ASSESSOR COLLECTOR  
PO BOX 1457  
KINGSVILLE, TEXAS 78364



\* 1 0 1 1 0 0 1 3 0 0 0 0 1 9 2 \*

101100130000192

GOMEZ JOSE M  
5302 MASADA CT  
CORPUS CHRISTI, TX 78413

If Paid By	Amount Due
September 30, 2025	\$1,954.33
October 31, 2025	\$1,970.62
December 1, 2025	\$1,986.91
Amount Paid:	\$ -

# Kleberg CAD Property Search

## Property Details

### Account

Property ID:	25176	Geographic ID: 101100130000192
--------------	-------	--------------------------------

Type:	R	Zoning:
-------	---	---------

Property Use:	
---------------	--

### Location

Situs Address:	728 W DODDRIDGE
----------------	-----------------

Map ID:	A2	Mapsco:
---------	----	---------

Legal Description:	10TH, BLOCK 1, LOT 30,31
--------------------	--------------------------

Abstract/Subdivision:	S011
-----------------------	------

Neighborhood:	
---------------	--

### Owner

Owner ID:	54646
-----------	-------

Name:	GOMEZ JOSE M
-------	--------------

Agent:	
--------	--

Mailing Address:	5302 MASADA CT. CORPUS CHRISTI, TX 78413
------------------	---------------------------------------------

% Ownership:	100.0%
--------------	--------

Exemptions:	For privacy reasons not all exemptions are shown online.
-------------	----------------------------------------------------------

## Property Values

Improvement Homesite Value:	\$0 (+)
Improvement Non-Homesite Value:	\$57,270 (+)
Land Homesite Value:	\$0 (+)
Land Non-Homesite Value:	\$7,500 (+)
Agricultural Market Valuation:	\$0 (-)
Market Value:	\$64,770 (-)
Agricultural Value Loss:	\$0 (-)

Appraised Value: ②	\$64,770 (=)
HS Cap Loss: ②	\$0 (-)
Circuit Breaker: ②	\$10,806 (-)
Assessed Value:	\$53,964
Ag Use Value:	\$0

**VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.**

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

■ **Property Taxing Jurisdiction**

**Owner: GOMEZ JOSE M %Ownership: 100.0%**

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax
CKI	CITY OF KINGSVILLE	0.770000	\$64,770	\$53,964	\$415.52
GKL	KLEBERG COUNTY	0.771870	\$64,770	\$53,964	\$416.53
SKI	KINGSVILLE I.S.D.	1.410400	\$64,770	\$53,964	\$761.11
WST	SOUTH TEXAS WATER AUTHORITY	0.065695	\$64,770	\$53,964	\$35.45

**Total Tax Rate: 3.017965**

**Estimated Taxes With Exemptions: \$1,628.61**

**Estimated Taxes Without Exemptions: \$1,954.74**

# Property ID: 25176 For Year 2025

## Property Details

### Account

Property ID:	25176	Geographic ID: 101100130000192
Type:	R	Zoning:
Property Use:		

### Location

Situs Address:	728 W DODDRIDGE	
Map ID:	A2	Mapsco:
Legal Description:	10TH, BLOCK 1, LOT 30,31	
Abstract/Subdivision:	S011	
Neighborhood:		

### Owner

Owner ID:	54646
Name:	GOMEZ JOSE M
Agent:	
Mailing Address:	5302 MASADA CT CORPUS CHRISTI, TX 78413
% Ownership:	100.0%
Exemptions:	For privacy reasons not all exemptions are shown online.

## Property Values

Improvement Homesite Value:	\$0 (+)
Improvement Non-Homesite Value:	\$57,270 (+)
Land Homesite Value:	\$0 (+)
Land Non-Homesite Value:	\$7,500 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$64,770 (=)

P. O. BOX 1458 - KINGSVILLE, TEXAS 78364

**SEPTEMBER 8, 2025**

**JOSE M GOMEZ  
5302 MASADA CT  
CORPUS CHRISTI TX, 78413**

**Re: 10<sup>TH</sup>, BLOCK 1, LOT 30, 31      728 W DODDRIDGE KINGSVILLE, TX 78363 (SHED)**

Dear Sir or Madam:

It has been determined that the structure at 728 W Doddridge Kingsville, TX 78363 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 LOSED 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,



Donald Pratt  
Building Official

Tracking Number:

[Remove X](#)

**70210950000047936667**

[Copy](#)[Add to Informed Delivery](https://informeddelivery.usps.com/)

## Latest Update

Your item was delivered to an individual at the address at 1:57 pm on September 12, 2025 in CORPUS CHRISTI, TX 78413.

[Feedback](#)

### Get More Out of USPS Tracking:

[USPS Tracking Plus®](#)

#### Delivered

Delivered, Left with Individual

CORPUS CHRISTI, TX 78413  
September 12, 2025, 1:57 pm

#### Arrived at USPS Regional Facility

CORPUS CHRISTI TX DISTRIBUTION CENTER  
September 11, 2025, 8:33 am

#### Departed Post Office

KINGSVILLE, TX 78363  
September 10, 2025, 5:43 pm

#### USPS in possession of item

KINGSVILLE, TX 78363  
September 10, 2025, 2:46 pm

[Hide Tracking History](#)

[What Do USPS Tracking Statuses Mean?](https://faq.usps.com/s/article/Where-is-my-package)

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Product Information



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Enter tracking or barcode numbers

## Need More Help?

Contact USPS Tracking support for further assistance.

FAQs



# BUILDING DEPARTMENT

City of Kingsville  
Phone: 361-595-8019

---

CERTIFIED MAIL – RETURN RECEIPT #7021 0950 0000 4793 6438

---

**NOVEMBER 10, 2025**

**JOSE M GOMEZ  
5302 MASADA CT  
CORPUS CHRISTI, TX 78413**

**Re: HEARING PROPERTY AT 728 W DODDRIDGE KINGSVILLE TX**

Dear Sir or Madam:

On SEPTEMBER 8, 2025, a letter was sent from the City of Kingsville stating that your property located at **728 W DODDRIDGE** 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 **Monday, JANUARY 12, 2026, at 5:00 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 **JANUARY 12, 2026.**

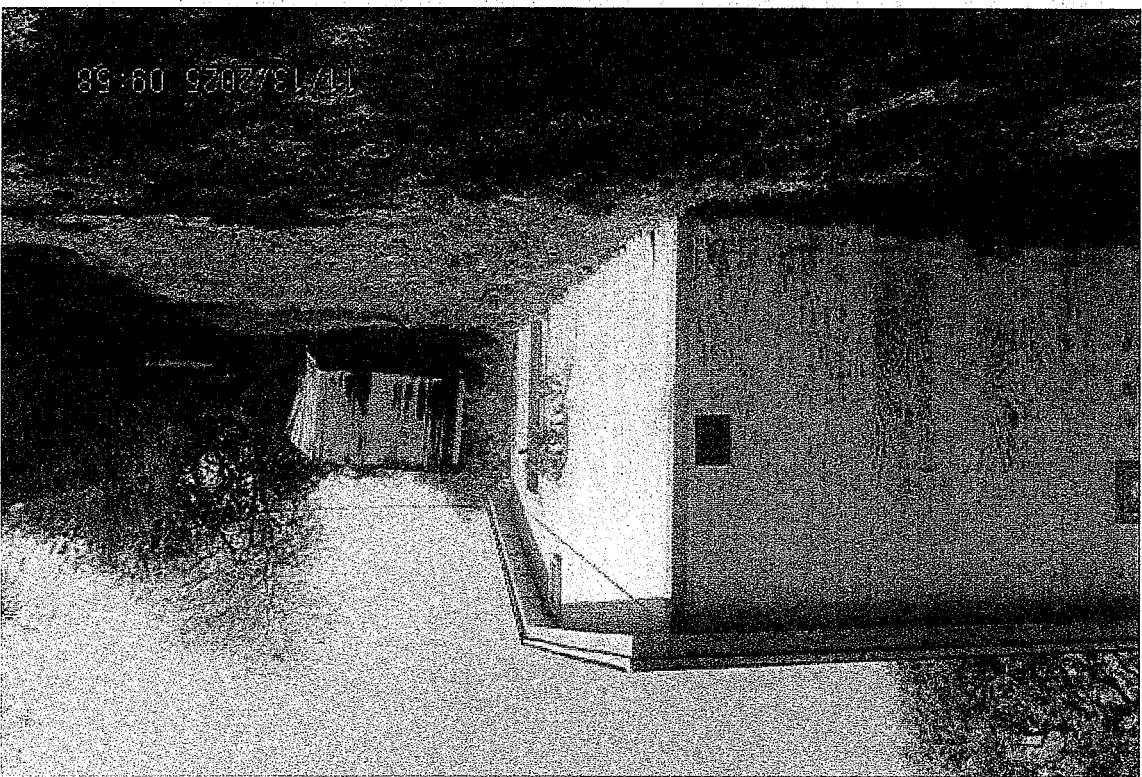
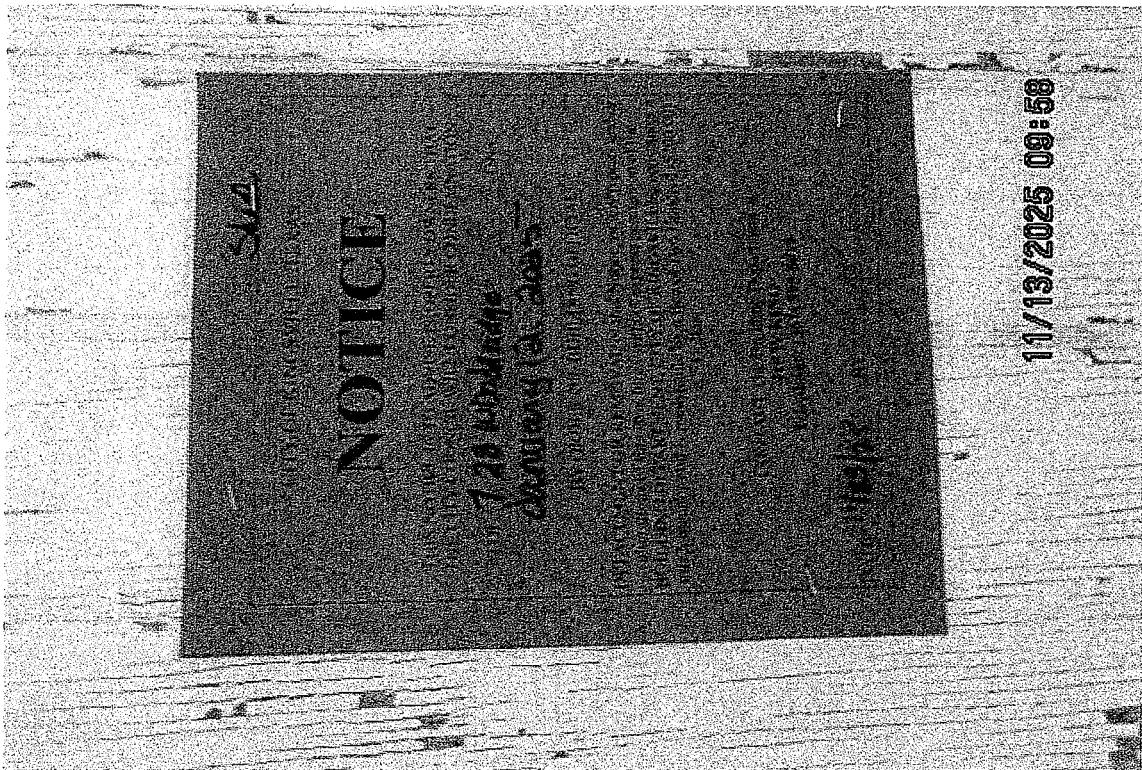
The hearing will take place at the Helen Kleberg Groves Community Room located on the first floor of City Hall, 400 West King, Kingsville, Texas, during a regularly scheduled meeting of the City Commission.

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,



Donald Pratt  
Building Official





08/20/2025 10:48



Imagery ©2025 Airbus, Maxar Technologies, Map data ©2025 500 ft



## 728 W Doddridge Ave

Building



Directions



Save



Nearby



Send to phone



Share



728 W Doddridge Ave, Kingsville, TX 78363

## Photos



728 W Doddridge

Tracking Number:

[Remove X](#)

**70210950000047936438**

[Copy](#)[Add to Informed Delivery \(<https://informeddelivery.usps.com/>\)](#)

## Latest Update

Your item was delivered to an individual at the address at 11:28 am on November 20, 2025 in CORPUS CHRISTI, TX 78413.

---

### Get More Out of USPS Tracking:

[USPS Tracking Plus®](#)

Feedback

### Delivered

**Delivered, Left with Individual**

CORPUS CHRISTI, TX 78413  
November 20, 2025, 11:28 am

### Arrived at USPS Regional Facility

CORPUS CHRISTI TX DISTRIBUTION CENTER  
November 19, 2025, 8:09 am

### Departed Post Office

KINGSVILLE, TX 78363  
November 18, 2025, 5:41 pm

### USPS in possession of item

KINGSVILLE, TX 78363  
November 18, 2025, 1:52 pm

[Hide Tracking History](#)

**What Do USPS Tracking Statuses Mean? (<https://faq.usps.com/s/article/Where-is-my-package>)**

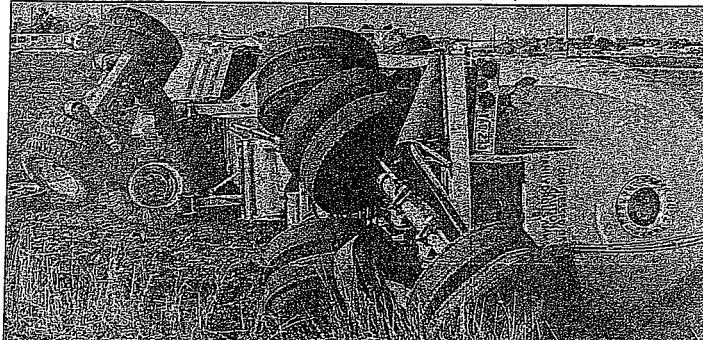
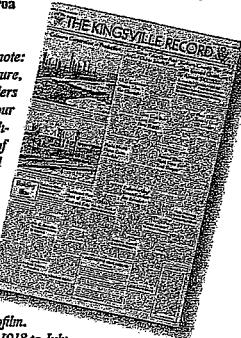
### Texas A&I football and an overturned chemical tank truck

By Ted Figueroa  
Reporter

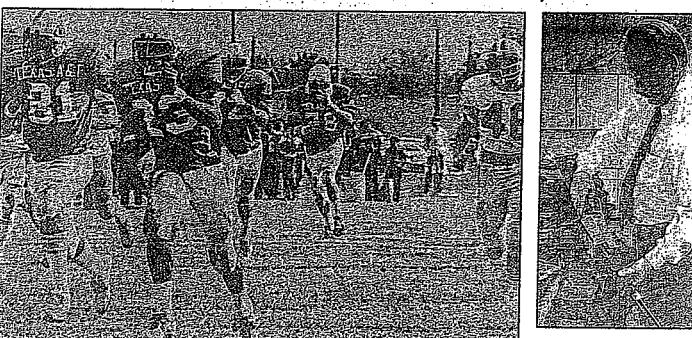
(Editor's note:  
In this feature,  
we take readers  
back through our  
archives,  
highlighting some of  
the people and  
events of the  
past century.  
Many issues  
are still in  
paper form,  
some are  
digitized,  
and a few  
are on microfilm.  
The issues from 1918 to July  
of 1924 were lost in a fire,  
however, the rest remain  
intact. Here is a look back  
at what was happening this  
week in Kingsville.)

25 years ago  
December 2000

Kingsville Police arrested  
three people and charged  
them with burglary of a habi-  
tation with one of them picking  
up additional charges of  
possession of drug para-  
phernalia and burglary of a  
building. Sgt. Barry Black-  
stock said patrol officers  
contacted two men as they  
walked down a street known  
to have had several burglaries  
and thefts. He said one



Chemical truck carrying toxic anhydrous ammonia overturned in Bishop in 1975.



Larry Collins races 63 yards for a touchdown in Texas A&I's win over Oregon College in 1975.

Sgt. Barry Blackstock shows off a confiscated commemorative rifle in 2000.

### PP TRIVIA PP HOW SMART ARE YOU?

- Think you know something about everything?
- What do you know about our area?

Play Kingsville Trivia brought  
to you by Harrel's Pharmacy!

Questions:

1. Which ancient civilization is known for its prominent eye makeup?
2. How many miles is one Parsec?
3. Whose life is "the Theory of Everything" on?
4. Which country had 3 capitals?
5. Which Disney Prince has a sidekick named "Abu"?
6. Which the tallest Peak in North America?
7. In which European Country would you find the "Trevi Fountain"?
8. What is the highest selling Harry Potter book?
9. What is the only U.S. state that can be typed using  
one row of the Qwerty keyboard?
10. What is the name for a group of Flamingos?

(Answers will be in the next issue)

HOW SMART ARE YOU:

9-10: Okay Einstein, quit bragging  
7-8: Pick up your PhD at TAMUK  
5-6: You are on your way to your B.S. degree  
3-4: Do not skip any more school  
2 or less: Don't leave home without a chaperone

For all your pharmacy needs, contact Harrel's.  
Lots of great items and downtown Kingville's best eats!

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### TRIVIA ANSWERS Nov. 20, 2025 ISSUE

1. Nutmeg	6. Japan
2. Na	7. Margaret
3. The Doors	8. The Lone Star State
4. White Wine	9. Jon Voight
5. Moonshine	10. Audrey Hepburn

### TRIVIA ANSWERS Nov. 27, 2025 ISSUE

1. Massachusetts	6. California
2. Corn	7. Approximately 140
3. Macy's	8. 3 days
4. Canada	9. 2,624.6 lbs
5. Abraham Lincoln	10. A rafter or a flock

of the men had a shoe sole pattern similar to ones found at a burglary scene. When detectives did a follow up, Blackstock said a family member permitted detectives to enter the house where they found nine rifles (some with high-powered scopes), one handgun, two digital cameras, one emergency medical technician bag, one video recorder, hundreds of rounds of munitions, a leather travel suit bag and several school back packs. Blackstock estimated the value of the guns to be \$10,000 to \$15,000. One of the guns was a commemorative Winchester rifle with all the tags still in place.

Officers were working to find all the owners.

50 years ago  
December 1975

Only minor injuries were sustained by two passengers in a chemical tank truck that overturned in Bishop on Highway 77 By-pass. The truck was heading south for the valley when it overturned after an apparent mechanical malfunction. The truck was carrying toxic anhydrous ammonia, but did not rupture. Another truck from the valley was sent to empty the chemicals before it was turned upright.

Texas A&I had won the right to advance to the NAIA Week in Kingsville.

75 years ago  
December 1950

Kingsville's newest service station opened for business. Neal's Magnolia Service was located at 403 S. Sixth Street. There were free gifts for those that attended the opening. There

Champion Bowl for an unprecedented sixth time with their 37-0 victory over Oregon College in Javelina Stadium. The Javelinas were set to meet West Virginia in the Champion Bowl on Dec. 13, in Kingsville. A proclamation signed by Mayor Gilbert Acuna declared the week as NAIA Championship Bowl Week in Kingsville.

99 years ago  
December 1926

Two cases of burglary and one house break-in were reported to the Kingsville Police. The safe of the Weller Motor Co. was robbed and \$300 had been taken. The discovery was made when employees returned to work after the weekend. The safe was said to have been opened by the regular combination. Entrance was gained through a window in the shop and footprints of the burglar was the only other clue police had to go on. A home on West Kleberg was also broken into over the weekend and \$40 was taken from a pair of trousers. After emptying the pockets, the burglar left the trousers neatly folded on the front porch. An unidentified man was caught inside the lumber yard at Seventh and King in the evening after the owner returned. The unidentified man fled the scene and police were once again left with only shoe prints as a clue.

### PUBLIC NOTICE

The City Commission will meet on Monday January 12, 2026, at 5:00 P.M. The following items are set for public hearing and discussion and / or action:

Request to condemn the unsafe structures located at:

- 518 W JOHNSTON
- 529 W JOHNSTON
- 307 E RAGLAND
- 603 W RAGLAND
- 619 W RAGLAND
- 218 W LOTT
- 303 W LOTT
- 1240 E AVE D
- 811 E ALICE
- 728 W DODDRIDGE
- 516 E NETTIE
- 406 E HENRIETTA
- 622 W FORDYCE

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

The meeting will be held at City Hall, 400 West King, at the Helen Kleberg Groves Community Room.

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

**KINGSVILLE**  
**RECORD**

GOT  
NEWS?

Email us:  
editor@  
kingsvillerrecord.com



## Westican Outdoors breaks ground

Westican Outdoors celebrated the ground-breaking of their new location on U.S. Hwy 77 just north of Caesar earlier this month. They are anticipating a 2026 opening date and will offer hunting and fishing gear, apparel, firearms and ammunition. They will also be issuing Texas Parks and Wildlife licensing. (Photos by Iris Rios-Guajardo)



## Discount Appliance Outlet opens

Discount Appliance Outlet and the Kingsville Chamber of Commerce hosted a ribbon cutting earlier this month. Owners Rudy and Priscilla Madrid thanked everyone for their support. "We are extremely excited about our new business venture on King Street. The appliance store has been in our family for about 25 years and we have been blessed with such great employees. Our family currently has locations in San Antonio, Corpus, Laredo, McAllen and Kingsville. Priscilla and I are very happy to serve our amazing community with both Margaritaville Drive-Thru and now Discount Appliance Outlet. We want to thank you all very much from the bottom of our hearts," Madrid said. (Photo by Ted Figueira)

### PUBLIC NOTICE

The City Commission will meet on Monday January 12, 2026, at 5:00 P.M. The following items are set for public hearing and discussion and / or action:

Request to condemn the unsafe structures located at:

518 W JOHNSTON  
529 W JOHNSTON  
307 E RAGLAND  
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619 W RAGLAND  
218 W LOTT  
303 W LOTT  
1240 E AVE D  
811 E ALICE  
728 W DODDRIDGE  
516 E NETTIE  
406 E HENRIETTA  
622 W FORDYCE

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

The meeting will be held at City Hall, 400 West King, at the Helen Kleberg Groves Community Room.

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



Teams from H-E-B and Christus Spohn Hospital gathered at the local store to celebrate the \$500,000 donation. (Photo by Ted Figueira)

## Christus Spohn receives donation from H-E-B

By Ted Figueira  
Reporter

Last week, H-E-B donated \$500,000 to Christus Spohn Hospital. The money will be divided between the Kleberg and Alice campuses for upgrades to the facilities. Beth Dattomo, public information officer for H-E-B, said they have a deep commitment to supporting vital health services in South Texas.

"At H-E-B, we believe that access to quality healthcare is essential for the well-being of our communities. Our \$500,000 donation to Christus Spohn Health System for the Alice Hospital and Kleberg Hospital reflects our deep commitment to supporting vital health services in South Texas. We are proud to stand alongside Christus Spohn

in their mission to provide compassionate care and strengthen the health of the families we serve."

Richard Morin, president of Christus Spohn Hospitals – Kleberg, Alice and Beeville, said they were grateful to H-E-B for the donation.

"Community relationships are truly valuable; we are so grateful to H-E-B for their grant of \$250,000 to help support our Kleberg hospital. This was made possible by our Christus Spohn Health System Development Foundation and its committed board members for their work on submitting the grant application. The funds will go towards our medical-surgical services, which will ultimately help us continue to fulfill our mission to extend the healing ministry of Jesus Christ."

# One Name 8 Brands

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# **CONSENT AGENDA**

# **AGENDA ITEM #1**

ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO ACCEPT AND EXPEND GRANT FUNDS FROM THE STATE ENERGY CONSERVATION OFFICE (SECO) FOR PARKS LIGHTING PROJECTS.**

**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 2025-2026 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#15

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 001 – General Fund</b>					
<b>Expenditures</b>					
6900	Transfer	Transfer to Fund 075	80075	\$7,450	
1030	City Special	Budget Amend Reserve	86000		\$7,450
<b>Fund 075 – State Energy Conservation Office (SECO)</b>					
<b>Revenues</b>					
4503	72010	State Grants	75010	\$25,000	
0000	Non-Depart	Transfer from Fund 001	75001	\$7,450	
<b>Expenditures</b>					
4503	Parks Maint	Parks Capital Projects	71201	\$32,450	

[To amend the City of Kingsville FY 25-26 budget to accept and expend grants funds the State Energy Conservation Office (SECO) for Parks lighting projects. Funding will come from the grant funding for this purpose.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 8th day of December 2025.

**PASSED AND APPROVED** on this the 12th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney

## **AGENDA ITEM #2**

ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO ACCEPT AND EXPEND DONATIONS FROM REGENCY INTEGRATED HEALTH AND THE WOMENS CLUB OF KINGSVILLE FOR RECREATION SUPPLIES.**

**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 2025-2026 budget be amended as follows:

**CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#16**

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 001 – General Fund</b>					
<u>Revenues</u>					
4513	Recreation	Donations	72030	\$475	
<u>Expenditures</u>					
4513	Recreation	Recreation Programs	31499	\$475	

[To amend the City of Kingsville FY 25-26 budget to accept and expend donations from Regency Integrated Health and the Women's Club of Kingsville for Parks recreation supplies. Funding will come from the donations for the stated purpose.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 8th day of December 2025.

**PASSED AND APPROVED** on this the 12th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney

# **AGENDA ITEM #3**

ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO ACCEPT AND EXPEND GRANT FUNDS FROM THE COASTAL BEND REGIONAL ADVISORY COUNCIL FOR FIRE DEPARTMENT MEDICAL SUPPLIES.**

**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 2025-2026 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#14

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 015 – CBRAC Grant</b>					
	<u>Revenues</u>				
2200	Fire	State Grants	72010	\$6,121	
<u>Expenditures</u>					
2200	Fire	Medical Supplies	22400	\$6,121	

[To amend the City of Kingsville FY 25-26 budget to accept and expend grants funds from the Coastal Bend Regional Advisory Council for medical supplies. Funding will come from the grant funding for this purpose.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 8th day of December 2025.

**PASSED AND APPROVED** on this the 12th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

# **AGENDA ITEM #4**



## MEMO

**Date:** December 10, 2025

**To:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**From:** Charlie Sosa, Interim Director of Planning and Development Services

**Subject:** Appointment of Steve Zamora, Debbie Tiffée, Larry Garcia, Brian Coufal, Idotha Battle, Krystal Emory, Crispin Trevino as a Regular Member of the Planning and Zoning Commission.

**Summary:** Steve Zamora, Debbie Tiffée, Larry Garcia, Brian Coufal, Idotha Battle, Krystal Emory, Crispin Trevino, are seeking appointment as regular members of the Planning and Zoning Commission.

**Background:** The above-named persons have served the Planning and Zoning Commission since 2023, attending meetings as needed serving as regular members. Their tenure expired in 2025 on which they volunteered and re-applied to serve the Board for a two-year term.

**Financial Impact:** NA

**Recommendation:** It is recommended that the people named above be appointed to the Planning and Zoning Commission for a two-year term.

# **AGENDA ITEM #5**



## MEMO

**Date:** December 10, 2025

**To:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**From:** Charlie Sosa, Interim Director of Planning and Development Services

**Subject:** Appointment of Mr. Eden Hernanbez, Albert Garcia, John Garza, Orlando Moya and Larry Garcia as a Regular Member of the Board of Adjustment

**Summary:** Mr. Eden Hernanbez, Mr. Albert Garcia, Mr. John Garza, Mr. Orlando Moya and Mr. Larry Garcia are seeking appointment as regular members of the Zoning Board of Adjustment.

**Background:** The above-named persons have served the Board of Adjustment since 2023, attending meetings as needed serving as regular members. Their tenure expired in 2025 on which they volunteered and re-applied to serve the Board for a two-year term.

**Financial Impact:** NA

**Recommendation:** It is recommended that the people named above be appointed to the Board of Adjustment for a two-year term.

# **AGENDA ITEM #6**

Re-appt.  
7 pp

## City of Kingsville Parks & Recreation Department

**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, Interim City Manager

**FROM:** Susan Ivy, Director of Parks & Recreation

**DATE:** December 18, 2025 – for 2<sup>nd</sup> meeting in January please board need to meet first

**SUBJECT:** Agenda Request – Appointments and Reappointments to Park Advisory Board

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Summary: The Park Advisory Board needs to appoint/reappoint board members as follows:

Current positions and position expiration date

*DJ Flores	Chairman	02/8/2026	3 year
*Ruben Cantu	Vice Chairman	02/8/2026	3 year

Linda Castenada 02/08/2026 3 year

Max Segovia 02/08/2027 2 year

Sally Macias 02/08/2026 2 year she was appointed last feb to serve the second year of joey lees 2 year term and resigned. She will be reappointed to 2 year term

Sandra Seymour 02/08/2026 1 year

Clarice Williams 02/08/2026 1 year

**\*The Board must elect new officers for these two positions in their January meeting then**

**confirm and reappoint others in 2<sup>nd</sup> meeting in January.**

Recommendation: Confirm election of Chairman and Vice Chairman to 3 year terms ending February 7, 2029. Reappoint Linda Castenada to a 3 year term. Re appoint Max Segovia and Sally Macias to 2 year terms ending 2/7/2028. Reappoint Sandra Seymour and Clarice Williams to 1 year terms ending 1/08/2026.



# **AGENDA ITEM #7**



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P. O. BOX 1458 - KINGSVILLE, TEXAS 78364

Date: December 22, 2025

To: City Commission via City Manager Charlie Sosa

CC: Courtney Alvarez, City Attorney and Mary Valenzuela, City Secretary

From: Connie Womack, Director of Tourism Services

**Summary:** The Hotel Occupancy Tax Advisory Board was created in 2016 by the City of Kingsville City Commissioners. The board meets quarterly and makes recommendations for activities, programs and expenditures authorized by state tax code guiding appropriate use of occupancy tax funds.

All members will be appointed to the board by the City Commission at the recommendation of the City Manager. The board consists of seven members: two Hotel Industry representatives, one King Ranch representative, one Main Street Merchant representative one Texas A&M University-Kingsville representative, one Conner Museum representative and one resident.

**Financial Impact:** None

**Recommendation:** Reappoint Leo Garcia as the City Resident representative, for a two-year term; reappoint Lorette Williams as the King Ranch representative, for a two-year term.

Re-appt. 1 psn



P. O. BOX 1458 - KINGSVILLE, TEXAS 78364

Date: December 22, 2025

To: City Commission via City Manager Charlie Sosa

CC: Courtney Alvarez, City Attorney and Mary Valenzuela, City Secretary

From: Connie Womack, Director of Tourism Services

**Summary:** The Hotel Occupancy Tax Advisory Board was created in 2016 by the City of Kingsville City Commissioners. The board meets quarterly and makes recommendations for activities, programs and expenditures authorized by state tax code guiding appropriate use of occupancy tax funds.

All members will be appointed to the board by the City Commission at the recommendation of the City Manager. The board consists of seven members: two Hotel Industry representatives, one King Ranch representative, one Main Street Merchant representative, one Texas A&M University-Kingsville representative, one Conner Museum representative and one resident.

**Financial Impact:** None

**Recommendation:** Appoint Dr. Hetul as Hotel Industry representative, for a two-year term; Appoint Justin Woodall as Texas A&M University-Kingsville representative, for a two-year term; Appoint Steven Flores as the Main Street Merchant representative, for a two-year term.

# **REGULAR AGENDA**

# **AGENDA ITEM #8**



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P. O. BOX 1458 - KINGSVILLE, TEXAS 78364

**Date:** December 22, 2025

**To:** City Commission via City Manager Charlie Sosa

**CC:** Courtney Alvarez, City Attorney and Mary Valenzuela, City Secretary

**From:** Connie Womack, Director of Tourism Services

**Summary:** The Hotel Occupancy Tax Advisory Board was created in 2016 by the City of Kingsville City Commissioners. The board meets quarterly and makes recommendations for activities, programs and expenditures authorized by state tax code guiding appropriate use of occupancy tax funds.

All members will be appointed to the board by the City Commission at the recommendation of the City Manager. The board consists of seven members: two Hotel Industry representatives, one King Ranch representative, one Main Street Merchant representative, one Texas A&M University-Kingsville representative, one Conner Museum representative and one resident.

**Financial Impact:** None

**Recommendation:** Appoint Dr. Hetul as Hotel Industry representative, for a two-year term; Appoint Justin Woodall as Texas A&M University-Kingsville representative, for a two-year term; Appoint Steven Flores as the Main Street Merchant representative, for a two-year term.

## HOTEL OCCUPANCY TAX ADVISORY BOARD

Sec. 3-3-100. - Board created.

There is hereby created for the city a Hotel Occupancy Tax Advisory Board.

(Ord. 2016-24, passed 4-18-16)

Sec. 3-3-101. - Board membership.

(A) The Hotel Occupancy Tax Advisory Board shall have seven (7) voting members and be appointed by the City Commission at the recommendation of the City Manager. The Hotel Occupancy Tax Advisory Board members shall serve without compensation. The members of the Board shall include:

- a. Two members to represent the Hotel Industry within the City of Kingsville.
- b. One member to represent the King Ranch.
- c. One member to represent the Conner Museum.
- d. One member to represent the historical downtown district/merchants.
- e. One member to represent Texas A&M University-Kingsville.
- f. One member must be a resident of the City of Kingsville.

(B) In addition to the regular voting members of the Board, the City Manager and the Kleberg County Judge shall serve as ex-officio members of the Board with no voting privileges.

(C) The members of the Board from the voting membership shall elect a Chairman and Vice-Chairman to conduct the meetings and the voting members shall fill any vacancy in either of the offices of Chairman or Vice-Chairman.

(Ord. 2016-24, passed 4-18-16; Ord. No. 2018-32, passed 6-25-18; Ord. No. 2023-58, § 1 passed 8-14-23)

Sec. 3-3-102. - Terms of members.

The board members shall hold office and serve from and after the date of their respective appointments, subject to the conditions provided in this article, for the following terms.

- (A) All of the board members shall serve for two (2) year terms without term limits.
- (B) The Director of Tourism Services for the City shall serve through their employment with the city.

(Ord. 2016-24, passed 4-18-16)

Sec. 3-3-103. - Quorum.

- (A) A minimum of four (4) board members is needed to form a quorum.
- (B) An official recommendation requires a majority vote of four board members.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-104. - Conflict of interest.

The board members shall comply with V.T.C.A. Local Government Code Chapters 171 & 176, as the same may hereafter be amended, concerning matters involving conflicts of interest. Conviction of an offense by V.T.C.A. Local Government Code Ch. 171 or Ch.176 shall constitute a forfeiture of the position on the board held by the person convicted.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-105. - Compensation.

All board members of the Hotel Occupancy Tax Advisory Board shall receive no salary or compensation for serving on the board with the exception of the Director of Tourism Services, who shall receive no extra compensation other than as employed by the City of Kingsville.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-106. - Duties generally.

The Hotel Occupancy Tax Advisory Board shall have the following duties and responsibilities:

- (A) The board will develop special rules and instructions in recommending the use of Hotel Occupancy Tax funds to the City Manager in accordance with the Texas Tax Code Ch. 351 Subchapter B and Texas Local Government Code Chapters 334 & 335, and any other applicable codes; and
- (B) Develop and make recommendations to the City Manager on matters concerning the Hotel Occupancy Tax Funds within the scope of the Texas Tax Code Ch. 351 Subchapter B and Texas Local Government Code Chapters 334 & 335, and any other applicable codes.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-107. - Meetings.

- (A) Any member of the board may request an item be added to the agenda.
- (B) The board shall have the authority and duty to promulgate rules and regulations governing its official meetings.
- (C)

The board shall have regular meetings at least once quarterly, the date to be set out in the board's minutes.

All meetings shall be open to the public and shall be governed by the Open Meetings Act.

(D) Special meetings may be set at the will and discretion of the board whenever it deems necessary.

The chairman of the board shall call the special meeting.

(E) The Director of Tourism Services shall be responsible for preparing and posting the Board agendas.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-108. - Report of meetings.

It shall be the duty of the board to approve and file with the City Secretary the minutes of each meeting of said board, together with a list of the members of the Board who were present.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-109. - Removal from office.

Any board member may be removed at any time by a majority vote of the City Commission for inefficiency, neglect of duty, malfeasance in office, or failure to maintain eligibility.

(Ord. 2016-24, passed 4-18-16)

#### Sec. 3-3-110. - Vacancy.

(A) A vacancy arises if any board member is absent from three (3) consecutive regular meetings; is removed under § 3-3-110; is convicted as stated in § 3-3-104; or resigns.

(B) If for any reason the position of any board member shall have been vacated by removal or otherwise, the appointment and confirmation to fill such vacancy shall be made by the City Commission for the unexpired term of the vacated office.

(Ord. 2016-24, passed 4-18-16)

#### Secs. 3-3-111—3-3-119. - Reserved.

# **AGENDA ITEM #9**



## MEMO

**Date:** December 10, 2025

**To:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**From:** Charlie Sosa, Interim Director of Planning and Development Services

**Subject:** Appointment of Steve Zamora, Debbie Tiffee, Larry Garcia, Brian Coufal, Idotha Battle, Krystal Emory, Crispin Trevino as a Regular Member of the Planning and Zoning Commission.

**Summary:** Steve Zamora, Debbie Tiffee, Larry Garcia, Brian Coufal, Idotha Battle, Krystal Emory, Crispin Trevino, are seeking appointment as regular members of the Planning and Zoning Commission.

**Background:** The above-named persons have served the Planning and Zoning Commission since 2023, attending meetings as needed serving as regular members. Their tenure expired in 2025 on which they volunteered and re-applied to serve the Board for a two-year term.

**Financial Impact:** NA

**Recommendation:** It is recommended that the people named above be appointed to the Planning and Zoning Commission for a two-year term.

## PLANNING AND ZONING COMMISSION

## Sec. 3-3-15. - Commission created.

There is hereby created and established for the city a Planning and Zoning Commission which shall be composed of nine members. The members shall be resident citizens, taxpayers and qualified voters of the city, all of whom shall be appointed by the City Commission, to serve for terms of two years. All vacancies shall be filled for the unexpired term in the same manner as provided for the original appointments. All expired terms shall be filled for terms as provided for the original appointments and in the same manner. Members of the Commission may be removed by the City Commission, after public hearing and for cause assigned in writing. The members of the Commission shall serve without compensation. The City Attorney shall be an ex-officio member of the Commission.

(1962 Code, § 2-1-1)

**Statutory reference**—State law concerning a Zoning Commission, see Tex. Loc. Gov't Code, § 211.007.

## Sec. 3-3-16. - Organization.

(A) The Planning and Zoning Commission shall elect a Chairman and Vice Chairman from its membership and shall have power to employ such qualified persons as may be necessary for the proper conduct and undertakings of the Commission and to pay for their services and such other necessary expenses, provided that the cost of such services and expenses shall not exceed the amount appropriated by the City Commission for the use of the Planning and Zoning Commission. It shall also have the power to make rules, regulations, and by-laws for its own government, which shall also conform as nearly as possible with those governing the City Commissioners, and same shall be subject to approval by such Commission.

(B) Such by-laws shall include, among other items, provisions for:

- (1) Regular and special meetings, open to the public;
- (2) Records of its proceedings, to be open for inspection by the public;
- (3) Reporting to the City Commission and the public, from time to time and annually; and
- (4) For the holding of public hearings on its recommendations.

(1962 Code, § 2-1-2)

**Statutory reference**—Open Meetings Act, see Tex. Gov't Code, §§ 551.001 et seq.; Public Information Act, see Tex. Gov't Code, §§ 552.001 et seq.

## Sec. 3-3-17. - Powers and duties.

The Planning and Zoning Commission shall have the power and it shall be its duty to make and recommend for adoption a master plan, as a whole or in parts, or the future development and redevelopment of the municipality and its environs and shall have the power and duty to prepare a comprehensive plan and zoning regulations for the city in accordance with Chapter 283, Acts of the Regular Session of the Legislature, 1927, (Tex. Loc. Gov't Code, §§ 211.001 et seq.). The Commission shall perform such other duties as may be prescribed by the provisions of this code.

(1962 Code, § 2-1-3; Ord. —, passed 12-12-49)

Secs. 3-3-18—3-3-24. - Reserved.

# **AGENDA ITEM #10**

**Information for condemnation of 619 W. Ragland, see  
information Public Hearing # 1.**

# **AGENDA ITEM #11**

**Information for condemnation of 728 W. Doddridge,  
see information Public Hearing # 2.**

# **AGENDA ITEM #12**

**City of Kingsville  
Police Department**

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**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**FROM:** John Blair, Chief of Police

**DATE:** November 25, 2025

**SUBJECT:** Tractor Supply Foundation donation

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**Summary:**

The Kingsville Police Department respectfully requests approval to accept a donation in the amount of \$250.00 from the Tractor Supply Foundation Fund.

**Background:**

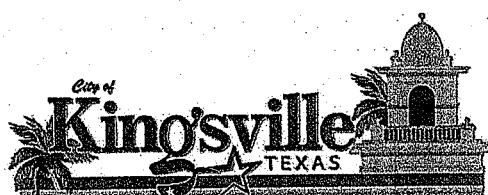
Each year the Tractor Supply Foundation through the Hometown Hero's program, donates funds to local first responder organizations.

**Financial Impact:**

There is no financial impact. This donation will be used to help purchase items for our Blue Santa event.

**Recommendation:**

We request approval from the commission to accept the Tractor Supply Foundation Fund in the amount of \$250.00



# **AGENDA ITEM #13**

Budget Amend.

**City of Kingsville  
Police Department**

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**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**FROM:** John Blair, Chief of Police

**DATE:** November 25, 2025

**SUBJECT:** Tractor Supply Foundation donation

---

**Summary:**

The Kingsville Police Department respectfully requests approval to accept a donation in the amount of \$250.00 from the Tractor Supply Foundation Fund.

**Background:**

Each year the Tractor Supply Foundation through the Hometown Hero's program, donates funds to local first responder organizations.

**Financial Impact:**

There is no financial impact. This donation will be used to help purchase items for our Blue Santa event.

**Recommendation:**

We request approval from the commission to accept the Tractor Supply Foundation Fund in the amount of \$250.00



ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO ACCEPT AND EXPEND A DONATION FROM THE TRACTOR SUPPLY FOUNDATION TO HELP WITH POLICE DEPARTMENT'S BLUE SANTA EVENT.**

**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 2025-2026 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#17

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 001- General Fund</b>					
	<u>Revenues-4</u>				
2102	Police	Donations	72030	\$250	
<u>Expenditures-5</u>					
2102	Police	Professional Services	31400	\$250	

[To amend the City of Kingsville FY25-26 budget to accept and expend a donation from the Tractor Supply Foundation to help with the Police Department's Blue Santa Event. Funding for this request will come from the donation for the stated purpose.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 12th day of January 2026.

**PASSED AND APPROVED** on this the 26th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

# **AGENDA ITEM #14**

**City of Kingsville  
Police Department**

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TO: Mayor and City Commissioners  
CC: Charlie Sosa, City Manager  
FROM: John Blair, Chief of Police  
DATE: November 25, 2025  
SUBJECT: Contract with Flock Group Inc.

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**Summary:**

The Police Department requests approval from the Commission through resolution to enter into a contract with Flock Group Inc. for the deployment of automated license plate reader systems. This contract will support our continued effort to strengthen public safety, expand investigative capability, and modernize our approach to crime prevention.

**Background:**

As crime patterns evolve, the Police Department is focused on securing the tools needed to keep our community safe. Technology-driven solutions are now essential for rapid identification of criminal activity and for the protection of residents, businesses, and visitors.

Flock Group Inc. provides a proven automated license plate reader platform that supports law enforcement with real-time data collection, faster case resolution, and improved situational awareness. This contract will allow the department to install 17 ALPR units in strategic locations throughout the city. These investments align with our ongoing commitment to efficient policing practices and maintaining public trust.

Key benefits of this project include:

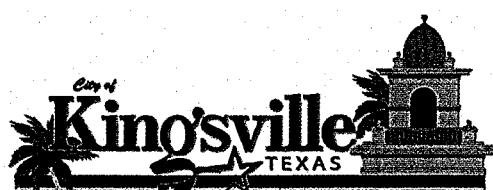
**Prevention:** Increased monitoring capability to deter criminal activity.

**Protection:** Better coverage of public areas to reduce security risks.

**Investigation:** Faster identification and tracking of suspects using real-time alerts and searchable historical data.

**Financial Impact:**

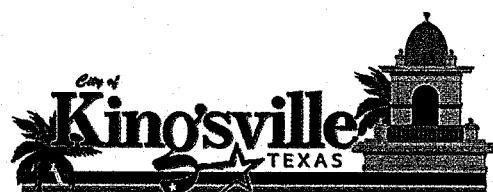
The contract will be funded through the Edward Byrne Memorial Justice Assistance Grant Program FY2026, grant number 5469901, in the amount of \$72,975.00, approved by City Commission on November 24, 2025. The grant requires no cash match.



**City of Kingsville  
Police Department**

**Recommendation:**

The Police Department respectfully requests Commission approval to enter into a contract with Flock Group Inc. for automated license plate reader technology. In addition, the department requests authorization for the Chief of Police to act on behalf of the City of Kingsville in executing all agreements and documents necessary to finalize and implement the contract.



**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF KINGSVILLE POLICE DEPARTMENT AND FLOCK GROUP INC.-FLOCK SAFETY FOR LAW ENFORCEMENT TECHNOLOGY; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kingsville (“City”) promotes the health and safety of the community and supports City departments in efforts to partner with other agencies to improve communication strategies and services for citizens;

**WHEREAS**, the City’s Police Department has worked to develop a Memorandum of Understanding with Flock Group Inc. d/b/a “Flock Safety” for Law Enforcement Technology (automated license plate reader systems) to enhance the Department’s capabilities in strengthening public safety, expanding investigative capabilities, and modernizing the department’s approach to crime prevention within our community;

**WHEREAS**, the proposed collaboration is designed to significantly strengthen the Department’s investigative reach and efficiency;

**WHEREAS**, there is no discernable financial impact to the City as the contract is being funded through the Edward Byrne Memorial Justice Assistance Grant Program FY2026, which was approved by the City and budgeted on November 24, 2025;

**WHEREAS**, the Chief of Police would be the authorized signatory for the Kingsville Police Department’s participation in the agreement.

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

I.

**THAT** the Chief of Police is authorized and directed as an act of the City of Kingsville, Texas to enter into a Memorandum of Understanding with Flock Safety for Law Enforcement Access, in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

## **Flock Safety + TX - Kingsville PD**

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Flock Group Inc.  
1170 Howell Mill Rd, Suite 210  
Atlanta, GA 30318

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MAIN CONTACT:  
Kevin Cutler  
[kevin.cutler@flocksafety.com](mailto:kevin.cutler@flocksafety.com)  
+13103076009

Quote Number: Q-169939  
Expiration Date: 11/22/2025

**flock safety**

# flock safety

## ORDER FORM

This order form ("Order Form") hereby incorporates and includes the terms of the previously executed agreement (the "Terms") which describe and set forth the general legal terms governing the relationship (collectively, the "Agreement"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "Effective Date")

Customer: TX - Kingsville PD	Initial Term: 12 Months
Legal Entity Name: TX - Kingsville PD	Renewal Term: 36 Months
Accounts Payable Email: chief@kingsvillepd.us	Payment Terms: Net 30
Address: 1700 E King Ave Kingsville, Texas 78363	Billing Frequency: Annual Plan - Invoiced at First Camera Validation.
	Retention Period: 30 Days

### **Hardware and Software Products**

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$55,000.00
<b>Flock Safety LPR Products</b>			
Flock Safety LPR, fka Falcon	Included	9	Included
Flock Safety LPR, fka Falcon	Included	6	Included
Solar Long-Range LPR, fka Solar Falcon LR	Included	1	Included
Solar Long-Range LPR, fka Solar Falcon LR	Included	1	Included

### **Professional Services and One Time Purchases**

Item	Cost	Quantity	Total
<b>One Time Fees</b>			
<b>Flock Safety Professional Services</b>			
Professional Services - Standard Implementation Fee	\$650.00	9	\$5,850.00
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$1,250.00	6	\$7,500.00
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$1,250.00	1	\$1,250.00
Professional Services - Solar Implementation Fee	\$750.00	1	\$750.00
			<b>Subtotal Year 1:</b> \$70,350.00
			<b>Annual Recurring Subtotal:</b> \$55,000.00
			<b>Estimated Tax:</b> \$0.00
			<b>Contract Total:</b> \$70,350.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

**Special Terms:**

Upon execution of this Agreement, the Term for Flock Hardware shall commence upon first installation and validation per each phase as identified in the chart below ("Phase"), except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Upon completion of installation and validation of total Phases, the Customer agrees that the Term of all Phases will run coterminous in accordance with the Term of Phase 1. In the event of any overlap in subscription terms (meaning the period from the effective date until expiration or termination of an agreement) and prior invoices, payments will be provided in pro rata credit. Any estimates provided on credits are subject to change based on the execution date of a new agreement. To the extent applicable, any prorated amounts provided are subject to change based on term commencement of first hardware validation of products referenced within each Phase.

**Billing Schedule**

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At First Camera Validation	\$70,350.00
<b>Annual Recurring after Year 1</b>	\$55,000.00
<b>Contract Total</b>	\$70,350.00

\*Tax not included

**Discounts**

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

## Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Solar Long-Range LPR, fka Solar Falcon LR	Law enforcement grade, long range and high vehicle speed license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users, with LTE. Solar Power only
Solar Long-Range LPR, fka Solar Falcon LR	Law enforcement grade, long range and high vehicle speed license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users, with LTE. Solar Power only
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.
Professional Services - Solar Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.

**By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement.**

The Parties have executed this Agreement as of the dates set forth below.

**FLOCK GROUP, INC.**

**Customer: TX - Kingsville PD**

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

PO Number: \_\_\_\_\_

# **AGENDA ITEM #15**

## City of Kingsville Police Department

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**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, City Manager

**FROM:** John Blair, Chief of Police

**DATE:** December 8, 2025

**SUBJECT:** Mutual Aid Agreement for Complex Emergency Response and Investigation Planning

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### **Summary:**

The Kingsville Police Department and the Kingsville Fire Department jointly request approval for the City of Kingsville to enter into a Mutual Aid Agreement for Complex Emergency Response and Investigation Planning with the Texas Department of Public Safety (DPS), the Kleberg County Sheriff's Office, other local, state, and federal law enforcement and fire agencies.

This MOU is required under Texas House Bill 33, which mandates integrated planning, response, and investigative coordination for active attack incidents at primary and secondary school facilities in each county. The MOU establishes a framework for shared responsibilities, joint exercises, communications interoperability, coordinated emergency medical response, fire suppression integration, evidence-handling processes, and deployment of combined personnel, facilities, equipment, and supplies.

### **Background:**

House Bill 33 (89th Legislature) requires DPS and local entities employing first responders, including law enforcement, fire protection personnel, and emergency medical services—to formalize their partnership through a mutual aid agreement. The purpose is to ensure a unified, vertically integrated response to school-related active attack incidents. The MOU outlines:

- Identification of agencies reasonably expected to respond
- Roles and responsibilities of DPS and the Sheriff's Office
- Requirements for joint tabletop exercises and in-person drills



**City of Kingsville  
Police Department**

- Communication and coordination procedures among all parties
- Development of working protocol agreements for operational execution

**Financial Impact:**

There is no direct financial obligation associated with approving or joining this MOU.

**Recommendation:**

It is recommended that the City Commission approve the Mutual Aid Agreement between the City of Kingsville (Police and Fire Departments), DPS, the Kleberg County Sheriff's Office, and other local, state, and federal partners. Authorize the Chief of Police and Fire Chief to execute their respective agreements and all associated documents on behalf of the City.



**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE POLICE CHIEF AND FIRE CHIEF TO ENTER INTO A MUTUAL AID AGREEMENT FOR COMPLEX EMERGENCY RESPONSE AND INVESTIGATION PLANNING WITH THE TEXAS DEPARTMENT OF PUBLIC SAFETY, THE KLEBERG COUNTY SHERIFF'S OFFICE, AND OTHER LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AND FIRE AGENCIES; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, this Mutual Aid Agreement (Agreement) is required under Texas House Bill 33, which was passed in 2025 and mandates integrated planning, response, and investigative coordination for active attack incidents at primary and secondary school facilities in each county;

**WHEREAS**, it is beneficial to the citizens for the parties to formalize this partnership through an Agreement outlining the roles, responsibilities, and operational protocols should an incident occur;

**WHEREAS**, there is no direct financial obligation associated with approving this Agreement;

**WHEREAS**, the City has received an Agreement from the Texas Department of Public Safety (DPS) that is to be between the City of Kingsville Police & Fire Departments, DPS, the Kleberg County Sheriff's Office, and other local, state, and federal partners;

**WHEREAS**, the City of Kingsville Police & Fire Departments are agreeable to participating in the agreement under the terms stated in the attached Agreement.

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

I.

**THAT** the Police Chief and Fire Chief are authorized and directed as an act of the City of Kingsville, Texas to enter into a Mutual Aid Agreement for Complex Emergency Response and Investigation Planning between the City of Kingsville Police & Fire Departments, DPS, the Kleberg County Sheriff's Office, and other local, state, and federal partners, in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

# **MUTUAL AID AGREEMENT FOR COMPLEX EMERGENCY RESPONSE AND INVESTIGATION PLANNING**

## **I. PARTIES**

This Mutual Aid Agreement (Agreement) is between the Texas Department of Public Safety (DPS), the Kleberg County Sheriff's Office, and the City of Kingsville-Police Department (KPD) and Fire Department (KFD) for Complex Emergency Response and Investigation Planning related to active attack incidents at primary and secondary school facilities in Kleberg County.

## **II. DEFINITIONS**

- A. For purposes of this Agreement, governmental entities that employ first responders include the following:
  1. A peace officer described by Texas Code of Criminal Procedure Article 2A.001;
  2. An individual included as a fire protection personnel in Texas Government Code Section 419.021; and
  3. An individual included as emergency medical services personnel in Health and Safety Code Section 773.003.

## **III. BACKGROUND AND PURPOSE**

House Bill (H.B.) 33 of the 89<sup>th</sup> Texas Regular Legislative Session, codified into Texas Government Code Section 772.013, mandates that DPS and certain local governmental entities employing first responders in each County, as identified by the County Sheriff's Office, enter into an agreement that establishes the procedures for the provision of resources, personnel, facilities, equipment, and supplies necessary to respond to active attack incidents at primary and secondary school facilities in the County in a vertically integrated manner.

This Agreement establishes the overall framework for collaboration by the parties and each party's respective duties to carry out the mandates of HB 33. The parties will separately enter into a working protocols agreement that will establish the specific procedures that the parties will follow to ensure the provision of comprehensive resources, personnel, facilities, equipment and supplies necessary for responding to and investigating active attack incidents at primary and secondary school facilities in the County.

## **IV. STATEMENT OF DUTIES TO BE PERFORMED**

### **A. DPS RESPONSIBILITIES**

1. Consult with the County Sheriff's Office to determine which governmental entities employing first responders are reasonably likely to respond to an active attack incident at the primary and secondary school facilities in the County.
2. Invite any appropriate federal agencies, as determined by DPS, to participate in the multi-agency tabletop exercises and in-person drills.
3. Invite any appropriate federal agencies, as determined by DPS, to enter into this Agreement as a Party.

**B. COUNTY SHERIFF'S OFFICE RESPONSIBILITIES**

Provide input to DPS on all the local governmental entities employing first responders that are reasonably likely, in the Sheriff's opinion, to respond to an active attack incident at the primary and secondary school facilities in the County. If the County has more than one school district, the County shall identify, as needed, the different governmental entities likely to respond to the different districts in the County.

**C. MUTUAL RESPONSIBILITIES**

DPS, the County Sheriff's Office and the signatories to this MOU understand and agree to the following:

1. To participate in a multi-agency tabletop exercise at least once each odd-numbered year. The parties will collaboratively determine how often the tabletop exercise will be conducted in each odd-numbered year and the date(s) of the exercise.
2. To participate in an in-person drill at least once each even-numbered year. The parties will collaboratively determine how often the in-person drill will be conducted in each even-numbered year and the date(s) of the exercise.
3. To collaboratively establish procedures in a separate working protocols agreement, incorporated by this reference as an exhibit to this Agreement, for the provision of resources, personnel, facilities, equipment, and supplies in responses to critical active attack incidents at primary and secondary school facilities in the County in a vertically integrated fashion. DPS and the County will determine if more than one working protocols agreement is required if the County has more than one school district.
4. When establishing the procedures, DPS and local law enforcement agencies will:
  - a. give priority to establishing the interoperability of communications equipment among the parties to this Agreement;
  - b. establish procedures for interagency coordination in activities arising from critical active attack incidents, including evidence collection;
  - c. set jurisdictional boundaries; and
  - d. determine the capabilities, processes, and expectations among the parties to this Agreement.

**V. TERM OF CONTRACT AND AMENDMENTS**

This Agreement is effective on the date of the last party to sign. The parties will review the Agreement each year from the date of execution to determine if any amendments need to be made. This Agreement may only be amended by mutual written agreement of the parties.

**VI. NO LIABILITY; NO APPARENT AGENCY AUTHORITY**

The parties are associated with each other only for the purposes and to the extent set forth in this Agreement.

The parties agree that they shall have no liability for the actions or omissions of the other parties and are solely responsible for their own actions or omissions; however, only to the extent required by Texas law.

The parties do not have authority for or on behalf of the other parties except as provided in this Agreement. No other authority, power, partnership, or rights are granted or implied.

## VII. NOTICE

The respective party will provide any required notice as noted in this section. Either party may change its information by giving the other party written notice and the effective date of the change.

If to DPS: **TBD; name, title, address, email address, phone, fax**

If to County Sheriff's Office: **TBD; name, title, address, email address, phone, fax**

If to Local Governmental Entity: John Blair, Chief of Police, P.O. Box 1458, Kingsville, TX 78364, john.blair@kingsvillepd.us, (361) 592-4311 phone

If to Local Governmental Entity: Juan J. Adame, Chief of Fire, P.O. Box 1458, Kingsville, TX 78364, jjadame@cityofkingsville.com, (361) 592-6445 phone

**If to Federal Agency: TBD; name, title, address, email address, phone, fax**

The undersigned signatories have full authority to enter into this Agreement on behalf of the respective Parties.

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Signature	Printed Name	Title/Agency	Date
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Signature	Printed Name	Title/Agency	Date
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Signature	Printed Name	Title/Agency	Date
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Signature	Printed Name	Title/Agency	Date
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Signature	Printed Name	Title/Agency	Date
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# **AGENDA ITEM #16**

**City of Kingsville  
Police Department**

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TO: Mayor and City Commissioners

CC: Charlie Sosa, City Manager

FROM: John Blair, Chief of Police

DATE: December 3, 2025

SUBJECT: Participation in the DHS/ICE 287(g) Task Force Model Program MOA

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## **Summary:**

The Police Department seeks approval from the City Commission, through resolution, to participate in the DHS/ICE 287(g) Task Force Model Program. Through an MOA, this program provides limited, supervised federal authority to designated officers to support investigations tied to criminal activity, trafficking, and transnational crime. Participation strengthens our ongoing collaboration with DHS, U.S. Border Patrol – Kingsville Station, aligns with the Operation Lone Star missions, and enhances regional public-safety efforts.

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## **Background:**

The Department of Homeland Security has invited KPD to enroll in the 287(g) Task Force Model Program. Under this model, trained and certified KPD personnel may assist DHS/ICE with specific immigration-enforcement functions related to criminal investigations, supervised directly by ICE.

KPD's standing MOU with U.S. Border Patrol – Kingsville Station already supports interdiction efforts involving drug trafficking, human smuggling, and cartel activity. The 287(g) Task Force Model expands our ability to coordinate with federal partners and enhances investigative capability along the US-77/I-69 corridor, furthering KPD's public safety mission.

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## **City of Kingsville Police Department**

- Enhances our ability to address violent offenders, smugglers, and transnational criminals.
- Provides federal training at no cost to the city.
- Strengthens investigative capacity and supports Operation Lone Star missions.
- Enhances information-sharing and real-time coordination with DHS/ICE and Border Patrol.
- Reinforces existing partnerships.

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### **Financial Impact:**

There is no direct cost to the city to participate. DHS/ICE provides training, certification, and program oversight. Participation may increase eligibility for future federal grants, reimbursement programs, or joint task-force funding, technology, and equipment. An initial grant by DHS/ICE upon final approval of the MOA, KPD will be eligible for \$100,000.00 and an additional \$7,500.00/sworn officer who completes the online 40hr 287g Task Force Officer Model Course. With a full sworn staff of 51(as provided by budget), KPD could receive approximately \$482,500.00 total upon approval.

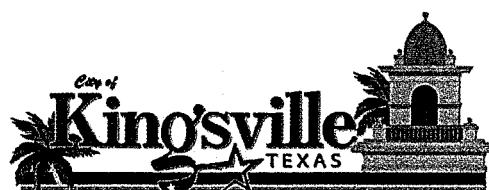
Enrollment may support access to future DHS/ICE grant opportunities or cost-offset programs.

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### **Recommendation:**

The Police Department respectfully requests, upon approval, authorization for the Chief of Police to execute the 287(g) Task Force Program Memoranda of Agreement and designate the Chief of Police as the program administrator.

This program will enhance public safety, strengthen federal partnerships, align with Operation Lone Star efforts, and improve operational capabilities for the Kingsville Police Department.



**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE POLICE CHIEF TO ENTER INTO A MEMORANDUM OF AGREEMENT 287(g) TASK FORCE MODEL WITH THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY-IMMIGRATION AND CUSTOMS ENFORCEMENT; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City received this Memorandum of Agreement (MOA) to participate in the Department of Homeland Security (DHS)/Immigration and Customs Enforcement (ICE) 287(g) Task Force Model Program which provides limited, supervised federal authority to designated officers to support investigations tied to criminal activity, trafficking, and transnational crime;

**WHEREAS**, it is beneficial to the citizens for the parties to formalize this partnership through an Agreement outlining the roles, responsibilities, and operational protocols of the DHS/ICE 287(g) Task Force Model Program;

**WHEREAS**, the MOA strengthens the department's ongoing collaboration with DHS, U.S. Border Patrol-Kingsville Station and aligns with the Operation Lone Star missions while enhancing regional public safety efforts;

**WHEREAS**, there is no direct financial obligation associated with approving this Agreement;

**WHEREAS**, DHS/ICE provide training, certification, and program oversight that may increase eligibility for future federal grants, reimbursement programs, or joint task force funding, technology, and equipment;

**WHEREAS**, the City has received an Agreement from DHS/ICE for a MOA 287(g) Task Force Model and the City of Kingsville Police Department is agreeable to participating in the agreement under the terms stated in the attached Agreement.

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

I.

**THAT** the Police Chief is authorized and directed as an act of the City of Kingsville, Texas to enter into a Memorandum of Agreement 287(g) Task Force Model between the City of Kingsville Police Department and the Department of Homeland Security-Immigration and Customs Enforcement, in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

## **MEMORANDUM OF AGREEMENT 287(g) Task Force Model**

This Memorandum of Agreement (MOA) constitutes an agreement between United States Immigration and Customs Enforcement (ICE), a component of the Department of Homeland Security (DHS), and the City of Kingsville, TX Police Department, pursuant to which ICE delegates to nominated, trained, and certified officers or employees of the City of Kingsville, TX Police Department (hereinafter interchangeably referred to as "Law Enforcement Agency" (LEA)), the authority to perform certain immigration enforcement functions as specified herein. The LEA represents City of Kingsville, TX Police Department in the implementation and administration of this MOA. The LEA and ICE enter into this MOA in good faith and agree to abide by the terms and conditions contained herein. The ICE and LEA points of contact for purposes of this MOA are identified in Appendix A.

### **I. PURPOSE**

The purpose of this MOA is to set forth the terms and conditions pursuant to which selected LEA personnel (participating LEA personnel) will be nominated, trained, and thereafter be approved by ICE to perform certain functions of an immigration officer under the direction and supervision of ICE within the LEA's jurisdiction. This MOA sets forth the scope of the immigration officer functions that DHS is authorizing the participating LEA personnel to perform. Nothing contained herein shall otherwise limit the jurisdiction and powers normally possessed by participating LEA personnel as members of the LEA. However, the exercise of the immigration enforcement authority granted under this MOA to participating LEA personnel shall occur only as provided in this MOA. This MOA also describes the complaint procedures available to members of the public regarding immigration enforcement actions taken pursuant to this agreement by participating LEA personnel.

### **II. AUTHORITY**

Section 287(g) of the Immigration and Nationality Act (INA), codified at 8 U.S.C. § 1357(g), as amended by the Homeland Security Act of 2002, Public Law 107-296, authorizes the Secretary of Homeland Security, or her designee, to enter into written agreements with a State or any political subdivision of a State so that qualified officers and employees can perform certain functions of an immigration officer. This MOA constitutes such a written agreement.

### **III. POLICY**

This MOA sets forth the scope of the immigration officer functions that DHS is authorizing the participating LEA personnel to perform. It sets forth with specificity the duration of the authority conveyed and the specific lines of authority, including the requirement that participating LEA personnel be subject to ICE direction and supervision while performing delegated immigration officer functions pursuant to this MOA. For the purposes of this MOA, ICE officers will provide direction and supervision for participating LEA personnel only as to immigration enforcement functions as authorized in this MOA. The LEA retains supervision of all other aspects of the employment and performance of duties of participating LEA personnel.

#### **IV. TRAINING AND ASSIGNMENTS**

Before participating LEA personnel receive authorization to perform immigration officer functions granted under this MOA, they must successfully complete mandatory training on relevant administrative, legal, and operational issues tailored to the immigration enforcement functions to be performed as provided by ICE instructors and thereafter pass examinations equivalent to those given to ICE officers. The mandatory training may be made available to the LEA in both in-person and online, recorded or virtual-meeting formats, as determined by ICE. Only participating LEA personnel who are nominated, trained, certified, and authorized, as set out herein, have authority pursuant to this MOA to conduct the delegated immigration officer functions, under ICE direction and supervision, enumerated in this MOA.

Upon the LEA's agreement, participating LEA personnel performing immigration-related duties pursuant to this MOA will be assigned to various units, teams, or task forces designated by ICE.

#### **V. DESIGNATION OF AUTHORIZED FUNCTIONS**

For the purposes of this MOA, participating LEA personnel are authorized to perform the following functions pursuant to the stated authorities, subject to the limitations contained in this MOA:

- The power and authority to interrogate any alien or person believed to be an alien as to his right to be or remain in the United States (INA § 287(a)(1) and 8 C.F.R. § 287.5(a)(1)) and to process for immigration violations those individuals who have been arrested for State or Federal criminal offenses.
- The power and authority to arrest without a warrant any alien entering or attempting to unlawfully enter the United States in the officer's presence or view, or any alien in the United States, if the officer has reason to believe the alien to be arrested is in the United States in violation of law and is likely to escape before a warrant can be obtained. INA § 287(a)(2) and 8 C.F.R. § 287.5(c)(1). Subsequent to such arrest, the arresting officer must take the alien without unnecessary delay for examination before an immigration officer having authority to examine aliens as to their right to enter or remain in the United States.
- The power to arrest without warrant for felonies which have been committed and which are cognizable under any law of the United States regulating the admission, exclusion, expulsion, or removal of aliens, if the officer has reason to believe the alien to be arrested is in the United States in violation of law and is likely to escape before a warrant can be obtained. INA § 287(a)(4) and 8 C.F.R. § 287.5(c)(2).
- The power to serve and execute warrants of arrest for immigration violations under INA § 287(a) and 8 C.F.R. § 287.5(e)(3).
- The power and authority to administer oaths and to take and consider evidence (INA § 287(b) and 8 C.F.R. § 287.5(a)(2)) to complete required alien processing to include fingerprinting,

photographing, and interviewing, as well as the preparation of affidavits and the taking of sworn statements for ICE supervisory review.

- The power and authority to prepare charging documents (INA § 239, 8 C.F.R. § 239.1; INA § 238, 8 C.F.R. § 238.1; INA § 241(a)(5), 8 C.F.R. § 241.8; INA § 235(b)(1), 8 C.F.R. § 235.3) including the preparation of the Notice to Appear (NTA) or other charging document, as appropriate, for the signature of an ICE officer for aliens in categories established by ICE supervisors.
- The power and authority to issue immigration detainers (8 C.F.R. § 287.7) and I-213, Record of Deportable/Inadmissible Alien, for aliens in categories established by ICE supervisors.
- The power and authority to take and maintain custody of aliens arrested by ICE, or another State or local law enforcement agency on behalf of ICE. (8 C.F.R. § 287.5(c)(6))
- The power and authority to take and maintain custody of aliens arrested pursuant to the immigration laws and transport (8 C.F.R. § 287.5(c)(6)) such aliens to ICE-approved detention facilities.

## **VI. RESOLUTION OF LOCAL CHARGES**

The LEA is expected to pursue to completion prosecution of any state or local charges that caused the alien to be taken into custody. ICE may assume custody of aliens who have been convicted of a state or local offense only after such aliens have concluded service of any sentence of incarceration. The ICE Enforcement and Removal Operations Field Office Director or designee shall assess on a case-by-case basis the appropriate actions for aliens who do not meet the above criteria based on special interests or other circumstances after processing by the LEA.

After notification to and coordination with the ICE supervisor, the alien whom participating LEA personnel have determined to be removable will be arrested on behalf of ICE by participating LEA personnel and be transported by the LEA on the same day to the relevant ICE detention office or facility.

## **VII. NOMINATION OF PERSONNEL**

The chief officer of the LEA will nominate candidates for initial training and certification under this MOA. For each candidate, ICE may request any information necessary for a background check and to evaluate a candidate's suitability to participate in the enforcement of immigration authorities under this MOA. All candidates must be United States citizens. All candidates must have at least two years of LEA work experience. All candidates must be approved by ICE and must be able to qualify for appropriate federal security clearances and access to appropriate DHS and ICE databases/systems and associated applications.

Should a candidate not be approved, a substitute candidate may be submitted if time permits such substitution to occur without delaying the start of training. Any subsequent expansion in the number of participating LEA personnel or scheduling of additional training classes may be based

on an oral agreement of the parties but will be subject to all the requirements of this MOA.

## **VIII. TRAINING OF PERSONNEL**

ICE will provide participating LEA personnel with the mandatory training tailored to the immigration functions to be performed. The mandatory training may be made available to the LEA in both in-person and online, recorded or virtual-meeting formats, as determined by ICE.

Training will include, among other things: (i) discussion of the terms and limitations of this MOA; (ii) the scope of immigration officer authority; (iii) relevant immigration law; (iv) the ICE Use of Force Policy; (v) civil rights laws; (vi) the detention of aliens; (vii) public outreach and complaint procedures; (viii) liability issues; (ix) cross-cultural issues; and (x) the obligations under federal law, including applicable treaties or international agreements, to make proper notification upon the arrest or detention of a foreign national.

Approximately one year after the participating LEA personnel are trained and certified, ICE may provide additional updated training on relevant administrative, legal, and operational issues related to the performance of immigration officer functions, unless either party terminates this MOA pursuant to Section XVIII below. Local training on relevant issues will be provided on an ongoing basis by ICE supervisors or a designated team leader.

## **IX. CERTIFICATION AND AUTHORIZATION**

ICE will certify in writing the names of those LEA personnel who successfully complete training and pass all required testing. Upon certification, ICE will provide the participating LEA personnel with a signed authorization to perform specified functions of an immigration officer for an initial period of two years from the date of the authorization. ICE will also provide a copy of the authorization to the LEA. The ICE supervisory officer, or designated team leader, will evaluate the activities of all personnel certified under this MOA.

Authorization of participating LEA personnel to act pursuant to this MOA may be revoked at any time and for any reason by ICE or the LEA. Such revocation will require notification to the other party to this MOA within 48 hours. The chief officer of the LEA and ICE will be responsible for notification of the appropriate personnel in their respective agencies. The termination of this MOA, pursuant to Section XVIII below, shall constitute revocation of all immigration enforcement authorizations delegated herein.

## **X. COSTS AND EXPENDITURES**

Participating LEA personnel will carry out designated functions at the LEA's expense, including salaries and benefits, local transportation, and official issue material. Whether or not the LEA receives financial reimbursement for such costs through a federal grant or other funding mechanism is not material to this MOA.

ICE is responsible for the installation and maintenance of the Information Technology (IT) infrastructure. The use of the IT infrastructure and the DHS/ICE IT security policies are

defined in the Interconnection Security Agreement (ISA). The ISA is the agreement between ICE's Chief Information Security Officer and the LEA's Designated Accreditation Authority. The LEA agrees that each of its sites using an ICE-provided network access or equipment will sign the ISA, which defines the DHS ICE 4300A Sensitive System Policy and Rules of Behavior for each user granted access to the DHS network and software applications. Failure to adhere to the terms of the ISA could result in the loss of all user privileges.

The LEA is responsible for personnel expenses, including, but not limited to, salaries and benefits, local transportation, and official issue material used in the execution of the LEA's mission. ICE will provide instructors and training materials. The LEA is responsible for the salaries and benefits, including any overtime, of all its personnel being trained or performing duties under this MOA and of those personnel performing the regular functions of the participating LEA personnel while they are receiving training. ICE is responsible for the costs of the LEA personnel's travel expenses while in a training status, as authorized by the Federal Travel Regulation and the ICE Travel Handbook. These expenses include housing, per diem and all transportation costs associated with getting to and from training. ICE is responsible for the salaries and benefits of all ICE personnel, including instructors and supervisors.

The LEA is responsible for providing all administrative supplies (e.g. paper, printer toner) necessary for normal office operations. The LEA is also responsible for providing the necessary security equipment, such as handcuffs, leg restraints, etc.

## **XI. ICE SUPERVISION**

Immigration enforcement activities conducted by participating LEA personnel will be supervised and directed by ICE. Participating LEA personnel are not authorized to perform immigration officer functions except when working under the supervision or direction of ICE.

When operating in the field, participating LEA personnel shall contact an ICE supervisor at the time of exercising the authority in this MOA, or as soon as is practicable thereafter, for guidance. The actions of participating LEA personnel will be reviewed by the ICE supervisory officers on an ongoing basis to ensure compliance with the requirements of the immigration laws and procedures and to assess the need for additional training or guidance for that specific individual.

For the purposes of this MOA, ICE officers will provide supervision of participating LEA personnel only as to immigration enforcement functions. The LEA retains supervision of all other aspects of the employment of and performance of duties by participating LEA personnel.

In the absence of a written agreement to the contrary, the policies and procedures to be utilized by the participating LEA personnel in exercising these authorities shall be DHS and ICE policies and procedures, including the ICE Use of Force Policy. However, when engaged in immigration enforcement activities, no participating LEA personnel will be expected or required to violate or otherwise fail to maintain the LEA's rules, standards, or policies, or be required to fail to abide by restrictions or limitations as may otherwise be imposed by law unless doing so would violate

federal law.

If a conflict arises between an order or direction of an ICE supervisory officer and LEA rules, standards, or policies, the conflict shall be promptly reported to ICE, and the chief officer of the LEA, or designee, when circumstances safely allow the concern to be raised. ICE and the chief officer of the LEA shall attempt to resolve the conflict.

Whenever possible, the LEA will deconflict all addresses, telephone numbers, and known or suspected identities of violators of the INA with ICE's Homeland Security Investigations or ICE's Enforcement and Removal Operations prior to taking any enforcement action. This deconfliction will, at a minimum include wants/warrants, criminal history, and a person's address, and vehicle check through TECS II or any successor system.

LEA participating personnel authorized pursuant to this MOA may be assigned and/or co-located with ICE as task force officers to assist ICE with criminal investigations.

## **XII. REPORTING REQUIREMENTS**

The LEA will be responsible for tracking and maintaining accurate data and statistical information for their 287(g) program, including any specific tracking data requested by ICE. Upon ICE's request, such data and information shall be provided to ICE for comparison and verification with ICE's own data and statistical information, as well as for ICE's statistical reporting requirements and to assess the progress and success of the LEA's 287(g) program.

## **XIII. RELEASE OF INFORMATION TO THIRD PARTIES**

The LEA may, at its discretion, communicate the substance of this agreement to the media and other parties expressing an interest in the law enforcement activities to be engaged in under this MOA. It is the practice of ICE to provide a copy of this MOA, only after it has been signed, to requesting media outlets; the LEA is authorized to do the same.

The LEA hereby agrees to coordinate with ICE prior to releasing any information relating to, or exchanged under, this MOA. For releases of information to the media, the LEA must coordinate in advance of release with the ICE Office of Public Affairs, which will consult with ICE Privacy Office for approval prior to any release. The points of contact for ICE and the LEA for this purpose are identified in Appendix C. For releases of information to all other parties, the LEA must coordinate in advance of release with the FOD or the FOD's representative.

Information obtained or developed as a result of this MOA, including any documents created by the LEA that contain information developed or obtained as a result of this MOA, is under the control of ICE and shall not be disclosed unless: 1) permitted by applicable laws, regulations, or executive orders; and 2) the LEA has coordinated in advance of release with (a) the ICE Office of Public Affairs, which will consult the ICE Privacy Office for approval, prior to any release to the media, or (b) an ICE officer prior to releases to all other parties. LEA questions regarding the

applicability of this section to requests for release of information shall be directed to an ICE officer.

Nothing herein limits LEA's compliance with state public records laws regarding those records that are solely state records and not ICE records.

The points of contact for ICE and the LEA for the above purposes are identified in Appendix C.

#### **XIV. LIABILITY AND RESPONSIBILITY**

Except as otherwise noted in this MOA or allowed by federal law, and to the extent required by 8 U.S.C. § 1357(g)(7) and (8), the LEA will be responsible and bear the costs of participating LEA personnel regarding their property or personal expenses incurred by reason of death, injury, or incidents giving rise to liability.

Participating LEA personnel will be treated as Federal employees for purposes of the Federal Tort Claims Act, 28 U.S.C. § 1346(b)(1), 2671-2680, and worker's compensation claims, 5 U.S.C. § 8101 et seq., when performing a function on behalf of ICE as authorized by this MOA. *See* 8 U.S.C. § 1357(g)(7); 28 U.S.C. § 2671. In addition, it is the understanding of the parties to this MOA that participating LEA personnel performing a function on behalf of ICE authorized by this MOA will be considered acting under color of federal authority for purposes of determining liability and immunity from suit under federal or state law. *See* 8 U.S.C. § 1357(g)(8).

Participating LEA personnel named as personal-capacity defendants in litigation arising from activities carried out under this MOA may request representation by the U.S. Department of Justice. *See* 28 C.F.R. § 50.15. Absent exceptional circumstances, such requests must be made in writing. LEA personnel who wish to submit a request for representation shall notify the local ICE Office of the Principal Legal Advisor (OPLA) field location in writing at [OPLA-DCLD-TortClaims@ice.dhs.gov](mailto:OPLA-DCLD-TortClaims@ice.dhs.gov). ICE OPLA, through its headquarters, will assist LEA personnel with the request for representation, including the appropriate forms and instructions. Unless OPLA concludes that representation clearly is unwarranted, it will forward the request for representation, any supporting documentation, and an advisory statement opining whether: 1) the requesting individual was acting within the scope of his/her authority under 8 U.S.C. § 1357(g) and this MOA; and, 2) such representation would be in the interest of the United States, to the Director of the Constitutional and Specialized Tort Litigation Section, Civil Division, Department of Justice (DOJ). Representation is granted at the discretion of DOJ; it is not an entitlement. *See* 28 C.F.R. § 50.15.J; it is not an entitlement. *See* 28 C.F.R. § 50.15.

The LEA agrees to cooperate with any federal investigation related to this MOA to the full extent of its available powers, including providing access to appropriate databases, personnel, individuals in custody and documents. Failure to do so may result in the termination of this MOA. Failure of any participating LEA employee to cooperate in any federal investigation related to this MOA may result in revocation of such individual's authority provided under this MOA. The LEA agrees to cooperate with federal personnel conducting reviews to ensure compliance with the terms of this MOA and to provide access to appropriate databases, personnel, and documents necessary to complete such compliance review. It is understood that information provided by any LEA personnel under threat of disciplinary action in an administrative investigation cannot be

used against that individual in subsequent criminal proceedings, consistent with *Garrity v. New Jersey*, 385 U.S. 493 (1967), and its progeny.

As the activities of participating LEA personnel under this MOA derive from federal authority, the participating LEA personnel will comply with federal standards relating to the Supreme Court's decision in *Giglio v. United States*, 405 U.S. 150 (1972), and its progeny, which govern the disclosure of potential impeachment information about possible witnesses or affiants in a criminal case or investigation.

The LEA and ICE are each responsible for compliance with the Privacy Act of 1974, 5 U.S.C. § 552a, DHS Privacy Act regulations, 6 C.F.R. §§ 5.20-5.36, as applicable, and related system of records notices regarding data collection and use of information under this MOA.

## **XV. COMPLAINT PROCEDURES**

The complaint reporting and resolution procedure for allegations of misconduct by participating LEA personnel, regarding activities undertaken under the authority of this MOA, is included at Appendix B.

## **XVI. CIVIL RIGHTS STANDARDS**

Participating LEA personnel who perform certain federal immigration enforcement functions are bound by all applicable federal civil rights statutes and regulations.

Participating LEA personnel will provide an opportunity for subjects with limited English language proficiency to request an interpreter. Qualified foreign language interpreters will be provided by the LEA as needed.

## **XVII. MODIFICATION OF THIS MOA**

Modifications of this MOA must be proposed in writing and approved by the signatories.

## **XVIII. EFFECTIVE DATE, SUSPENSION, AND TERMINATION OF THIS MOA**

This MOA becomes effective upon signature of both parties and will remain in effect until either party terminates or suspends the MOA. Termination by the LEA shall be provided, in writing, to the local Field Office.

In instances where serious misconduct or violations of the terms of the MOA come to the attention of ICE, the ICE Director may, upon recommendation of the Executive Associate Director for Enforcement and Removal Operations, elect to immediately suspend the MOA pending investigation of the misconduct and/or violations.

Notice of the suspension will be provided to the LEA, and the notice will include, at a minimum, (1) an overview of the reason(s) that ICE is suspending the 287(g) agreement, (2) the length of the temporary suspension, and (3) how the LEA can provide ICE with information regarding the alleged

misconduct and/or violations, as well as any corrective measures it has undertaken.

ICE shall provide the LEA with a reasonable opportunity to respond to the alleged misconduct and/or violations and to take actions to implement corrective measures (e.g., replace the officer(s) who are the focus of the allegations). ICE will provide the LEA timely notice of a suspension being extended or vacated.

If the LEA is working to take corrective measures, ICE will generally not terminate an agreement. The termination of an agreement is generally reserved for instances involving problems that are unresolvable and detrimental to the 287(g) Program.

If ICE decides to move from suspension to termination, ICE will provide the LEA a 90-day notice in advance of the partnership being terminated. The notice will include, at a minimum: (1) An overview of the reason(s) that ICE seeks to terminate the 287(g) agreement; (2) All available data on the total number of aliens identified under the 287(g) agreement; and (3) Examples of egregious criminal aliens identified under the 287(g) agreement. ICE's decision to terminate a MOA will be published on ICE's website 90 days in advance of the MOA's termination.

This MOA does not, is not intended to, shall not be construed to, and may not be relied upon to create any rights, substantive or procedural, enforceable at law by any person in any matter, civil or criminal.

By signing this MOA, each party represents it is fully authorized to enter into this MOA, accepts the terms, responsibilities, obligations, and limitations of this MOA, and agrees to be bound thereto to the fullest extent allowed by law.

**For the LEA:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: John Blair

Title: Chief of Police

Agency: City of Kingsville, TX Police Department

**For ICE:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Title: \_\_\_\_\_

Agency: Department of Homeland Security

U.S. Immigration and Customs Enforcement

## APPENDIX A

## POINTS OF CONTACT

The ICE and LEA points of contact for purposes of implementation of this MOA are:

For ICE: Department of Homeland Security  
Immigration and Customs Enforcement  
Enforcement and Removal Operations  
Assistant Director for Enforcement  
Washington DC

For the LEA: **John Blair**  
Chief of Police, Kingsville Police Department  
361-592-4311  
P.O. Box 1458, Kingsville, TX 78364  
[john.blair@kingsvillepd.us](mailto:john.blair@kingsvillepd.us)

## APPENDIX B

### COMPLAINT PROCEDURE

This MOA is an agreement between ICE and the City of Kingsville, TX Police Department, hereinafter referred to as the "Law Enforcement Agency" (LEA), in which selected LEA personnel are authorized to perform immigration enforcement duties in specific situations under federal authority. As such, the training, supervision, and performance of participating LEA personnel pursuant to the MOA, as well as the protections for individuals' civil and constitutional rights, are to be monitored. Part of that monitoring will be accomplished through these complaint reporting and resolution procedures, which the parties to the MOA have agreed to follow.

If any participating LEA personnel are the subject of a complaint or allegation involving the violation of the terms of this MOA the LEA shall, to the extent allowed by state law, make timely notification to ICE.

Further, if the LEA is aware of a complaint or allegation of any sort that may result in that individual receiving professional discipline or becoming the subject of a criminal investigation or civil lawsuit, the LEA shall remove the designated LEA personnel from the program, until such time that the LEA has adjudicated the allegation.

The LEA will handle complaints filed against LEA personnel who are not designated and certified pursuant to this MOA but are acting in immigration functions in violation of this MOA. Any such complaints regarding non-designated LEA personnel acting in immigration functions must be forwarded to the ICE Office of Professional Responsibility (OPR) at ICEOPRIntake@ice.dhs.gov.

#### **1. Complaint Reporting Procedures**

Complaint reporting procedures shall be disseminated as appropriate by the LEA within facilities under its jurisdiction (in English and other languages as appropriate) in order to ensure that individuals are aware of the availability of such procedures. Complaints will be accepted from any source (e.g., ICE, LEA, participating LEA personnel, inmates, and the public).

Complaints may be reported to federal authorities as follows:

- A. Telephonically to the ICE OPR at the toll-free number 1-833-4ICE-OPR; or
- B. Via email at ICEOPRIntake@ice.dhs.gov.

Complaints may also be referred to and accepted by any of the following LEA entities:

- A. The LEA Internal Affairs Division; or
- B. The supervisor of any participating LEA personnel.

## **2. Review of Complaints**

All complaints (written or oral) reported to the LEA directly, which involve activities connected to immigration enforcement activities authorized under this MOA, will be reported to the ICE OPR. The ICE OPR will verify participating personnel status under the MOA with the assistance of ICE. Complaints received by any ICE entity will be reported directly to the ICE OPR as per existing ICE policies and procedures.

In all instances, the ICE OPR, as appropriate, will make an initial determination regarding DHS investigative jurisdiction and refer the complaint to the appropriate office for action as soon as possible, given the nature of the complaint.

Complaints reported directly to the ICE OPR will be shared with the LEA's Internal Affairs Division when the complaint involves LEA personnel. Both offices will then coordinate appropriate investigative jurisdiction, which may include initiation of a joint investigation to resolve the issue(s).

## **3. Complaint Resolution Procedures**

Upon receipt of any complaint the ICE OPR will undertake a complete review of each complaint in accordance with existing ICE allegation criteria and reporting requirements. As stated above the ICE OPR will adhere to existing ICE reporting requirements as they relate to the DHS OIG and/or another legally required entity. Complaints will be resolved using the existing procedures, supplemented as follows:

### **A. Referral of Complaints to LEA Internal Affairs Division**

The ICE OPR will refer complaints, as appropriate, involving LEA personnel to the LEA's Internal Affairs Division for resolution. The Internal Affairs Division Commander will inform ICE OPR of the disposition and resolution of any complaints referred by ICE OPR.

### **B. Interim Action Pending Complaint Resolution**

Whenever any participating LEA personnel are under investigation and subject to interrogation by the LEA for any reason that could lead to disciplinary action, demotion, or dismissal, the policy requirements of the LEA shall be honored. If appropriate, an individual may be removed from participation in the activities covered under the MOA pending resolution of an inquiry.

### **C. Time Parameters for Resolution of Complaints**

It is expected that any complaint received will be resolved within 90 days. However, this will depend upon the nature and complexity of the substance of the complaint itself.

### **D. Notification of Resolution of a Complaint**

ICE OPR will coordinate with the LEA's Internal Affairs Division to ensure notification as appropriate to the subject(s) of a complaint regarding the resolution of the complaint.

## **APPENDIX C**

### **PUBLIC INFORMATION POINTS OF CONTACT**

Pursuant to Section XIII of this MOA, the signatories agree to coordinate any release of information to the media regarding actions taken under this MOA. The points of contact for coordinating such activities are:

#### **For the LEA:**

John Blair

Chief of Police, Kingsville Police Dept.  
361-592-4311  
P.O. Box 1458, Kingsville, TX 78364  
john.blair@kingsvillepd.us

#### **For ICE:**

Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Public Affairs

# **AGENDA ITEM #17**

**City of Kingsville  
Parks & Recreation Department**

**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, Interim City Manager

**FROM:** Susan Ivy, Director of Parks & Recreation

**DATE:** January 5, 2026–

**SUBJECT:** Revised Agenda Request – Approval of Addendum to Teesnap Agreement with City of Kingsville on behalf of L. E. Ramey Golf Course and allow Parks Director to Sign same

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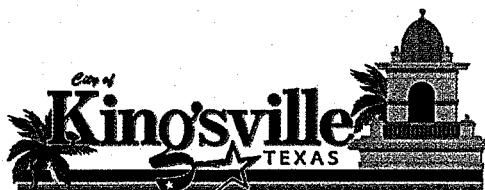
**Summary:** Request to approve an Addendum to the Teesnap Agreement between L. E. Ramey Golf Course and Teesnap and allow Parks Director to sign same.

**History:** Teesnap currently provides booking services for tee times online and website services.

Current agreement allows for them to book 8 players per day of golf without any fee to us in exchange for the services they are providing. The new addendum provides for an additional 4 players per day with additional web advertising services in return. Details are attached.

**Financial Impact:** no additional cost to City or Golf Course but hoping to increase revenue with increased marketing.

**Recommendation:** Approve the Addendum as presented and authorize Parks Director to sign same.



**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE PARKS DIRECTOR TO EXECUTE AN ADDENDUM TO THE TEESNAP CUSTOMER AGREEMENT WITH TEESNAP, LLC; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kingsville is looking for more efficient options to manage its point of sale system at the L.E. Ramey Golf Course;

**WHEREAS**, after review by the Golf Course and IT Managers, TeeSnap, LLC was selected as the company best able to provide the needed service; and

**WHEREAS**, the agreement from TeeSnap would provide a new point of sale system that will provide more efficient bookkeeping at the golf course and the agreement allows for a new credit card fee to be charged on purchases at the golf course at a rate of 2.95% each so the City does not have to pay the transaction fee and would allow 8 players per day to book online at no cost to the City; and

**WHEREAS**, on May 9, 2022, the City Commission approved, via Resolution #2022-28, a TeeSnap Customer Agreement Form, which would be in effect for a term of two years at which time it would automatically renew for successive two-year terms unless notice of termination was provided in writing at least 30 days prior to the start of the next term, that the parties developed; and

**WHEREAS**, the parties have worked on an Addendum to the TeeSnap Customer Agreement Form, which would not change any of the terms of the initial agreement but would allow for an additional 4 players per day to book online at no cost to the City (for a total of 12 players daily) and TeeSnap will provide additional web advertising services at no additional cost to the City; and

**WHEREAS**, it is mutually deemed sound, desirable, practicable, and beneficial for the parties to enter into the agreement attached hereto.

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

I.

**THAT** the Parks Director is authorized and directed as an act of the City of Kingsville, Texas to enter into an Addendum to the TeeSnap Customer Agreement Form between the City of Kingsville and TeeSnap, LLC in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney



12/15/2025  
TODAY'S DATE

1/31/2026  
EXPIRATION DATE

2/1/2026-1/31/2027  
CONTRACT TERM

2/1/2026  
BILLING START DATE

## **CLIENT INFORMATION**

Susan Ivy  
CLIENT REPRESENTATIVE NAME

L.E. Ramey Golf Course  
FACILITY NAME

2522 E Escondido Rd  
FACILITY STREET ADDRESS

Kingsville TX 78363  
CITY STATE ZIP CODE

sivy@cityofkingsville.com  
CLIENT REPRESENTATIVE EMAIL ADDRESS

+1 (361) 522-1202  
CLIENT REPRESENTATIVE NUMBER

## **BILLING INFORMATION**

Susan Ivy  
BILLING CONTACT NAME

sivy@cityofkingsville.com  
BILLING CONTACT EMAIL ADDRESS

+1 (361) 522-1202  
BILLING CONTACT PHONE NUMBER

City of Kingsville  
LEGAL BUSINESS NAME

2522 E Escondido Rd  
BILLING STREET ADDRESS

Kingsville TX 78363  
CITY STATE ZIP CODE



## teesnap **CLIENT ADDENDUM**

This Addendum (the "Addendum") to the Teesnap Client Agreement Form (the "Agreement") between ("Client and/or "Golf Course") and Teesnap, LLC ("Teesnap") is entered into and effective as of the start of the Contract Term. This Addendum is co-terminus with and shall continue until the earlier of the termination or expiration of the Agreement, and any renewal of the term of the Agreement shall act as a renewal of this Addendum. WHEREAS, Teesnap agrees to provide all services based on the original Agreement, and all terms and conditions of the original Agreement remain unchanged except as addressed in this Addendum. WHEREAS, the methods of payment available to Client to continue to pay for Teesnap's products and/or services on a monthly or annual schedule include ACH electronic funds transfer, check, or payment by way of a credit card on file, including a 3% processing fee per charge. Client will have the ability to select which payment method shall apply and document the same in this Addendum. NOW, THEREFORE, the Agreement is hereby addended to add services as follows:

## Items & Descriptions

<b>Golf Marketing Services - Birdie Package</b>	Price \$1,099.00 per month
<b>Included Services:</b>	Discount \$1,099.00
<ul style="list-style-type: none"><li>• Local SEO</li><li>• Social Media</li><li>• Website</li><li>• Email Marketing</li><li>• Event Marketing</li><li>• Graphic Design</li><li>• Review Management</li></ul>	
<b>Quotas &amp; Limits:</b>	
<ul style="list-style-type: none"><li>• Social Media Monthly Content Schedule – 20 Posts per month, 240 max posts per year</li><li>• Website Refresh – 1 every 3 years</li><li>• Website Site Management – 6 Requests per Month</li><li>• Email Marketing Automation – 6 Automations per Year</li><li>• Email Marketing Sequences – 2 per month or 24 per year</li><li>• Event Multi-Channel Campaigns – 4 per quarter, or 16 per year.</li><li>• Graphic Design – Flyers (2 per month, 24 per year), Trifolds (3 per year)</li></ul>	
Quantity 1	Total \$0.00 per month

Monthly Total	\$0.00
<b>Total</b>	<b>\$0.00</b>

## Payment Breakdown

Payment Type	Schedule	Duration	Billing Start Date
4 Trade Players	Daily	12 Months	2/1/2026



## teesnap **CLIENT ADDENDUM**

Except as set forth in this Addendum, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is a conflict between this Addendum and the Agreement, the terms of this Addendum will prevail.

**IN WITNESS WHEREOF**, the Parties have agreed to the terms of this Agreement as of the Sign Date.

City of Kingsville

CLIENT LEGAL BUSINESS NAME

SIGN DATE

CLIENT REPRESENTATIVE SIGNATURE

Susan Ivy

CLIENT REPRESENTATIVE NAME

Director of Parks & Recreation

CLIENT REPRESENTATIVE TITLE

Teesnap LLC

TEESNAP LEGAL BUSINESS NAME

SIGN DATE

TEESNAP REPRESENTATIVE SIGNATURE

Matthew Ranalli

TEESNAP REPRESENTATIVE NAME

Vice President of Finance

TEESNAP REPRESENTATIVE TITLE

# **AGENDA ITEM #18**

**City of Kingsville  
Parks & Recreation Department**

**TO:** Mayor and City Commissioners

**CC:** Charlie Sosa, Interim City Manager

**FROM:** Susan Ivy, Director of Parks & Recreation

**DATE:** December 18, 2025 –

**SUBJECT:** Agenda Request – Budget amendment for Baseball Field 4,5,6 Turf HomePlate Areas

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**Summary:** Request to approve a budget amendment to appropriate \$10,500 from Necessary Budget Amendment line items to Parks field improvement line item 001-5-4503-\_\_ to match Kingsville Pony League and Kleberg County funding to place turf areas at the home plate areas of baseball field # 4,5,6 in Dick Kleberg Park. Each field cost estimated at \$10,500.

**History:** This will provide a permanent turf area at home plate replacing red dirt area that constantly needs dirt replacement and chalking frequently. Improvement of these areas will be a start in improvements needed to entice tournament play to the Park. Funding has been committed by Kingsville Pony League in the amount of \$10,500 plus other funding for improvements to storage and concession stands. Kleberg County will be addressing this same request at their January meeting.

**Recommendation:** Approve the budget amendment to allocate funds for the installation of turf at one of 3 baseball fields in Dick Kleberg Park.



ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO APPROPRIATE FUNDING FOR THE INSTALLATION OF A TURF AREA AROUND HOME PLATE AT ONE BASEBALL FIELD AT DICK KLEBERG PARK.**

**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 2025-2026 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#18

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 001- General Fund</b>					
	<u>Expenditures-5</u>				
1030	City Special	Budget Amend Reserve	86000		\$10,500
4503	Park Maint	Parks-Capital Projects	71201	\$10,500	

[To amend the City of Kingsville FY25-26 budget to appropriate funding for the installation of a turf area around home plate at one baseball field at Dick Kleberg Park. Funding for this request will come from the GF budget amendment reserve line item.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 12th day of January 2026.

**PASSED AND APPROVED** on this the 26th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

## **AGENDA ITEM #19**

**City of Kingsville  
Engineering Dept.**

TO: Mayor and City Commissioners

CC: Charlie Sosa, City Manager

FROM: Charlie Cardenas, P.E., City Engineer

DATE: December 22, 2025

SUBJECT: Consider Introduction of an Ordinance Amending the Fiscal Year 2020-2021 Budget to Appropriate Additional Funding for 2021 TASA Call for Projects – Interschool & Residential Multimodal Connectivity

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**Summary:**

The Budget Amendment proposes allocating funds for 2021 TASA Call for Projects – Interschool & Residential Multimodal Connectivity. The original budget for this project as awarded by TxDOT was listed at \$1,248,433.00. The remaining total from the awarded budget is \$0.00 and the requested \$80,076.43 is the remaining balance owed to TxDOT for the cost of preliminary engineering and construction oversight. The total amount of money used on this project was spent making sidewalk improvements around Harvey Elementary. This improvement was to provide a safer route to school for those who use any non-motorized form of transportation.

**Financial Impact:**

The amendment appropriates \$80,076.43 for 2021 TASA Call for Projects – Interschool & Residential Multimodal Connectivity

**Recommendation:**

Staff recommends approval of the Budget Amendment to fund the necessary for 2021 TASA Call for Projects – Interschool & Residential Multimodal Connectivity

**Attachments:**

Ordinance No. 2025-\_\_\_\_\_



**CITY OF KINGSVILLE**

PO Box 1458  
Kingsville, TX 78364  
PH: (361) 595-8025

**PURCHASE ORDER**

PO Number: 260676 Date: 12/04/2025

Requisition #: REQ33605 Vendor #: 5166

**ISSUED TO:** TEXAS DEPARTMENT OF TRANSPORTATION  
1701 South Padre Island Drive  
Corpus Christi, TX 78416-

**SHIP TO:** Engineering  
Attn: Charlie Cardenas  
400 W King  
Kingsville, TX 78363

12/04/25

LOC00087380

ITEM	UNITS	DESCRIPTION	GL/ACCT #	PROJ/ACCT #	PRICE	AMOUNT
1	0	Safe Routes to School	100-5-3050-52100		0.00	80,076.43

Project ID: 16091602022  
Customer ID: 022350

Authorized by: *[Signature]*

SUBTOTAL:	80,076.43
TOTAL TAX:	0.00
SHIPPING:	0.00
<b>TOTAL</b>	<b>80,076.43</b>

1. Original invoice with remittance slip must be sent to: City of Kingsville, PO Box 1458, Kingsville, TX 78364.
2. Payment may be expected within 30 days of receipt of goods and invoice.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 74-6001513



125 E 11th St | Austin, Texas 78701  
512.463.8588  
txdot.gov

**FIRST DEMAND LETTER**  
November 20, 2025

City of Kingsville  
P.O. Box 1458  
Kingsville, TX 78364

Invoice #: LOC00087380 ✓  
Project ID: 16091602022 ✓  
Customer ID: 022350  
Past Due As Of: 11/13/2025  
Amount Past Due: \$80,076.43 ✓

To Whom It May Concern:

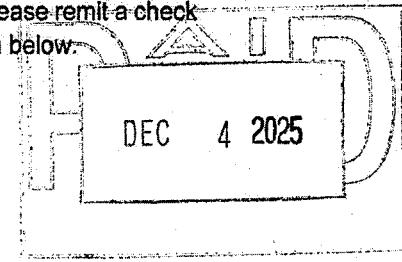
A request for additional funds was made on 10/14/2025 in accordance with the terms of the agreement negotiated with the State.

Our records indicate the enclosed invoice has not been paid and is now overdue. Per the enclosed copy of Texas Administrative Code Title 43, Part 1, Chapter B, Subchapter B, Rule §5.10, delinquent accounts, not resolved in a timely manner, will be referred to the Office of the Attorney General of Texas for collection.

Upon receipt of this letter, and no later than 30 days from the above letter date, please remit a check made payable to the "Texas Department of Transportation" to the address shown below:

Forward all payments to:

Texas Department of Transportation  
ATTN: Financial Management - Accounts Receivable  
125 E 11th St.  
Austin, TX 78701



To ensure proper credit to your account, please include the above referenced Project ID on all payments and/or correspondence. For clarity and tracking purposes, it is strongly suggested that this payment not be combined with any other transactions to TxDOT.

If you feel the invoice is in error, please immediately communicate with the district contact listed the Statement of Cost.

Sincerely,

Financial Management Division

**STATEMENT OF COST**  
**City of Kingsville**

	<b>PRELIMINARY</b>	<b>CONSTRUCTION</b>		
	<b>ENGINEERING</b>	<b>CONSTRUCTION</b>	<b>ENGINEERING</b>	<b>TOTAL</b>
<b>STP 2022(086)SRS</b>				
0916-02-022	\$ 260,941.57	\$ 722,987.29	\$ 89,996.55	<b>\$ 1,073,925.41</b>

	<b>% Participation</b>	
Preliminary Engineering Portion Funded by Entity	0.00%	-
Preliminary Engineering Portion Funded by Entity (Over Federal Max)	100.00%	159,238.17
Construction Portion Funded by Entity	0.00%	-
Construction Portion Funded by Entity (Over Federal Max)	100.00%	18,467.29
Construction Engineering Portion Funded by Entity	0.00%	-
Construction Engineering Portion Funded by Entity (Over Federal Max)	100.00%	16,021.95
Indirect Costs Funded by Entity	0.00%	-
<b>Total Amount Chargeable to Entity</b>		<b>193,727.41</b>

Advanced Cash Payments	113,650.98
Less: Amount Chargeable	(193,727.41)
<b>Amount of Refund Due to Local Entity</b>	<b>(80,076.43)</b>

Certified Correct:

DocuSigned by:

  
 7638AAE3A9B2492...

10/7/2025

ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO APPROPRIATE FUNDING FOR THE 2021 TASA CALL FOR PROJECTS – INTERSCHOOL & RESIDENTIAL MULTIMODAL CONNECTIVITY.**

**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 2025-2026 budget be amended as follows:

CITY OF KINGSVILLE  
DEPARTMENT EXPENSES  
BUDGET AMENDMENT – BA#19

Dept No.	Dept Name	Account Name	Account Number	Budget Increase	Budget Decrease
<b>Fund 100 – TASA Grant Project</b>					
	<u>Expenditures-5</u>				
3050	Street	Street & Bridge	52100	\$80,076.43	

[To amend the City of Kingsville FY25-26 budget to appropriate funding for the 2021 TASA Call for Projects – Interschool & Residential Multimodal Connectivity. Funding for this request will come from the unappropriated fund balance of Fund 100.]

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 not be codified but shall become effective on and after adoption and publication as required by law.

**INTRODUCED** on this the 12th day of January 2026.

**PASSED AND APPROVED** on this the 26th day of January 2026.

**EFFECTIVE DATE:** \_\_\_\_\_

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney

# **AGENDA ITEM #20**

**City of Kingsville  
Engineering Dept.**

TO: Mayor and City Commissioners

CC: Charlie Sosa, City Manager

FROM: Charlie Cardenas, P.E., City Engineer

DATE: December 22, 2025

SUBJECT: Consider Approving Change Order No. 1 Bid No. 24-19 for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237 Project 14 – E. Santa Gertrudis (work site Santa Monica) Storm Water Improvements

---

**Purpose:**

Consider approving Change Order No. 1 (CO-2) for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237. CO-1 is to increase the contract time by 60 **calendar** days.

This change order addresses unforeseen issues during construction, including utility adjustments with a conflict with the 6' x 1' concrete box being constructed. As a result construction was halted and contract time will be needed in order to complete construction.

**Summary:**

***GLO Change Order No. 1 – Contract Time***

<b>Description</b>	<b>Calendar Days</b>
<b>Time extension for Grace Paving contract</b>	<b>60</b>

**Contract Price and Time** **\$1,630,804.96 and 210 Calendar Days**

**Background:**

As part of the GLO CDBG-MIT Hurricane Harvey State Mitigation Competition grant. Project 14 – Santa Monica Improvements is a critical component of the city's infrastructure upgrades. This project includes the installation of box culverts along Santa Monica and Santa Barbara Blvd., junction boxes, and related appurtenances.

**Financial Impact:**

The is no cost associated with Change Order No. 1. (Fund 122).



**City of Kingsville  
Engineering Dept.**

**Recommendation:**

Staff recommends approving the Change Order No. 1 for CDBG-MIT GLO Contract No. 22-085-009-D237 – Project 14 (Santa Monica Improvements) for the increased 60 calendar days.

**Attachments:**

- Project 14 GLO Change Order No. 1
- Engineer's recommendation





December 8, 2025

Juan Carlos "Charlie" Cardenas, P.E.  
City Engineer  
City of Kingsville  
400 W. King Ave.  
Kingsville, TX 78363

**Re: CDBG-MIT GLO Contract No. 22-085-009-D237 Project 14, (City of Kingsville Bid No. 25-17) – ICE CO 1 recommendation**

Dear Mr. Cardenas,

This memorandum is in reference to ICE's recommendation to Change Order 1. The Change Order is to add an additional 60 days to the construction contract time.

During the week of September 15, 2025, during construction a city water utility line was discovered to be in direct conflict with the outfall structure and 6'x1' concrete box being constructed.

There is no cost associated with this change order. Due to the delay in construction and materials, a 60-day construction contract extension is ICE's recommendation to allow the contractor to finalize construction and execute closeout documents.

The construction contract end date will be extended from the original date of February 5, 2026 to April 6, 2026.

Therefore, it is ICE's recommendation to approve Change Order 1. The City of Kingsville has the final decision to approve/not approve change orders.

If you have any questions or need additional information, please contact me at (361) 826-5805 or [julio@icengineers.net](mailto:julio@icengineers.net)

Sincerely,

  
Julio A. Macias, P.E.  
Project Engineer

**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER #1 FOR THE CONSTRUCTION CONTRACT WITH GRACE PAVING AND CONSTRUCTION, INC. FOR THE GLO CDBG-MIT CONTRACT 22-085-009-D237 PROJECT 14: E. SANTA GERTRUDIS AVE. STORM WATER IMPROVEMENTS PROJECT; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kingsville (City) intends to make some sanitary sewer improvements through a General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 14: E. Santa Gertrudis Ave. Storm Water Improvements Project and went out for bids via BID #25-17 which was advertised on June 12<sup>th</sup> & 19<sup>th</sup>, 2025;

**WHEREAS**, five bids were received by the July 8, 2025 deadline for BID #25-17 and after reviewing the bid submittals staff and the outside engineer (ICE) recommended the bid be awarded to the low bidder, which was Grace Paving and Construction Inc., from Corpus Christi, Texas (vendor);

**WHEREAS**, the City awarded BID#25-17 to Vendor at a Commission meeting on July 28, 2025 for a total amount of \$1,118,161.96;

**WHEREAS**, the City and Vendor worked to prepare a contract for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 14: E. Santa Gertrudis Ave. Storm Water Improvements Project and the parties both agreed to the terms of the proposed contract for a total amount of \$1,118,161.96 with a contract time of 150 calendar days, which was approved by City Commission via Resolution #2025-73 on August 11, 2025;

**WHEREAS**, there have been unforeseen issues during construction, including utility adjustments with a conflict with the 6' x 1' concrete box being constructed causing construction to halt, so it is recommended that 60 additional workdays be added to the contract;

**WHEREAS**, staff is recommending the City Commission approve Change Order #1 for the construction contract with vendor as presented for a total amount of \$1,118,161.96 with a contract time of 210 calendar days;

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

I.

**THAT** the City Commission approves and the City Manager is authorized and directed as an act of the City of Kingsville, Texas to execute Change Order #1 for the Construction Contract for General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 14: E. Santa Gertrudis Ave. Storm Water Improvements Project between the City of Kingsville, Texas and Grace Paving and Construction, Inc. as per staff recommendation and in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

---

Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney

**THAT** the City Commission approves and the City Manager is authorized and directed as an act of the City of Kingsville, Texas to execute Change Order #1 for the Construction Contract for General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 14: E. Santa Gertrudis Ave. Storm Water Improvements Project between the City of Kingsville, Texas and Grace Paving and Construction, Inc. as per staff recommendation and in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

---

Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

---

Courtney Alvarez, City Attorney



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
***Construction Change Order Request***

NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

Subrecipient	City of Kingsville	GLO Contract Number:	22-085-009-D237	Date:	12/8/2025
Engineer Name Address & Phone		Subrecipient Name, Address, & Phone Number:		Contractor Name, Address & Phone Number:	
International Consulting Engineers 261 Saratoga Blvd. Corpus Christi, TX 78417 361-826-5805		City of Kingsville 400 W. King Ave. Kingsville, TX 78363 361-595-8040		Grace Paving & Construction, Inc. 4237 Baldwin Blvd. Corpus Christi, Texas 78405-3324 361-883-3232	
Project #:	14	Bid Package #:	1	Change Order #:	1
Contract Origination Date	8/11/2025	Project Description:		Storm Water Improvements	

You are hereby requested to comply with the following changes from the contract plans and specifications.

See sheet 2 to add additional entries

<u>Change in Construction Contract Price</u>		<u>Change in Contract Time (Calendar Days)</u>	
Original Contract Price:	1,118,161.96	Original Contract Time in Days:	150
Cumulative Previous Change Order(s) Total:	0.00	Net Change from Previous Change Order(s) in Days	0
Contract Price Prior to this Change Order:	1,118,161.96	Contract Time Prior to this Change Order in Days	150
Net Increase/Decrease of this Change Order:	0	Net Increase/Decrease of this Change Order in Days:	60



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

Contract Price with All Approved Change Orders:	1,118,161.96	Contract Time with All Approved Change Orders in Days:	210
Cumulative Percent Change in Contract Price (+/-)	0.00%	Subrecipient Contract End Date:	1/31/2027
Construction Contract Start Date:	9/8/2025	Construction Contract End Date:	4/6/2026

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements

Subrecipient Signature	Julio A. Macias, P.E.	Contractor Signature
Charlie L. Sosa, City Manager	Julio A. Macias, P.E., Project Engineer	Eddie Ortiz, President
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries?  Increase  Decrease  No Change

If there is a change, how many beneficiaries will be affected? Total  LMI   
 Increase  Decrease  No Change

2. Effect of this change on the scope of work:  Increase  Decrease  No Change

3. Effect on operation and maintenance costs:  Increase  Decrease  No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid?  Yes  No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?  Yes  No

If "yes", is an environmental assessment required?



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

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6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)?  Yes  No

7. Is the CCN permit still valid? (sewer projects only)  Yes  No

8. Are the disability access requirements/approval still valid (if applicable)?  Yes  No

9. Are other Disaster Recovery contractual special condition clearances still valid?  Yes  No

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.

# **AGENDA ITEM #21**

**City of Kingsville  
Engineering Dept.**

TO: Mayor and City Commissioners

CC: Charlie Sosa, City Manager

FROM: Charlie Cardenas, P.E., City Engineer

DATE: December 22, 2025

SUBJECT: Consider Approving Change Order No. 2 Bid No. 25-13 for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237 Project 10 – Armstrong Improvements

---

**Purpose:**

Consider approving Change Order No. 2 (CO-2) for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237. CO-2 is to increase the contract time by **90 calendar days**.

This change order addresses unforeseen issues during construction, including, utility adjustments and working with Texas A&M Kingsville to limit construction during football season at Javelina Stadium.

**Summary:**

***GLO Change Order No. 2 – Contract Time***

<u>Description</u>	<u>Calendar Days</u>
<b>Time for Javelina Stadium events</b>	<b>90</b>

**Contract Price and Time** **\$1,138,964.84 and 290 Calendar Days**

**Background:**

As part of the GLO CDBG-MIT Hurricane Harvey State Mitigation Competition grant. Project 10 – Armstrong Improvements is a critical component of the city's infrastructure upgrades. This project includes the installation of additional storm inlets along Armstrong, Cast in Place Pipe (CIPP), junction boxes, and related appurtenances.

**Financial Impact:**

The is no cost associated with Change Order No. 2. (Fund 122).



**City of Kingsville  
Engineering Dept.**

**Recommendation:**

Staff recommends approving the Change Order No. 2 for CDBG-MIT GLO Contract No. 22-085-009-D237 – Project 10 (Armstrong Improvements) for the increased 90 calendar days.

**Attachments:**

- Project 10 GLO Change Order No. 2
- Engineer's recommendation





November 5, 2025

Juan Carlos "Charlie" Cardenas, P.E.  
City Engineer  
City of Kingsville  
400 W. King Ave.  
Kingsville, TX 78363

**Re: CDBG-MIT GLO Contract No. 22-085-009-D237 Project 10, (City of Kingsville Bid No. 25-13) – ICE CO 2 recommendation**

Dear Mr. Cardenas,

This memorandum is in reference to ICE's recommendation to Change Order 2. The Change Order is to add an additional 90 days to the construction contract time.

On August 20, 2025, a meeting with representatives from International Consulting Engineers, City of Kingsville Engineering & Public Works, D&J Utility Co., and Texas A&M University-Kingsville was held to discuss safety concerns with having construction activities during home football games.

Javelina Stadium is directly adjacent to the construction zone and multiple local high school, as well as TAMUK games are hosted at this venue. This creates high traffic and pedestrian volume during those events.

All parties were in agreement that the best solution was to reach a stopping point in construction by finalizing all open excavations and removing traffic control barriers. The pause in construction will last through the regular football season and shall re-commence in November 2025.

There is no cost associated with this change order. Due to the pause in construction, a 90-day construction contract extension is ICE's recommended to allow the contractor to re-mobilize, finalize construction, and execute closeout documents.

The construction contract end date will be extended from the original date of December 19, 2025 to March 19, 2026.

Therefore, it is ICE's recommendation to approve Change Order 2. The City of Kingsville has the final decision to approve/not approve change orders.

If you have any questions or need additional information, please contact me at (361) 826-5805 or [julio@icengineers.net](mailto:julio@icengineers.net)

Sincerely,

A handwritten signature in black ink, appearing to read "Julio A. Macias, P.E." The signature is fluid and cursive, with "Julio A." on top and "Macias, P.E." on the line below.

Julio A. Macias, P.E.  
Project Engineer

**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER #2 FOR THE CONSTRUCTION CONTRACT WITH D&J UTILITY SERVICES LLC FOR THE GLO CDBG-MIT CONTRACT 22-085-009-D237 PROJECT 10: N. ARMSTRONG AVE. STORM WATER IMPROVEMENTS; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kingsville (City) intends to make some storm water improvements through a General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) Program via Contract #22-085-009-D237 Project 10: N. Armstrong Ave. Storm Water Improvements (from Corral Ave. to Santa Gertrudis Ave.) and went out for bids via Bid #25-13 which was advertised on February 13<sup>th</sup> & 20<sup>th</sup>, 2025;

**WHEREAS**, the three bids were received by the March 18, 2025 deadline that were responsive to Bid #25-13 and after reviewing the bid submittals staff and the outside engineer (ICE) recommended the bid be awarded to the low bidder, which was D&J Utility Services LLC, from Sinton, Texas (Vendor);

**WHEREAS**, the City awarded Bid#25-13 to Vendor at a Commission meeting on April 14, 2025 for a total amount of \$1,087,788.00 and 180 consecutive calendar days from the Notice to Proceed;

**WHEREAS**, the City and Vendor worked to prepare a contract for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 10: N. Armstrong Ave. Storm Water Improvements and the parties both agree to the terms of the proposed contract for the base bid (\$489,440.00) and for alternate no. 1 (\$598,348.00), which together is a total amount of \$1,087,788.00 and 180 calendar days, and approved the contract on April 28, 2025 via Resolution #2025-47;

**WHEREAS**, on July 28, 2025 Resolution #2025-71 was approved for additional work to include traffic control upgrades for motorists and non-motorists be done to enhance public safety that resulted in an additional \$51,176.84 and 20 calendar days for a total amount of \$1,138,964.84 with a contract time of 200 calendar days;

**WHEREAS**, there have been unforeseen issues during construction, including utility adjustments and working the university to limit construction during football season at Javelina Stadium which is adjacent to the worksite, so it is recommended that 90 additional work days be added to the contract;

**WHEREAS**, staff is recommending the City Commission approve Change Order #2 for the construction contract with vendor as presented for a total amount of \$1,138,964.84 with a contract time of 290 calendar days;

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

I.

**THAT** the City Commission of the City of Kingsville, Texas to approves and authorizes the City Manager to execute Change Order #2 for the Construction Contract for General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 10: N. Armstrong Ave. Storm Water Improvements between the City of Kingsville, Texas and D&J Utility Services LLC, from Sinton, Texas as per staff recommendation and in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

---

Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

Subrecipient	City of Kingsville	GLO Contract Number:	22-085-009-D237	Date:	10/27/2025
Engineer Name Address & Phone		Subrecipient Name, Address, & Phone Number:		Contractor Name, Address & Phone Number:	
International Consulting Engineers 261 Saratoga Blvd. Corpus Christi, TX 78417 361-826-5805		City of Kingsville 400 W. King Ave. Kingsville, TX 78363 361-595-8040		D&J Utility Services, LLC 113 Candleelite Ln Sinton, TX 78387 361-814-3757	
Project #:	10	Bid Package #:	1	Change Order #:	2
Contract Origination Date	4/28/2025	Project Description:		Storm Water Improvements	

You are hereby requested to comply with the following changes from the contract plans and specifications.

See sheet 2 to add additional entries

<u>Change in Construction Contract Price</u>		<u>Change in Contract Time (Calendar Days)</u>	
Original Contract Price:	1,087,788.00	Original Contract Time in Days:	180
Cumulative Previous Change Order(s) Total:	51,176.84	Net Change from Previous Change Order(s) in Days	20
Contract Price Prior to this Change Order:	1,138,964.84	Contract Time Prior to this Change Order in Days	200
Net Increase/Decrease of this Change Order:	0	Net Increase/Decrease of this Change Order in Days:	90



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

Contract Price with All Approved Change Orders:	1,138,964.84	Contract Time with All Approved Change Orders in Days:	290
Cumulative Percent Change in Contract Price (+/-)	4.70%	Subrecipient Contract End Date:	1/31/2027
Construction Contract Start Date:	6/2/2025	Construction Contract End Date:	3/19/2026

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements

Subrecipient Signature	Engineer Signature	Contractor Signature
Sam Fugate, Mayor	Julio A. Macias, P.E., Project Engineer	David Flores, Jr., Managing Principal
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries?  Increase  Decrease  No Change

If there is a change, how many beneficiaries will be affected? Total  LMI   
 Increase  Decrease  No Change

2. Effect of this change on the scope of work:  Increase  Decrease  No Change

3. Effect on operation and maintenance costs:  Increase  Decrease  No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid?  Yes  No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------

If "yes", is an environmental assessment required?

Environmental Assessment Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--------------------------------------------------------------------------------------------------------



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

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6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)?  Yes  No

7. Is the CCN permit still valid? (sewer projects only)  Yes  No

8. Are the disability access requirements/approval still valid (if applicable)?  Yes  No

9. Are other Disaster Recovery contractual special condition clearances still valid?  Yes  No

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.

# **AGENDA ITEM #22**

**City of Kingsville  
Engineering Dept.**

TO: Mayor and City Commissioners  
CC: Charlie Sosa, City Manager  
FROM: Charlie Cardenas, P.E., City Engineer  
DATE: December 22, 2025  
SUBJECT: Consider Approving Change Order No. 3 Bid No. 24-19 for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237 Project 2 – 19<sup>th</sup> Street Improvements

---

**Purpose:**

Consider approving Change Order No. 3 (CO-2) for the General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) Contract No. 22-085-009-D237. CO-3 is to increase the contract time by **90 calendar** days.

This change order addresses unforeseen issues during construction, including utility adjustments with a conflict with the 6' x 4' concrete box being constructed. As a result a change in design will need to be added. However, time has lapsed in the contract time and a time extension will be needed in order to continue construction.

**Summary:**

***GLO Change Order No. 3 – Contract Time***

<b>Description</b>	<b>Calendar Days</b>
<b>Time extension for R.S. Parker contract</b>	<b>90</b>

**Contract Price and Time** **\$1,630,804.96 and 405 Calendar Days**

**Background:**

As part of the GLO CDBG-MIT Hurricane Harvey State Mitigation Competition grant. Project 2 – 19<sup>th</sup> Street Improvements is a critical component of the city's infrastructure upgrades. This project includes the installation of box culverts along 19<sup>th</sup> Street from Kenedy Ave to Tranquitas Creek, junction boxes, and related appurtenances.

**Financial Impact:**

The is no cost associated with Change Order No. 3. (Fund 122).



**City of Kingsville  
Engineering Dept.**

**Recommendation:**

Staff recommends approving the Change Order No. 3 for CDBG-MIT GLO Contract No. 22-085-009-D237 – Project 2 (19<sup>th</sup> Street Improvements) for the increased 90 calendar days.

**Attachments:**

- Project 2 GLO Change Order No. 3
- Engineer's recommendation





November 5, 2025

Juan Carlos "Charlie" Cardenas, P.E.  
City Engineer  
City of Kingsville  
400 W. King Ave.  
Kingsville, TX 78363

**Re: CDBG-MIT GLO Contract No. 22-085-009-D237 Project 2, (City of Kingsville Bid No. 24-19) – ICE CO 3 recommendation**

Dear Mr. Cardenas,

This memorandum is in reference to ICE's recommendation to Change Order 3. The Change Order is to add an additional 90 days to the construction contract time.

During the week of September 15, 2025, a city wastewater line was discovered to be in direct conflict with the 6'x4' reinforced concrete box being constructed. Representatives from International Consulting Engineers, City Engineering & Public Works, and R.S. Parker Construction met onsite to discuss the conflict and possible solutions.

On September 18, 2025, the contractor was notified by City representatives to stop work until a solution is agreed upon among City staff, International Consulting Engineers, and R.S. Parker Construction.

There is no cost associated with this change order. Due to the pause in construction in determining a solution to this utility conflict, a 90-day construction contract extension is ICE's recommendation to allow the contractor to execute the utility conflict solution, finalize construction, and execute closeout documents.

The construction contract end date will be extended from the previous date of November 13, 2025 to February 11, 2026.

Therefore, it is ICE's recommendation to approve Change Order 3. The City of Kingsville has the final decision to approve/not approve change orders.

If you have any questions or need additional information, please contact me at (361) 826-5805 or [julio@icengineers.net](mailto:julio@icengineers.net)

Sincerely,

A handwritten signature in black ink that reads "Julio A. Macias, P.E." The signature is fluid and cursive, with "Julio A." on the top line and "Macias, P.E." on the bottom line.

Julio A. Macias, P.E.  
Project Engineer

**RESOLUTION #2026-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER #3 FOR THE CONSTRUCTION CONTRACT WITH R.S. PARKER CONSTRUCTION LLC FOR THE GLO CDBG-MIT CONTRACT 22-085-009-D237 PROJECT 2: N. 19<sup>TH</sup> STREET- STORM WATER IMPROVEMENTS PROJECT; REPEALING ALL CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kingsville (City) intends to make some sanitary sewer improvements through a General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 2: N. 19<sup>th</sup> Street- Storm Water Improvements Project and went out for bids via BID #24-19 which was advertised on August 22<sup>nd</sup> & 29<sup>th</sup>, 2024;

**WHEREAS**, three bids were received on September 17, 2024 responsive to BID #24-19 and after reviewing the bid submittals staff and the outside engineer (ICE) recommended the bid be awarded to the low bidder, which was R.S. Parker Construction LLC, from Corpus Christi, Texas (Vendor);

**WHEREAS**, the City awarded BID#24-19 to Vendor at a Commission meeting on October 15, 2024 for a total amount of \$1,630,804.89;

**WHEREAS**, the City and Vendor worked to prepare a contract for GLO CDBG-MIT Contract No. 22-085-009-D237 Project 2: N. 19<sup>th</sup> Street Storm Water Improvements Project; the parties both agreed to the terms of the proposed contract for a total amount of \$1,630,804.89 with a contract time of 180 calendar days, which was approved by City Commission on October 28, 2024 via Resolution #2024-85;

**WHEREAS**, the total award and the contract price showed a minor difference due to a clerical error so an increase of \$0.07 was proposed and 75 additional days were requested due to delays in receiving materials (reinforced concrete boxes) for the project that are beyond the control of the Vendor, and these changes were approved by City Commission on February 24, 2025 via Resolution #2025-24 authorizing Change Order No.1 for a new total contract price of \$1,630,804.96 and a new contract time of 255 calendar days;

**WHEREAS**, there were additional delays beyond the control of the Vendor for the delivery of the reinforced concrete boxes for this project so an additional 60 days was requested for the contract time period, and the wage schedule rate was changed from a highway classification to a heavy classification, which required Change Order No.2, which was approved by the City Commission via Resolution

#2025-48 on April 28, 2025, and resulted in no change to the total contract price of \$1,630,804.96 and a new contract time of 315 calendar days;

**WHEREAS**, there have been unforeseen issues during construction, including utility adjustments with a conflict with the 6'x4' concrete box being constructed, that resulted in a change in design causing a need for 90 additional contract days;

**WHEREAS**, the unforeseen issues require 90 calendar days be requested for the contract time period, which requires Change Order No.3 that would result in no change to the total contract price of \$1,630,804.96 and a new contract time of 405 calendar days;

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

I.

**THAT** the City Commission approves and the City Manager is authorized and directed as an act of the City of Kingsville, Texas to execute Change Order No.3 for the Construction Contract for General Land Office (GLO) Community Development Block Grant (CDBG) -Mitigation (MIT) program via Contract No. 22-085-009-D237 Project 2: N. 19<sup>th</sup> Street -Storm Water Improvements Project between the City of Kingsville, Texas and R.S. Parker Construction LLC as per staff recommendation and in accordance with Exhibit A hereto attached and made a part hereof.

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  
12th day of January, 2026.

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Sam R. Fugate, Mayor

**ATTEST:**

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Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

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Courtney Alvarez, City Attorney



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

Subrecipient: City of Kingsville	GLO Contract Number: 22-085-009-D237	Date: 10/27/2025
Engineer Name Address & Phone		Subrecipient Name, Address, & Phone Number:
International Consulting Engineers 261 Saratoga Blvd. Corpus Christi, TX 78417 361-826-5805	City of Kingsville 400 W. King Ave. Kingsville, TX 78363 361-595-8040	Contractor Name, Address & Phone Number: R.S. Parker Construction, LLC 455 Hereford Rd. Corpus Christi, TX 78408 361-289-0222
Project #: 2	Bid Package #: 1	Change Order #: 3
Contract Origination Date: 10/28/2024	Project Description: Storm Water Improvements	

You are hereby requested to comply with the following changes from the contract plans and specifications.

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion	Decrease in Contract Price	Increase in Contract
	Schedule etc.	Price	Price
	Additional 90 days of time due to utility conflict resolution during construction.		
		</td	

See sheet 2 to add additional entries

<u>Change in Construction Contract Price</u>		<u>Change in Contract Time (Calendar Days)</u>	
Original Contract Price:	1,630,804.89	Original Contract Time in Days:	180
Cumulative Previous Change Order(s) Total:	0.00	Net Change from Previous Change Order(s) in Days	135
Contract Price Prior to this Change Order:	1,630,804.96	Contract Time Prior to this Change Order in Days	315
Net Increase/Decrease of this Change Order:	0	Net Increase/Decrease of this Change Order in Days:	90



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

Contract Price with All Approved Change Orders:	1,630,804.96	Contract Time with All Approved Change Orders in Days:	405
Cumulative Percent Change in Contract Price (+/-)	0.00%	Subrecipient Contract End Date:	1/31/2027
Construction Contract Start Date:	1/2/2025	Construction Contract End Date:	2/11/2026

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements

Subrecipient Signature	Engineer Signature	Contractor Signature
Sam Fugate, Mayor	Julio A. Macias, P.E., Project Engineer	Rodney S. Parker, President
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries?  Increase  Decrease  No Change

If there is a change, how many beneficiaries will be affected? Total  LMI   Increase  Decrease  No Change

2. Effect of this change on the scope of work:  Increase  Decrease  No Change

3. Effect on operation and maintenance costs:  Increase  Decrease  No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid?  Yes  No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?  Yes  No

If "yes", is an environmental assessment required?



COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
Construction Change Order Request

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6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)?  Yes  No

7. Is the CCN permit still valid? (sewer projects only)  Yes  No

8. Are the disability access requirements/approval still valid (if applicable)?  Yes  No

9. Are other Disaster Recovery contractual special condition clearances still valid?  Yes  No

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.

# **AGENDA ITEM #23**

## ETHICS REVIEW BOARD

## Sec. 3-13-36. - Definitions.

As used in this subarticle, *ethics laws* includes this Code of Ethics, Tex. Local Gov't Code, Article V, §§ 4 and 171. *Ethical violation* includes violations of any of those enactments. Other terms used in this subarticle are defined in § 3-13-2.

(Ord. 2004-10, passed 5-10-04)

## Sec. 3-13-37. - Structure of the ethics review board.

- (A) *Establishment.* There is hereby established an Ethics Review Board, which shall have the powers and duties specified in this subarticle.
- (B) *Composition.* The Ethics Review Board shall consist of five members. The Mayor and each member of the City Commission shall nominate one member of the Board. Each nominee must be confirmed by a majority of City Commission members. Nomination and confirmation of Board members shall be conducted at separate open meetings of the City Commission.
- (C) *Terms of office.* Board members shall be appointed to two-year terms. Initial appointments shall be made so that terms are staggered. No member shall serve for more than three two-year terms.
- (D) *Qualifications.* Members of the Board shall have good moral character and shall be residents of the city. No member of the Board shall be:
  - (1) A salaried city official or employee;
  - (2) An elected public official;
  - (3) A candidate for elected public office;
  - (4) An officer of a political party;
  - (5) A parent, spouse, child, or other relative within the second degree of consanguinity or affinity of an elected public official; or
  - (6) A lobbyist required to register under §§ 3-13-22 through 3-13-31.
- (E) *Removal.* Members of the Ethics Review Board may be removed from office for cause by a majority of the City Commission only after a public hearing at which the member was provided with the opportunity to be heard. Grounds for removal include: failure to satisfy, or to continue to satisfy, the qualifications set forth in division (D); substantial neglect of duty; gross misconduct in office; inability to discharge the powers or duties of office; or violation of any provision in this Code of Ethics.

(F) *Vacancies.* A vacancy shall be filled by a person who will serve for the remainder of the unexpired term. The appointment shall be made by the member of City Commission who is entitled to make appointments to the seat that was vacated, and must be confirmed by a majority of the City Commission.

(G) *Recusal.*

- (1) A member of the Ethics Review Board shall recuse himself or herself from any case in which, because of familial relationship, employment, investments, or otherwise, his or her impartiality might reasonably be questioned. A Board member may not participate in official action on any complaint:
  - (a) That the member initiated;
  - (b) That involves the member of City Commission who nominated him or her for a seat on the Ethics Review Board; or
  - (c) During the pendency of an indictment or information charging the member with an offense, or after a finding of guilt of such an offense.
- (2) If the number of Board members who are recused from a case is so large that an Ethics Panel cannot be constituted, as provided for in § 3-13-41, the Mayor shall nominate a sufficient number of ad hoc members so that the case can be heard. Ad hoc members of the Ethics Review Board must be confirmed by a majority vote of the City Commission and serve only for the case in question.

(H) *Chair and vice-chair.* Each year, the Board shall meet and elect a chair and a vice-chair from among its members, who will serve one-year terms and may be re-elected. The chair or a majority of the Board may call a meeting of the Board. The chair shall preside at meetings of the Ethics Review Board and perform other administrative duties. The vice-chair shall assume the duties of the chair in the event of a vacancy in that position.

(I) *Reimbursement.* The members of the Ethics Review Board shall not be compensated but shall be reimbursed for reasonable expenses incurred in the performance of their official duties.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-38. - Jurisdiction and powers.

(A) *Jurisdiction.*

- (1) If a complaint is filed pursuant to § 3-13-39 within two years of the date of an alleged violation of the ethics laws, the Ethics Review Board shall have jurisdiction to investigate and make findings and recommendations concerning:
  - (a) Any alleged violation of this Code of Ethics or Article V, Section 4 of the City Charter by any person subject to those provisions, including, but not limited to, current city officials and employees, former city officials and employees, persons doing business with the city, and

persons required to register as lobbyists; or

- (b) Any alleged violation by a city official of Tex. Local Gov't Code, § 171, the state conflict-of-interest law applicable to certain local public officials.
- (2) The Board shall not consider any alleged violation that occurred more than two years prior to the date of the filing of the complaint.

(B) *Termination of city official's or employee's duties.* The termination of a city official's or employee's duties does not affect the jurisdiction of the Ethics Review Board with respect to alleged violations occurring prior to the termination of official duties.

(C) *Powers.* The Ethics Review Board has power:

- (1) To establish, amend, and rescind rules and procedures governing its own internal organization and operations, consistent with this subarticle;
- (2) To meet as often as necessary to fulfill its responsibilities;
- (3) To designate Ethics Panels with the power to render decisions on complaints or issue advisory opinions on behalf of the Board;
- (4) To request from the City Manager through the City Commission the appointment of such staff as are necessary to carry out its duties;
- (5) To review, index, maintain on file, and dispose of sworn complaints;
- (6) To make notifications, extend deadlines, and conduct investigations both on complaint and as a result of an issue raised out of said complaint;
- (7) To render, index, and maintain on file advisory opinions;
- (8) To provide assistance to the Ethics Compliance Officer of the city in the training and education of city officials and employees with respect to their ethical responsibilities;
- (9) To prepare an annual report and to recommend to the Mayor and City Commission needed changes in ethical standards or procedures; and
- (10) To take such other action as is necessary to perform its duties under this subarticle.

(Ord. 2004-10, passed 5-10-04)

### Sec. 3-13-39. - Complaints.

#### (A) *Filing.*

- (1) Any person (including a member of the Ethics Review Board or its staff, acting personally or on behalf of the Board) who believes that there has been a violation of the ethics laws may file a sworn complaint with the City Secretary.
- (2) A complaint filed in good faith is qualifiedly privileged. A person who knowingly makes a false statement in a complaint, or in proceedings before the Ethics Review Board, is subject to criminal prosecution for perjury under § 3-13-51 or civil liability for the tort of abuse of

process.

(B) *Form.*

- (1) A complaint filed under this section must be in writing and under oath and must set forth in simple, concise, and direct statements:
  - (a) The name of the complainant;
  - (b) The street or mailing address and the telephone number of the complainant;
  - (c) The name of each person complained about;
  - (d) The position or title of each person complained about;
  - (e) The nature of the alleged violation, including, if possible, the specific rule or provision of law alleged to have been violated;
  - (f) A statement of the facts constituting the alleged violation and the dates on which or period of time in which the alleged violation occurred; and
  - (g) All documents or other material available to the complainant that are relevant to the allegation;
  - (h) A list of all documents or other material relevant to the allegation and available to the complainant but that are not in the possession of the complainant, including the location of the documents, if known; and
  - (i) A list of all documents or other material relevant to the allegation but unavailable to the complainant, including the location of the documents, if known.
- (2) The complaint must be accompanied by an affidavit stating that the information contained in the complaint is either true and correct or that the complainant has good reason to believe and does believe that the facts alleged constitute a violation of the Ethics Code. If the complaint is based on information and belief, the complaint shall state the source and basis of the information and belief. The complainant shall swear to the facts by oath before a notary public or other person authorized by law to administer oaths under penalty of perjury.
- (3) The complaint must state on its face an allegation that, if true, constitutes a violation of a rule adopted by or a law administered and enforced by the Board.

(C) *Frivolous complaint.*

- (1) For purposes of this section, *frivolous complaint* is a sworn complaint that is groundless and brought in bad faith or groundless and brought for the purpose of harassment.
- (2) By a vote of at least two-thirds of those present, the Board may order a complainant to show cause why the Board should not determine that the complaint filed by the complainant is a frivolous complaint.
- (3) In deciding if a complaint is frivolous, the Board will be guided by the Texas Rules of Civil Procedure, Rule 13, and interpretations of that rule, and may also consider:

- (a) The timing of the sworn complaint with respect to when the facts supporting the alleged violation became known or should have become known to the complainant, and with respect to the date of any pending election in which the respondent is a candidate or is involved with a candidacy, if any;
- (b) The nature and type of any publicity surrounding the filing of the sworn complaint, and the degree of participation by the complainant in publicizing the fact that a sworn complaint was filed with the Board;
- (c) The existence and nature of any relationship between the respondent and the complainant before the complaint was filed;
- (d) If respondent is a candidate for election to office, the existence and nature of any relationship between the complainant and any candidate or group opposing the respondent;
- (e) Any evidence that the complainant knew or reasonably should have known that the allegations in the complaint were groundless; and
- (f) Any evidence of the complainant's motives in filing the complaint.

(4) Notice of an order to show cause shall be given to the complainant, with a copy to the respondent, and shall include:

- (a) An explanation of why the complaint appears to be frivolous; and
- (b) The date, time, and place of the hearing to be held under this section.

(5) Before making a determination that a sworn complaint is a frivolous complaint, the Board shall hold a hearing at which the complainant may be heard; the complainant may be accompanied by counsel retained by the complainant.

(6) By a record vote of at least two-thirds of those present after the hearing under division (C)(5) above, the Board may determine that a complainant filed a frivolous complaint and may recommend sanctions against that complainant.

(D) *Sanctions.*

- (1) Before recommending a sanction for filing a frivolous complaint, the Board shall consider the following factors:
  - (a) The seriousness of the violation, including the nature, circumstances, consequences, extent, and gravity of the violation;
  - (b) The sanction necessary to deter future violations; and
  - (c) Any other matters that justice may require.
- (2) The Board may recommend the following sanctions:
  - (a) A civil penalty of not more than \$500.00;
  - (b) Prosecution for perjury;

- (c) Any other sanction permitted by law.
- (3) The Board may notify the appropriate regulatory or supervisory agency for their appropriate action.
- (E) *Confidentiality.* No city official or employee shall reveal information relating to the filing or processing of a complaint except as required for the performance of official duties. Ex parte communications by members of the Ethics Review Board are prohibited by § 3-13-41(D). All papers relating to a pending complaint are confidential.
  - (1) Except as otherwise provided by this section, all information relating to a sworn complaint known to or in the possession of the Board is confidential. The Board and its staff shall not communicate any information about a sworn complaint, including whether or not a complaint has been filed, to any person other than the respondent, the complainant, and a witness or potential witness identified by the respondent, the complainant, or another witness or potential witness.
  - (2) Information otherwise confidential under this section may be disclosed by entering it into the record of a formal hearing or a judicial proceeding.
  - (3) Confidentiality may be waived only if the complainant and each respondent named in the sworn complaint provides a verified, written waiver of confidentiality to the Board.
- (F) *Notification.* A copy of a complaint shall be promptly forwarded by the City Secretary to the Ethics Compliance Officer and to the respondent(s), even if the complaint fails to meet the filing requirements of division (B). A complaint that is not sworn as required by division (A), shall not be forwarded by the City Secretary to the Ethics Compliance Officer, but shall be returned to the complainant. The respondent(s) shall also be provided with a copy of the ethics rules and shall be informed:
  - (1) That, within 14 days of receipt of the complaint, he or she may file a sworn response with the City Secretary;
  - (2) That failure to file a response does not preclude the Ethics Review Board from adjudicating the complaint;
  - (3) That a copy of any response filed by the respondent(s) will be provided by the City Secretary to the complainant, who may, within seven days of receipt, respond by sworn writing filed with the City Secretary, a copy of which shall be provided by the City Secretary to the respondent(s);
  - (4) That the respondent(s) may request a hearing; and
  - (5) That city officials and employees have a duty to cooperate with the Ethics Review Board, pursuant to § 3-13-41(E).

(G)

*Assistance.* The City Secretary shall provide information to persons who inquire about the process for filing a complaint.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-40. - Ethics compliance officer.

(A) *City Attorney's Office.*

- (1) The City Attorney or an Assistant City Attorney designated by the City Attorney shall serve as the Ethics Compliance Officer for the city. The Ethics Compliance Officer shall:
  - (a) Receive and promptly transmit to the Ethics Review Board complaints and responses filed with the City Secretary;
  - (b) Investigate, marshal, and present to the Ethics Review Board the evidence bearing upon a complaint;
  - (c) Act as legal counsel to the Ethics Review Board;
  - (d) Issue advisory opinions to city officials and employees about the requirements imposed by the ethics laws; and
  - (e) Be responsible for the training and education of city officials and employees with respect to their ethical responsibilities;
  - (f) Review complaints for legal sufficiency;
  - (g) Recommend acceptance or rejection of complaint within 60 days of date made to the Ethics Review Board; and
  - (h) Request additional information from complainant as needed.
- (2) At least once each year, the Ethics Compliance Officer shall cause to be distributed to each city official and employee a notice setting forth the duties of the Ethics Review Board and the procedures for filing complaints. The Ethics Compliance Officer shall also ensure that such notices are posted in prominent places in city facilities.

(B) *Outside independent counsel.*

- (1) An independent outside attorney, who does not otherwise represent the city, shall be appointed at the recommendation of the City Attorney, to serve as the Ethics Compliance Officer for a particular case:
  - (a) When a complaint is filed relating to an alleged violation of the ethics laws by:
    1. The Mayor or a member of the City Commission; or
    2. A city employee who is a department head or of higher rank;
  - (b) When the Ethics Review Board, at the recommendation of the City Attorney, requests such an appointment; or
  - (c) When requested by the City Attorney.

- (2) An independent outside attorney who is appointed has the same duties and authority as the Ethics Compliance Officer under this section.
- (C) *Exculpatory evidence.* The Ethics Compliance Officer shall disclose to the Ethics Panel and provide to the person charged with violating the ethics laws evidence known to the Ethics Compliance Officer tending to negate guilt or mitigate the seriousness of the offense.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-41. - Ethics panels.

- (A) *Assignment to an Ethics Panel.* A complaint received by the Ethics Review Board from the Ethics Compliance Officer shall be promptly assigned to an Ethics Panel consisting of three or more members of the Board, who shall have full power to investigate and dispose of the complaint. Each Ethics Panel shall be constituted according to procedures established by the Board. Any member of an assigned Ethics Panel who recuses himself or herself shall be replaced by another member of the Board according to established procedures if that is necessary to ensure that the Panel has at least three members. The identity of the members of the Ethics Panel shall be revealed to the person charged in the complaint who, for good cause, may request the recusal of any member of the panel.
- (B) *Notice of charges.* The Ethics Panel shall consider whether the facts of the case establish a violation of any provision in the ethics laws, regardless of which provisions, if any, were identified in the complaint as having been allegedly violated. However, before the Ethics Panel may find that a violation of a particular rule, the respondent must be on notice that compliance with that rule is in issue and must have an opportunity to respond. Notice is conclusively established: if the complaint alleged that the rule was violated; if compliance with the rule is raised by a member of the Board or the Ethics Compliance Officer as a disputed issue at a hearing before the Ethics Panel; or if the Board or the Ethics Compliance Officer provides the respondent with written notice of the alleged violation and a 14-day period within which to respond in writing to the charge.
- (C) *Scheduling of a hearing.* Regardless of whether the complainant or the respondent requests a hearing, the Ethics Panel has discretion to decide whether to hold a hearing.
- (D) *Ex parte communications.* It is a violation of this Code:
  - (1) For the complainant, the respondent, or any person acting on their behalf to engage or attempt to engage, directly or indirectly, in ex parte communication about the subject matter of a complaint with a member of the Ethics Panel, any other member of the Ethics Review Board, or any known witness to the complaint; or
  - (2) For a member of an Ethics Panel or any other member of the Ethics Review Board to:
    - (a) Knowingly entertain an ex parte communication prohibited by division (D)(1); or

- (b) Communicate directly or indirectly with any person, other than a member of the Ethics Review Board, its staff, or the Ethics Compliance Officer, about any issue of fact or law relating to the complaint.
- (E) *Duty to cooperate.* All city officials and employees shall cooperate with the Ethics Review Board and shall supply requested testimony or evidence to assist it in carrying out its charge. Failure to abide by the obligations imposed by this division is a violation of this Code of Ethics.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-42. - Hearings.

At any hearing held by an Ethics Panel during the investigation or disposition of a complaint, the following rules apply:

- (A) *General rules.* At least three members of the Ethics Panel must be present for the hearing. Any member of the Ethics Panel who is not present ceases to be a member of the Ethics Panel and may not participate in the disposition of the case. All witnesses must be sworn and all questioning of witnesses shall be conducted by the members of the Ethics Panel or the Ethics Compliance Officer. The Ethics Panel may establish time limits and other rules relating to the participation of any person in the hearing. No person may be held to have violated the ethics laws unless a majority of the Ethics Panel so finds by a preponderance of the evidence.
- (B) *Evidence.* The Ethics Panel shall rely on evidence of which a reasonably prudent person commonly relies in the conduct of the person's affairs. The Ethics Panel shall further abide by the following:
  - (1) The Panel shall hear evidence relevant to the allegations; and
  - (2) The Panel shall not consider hearsay unless it finds the nature of the information is reliable and useful.
- (C) *The person charged.* The person charged in the complaint has the right to attend the hearing, the right to make a statement, the right to present witnesses, and the right to be accompanied by legal counsel or another advisor. Only legal counsel to the person charged in the complaint may advise that person during the course of the hearing, but may not speak on his or her behalf, except with the permission of the Ethics Panel. The time permitted for presentation will be at the discretion of the Board.
- (D) *The complainant.* The complainant has the right to attend the hearing, the right to make a statement, and the right to be accompanied by legal counsel or another advisor. Only legal counsel to the complainant may advise the complainant during the course of the hearing, but may not speak on behalf of the complainant, except with the permission of the Ethics Panel. Witnesses may not be presented by the complainant, except with the permission of the Ethics Panel.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-43. - Disposition.

(A) *Written opinion.*

- (1) The Ethics Panel shall issue a decision within 90 days after the filing of a complaint. The Ethics Panel shall state in a written opinion its findings of fact and conclusions of law. The written opinion shall either:
  - (a) Dismiss the complaint; or
  - (b) Upon finding that there has been a violation of the ethics laws:
    1. Recommend criminal prosecution and/or civil remedies, in accordance with this section; or
    2. State why no remedial action is recommended.
- (2) If the Ethics Panel determines that a violation has occurred, the opinion shall identify in writing the particular rule or rules violated. If the complaint is dismissed, the grounds for the dismissal shall be set forth in the opinion. The failure of the Ethics Panel to comply within the above time limits may result in the charge being dismissed for want of prosecution. Prior to such dismissal, the complainant will be given notice and an opportunity to request continuance of the action.

(B) *Notification.* Copies of the opinion shall be forwarded to the complainant, the person charged in the complaint, the Ethics Compliance Officer, and any member of the Ethics Review Board who did not participate in the disposition of the case. A copy of the opinion shall also be forwarded to the City Secretary, who shall make it available as authorized by law.

(C) *Recommendations.* A recommendation for criminal prosecution shall be forwarded to the appropriate law enforcement agency. A recommendation of civil remedies shall be forwarded through the Ethics Compliance Officer to the City Commission for action.

(D) *Similar charges barred.* If the complaint is dismissed because the evidence failed to establish a violation of the ethics laws, the Ethics Review Board shall not entertain any other similar complaint based on substantially the same evidence.

(E) *Factors relevant to sanctions.* In deciding whether to recommend, in the case of a violation of the Code of Ethics, criminal prosecution and/or civil remedies, the Ethics Panel shall take into account relevant considerations, including, but not limited to, the following:

- (1) The culpability of the person charged in the complaint;
- (2) The harm to public or private interests resulting from the violation;
- (3) The necessity of preserving public confidence in the conduct of local government;
- (4) Whether there is evidence of a pattern of disregard for ethical obligations; and

- (5) Whether remedial action has been taken that will mitigate the adverse effect of the ethical violation.
- (F) *Civil remedies.* The following civil remedies may be recommended by an Ethics Panel which finds that the ethics laws have been violated:
  - (1) Review of the case by the City Manager, or his or her designate, for disciplinary action;
  - (2) A suit by the city for damages or injunctive relief in accordance with § 3-13-49;
  - (3) Disqualification from contracting in accordance with § 3-13-53;
  - (4) Voiding of a contract in accordance with § 3-13-52; and
  - (5) A fine in accordance with § 3-13-54.
- (G) *Criminal prosecution.* An Ethics Panel may recommend to the appropriate law enforcement agency criminal prosecution under § 3-13-51 or Tex. Local Gov't Code, § 171. Prosecution of any person by the City Attorney for a violation of this Code of Ethics shall not be undertaken until a complaint is disposed of in accordance with this section. However, the absence of a recommendation to prosecute from an Ethics Panel to the City Attorney shall not preclude the City Attorney from exercising his or her prosecutorial discretion to prosecute a violation of this Code of Ethics.
- (H) *Commission action.* City Commission shall dispose of a recommendation from the Ethics Review Board within 90 days of receiving such recommendation. The recommendation(s) of the Ethics Review Board may be accepted, rejected, modified, or recommitted one time to said Board for further action or clarification within 15 days of receipt of the recommendation by the City Commission. Within five days of the initial recommendation being recommitted to the Ethics Review Board by the City Commission, the Ethics Review Board shall take further action or make clarification of the matter requested and resubmit the matter to the City Commission.

(Ord. 2004-10, passed 5-10-04)

**Sec. 3-13-44. - Petition for declaratory ruling.**

Any city official or employee against whom public allegations of ethics violations have been made in the media or elsewhere shall have the right to file a sworn statement with the City Secretary affirming his or her innocence, and to request the Ethics Review Board to investigate and make known its findings, and make any relevant recommendations concerning the issue.

(Ord. 2004-10, passed 5-10-04)

**Sec. 3-13-45. - Advisory opinions.**

- (A) *Opinions issued by the Ethics Review Board.*
  - (1) *Requests by persons other than city officials and employees.*

- (a) By writing filed with the City Secretary, any person other than a city official or employee may request an advisory opinion with respect to the interpretation of the ethics laws, but only with respect to whether proposed action by that person would violate the ethics laws. The City Secretary shall promptly transmit all requests for advisory opinions to the Ethics Compliance Officer and the chair of the Ethics Review Board. (City officials and employees may request advisory opinions from the City Attorney pursuant to division (B).)
- (b) Within 30 days of receipt by the chair of the Ethics Review Board of a request for an advisory opinion, the Board, acting en banc or through a designated Ethics Panel, shall issue a written advisory opinion. During the preparation of the opinion, the Board may consult with the Ethics Compliance Officer of the city and other appropriate persons. An advisory opinion shall not reveal the name of the person who made the request, if that person requested anonymity, in which case the opinion shall be written in the form of a response to an anonymous, hypothetical fact situation. A copy of the opinion shall be indexed and kept by the Ethics Review Board as part of its records for a period of not less than five years. In addition, copies of the opinion shall be forwarded by the chair of the Ethics Review Board, or the Ethics Compliance Officer, to the person who requested the opinion, to the members of the Ethics Review Board, and to the City Secretary. The City Secretary shall make the opinion available as a public record in accordance with the Local Government Records Act. The Ethics Compliance Officer shall promptly post the opinion for a period of no less than five years on the Internet via the City of Kingsville homepage.

(2) *Opinions initiated by the Board.* On its own initiative, the Ethics Review Board, acting as the full board or through a designated Ethics Panel, may issue a written advisory opinion with respect to the interpretation of the ethics laws as they apply to persons other than city officials and employees if a majority of the Board determines that an opinion would be in the public interest or in the interest of such person or persons subject to the provisions of the ethics laws. Such an opinion may not include the name of any individual who may be affected by the opinion. A copy of any such opinion shall be indexed and kept by the Ethics Review Board as part of its records for a period of not less than five years. In addition, copies of the opinion shall be forwarded by the chair of the Ethics Review Board, or his or her designate, to the Ethics Compliance Officer and to the City Secretary. The City Secretary shall make the opinion available as a public record in accordance with the Local Government Records Act. The Ethics Compliance Officer shall promptly post the opinion for a period of no less than five years on the Internet via the City of Kingsville homepage.

(3) *Reliance.* If a person reasonably and in good faith acts in reliance on an advisory opinion issued by the Ethics Review Board, that fact may be considered by an Ethics Panel in adjudicating a complaint filed against that person, but does not by itself bar the finding of a violation.

(B) *Opinions issued by the Ethics Compliance Officer.*

(1) *Requests by city officials and employees.*

- (a) By writing filed with the Office of the City Attorney, any city official or employee may request an advisory opinion with respect to whether proposed action by that person would violate the ethics laws.
- (b) Within 30 days of receipt of the request by the Office of the City Attorney, the Ethics Compliance Officer shall issue a written advisory opinion. The advisory opinion shall not reveal the name of the person who made the request, if that person requested anonymity, in which case the opinion shall be written in the form of a response to an anonymous, hypothetical fact situation. Copies of the opinion shall be forwarded by the Ethics Compliance Officer to the members of the Ethics Review Board, to the person who requested the opinion, and to the City Secretary, and promptly posted by the Ethics Compliance Officer for a period of no less than five years on the Internet via the City of Kingsville homepage. The City Secretary shall make the opinion available as a public record in accordance with the Local Government Records Act.

(2) *Reliance.* A person who reasonably and in good faith acts in accordance with an advisory opinion issued by the Ethics Compliance Officer may not be found to have violated the ethics laws by engaging in conduct approved in the advisory opinion, provided that:

- (a) He or she requested the issuance of the opinion;
- (b) The request for an opinion fairly and accurately disclosed all relevant facts; and
- (c) Less than five years elapsed between the date the opinion was issued and the date of the conduct in question.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-46. - Annual report.

The Ethics Review Board shall prepare and submit an annual report to the Mayor and City Commission detailing the activities of the Board during the prior year. The format for the report shall be designed to maximize public and private understanding of the Board's operations, and shall include a summary of the content of ethics opinions issued by the Board and a listing of current city lobbyists based on information gathered by the Board from records on file with the City Secretary. The report may recommend changes to the text or administration of this Code of Ethics. The Ethics Compliance Officer of the city shall take reasonable steps to ensure wide dissemination and availability of the annual report of the Ethics Review Board.

(Ord. 2004-10, passed 5-10-04)

Sec. 3-13-47. - Public records and open meetings.

Except as otherwise provided in this subarticle, records relating to an alleged violation of the ethics laws, or the preparation of an ethics opinion requested by a person who asked for anonymity, shall not be open to the public and shall be treated as information that is excepted from public disclosure as required or permitted under the Texas Open Records Act or other law. No meeting or other proceeding relating to an alleged violation of the ethics law shall be treated as open to the public unless closed sessions in connection therewith are not permitted or required by the Texas Open Meetings Act or other law.

(Ord. 2004-10, passed 5-10-04)

# **AGENDA ITEM #24**