

A REGULAR MEETING OF THE CITY OF KINGSVILLE CITY COMMISSION WAS HELD ON MONDAY, APRIL 8, 2024, 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  
Hector Hinojosa, Commissioner  
Norma N. Alvarez, Commissioner  
Edna Lopez, Commissioner  
Ann Marie Torres, Commissioner

**CITY STAFF PRESENT:**

Mark McLaughlin, City Manager  
Mary Valenzuela, City Secretary  
Courtney Alvarez, City Attorney  
Kyle Benson, Director of Information & Technology  
Derek Williams, IT  
Bill Donnell, Public Works Director  
Kwabena Agyekum, Senior Planner/HPO  
Rudy Mora, Engineer  
Susan Ivy, Parks Director  
Emilio Garcia, Health Director  
Deborah Balli, Finance Director  
Janine Reyes, Tourism Director  
John Blair, Chief of Police  
Diana Gonzalez, Human Resources Director  
Erik Spitzer, Director of Planning & Development Services  
Mike Mora, Capital Improvement Manager  
Michael Krueger, Municipal Court Judge  
Juan J. Adame, Fire Chief  
Ruben Chapa, Golf Course Manager  
Charlie Sosa, Purchasing Manager  
George Flores, KPD Commander  
Monica Flores, KPD Dispatch Supervisor  
Brad Allen, KPD Police Officer  
Connie Allen, Health Department Inspector

**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 – March 25, 2024**

**Motion made by Commissioner Lopez to approve the minutes of March 25, 2024 as presented, seconded by Commissioner Torres. The motion was passed and approved by the following vote: Hinojosa, Alvarez, Lopez, Torres, Fugate voting “FOR”.**

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

1. 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. Michael Krueger, Municipal Court Judge swears-in the new Police Chief, Mr. John Blair.

Mayor Fugate presents the Leadership Service Award to Mr. Bradley Lile for serving as Interim Police Chief. Mayor Fugate also read and presented a proclamation for Month of the Military Child.

Commissioner Torres reported that the 1<sup>st</sup> Veteran's bull riding Event took place this past weekend. She further stated that the event was well attended and thanked everyone who took part in putting this event together.

#### 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)*

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

1. **Motion to approve final passage of an ordinance amending the Fiscal Year 2023-2024 Budget to accept and expend Law Enforcement Officer Standards & Education (LEOSE) Grant funds for training costs. (Police Chief).**
2. **Motion to approve a resolution authorizing the Police Chief to enter into a Memorandum of Understanding and a Partner Agency Working Protocol Agreement between the Children's Advocacy Center of the Coastal Bend and the Kingsville Police Department relating to protocols for reports of abuse and neglect of children. (Police Chief).**

##### REGULAR AGENDA

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

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

3. **Consider approval of design for Fire Station No. 3 as per staff recommendation. (City Manager/ Fire Chief).**

Mr. Juan J. Adame, Fire Chief gave a brief update on the design and specifications for the new Fire Station No. 3.

Commissioner Lopez commented that this has been something that had been discussed for some time and further stated that the need for a new Fire Station will be needed as the community continues to grow. Commissioner Lopez further asked if the new fire station would be suitable for female fire fighters as well. Chief Adame responded yes, the architect included in the latest designs both female and male accommodations.

**Motion made by Commissioner Lopez to approve the design for Fire Station No. 3 as per staff recommendation, seconded by Commissioner Torres. The motion was passed and approved by the following vote: Lopez, Torres, Hinojosa, Alvarez, Fugate voting "FOR".**

4. **Consider introduction of an ordinance amending the Fiscal Year 2023-2024 Budget to appropriate funding for Fire Department ladder truck repairs. (Fire Chief).**

Chief Adame stated that his year the Fire Department budgeted \$46,000 for vehicle maintenance. Additional funding is requested to cover the repairs for Unit #11. Additional funding is requested to cover vehicle repair costs for the remainder of the fiscal year. The Fire Department recommends a budget transfer in the amount of \$68,000.

Introduction item.

**5. Consider a resolution authorizing the City Manager to execute a Letter of Engagement between Water Finance Exchange and the City of Kingsville. (City Engineer).**

Mr. Rudy Mora, City Engineer stated that approving the letter of engagement will help the city in pursuing funds for water, wastewater, and flood infrastructure projects. The Engineering Department is currently pursuing funding with the Texas Water Development Board for Wastewater Treatment Plant improvements. Step 1 of the application process was submitted in March 2024. If invited to apply, then Step 2 of the application would be submitted. It is staffs recommendation to approve the letter of engagement between Water Finance Exchange and the City o Kingsville and to authorize the City Manager to sign the letter of engagement.

**Motion made by Commissioner Torres to approve the resolution authorizing the City Manager to execute a Letter of Engagement between Water Finance Exchange and the City of Kingsville, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Torres, Hinojosa, Alvarez, Lopez, Fugate voting "FOR".**

**6. Consider awarding bid for RFP#24-06 for Hot Mix Asphalt Overlay Services to JN Sanford and Son as per staff recommendation. (Purchasing Manager).**

Mr. Charlie Sosa, Purchasing Manager stated that this item authorizes the City to enter into a contract with HN Sanford and Son of Kingsville, TX for the Annual Hot Overlay Asphalt Services Contract for the city. Staff published a Request for Proposal #24-06 in the newspaper on February 8, 2024, and February 15, 2024. Request for Proposals were accepted until 2:00 p.m. on February 27, 2024. One response was received from JN Sanford and Son of Kingsville, TX. Staff reviewed RFP #24-06 and found the information received to be responsive for JN Sanford and Son.

**Motion made by Commissioner Lopez to approve the award for bid for RFP#24-06 for Hot Mix Asphalt Overlay Services to JN Sanford and Son as per staff recommendation, seconded by Commissioner Torres. The motion was passed and approved by the following vote: Hinojosa, Alvarez, Lopez, Torres, Fugate voting "FOR".**

**7. Consider awarding RFP#24-07 for Hot Mix Asphalt Services to Berry Contracting LP, dba Bay LTD, as per staff recommendation. (Purchasing Manager).**

Mr. Sosa stated that this item authorizes the city to enter into a contract with Berry Contracting LP, dba Bay LTD for the Annual Hot Mix Asphalt Services Contract. A requestion for proposal was in the newspaper on March 7, 2024 and March 14, 2024. Proposals were accepted until 2:00 p.m. on March 26, 2024. One response was received from Berry Contracting LP, dba Bay LTD of Corpus Christi. It is staffs recommendation to enter into a contract with Berry Contracting LP dba Bay LTD.

**Motion made by Commissioner Lopez to award RFP#24-07 for Hot Mix Asphalt Services to Berry Contracting LP, dba Bay LTD, as per staff recommendation, seconded by Commissioner Torres. The motion was passed and approved by the following vote: Alvarez, Lopez, Torres, Hinojosa, Fugate voting "FOR".**

**8. Consider a resolution authorizing the City Manager to enter into a Professional Services Agreement between Hanson Professional Services, Inc. and the City of Kingsville for the Landfill. (Landfill MSW Type I Drainage Improvements, Access Road Alignment, Construction, and Permitting Engineering Services RFQ#23-06) (Purchasing Manager).**

Mr. Sosa stated that this item authorizes the city to enter into a professional services agreement with Hanson Engineering for Landfill MSW Type I Drainage Improvements, Access Road Alignment, Construction, and Permitting Engineering Services for the city. Requests for Qualifications#23-06 were published in the newspaper on June 1, 2023 and June 8, 2023. Three responses were received from Hanson Engineering, CEC Engineering, and Mendez Engineering. Staff reviewed the responses and a selection committee scored the three firms based on experience, capacity to perform, and familiarity with Landfill Drainage Projects. It is staffs recommendation to enter into a Professional Services Agreement with Hanson Engineering of Corpus Christi, TX.

**Motion made by Commissioner Lopez to approve the resolution authorizing the City Manager to enter into a Professional Services Agreement between Hanson Professional Services, Inc. and the City of Kingsville for the Landfill. (Landfill MSW Type I Drainage Improvements, Access Road Alignment, Construction, and Permitting Engineering Services, seconded by Commissioner Alvarez. The motion was passed and approved by the following vote: Lopez, Torres, Hinojosa, Alvarez, Fugate voting "FOR".**

**9. Consider a resolution authorizing the Chief of Police to enter into a Memorandum of Understanding with Houston High Intensity Drug Trafficking Area (HIDTA) for Law Enforcement Data Sharing. (Police Chief).**

Mr. John Blair, Chief of Police stated that this item is to allow the Kingsville Police Department to enter into an MOU with the Houston High Intensity Drug Trafficking Area (HIDTA). The collaborative effort between the Kingsville Police Department and Houston HIDTA will assist our officers with various types of criminal investigations that include but are not limited to the trafficking of illegal narcotics, the identification, and the dismantling of drug trafficking organizations and/or money laundering organizations and the prosecution of those cases. As a member agency, the Kingsville Police Department could secure access to numerous databases which will assist in its endeavor to make Kingsville a safer place. These databases may include Records Management Systems, Computer Aided Dispatch Systems, Automated License Plate Readers, Intelligence Management Systems, Jail Management Systems, and other Law Enforcement Data Sharing Systems. No cost is associated with the MOU with Houston HIDTA.

**Motion made by Commissioner Torres to approve the resolution authorizing the Chief of Police to enter into a Memorandum of Understanding with Houston High Intensity Drug Trafficking Area (HIDTA) for Law Enforcement Data Sharing, seconded by Commissioner Lopez. The motion was passed and approved by the following vote: Torres, Hinojosa, Alvarez, Lopez, Fugate voting "FOR".**

**10. Consider a resolution authorizing the City Manager to enter an Intergovernmental Support Agreement between Naval Air Station Kingsville and the City of Kingsville for road maintenance and repair, lift station maintenance and repair, and solid waste services. (City Manager/City Attorney).**

Mr. McLaughlin commented that this is something that has been done before. Some changes were made therefore the need to bring back to Commission for approval.

**Motion made by Commissioner Hinojosa to approve the resolution authorizing the City Manager to enter an Intergovernmental Support Agreement between Naval Air Station Kingsville and the City of Kingsville for road maintenance and repair, lift station maintenance and repair, and solid waste services, seconded by Commissioner Hinojosa. The motion was passed and approved by the following vote: Hinojosa, Alvarez, Lopez, Torres, Fugate voting "FOR".**

**11. Consider accepting proposal to lease 45 new Electric Golf Carts and 1 Utility Vehicle (for the driving range) from E-Z-GO Division Textron Inc., via Buy Board Purchasing Cooperative for the L.E. Ramey Golf Course, as per staff recommendation; and, a resolution authorizing the City Manager to enter into lease agreements and related documents with Wells Fargo Leasing, Inc. for Golf Course Carts and a Utility Vehicle for the L.E. Ramey Golf Course. (Purchasing Manager).**

Mr. Sosa stated that this is for the leasing of 45 new electric golf carts and one service cart for the driving range from E-Z-Go Division of Textron Inc., through Buy Board Purchasing Cooperative Contract #706-23 for the L.E. Ramey Golf Course. Total annual expected lease of 45 golf carts and 1 utility cart is \$69,474.24. The five-month lease for the remainder of the budget year is \$28,947.60.


**Motion made by Commissioner Alvarez to approve accept proposal to lease 45 new Electric Golf Carts and 1 Utility Vehicle (for the driving range) from E-Z-GO Division Textron Inc., via Buy Board Purchasing Cooperative for the L.E. Ramey Golf Course, as per staff recommendation; and, a resolution authorizing the City Manager to enter into lease agreements and related documents with Wells Fargo Leasing, Inc. for Golf Course Carts and a Utility Vehicle for the L.E. Ramey Golf Course, seconded by Commissioner Torres. The motion was passed and approved by the following vote: Alvarez, Lopez, Torres, Hinojosa, Fugate voting "FOR".**

#### VI. Adjournment.

There being no further business to come before the City Commission, the meeting was adjourned at 5:45 P.M.

  
Sam R. Fugate, Mayor

**ATTEST:**

  
Mary Valenzuela, City Secretary