

Jesus Ruiz
Mayor
Rene Rodriguez
At Large
Sergio Cox
District 1



Gloria M. Rodriguez
District 2
Victor Perez
District 3 / Mayor-Pro Tem
Joseph E. Bowling
District 4
Willie Norfleet, Jr.
City Manager

**NOTICE OF REGULAR COUNCIL MEETING
OF THE CITY COUNCIL
OF THE
CITY OF SOCORRO**

.....
THE FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE
PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATION
FOR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO
THIS MEETING. PLEASE CONTACT THE CITY CLERK'S OFFICE AT (915)
858-2915 FOR FURTHER INFORMATION.
.....

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE CITY
COUNCIL OF THE CITY OF SOCORRO, TEXAS WILL BE HELD ON
THURSDAY THE 21ST DAY OF NOVEMBER, 2013 AT 6:00 P.M. AT THE CITY
HALL CHAMBERS, 860 N. RIO VISTA RD., SOCORRO, TEXAS AT WHICH
TIME THE FOLLOWING WILL BE DISCUSSED:

1. Call to order
2. Pledge of Allegiance and a Moment of Silence
3. Establishment of Quorum
4. Public Comment

PRESENTATIONS

5. *Presentation* by Humberto Nevarez regarding flag etiquette. *Mayor Jesus Ruiz*
6. *Presentation* by Sam Leony regarding future annexation for the City of Socorro.
Sam Leony
7. *Presentation* by Anibal Olague regarding community update on 2013 official
Declaration of Local Disaster. *Anibal Olague*

NOTICE TO THE PUBLIC

ALL MATTERS LISTED UNDER THE CONSENT AGENDA, INCLUDING THOSE ON THE ADDENDUM TO THE AGENDA, WILL BE CONSIDERED BY THE CITY COUNCIL TO BE ROUTINE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS CITY COUNCIL MEMBERS REMOVE SPECIFIC ITEMS FROM THE CONSENT AGENDA TO THE REGULAR AGENDA FOR DISCUSSION PRIOR TO THE TIME THE CITY COUNCIL MEMBERS VOTE ON THE MOTION TO ADOPT THE CONSENT AGENDA.

ITEMS REMOVED FROM THE CONSENT AGENDA TO THE REGULAR AGENDA WILL BE CONSIDERED BY THE CITY COUNCIL AFTER ACTING ON THE CONSENT AGENDA.

ANY MATTERS LISTED ON THE CONSENT AGENDA AND THE REGULAR AGENDA MAY BE DISCUSSED IN EXECUTIVE SESSION AT THE OPTION OF THE CITY OF SOCORRO CITY COUNCIL FOLLOWING VERBAL ANNOUNCEMENT, IF AN APPROPRIATE EXCEPTION TO THE OPEN MEETING REQUIREMENT OF THE TEXAS OPEN MEETINGS ACT IS APPLICABLE.

CONSENT AGENDA

8. *Approval* of Regular Council Meeting Minutes of November 7, 2013.
Sandra Hernandez
9. *Approval* of appointment of *Ernie Gomez* to the *Planning and Zoning Commission*.
Mayor Jesus Ruiz
10. *Approval* of appointment of *Gama Mendez* to the *Museum Commission*.
Mayor Jesus Ruiz
11. *Excuse* absent Council Members.
Sandra Hernandez

REGULAR AGENDA

PUBLIC COMMENTS ARE NOT TAKEN DURING THE INTRODUCTION OF ORDINANCES. PUBLIC COMMENTS WILL BE ALLOWED AT THE DATE OF THE SCHEDULED PUBLIC HEARING – ORDINANCE 320.

12. *Swearing* in of commissioners.
Mayor Jesus Ruiz
13. *Public Hearing* on Ordinance 295, Amendment No. 6, an Ordinance of the City of Socorro amending the organizational chart for the City of Socorro.
Adriana Rodarte

14. *Second Reading and Adoption* on Ordinance 295, Amendment No. 6, an Ordinance of the City of Socorro amending the organizational chart for the City of Socorro.

Adriana Rodarte

15. *Introduction, First Reading and Calling for a Public Hearing* of Ordinance 320, Amendment No. 2, An ordinance of the City of Socorro, establishing procedures and rules for city council meetings and agendas as provided by section 3.08 of the Socorro City Charter, and establishing procedures and rules for conduct of the Socorro City Council and all of the City of Socorro boards and commissions and repealing Ordinance No. 304 amendment no. 1 and Ordinance 280 Amendment No. 1.

Mayor Jesus Ruiz

16. *Introduction, First Reading and Calling for a Public Hearing* of Ordinance 322, Amendment No. 1 of the City of Socorro, Texas adopting an amended budget FY 2013-2014.

Karina Hagelsieb

17. *Introduction, First Reading, and Calling for a Public Hearing* of Ordinance 324, an Ordinance designating Transportation Reinvestment Zone Number One for the City of Socorro, Texas; describing the boundaries of the zone; providing for an effective date and a termination date for the zone; naming the zone "Transportation Reinvestment Zone Number One, City of Socorro, Texas"; establishing a Tax Increment Fund for the zone; and containing other provisions related thereto.

Mayor Jesus Ruiz

18. *Discussion and action* to establish the date and time for the December 2013 meeting of the Socorro City Council.

Mayor Jesus Ruiz

19. *Discussion and action* on status of (M1) property/business previously known as Sierra Metals located at 266 Horizon Boulevard.

Sergio Cox

20. *Discussion and action* on City Manager's "State of the City" report for 2013 or 2014.

Sergio Cox

21. *Discussion and action* on lack of offices for Mayor and City Representatives at City Hall.

Sergio Cox

22. *Discussion and action* on code enforcement regarding vacant lots, abandoned dwellings, junked vehicles and illegal dumping.

Gloria M. Rodriguez

23. *Discussion and action* to purchase equipment for disaster preparedness.

Rene Rodriguez

24. *Discussion and action* on utilizing an emergency telephone notification system.

Rene Rodriguez

25. *Discussion and action* to implement an inter-local agreement with El Paso County Water Improvement District #1 for flood preparedness.

Rene Rodriguez

26. **Discussion and action** to construct a dam near Stockyard area. **Rene Rodriguez**
27. **Discussion and action** to approve bid proposal for health and dental insurance for FY 2013-2014 for employees of the City of Socorro. **Adriana Rodarte**
28. **Discussion and action** to change the health insurance waiting period from 90 days to 60 days for new employees. **Adriana Rodarte**
29. **Discussion and action** on revising job descriptions for code enforcers and property and evidence custodian. **Adriana Rodarte**
30. **Discussion and action** regarding appropriate scope of work for forensic auditing and investigation firm and to authorize the chief financial officer to execute a services agreement with the firm of Weaver and Tidwell, L.L.P for same. **Karina Hagelsieb**
31. **Discussion and action** on approving the unaudited financial statements for the year ending September 30, 2013. **Karina Hagelsieb**
32. **Discussion and action** to allocate approximately \$1.3 million of certificates of obligation for the Socorro Bridge Project # 2014-0001. **Willie Norfleet, Jr.**
33. **Discussion and action** to determine procurement method to provide best value procurement for procurement of construction services for the Socorro Bridge Project #2014-0001. **Willie Norfleet, Jr.**
34. **Discussion and action** to set a date, establish budget and to waive permit fees for Holiday Tree Lighting Festival. **Mayor Jesus Ruiz**
35. **Discussion and action** on proposed traffic signalization for Districts 1, 2, and 3. **Sam Leony**
36. **Discussion and action** on proposed traffic signalization for District 4. **Sam Leony**
37. **Discussion and action** on proposed list of streets to be overlaid or reconstructed for all districts in the City of Socorro. **Sam Leony**
38. **Discussion and action** of approval of La Guadalupana Subdivision. **Sam Leony**
39. **Discussion and action** of approval of Jardines De Grijalva Subdivision. **Sam Leony**
40. **Discussion and action** of approval of Alcalá Estates. **Sam Leony**
41. **Discussion and action** for certificate of appropriateness for proposed signs for State Representative Mary E. Gonzalez of District 75. **Sam Leony**

- 42. Discussion and action** on approval of payment of \$147,998.00 to Texas Gas Service to relocate gas facilities for the Horizon-Buford widening project. **Sam Leony**
- 43. Discussion and action** on the proposed conditional use permit for beer and wine for Lot 6, Block 1, Conner's Corner Subdivision at 11638 Alameda Avenue. **Sam Leony**
- 44. Discussion and action** on the proposed conditional use permit for mechanic shop activities at Tract 4-C-1-K-2, Block 3, Socorro Grant at 890 Horizon Boulevard. **Sam Leony**
- 45. Discussion and action** on proposed conditional use permit for beer and wine for Tract 17, Block 7, Socorro Grant at 9999 Alameda Avenue. **Sam Leony**
- 46. Discussion and action** regarding appointment of Municipal Court Judge and to authorize the City Manager to seek candidates for said position and to authorize the Mayor or his designee to execute a contract of employment for same. **Willie Norfleet, Jr.**
- 47. Discussion and possible action** to resolve claims, outstanding invoices and process for completion of work at Mauro Rosas Park. **Mayor Jesus Ruiz**

EXECUTIVE SESSION

The City Council of the City of Socorro may retire into EXECUTIVE SESSION pursuant to Section 3.08 of the City of Socorro Charter and the Texas Government Code, Sections 551, Subchapter D to discuss any of the following: (The items listed below are matters of the sort routinely discuss in Executive Session, but the City Council of the City of Socorro may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The City Council will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071 CONSULTATIONS WITH ATTORNEY

Section 551.072 DELIBERATION REGARDING REAL PROPERTY

Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFT

Section 551.074 PERSONNEL MATTERS

Section 551.076 DELIBERATION REGARDING SECURITY

Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

Discussion on the following:

- 48. Discussion and action** regarding appointment of Municipal Court Judge and to authorize the City Manager to seek candidates for said position and to authorize the Mayor or his designee to execute a contract of employment for same. **Willie Norfleet, Jr.**
- 49. Discussion and action** on recommendation of Civil Service Commission regarding Jaime Avalos. **James A. Martinez**

50. Discussion and action with legal counsel regarding claims arising from and related to construction at Mauro Rosas Park. *Mayor Jesus Ruiz*

51. Discussion and action on advice received from City Attorney in closed session, and action to approve real estate transaction; authorize filing or settlement of legal action; authorize employment of expert witnesses and consultants, and employment of special counsel with respect to pending legal matters. *Willie Norfleet, Jr.*

52. Discussion and action on qualifications of individuals for employment and for appointment to Boards & Commissions, job performance of employees, real estate acquisition and receive legal advice from City Attorney regarding legal issues affecting these matters. *Willie Norfleet, Jr.*

53. Discussion and action regarding pending litigation and receive status report regarding pending litigation. *Willie Norfleet, Jr.*

54. Adjourn

DATED THIS 18th DAY OF NOVEMBER, 2013.

By: _____
Sandra Hernandez, City Clerk

I, the undersigned authority, hereby certify that the above notice of the meeting of the City Council of Socorro, Texas is a correct copy of the notice and that I posted this notice at least Seventy-two (72) hours preceding the scheduled meeting at the City Administration Building, 124 S. Horizon Blvd., in Socorro, Texas.

DATED THIS 18th DAY OF NOVEMBER, 2013.

By: _____
Sandra Hernandez, City Clerk

Agenda posted: 11/18/13 @ 3:45pm

Removed: _____ Time: _____ By: _____

Jesús Ruiz
Mayor

Rene Rodríguez
Representative At-Large

Maria Reyes
Representative District 1/
Mayor Pro-Tem



Gloria M. Rodríguez
Representative District 2

Mary B. García
Representative District 3

Joseph E. Bowling
Representative District 4

Willie Norfleet, Jr.
City Manager

**REGULAR COUNCIL MEETING MINUTES
NOVEMBER 7, 2013**

MEMBERS PRESENT:

Jesus Ruiz
Rene Rodriguez
Maria Reyes
Joseph E. Bowling
Gloria Rodriguez

MEMBERS ABSENT:

Mary B. Garcia

STAFF PRESENT:

Willie Norfleet, Jr., City Manager
Sandra Hernandez, City Clerk
Olivia Navarro, Assistant City Clerk
James Martinez, City Attorney

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Jesus Ruiz

2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE

Pledge of Allegiance was led by Suky Ramos

3. ESTABLISHMENT OF QUORUM

A roll call was held and a quorum was established with four members present.

4. PUBLIC COMMENT

Luis Sigala, Tommy Faulkner, Suky Ramos, Sergio Jaime, Lorenza Fraire and Daniel Fresquez spoke during Public Comment.

PRESENTATIONS:

- 5. PRESENTATION BY EL PASO COLLABORATIVE REGARDING SERVICES. WILLIE NORFLEET, JR.**

Presentation made by Delia Chavez of the El Paso Collaborative.

- 6. PRESENTATION BY HUB INTERNATIONAL REGARDING HEALTH INSURANCE PACKAGE/PROPOSAL FOR FY 2014. ADRIANA RODARTE**

Presentation made by Randy McGraw of HUB International.

- 7. PRESENTATION BY SAM LEONY REGARDING FUTURE ANNEXATION FOR THE CITY OF SOCORRO. SAM LEONY**

A motion was made by Rene Rodriguez seconded by Maria Reyes to *table item number seven (7) for the meeting of November 21, 2013*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

PUBLIC HEARING

- 8. Public Hearing** to establish a Transportation Reinvestment Zone to promote transportation projects within the proposed zone. **Mayor Jesus Ruiz**

Public Hearing Opened at 6:35 p.m.

No Speakers

Public Hearing Closed at 6:35 p.m.

CONSENT AGENDA

- 9. APPROVAL OF SPECIAL COUNCIL MEETING MINUTES OF OCTOBER 14 AND OCTOBER 24, 2013, AND REGULAR COUNCIL MEETING MINUTES OF OCTOBER 17, 2013. SANDRA HERNANDEZ**

- 11. APPROVAL OF RESOLUTION 470, A RESOLUTION OF THE CITY OF SOCORRO, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TXCDBG) APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE DISASTER RELIEF FUND AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TXCDBG PROGRAM. ANIBAL OLAGUE**

- 12. EXCUSE ABSENT COUNCIL MEMBERS. SANDRA HERNANDEZ**

A motion was made by Maria Reyes seconded by Rene Rodriguez *to pull item ten (10) and approve the remainder of the Consent Agenda.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

REGULAR AGENDA

- 10. APPROVAL AUTHORIZING CHIEF FINANCIAL OFFICER AND CITY MANAGER TO SIGN AN AGREEMENT REQUESTING THE CITY OF SOCORRO'S MEMBERSHIP IN THE COOPERATIVE PURCHASING NETWORK (TCPN), AND AUTHORIZING THE CHIEF FINANCIAL OFFICER AND CITY MANAGER TO BE THE PRIMARY POINT OF CONTACT FOR THE CITY OF SOCORRO AND TO EXECUTE ALL OTHER NECESSARY DOCUMENTS AND PROCEDURES REQUIRED FOR MEMBERSHIP.**

KARINA HAGELSIEB

A motion was made by Maria Reyes seconded by Rene Rodriguez *to approve item number ten (10) to include the Mayor as another point of contact.* Motion carried with Rene Rodriguez, Maria Reyes, and Joseph E. Bowling voting aye, Gloria M. Rodriguez voting nay, and Mary B. Garcia, absent. Motion passed.

- 13. INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING ON ORDINANCE 295, AMENDMENT NO. 6, AN ORDINANCE OF THE CITY OF SOCORRO AMENDING THE ORGANIZATIONAL CHART FOR THE CITY OF SOCORRO.**

ADRIANA RODARTE

A motion was made by Maria Reyes seconded by Joseph E. Bowling *to approve item number thirteen (13) with the correction of the Public Information Officer under the City Council.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

- 14. INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING, OF ORDINANCE 323, AMENDMENT NO. 1 OF THE CITY OF SOCORRO, TEXAS ADOPTING AN AMENDED BUDGET FY 2013-2014.**

KARINA HAGELSIEB

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez *to approve item number fourteen (14).* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

- 15. DISCUSSION AND ACTION REGARDING MAURO ROSAS PARK CONSTRUCTION PROJECT.**

JAMES A. MARTINEZ

A motion was made by Maria Reyes seconded by Rene Rodriguez *to move item fifteen after Executive Session.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

16. DISCUSSION AND ACTION TO ALLOCATE APPROXIMATELY \$1.3 MILLION OF CERTIFICATES OF OBLIGATION FOR THE SOCORRO BRIDGET PROJECT # 2014-0001. **WILLIE NORFLEET, JR.**

Tommy Faulkner and Lorenza Fraire spoke on this item.

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *table item number sixteen (16) for the November 21, 2013 meeting.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

A motion was made by Maria Reyes seconded by Rene Rodriguez to *move into Executive Session at this time.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

THE CITY COUNCIL CONVENED INTO EXECUTIVE SESSION AT 7:20 P.M.

EXECUTIVE SESSION

THE CITY COUNCIL RECONVENED BACK IN SESSION AT 8:03 P.M.

27. DISCUSSION AND ACTION REGARDING JAIME AVALOS VS. CITY OF SOCORRO PENDING BEFORE THE CIVIL SERVICE COMMISSION OF THE CITY OF SOCORRO. **JAMES A. MARTINEZ**

Tommy Faulkner spoke on this item.

A motion was made by Maria Reyes seconded by Gloria M. Rodriguez to *accept the recommendation of Gloria M. Rodriguez.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

18. DISCUSSION AND ACTION TO APPROVE A BUDGET TO SPEND ASSET FORFEITURE MONIES FROM THE LOCAL LAW ENFORCEMENT FUNDS IN THE AMOUNT OF \$50,000 FOR THE PURCHASE OF POLICE EQUIPMENT. **LT. EDMUNDO MONTOYA**

A motion was made by Maria Reyes seconded by Rene Rodriguez to *approve item number eighteen (18).* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

17. DISCUSSION AND ACTION TO DETERMINE PROCUREMENT METHOD TO PROVIDE BEST VALUE PROCUREMENT FOR PROCUREMENT OF CONSTRUCTION SERVICES FOR THE SOCORRO BRIDGE PROJECT #2014-0001. **WILLIE NORFLEET, JR.**

A motion was made by Rene Rodriguez seconded by Maria Reyes to *table item number seventeen (17)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

19. DISCUSSION AND ACTION ON THE PROPOSED REVISION OF ORDINANCE 76 AMENDMENT 1A, SECTION 8, RELATED TO THE MINIMUM SETBACKS AND MAXIMUM AREA OF ACCESSORY STRUCTURES. *SAM LEONY*

A motion was made by Maria Reyes seconded by Rene Rodriguez to *delete item number nineteen (19)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

20. DISCUSSION AND ACTION ON PROPOSED TRAFFIC SIGNALIZATION FOR DISTRICTS 1, 2, AND 3. *SAM LEONY*

21. DISCUSSION AND ACTION ON PROPOSED TRAFFIC SIGNALIZATION FOR DISTRICT 4. *SAM LEONY*

A motion was made by Maria Reyes seconded by Rene Rodriguez to *table items number twenty (20) and twenty-one (21)*. Motion carried with Rene Rodriguez, Maria Reyes, and Joseph E. Bowling voting aye, Gloria M. Rodriguez voting nay, and Mary B. Garcia, absent. Motion passed.

ADDENDUM TO THE REGULAR AGENDA

22. DISCUSSION AND ACTION ON THE PRELIMINARY PLAT APPROVAL FOR GRIJALVA VALLE SUBDIVISION. *SAM LEONY*

Jorge Grajeda of the CEA Group spoke on this item.

A motion was made by Rene Rodriguez seconded by Maria Reyes to *approve item number twenty-two contingent with the recommendations made by the Planning and Zoning Commission*. Motion carried with Rene Rodriguez, Maria Reyes, and Gloria M. Rodriguez, voting aye, Joseph E. Bowling abstained, and Mary B. Garcia absent. Motion passed.

23. DISCUSSION AND ACTION ON THE APPROVAL OF BURBRIDGE ACRES SUBDIVISION REPLAT "F". *SAM LEONY*

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number twenty-three (23)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

24. DISCUSSION AND ACTION ON PAYMENT APPROVAL TO CONDE ENGINEERING IN THE AMOUNT OF \$1,287.50 FOR MODIFICATION OF PLANS FOR CHANGE OF STREET NAMES, WITH AN AFTER THE FACT PURCHASE ORDER. **SAM LEONY**

Lorenza Fraire spoke on this item.

A motion was made by Rene Rodriguez seconded by Maria Reyes to *approve item number twenty-four (24)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

25. DISCUSSION AND ACTION ON PAYMENT APPROVAL FOR INVOICE IN THE AMOUNT OF \$2,309.63 FOR RELOCATION OF SCREENS. **SAM LEONY**

A motion was made by Rene Rodriguez seconded by Maria Reyes to *approve item number twenty-five (25)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

26. DISCUSSION AND ACTION ON APPROVAL TO WAIVE FEES FOR A CHRISTMAS FUNDRAISER ON NOVEMBER 27, 2013, BY THE SOCORRO FIGHTING HUNGER AND STREET MEMORIES CAR CLUB, TRACT 4-D-14, BLOCK 3, SOCORRO GRANT SUBDIVISION. (669 HORIZON BLDG). **SAM LEONY**

Margarita Perez spoke on this item.

A motion was made by Maria Reyes seconded by Rene Rodriguez to *waive the fee because the event serves for a public purpose*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *move into Executive Session at this time*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

THE CITY COUNCIL CONVENED INTO EXECUTIVE SESSION

EXECUTIVE SESSION

THE CITY COUNCIL RECONVENED INTO OPEN SESSION AT 9:58 P.M.

15. DISCUSSION AND ACTION REGARDING MAURO ROSAS PARK CONSTRUCTION PROJECT. **JAMES A. MARTINEZ**

A motion was made by Rene Rodriguez seconded by Maria Reyes to *terminate for convenience as of November 8, 2013*. Motion carried with Rene Rodriguez, Maria Reyes, and Joseph E. Bowling voting aye, and Gloria M. Rodriguez, abstained, and Mary B. Garcia, absent. Motion passed

28. DISCUSSION AND ACTION REGARDING EMPLOYMENT STATUS OF MUNICIPAL JUDGE. *JAMES A. MARTINEZ*

A motion was made by Rene Rodriguez seconded by Joseph E. Bowling to *terminate the Municipal Court Judge's contract effective November 30, 2013 and to open the position for new applicants as recommended by the Mayor*. Motion carried with Rene Rodriguez and Joseph E. Bowling voting aye, Maria Reyes, abstained, Gloria M. Rodriguez, voting nay, and Mary B. Garcia, absent. Motion passed.

29. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY JOSE ORTEGA. *JAMES A. MARTINEZ*

30. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY JOSE ALVAREZ. *JAMES A. MARTINEZ*

31. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY BOBBY CORREA. *JAMES A. MARTINEZ*

32. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY REFUGIO ORTA. *JAMES A. MARTINEZ*

33. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY ISRAEL DELGADO. *JAMES A. MARTINEZ*

34. DISCUSSION AND ACTION OF EMPLOYEE APPEAL AND PETITION SUBMITTED BY JAVIER VARELA. *JAMES A. MARTINEZ*

35. DISCUSSION AND ACTION ON ADVICE RECEIVED FROM CITY ATTORNEY IN CLOSED SESSION, AND ACTION TO APPROVE REAL ESTATE TRANSACTION; AUTHORIZE FILING OR SETTLEMENT OF LEGAL ACTION; AUTHORIZE EMPLOYMENT OF EXPERT WITNESSES AND CONSULTANTS, AND EMPLOYMENT OF SPECIAL COUNSEL WITH RESPECT TO PENDING LEGAL MATTERS.

WILLIE NORFLEET, JR.

36. DISCUSSION AND ACTION ON QUALIFICATIONS OF INDIVIDUALS FOR EMPLOYMENT AND FOR APPOINTMENT TO BOARDS & COMMISSIONS, JOB PERFORMANCE OF EMPLOYEES, REAL ESTATE ACQUISITION AND RECEIVE LEGAL ADVICE FROM CITY ATTORNEY REGARDING LEGAL ISSUES AFFECTING THESE MATTERS.

WILLIE NORFLEET, JR.

City of Socorro
Regular Council Meeting Minutes
November 7, 2013

37. DISCUSSION AND ACTION REGARDING PENDING LITIGATION AND RECEIVE STATUS REPORT REGARDING PENDING LITIGATION.

WILLIE NORFLEET, JR.

A motion was made by Gloria M. Rodriguez seconded by Maria Reyes to *delete items twenty-nine (29) through thirty-seven (37)*. Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

38. ADJOURN

A motion was made by Maria Reyes seconded by Gloria M. Rodriguez to *adjourn at 10:04 p.m.* Motion carried with Rene Rodriguez, Maria Reyes, Joseph E. Bowling, and Gloria M. Rodriguez voting aye, and Mary B. Garcia, absent. Motion passed.

Jesus Ruiz, Mayor

Minutes prepared by
Olivia Navarro
Assistant City Clerk

Date minutes approved

Item 13

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Maria Reyes
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Mary B. García
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: October 31, 2013

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Adriana Rodarte

SUBJECT: DISCUSSION AND ACTION ON AMENDING THE ORGANIZATIONAL CHART.

SUMMARY

This action approves the amendment to the City of Socorro Organizational Chart, in order to demonstrate the new structure of operations. (see attached draft)

STATEMENT OF THE ISSUE

1. The Public Information Officer will be a division of the City Manager's Department. (reference item #1)
2. The two Code enforcers currently under the Police Department will be transferred to the Planning and Zoning Department, reclassified as civilian positions. Funding will be needed for these two positions.(reference item #2)
3. The Property & Evidence Custodian Position will remain with Police Department, reclassified as a civilian position. Funding will be needed for these two positions. (reference item #3)
4. The Parks & Recreational Centers positions will be replaced with two supervisory positions in the organizational chart. (reference item #3)
5. The Police Department will have 10 police officers per shift as opposed to 8 officers. Creating two new positions, funding will be needed for these two positions. (reference item#5)

FINANCIAL IMPACT

A budget amendment will be needed in the amount of total expenditures \$231,944.
A budget amendment will be offset with reserved fund balance of \$231,944.

ALTERNATIVE

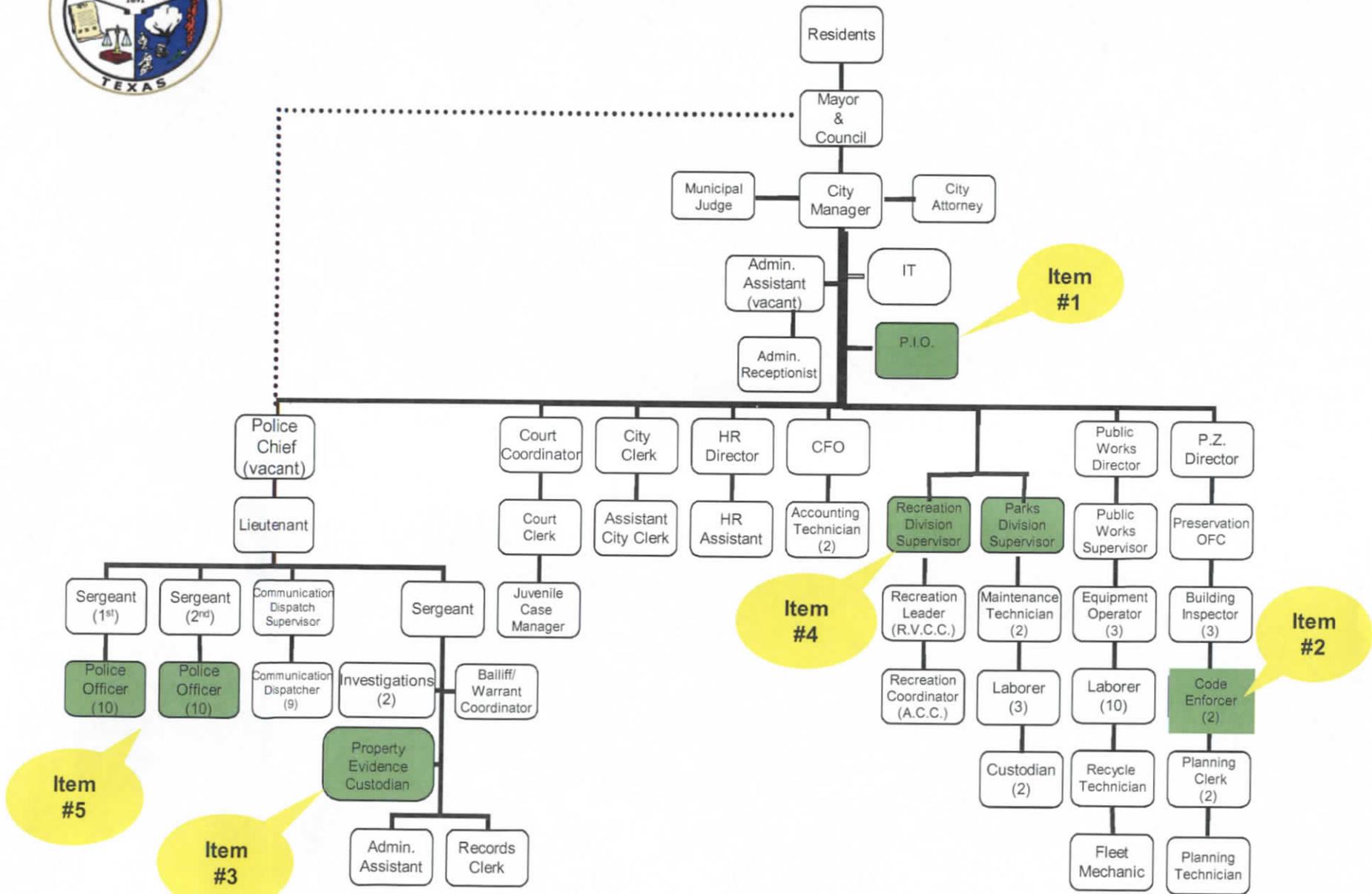
The alternate is to keep the Organizational Chart the same

STAFF RECOMMENDATION

The Staff is recommending the Approval of amending and updating the Organizational Chart.



CITY OF SOCORRO, TX. F.Y. 2014 ORGANIZATIONAL CHART



Position	Function	Salary
Police Officer		\$41,683.20
Police Officer		\$41,683.20
Code Enforcer		\$32,000
Code Enforcer		\$32,000
Property & Evidence Custodian		\$31,500
	Total Salaries:	\$178,866

*****Based on a salary analysis



**CITY OF SOCORRO
Amendment #1**

DEPT	Position	Annual Salary	Hourly Salary	FICA	SUTA	Health Ins	Dental Ins	Vision	Life Ins	W/C	Sub Totals
PD	Police Officer	\$ 41,683	\$ 20.04	3,189	270	6,060	260	60	208	2,481	54,211
PD	Police Officer	\$ 41,683	\$ 20.04	3,189	270	6,060	260	60	208	2,481	54,211
PD	Property & Evidence	\$ 31,200	\$ 15.00	2,387	270	6,060	260	60	196	188	40,621
PZ	Code Enforcement Officer	\$ 31,990	\$ 15.38	2,447	270	6,060	260	60	158	204	41,450
PZ	Code Enforcement Officer	\$ 31,990	\$ 15.38	2,447	270	6,060	260	60	158	204	41,450
TOTALS:											
		\$ 178,547	\$ 86	\$ 13,659	\$ 1,350	\$ 30,302	\$ 1,300	\$ 300	\$ 928	\$ 5,558	\$ 231,944



City of Socorro

SALARY ANALYSIS

SALARY COMPARISON SHEET 2					
	Our Organization	El Paso	Sherman City	Victoria	Statewide TX LMCI Tracer
Position Title	Code Enforcer	Compliance Officer	Compliance Officer	Compliance Officer	Compliance Officer
Recommended Base Salary	\$15.38	\$29.17	\$20.44	\$19.57	\$17.91
Benefits (check if employer provides)					
<i>Medical</i>	X	X	X	X	X
<i>Dental</i>	X	X	X	X	X
<i>Vision</i>	X	X	X	X	X
<i>Life Insurance</i>	X	X	X	X	X
<i>Other (specify)</i>	X	X	X	X	X
Population	32,693	672,538	39,122	64,376	N/A
Retirement Benefits	N/A	Yes	No	Yes	N/A

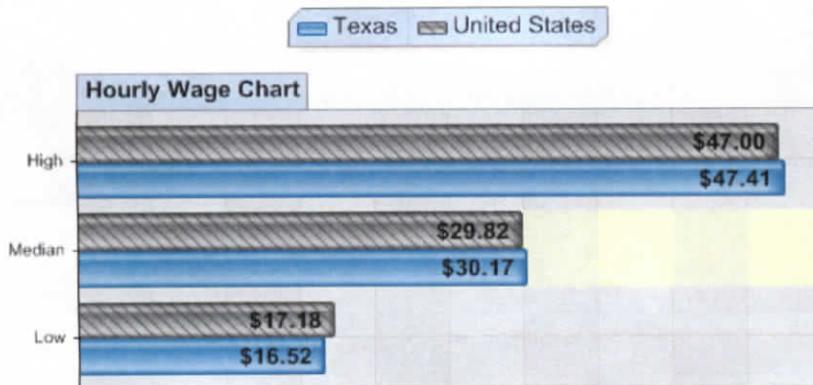
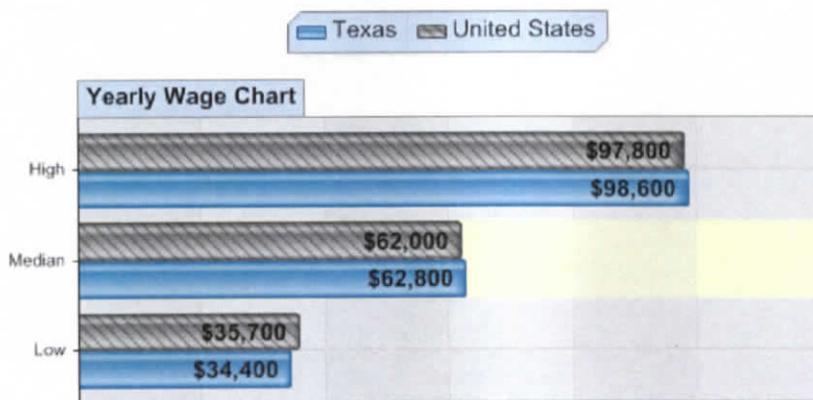
Occupation Profile

COMPLIANCE OFFICERS: TEXAS

Occupation Description

Examine, evaluate, and investigate eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities not classified elsewhere. Excludes "Financial Examiners", "Tax Examiners and Collectors, and Revenue Agents", "Occupational Health and Safety Specialists", "Occupational Health and Safety Technicians", "Transportation Security Screeners", "Agricultural Inspectors", "Construction and Building Inspectors", and "Transportation Inspectors"

State and National Wages





City of Socorro

SALARY ANALYSIS

SALARY COMPARISON SHEET 1					
	Our Organization	El Paso	Sherman City	Victoria	Statewide TX LMCI Tracer
Position Title	Property & Evidence Custodian	Information & Records Clerk			
Recommended Base Salary	\$15.00	\$16.24	\$12.16	\$13.33	\$16.80
Benefits (check if employer provides)					
<i>Medical</i>	X	X	X	X	X
<i>Dental</i>	X	X	X	X	X
<i>Vision</i>	X	X	X	X	X
<i>Life Insurance</i>	X	X	X	X	X
<i>Other (specify)</i>	X	X	X	X	X
Population	32,693	672,538	39,122	64,376	N/A
Retirement Benefits	N/A	Yes	No	Yes	N/A

References:

Salary analysis . (n.d.). Retrieved from <http://texaswages.com/OccWagesAndProj/MSAWages2.aspx>

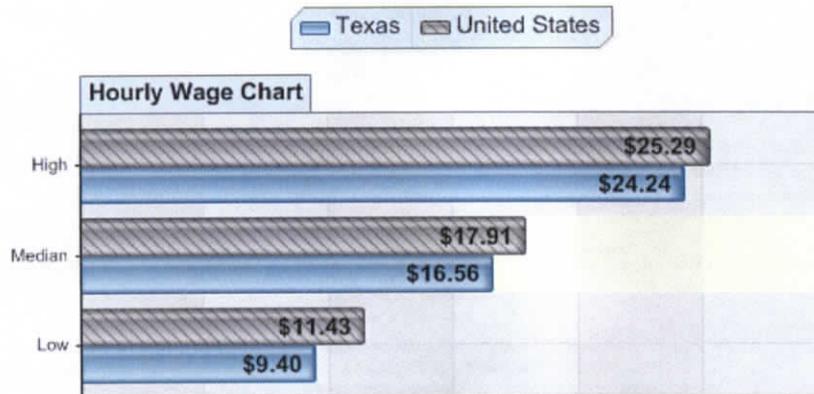
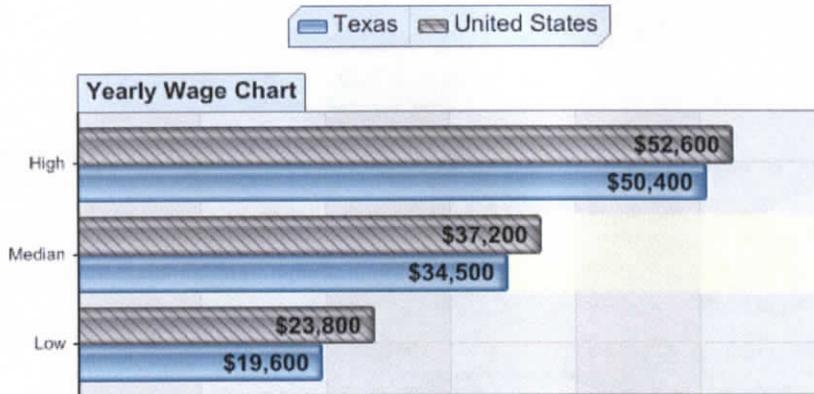
Occupation Profile

INFORMATION AND RECORD CLERKS, ALL OTHER: TEXAS

Occupation Description

All information and record clerks not listed separately.

State and National Wages



- High is the wage at which 90% of workers earn less and 10% earn more.
- Middle is the wage at which 50% of workers earn less and 50% earn more.
- Low is the wage at which 10% of workers earn less and 90% earn more.

Location	Pay Period	2012				
		10%	25%	Median	75%	90%
United States	Hourly	\$11.43	\$14.14	\$17.91	\$21.78	\$25.29
	Yearly	\$23,800	\$29,400	\$37,300	\$45,300	\$52,600
Texas	Hourly	\$9.40	\$12.68	\$16.56	\$20.63	\$24.24
	Yearly	\$19,600	\$26,400	\$34,400	\$42,900	\$50,400

[Occupation Wages FAQs](#)

[Median Wage by Occupation Across States](#)
[Compare Wages by Occupation and Local Area](#)
[Compare Wages by Metropolitan Areas](#)

National Data Source: [Bureau of Labor Statistics, Occupational Employment Statistics Survey](#)

State Data Source: [Texas Wage Information](#)

State and National Trends

United States	Employment		Percent Change	Job Openings ¹
	2010	2020		
Information and Record Clerks, All Other	220,600	222,700	+1%	6,390
Texas	Employment		Percent Change	Job Openings ¹
	2010	2020		
Information and Record Clerks, All Other	17,110	20,360	+19%	810

¹Job Openings refers to the average annual job openings due to growth and net replacement.

[Occupation Trends FAQs](#)

[Employment Trends by Occupation Across States](#)

[Compare Employment Trends by Occupation](#)

[Employment Trends by Industry and Occupation](#)

National Data Source: [Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections](#)

State Data Source: [Texas Workforce Commission, Labor Market & Career Information Department](#)

Knowledge, Skills, and Abilities

There is no information about knowledge, skills and abilities. This may occur because data has not been collected or because this is a composite occupation (e.g., "All Other").

Tasks and Activities

There is no information about specific tasks and the most important work generalized activities. This may occur because data has not been collected or because this is a composite occupation (e.g., "All Other").

Tools and Technology

No Tools and Technology information is available for the selected occupation. Try the [Tools and Technology section](#) to view other occupations with Tools and Technology information.

Education and Training

Occupation: **Information and Record Clerks, All Other**

Typical **education** needed for entry: **High school diploma or equivalent**

Typical **work experience** needed for a job in this occupation: **None**

Typical **on-the-job training** once you have a job in this occupation: **Short-term on-the-job training**

Related Instructional Programs: No information about "Instructional Programs" for this occupation is available.

Distribution of Educational Attainment

Occupation	Percent of employees aged 25 to 44 in the occupation whose highest level of educational attainment is						
	Less than high school diploma	High school diploma or equivalent	Some college, no degree	Associate's degree	Bachelor's degree	Master's degree	Doctoral or professional degree
Information and Record Clerks, All Other	2.2%	24.3%	34.9%	18.8%	15.6%	3.3%	0.9%
Information and Record Clerks	3.3%	28.9%	32.6%	11.3%	19.7%	3.5%	0.7%
Office and Administrative Support	4.4%	32.3%	32.5%	10.9%	16.4%	2.9%	0.5%
Total, All Occupations	10.4%	27.4%	20.9%	8.9%	19.5%	8.2%	4.7%

Find [colleges, training schools and instructional programs](#).

Access additional [Education Resources](#) in the Career Resource Library.

Use the [Financial Aid Advisor](#) to help find funds for financing education.

WIA Eligible Training Provider List: https://services.twc.state.tx.us/PROVIDERCERT/dispatcher?link=HREF&pageid=PUBLIC_SWL_SEARCH

Source: [Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections](#) (Education/Training Level, Educational Attainment); [National Center for Education Statistics](#) (Typical Instructional Programs)

Occupations**Employment**

SOC	SOC_Title	Employment	Statewide	El_Paso	Sherman-Denison	Victoria
#43-4199	Information and Record Clerks	19050	\$16.80	\$16.24	\$12.16	\$13.33
SOC	SOC_Title	Employment	Statewide	El_Paso	Sherman-Denison	Victoria
#13-1041	Compliance Officers	20230	\$31.20	\$29.17	\$20.44	\$19.57

Jesus Ruiz
Mayor
Rene Rodriguez
At Large
Maria Reyes
District 1 / Mayor Pro-Tem



Gloria M. Rodriguez
District 2
Mary B. Garcia
District 3
Joseph E. Bowling
District 4
Willie Norfleet, Jr.
City Manager

**ORDINANCE 295
AMENDMENT NO. 6**

AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS ADOPTING AND AMENDED ORGANIZATIONAL CHART FOR THE CITY.

WHEREAS, The City Manager has recommended that the City Council amend and update the City's Organizational Chart; and ,

WHEREAS, it appears that it is necessary and desirable for the City Council to amend the City's Organizational Chart as set for the below.

NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS, THAT:

SECTION 1. FINDINGS

That the matters and facts stated in the preamble hereof be, and same are hereby found and adjudicated to be true and correct.

SECTION 2. AMENDED ORGANIZATIONAL CHART.

That the Organizational Chart for the City of Socorro, which is attached here as Exhibit "A" and incorporated herein for all purposes, is hereby approved and adopted by the City Council to be effective immediately.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES.

That all Ordinances of the City of Socorro, or parts thereof, that conflict with this Ordinance are, to the extent of said conflict hereby repealed, but only to the extent of said conflict.

SECTION 4. EFFECTIVE DATE

This Ordinance shall be in full force and effect from the date of adoption.

SECTION 5. PREREQUISITES.

That this ordinance was duly enacted with all requisites and formalities incident to the enactment of ordinances and any existing ordinance or amendments is hereby repealed and such is evidenced by the signatures below.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS.

This _____ day of November, 2013.

Jesus Ruiz, Mayor

ATTEST:

Sandra Hernandez, City Clerk

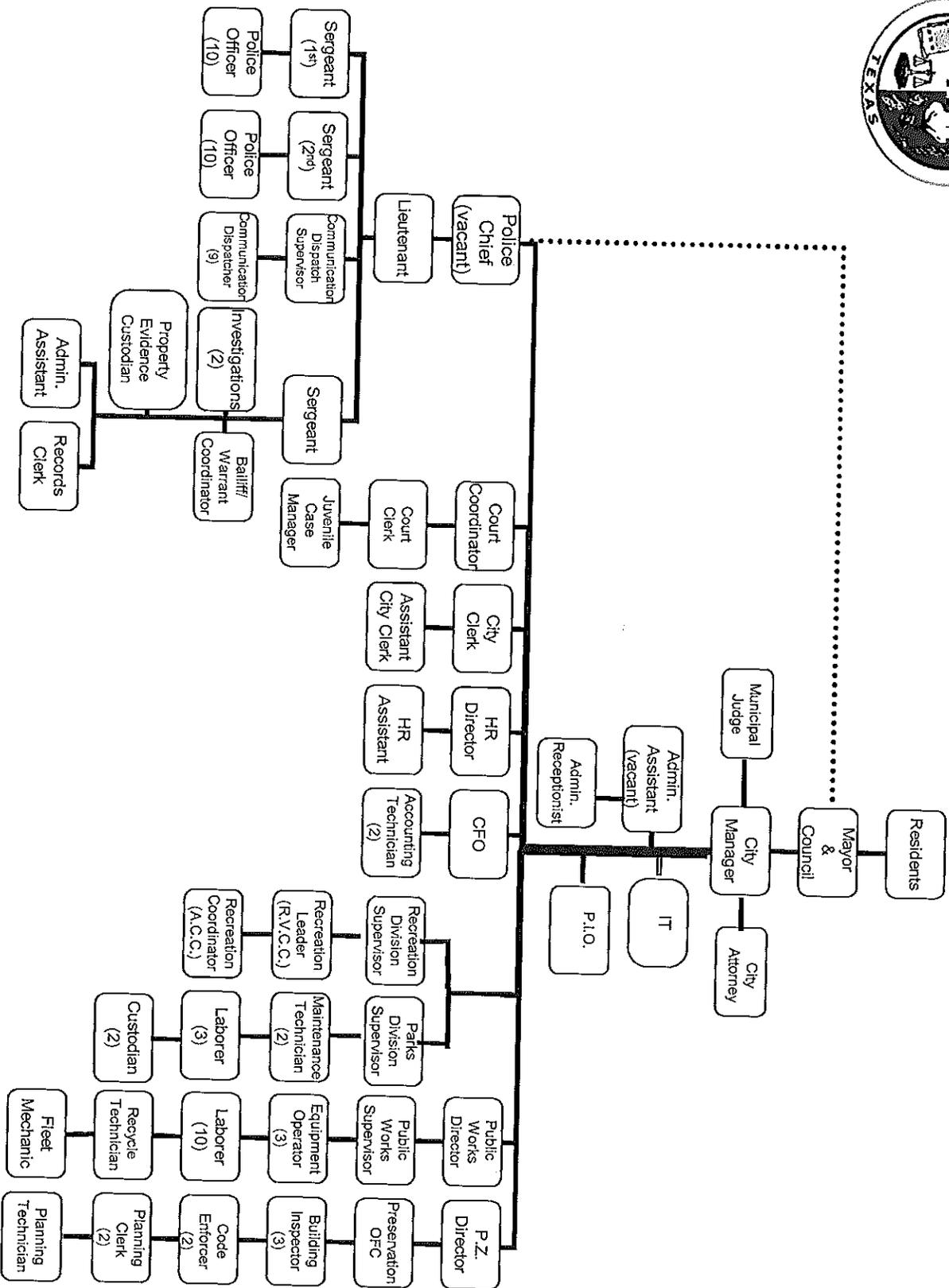
APPROVED AS TO FORM:

James Martinez, City Attorney

First Reading: November 7, 2013
Second Reading and Adoption:



CITY OF SOCORRO, TX. F.Y. 2014 ORGANIZATIONAL CHART



Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Maria Reyes
District 1 / Mayor Pro-Tem



Gloria M. Rodríguez
District 2

Mary B. García
District 3

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

ORDINANCE NO. 320
Amendment No. 2

AN ORDINANCE OF THE CITY OF SOCORRO, ESTABLISHING PROCEDURES AND RULES FOR CITY COUNCIL MEETINGS AND AGENDAS AS PROVIDED BY SECTION 3.08 OF THE SOCORRO CITY CHARTER, AND ESTABLISHING PROCEDURES AND RULES FOR CONDUCT OF THE SOCORRO CITY COUNCIL AND ALL OF THE CITY OF SOCORRO BOARDS AND COMMISSIONS AND REPEALING ORDINANCE NO. 304 AS AMENDED AND ORDINANCE 280 AS AMENDED.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS, THAT:

WHEREAS, the City Council of the City of Socorro is authorized by Section 3.08 of the City Charter to establish Rules of Procedure for City Council meetings and agendas; and

WHEREAS, the City Council has previously operated under procedures set forth in the original Ordinance 280; and

WHEREAS, the City Council wishes to update and revise these procedures; and

WHEREAS, rules of procedure are necessary, indeed essential, for the proper consideration and deliberation of the Socorro City Council as well as all City Boards and Commissions; and

WHEREAS, appropriate deliberation and efficient consideration of the People's business demands that matters be addressed and resolved after appropriate discussion; and

WHEREAS, City Council has determined that certain rules and procedures with respect to the conduct of business at Socorro City Council Meetings are unnecessary, restrictive and do not provide a fair and open forum to conduct the business of the City of Socorro.

NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SOCORRO, TEXAS, THAT:

SECTION 1. RULES OF PROCEDURE FOR CITY COUNCIL MEETINGS:

Rules of Procedure for Socorro City Council Meetings are established and adopted as set forth in Exhibit "A" attached hereto and incorporated herein for all purposes.

SECTION 2. RULES OF CONDUCT AND PROCEDURE FOR ALL MEETINGS OF THE SOCORRO CITY COUNCIL AND MEETINGS OF ALL SOCORRO'S BOARDS AND COMMISSIONS.

1. Rules of Order:

The City Council and all Boards and Commissions of City of Socorro (collectively referred herein as "members") shall observe the parliamentary procedures as found in *Robert's Rules of Order*, Newly Revised, except as otherwise provided in official City procedural rules or by law.

2. Suspension of Rules of Order

Procedural rules may be suspended at any meeting by majority vote of the members present.

3. Conduct During Meetings:

Members shall be expected to model the Socorro Code of Ethics and to follow *Robert's Rules of Order*.

If a member violates *Robert's Rules of Order* during a meeting, the following disciplinary procedures shall be enforced:

1. The Presiding Officer or any member shall ask for a recess (not to exceed ten (10) minutes) and the Presiding Officer and/or Second Officer shall confer privately with the offending member. If the offending member is the Presiding Officer, any member may assume that position for purpose of enforcing this policy.

2. If the offending member continues to be in violation, a public warning shall be issued in open meeting by the Presiding Officer or if the Presiding Officer is the offending member by any member.
3. If the offending member persists, any member of the Council or Board or Commission may call for public censure and removal of the offending member from that meeting, which shall require a two-thirds vote of the members present.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES:

All Ordinances, Orders, or Resolutions of the City of Socorro that are in conflict with the terms of this Ordinance, including specifically Ordinance No. 280 as amended and Ordinance No. 304 as amended are hereby repealed to the extent, and only to the extent, that they conflict with this Ordinance.

SECTION 4. SEVERANCE:

Should any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair, or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full.

SECTION 5. EFFECTIVE IMMEDIATELY:

This Ordinance shall take effect and be of full force from and after final adoption of same by the City Council of the City of Socorro, Texas.

ENACTMENT:

This Ordinance was duly enacted with all the requisites and formalities incident to the enactment of Ordinances, and such is evidenced by the signatures below.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
SOCORRO, TEXAS

SIGNED this ____ day of _____, 2013.

Jesus Ruiz, Mayor

Ordinance 320 Amendment No. 2
December 5, 2013
Page 4

ATTEST:

Sandra Hernandez
City Clerk

APPROVED AS TO FORM:

James A. Martinez, Attorney

Introduction, First Reading: November 21, 2013
Second Reading and Adoption: December 5, 2013

PROCEDURES AND RULES FOR
CITY COUNCIL MEETINGS AND AGENDAS
AS PROVIDED BY SECTION 3.08 OF
THE SOCORRO CITY CHARTER.

EXHIBIT “A”

I. CALLING MEETINGS

- A. Regular and Special Meetings shall be called and notice posted as provided in the Socorro City Chatter and the Texas Open Meetings Act.

II. AGENDA DEVELOPMENT

- A. The City Clerk is hereby directed to place items on the agenda for meetings of the City Council only in conformity with the provisions of this ordinance.
- B. Unless otherwise provided in this ordinance, the City Clerk shall place on the City Council agenda only those items which are submitted at or before 12:00 p.m. (noon) on the Thursday prior to the regular City Council meeting at which discussion or action is requested; and if the request is accompanied by the signature or electronic mail authorization of two (2) council members of the City Council or City Manager.
- C. Agenda items received after the deadline may be placed on the "Additions to the Agenda" if they are received by 5:00 p.m. on the Friday prior to the regular City Council meeting and if the request is accompanied by the signature or electronic mail authorization of two (2) council members of the City Council or the City Manager. No agenda items received after 5:00 p.m. on the Friday prior to the regular City Council meeting will be placed on the agenda unless it is determined by the City Manager that the matter is time sensitive and should be acted upon by the City Council without delay, whereupon, the City Manager may authorize the matter to be added to the agenda.
- D. All agenda items shall be submitted by members of the City Council in writing on forms supplied by the City Clerk. Agenda item request forms shall be signed by a member of the City Council.
- E. Agenda items for special meetings shall be submitted by a member of the City Council on forms developed and supplied by the City Clerk; and if the request is accompanied by the signature or electronic mail authorization of two (2) council members of the City Council or the City Manager.

- F. The City Manager, City Department Heads and City Attorney, with the approval of the City Manager, may place agenda items on the agenda for any regular or special meeting.
- G. Ceremonial items, including proclamations, will be presented not to exceed one hour. The public comment portion of the agenda will follow, not to exceed thirty minutes.
- H. Notwithstanding any contrary provision of these rules or this ordinance, except as provided in subsections a and b below, all proposed agenda items must be submitted to the Mayor for approval and will be placed on the agenda of a city council meeting only after approval by the Mayor. No item shall be placed on the Agenda of any city council meeting unless approved by the mayor.
 - (a) This paragraph H shall have no effect if the mayor is unable to fulfill his or her duties as mayor for a period of five consecutive days; and
 - (b) This paragraph H shall have no effect if a proposed agenda item is approved for placement on an agenda by four members of city council members.

III. CALLING MEETINGS TO ORDER

- A. Any meeting scheduled and noticed will be convened within fifteen minutes of the time stated in the notice of meeting. This is to allow sufficient time for arrival of members to raise a quorum. After the expiration of fifteen minutes, the presiding officer will either announce that, the waiting time is extended for a specified period not to exceed fifteen (15) minutes, or that the meeting is cancelled for lack of quorum. No business may be conducted and the meeting may not begin until a quorum is present.
- B. Use of electronic devices: Members of the public shall turn off the signals of all pagers, cellular telephones and other devices capable of making an audible signal and shall not make or take any telephone calls while in City Council chambers once a City Council meeting has been called to order.

IV. CONDUCT AT MEETINGS

- A. Meeting rooms shall be arranged so that the members of the City Council face the members of the public attending the meeting.

- B. Those attending the meeting shall maintain decorum so as to permit the City's business to be conducted without interruption by applause or vocal interruption by the audience.
- C. Anyone causing a disruption will receive a warning, and upon a second interruption will be removed for the balance of the meeting.
- D. Individuals who continuously interrupt the public meeting and/or commit a breach of the peace may be cited and subjected to criminal penalties.
- E. Personal attacks are not permitted. Members of the public should address their questions to the members of the City Council, not to the staff.

V. PUBLIC COMMENT

- A. **General** public comment, known as open forum, will be permitted at all regular and special meetings of the City Council. The maximum time for public comment will be thirty (30) minutes and **three minutes will be allotted to each person to speak.**
- B. ~~An individual may sign up for public comment wherein three minutes will be allotted each person to speak during public comment.~~

All agenda items are available for public comment and limited to one minute. Public comment will be taken after the motion is made but before the vote is called. Speakers must sign up in order to speak on any item no later than five minutes before the scheduled commencement of the public meeting for which the item is posted.

- ~~Each individual may sign up for up to three public comments, to include the general public comment time and comment upon a maximum of two agenda items. Comment on agenda items will be permitted for a maximum of three minutes.~~
- C. Public comment will not be permitted on introduction of any item where a public hearing is called prior to final action on the matter. All public comment on such matters will be reserved for the public hearing on the matter.

VI. POSTING OF MEETING VIDEO

No Member of the Socorro City Council, Officer of the City of Socorro or member of the staff of the City of Socorro shall publish or post any recording of the meetings of the Socorro City Council on any internet site, (other than the

Ordinance 320 Amendment No. 2
December 5, 2013
Page 9

official Socorro internet site) or social media; including but not limited to youtube or related internet sites.

Jesus Ruiz
Mayor
Rene Rodriguez
At Large
Maria Reyes
District 1 / Mayor Pro-Tem



Gloria M. Rodriguez
District 2
Mary B. Garcia
District 3
Joseph E. Bowling
District 4
Willie Norfleet, Jr.
City Manager

**ORDINANCE NO. 322
AMENDMENT NO. 1**

**AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS ADOPTING AN
AMENDED BUDGET TO INCREASE FY 2014 ADOPTED BUDGET**

WHEREAS, it appears that it is necessary and desirable for the City Council to increase the City's General Fund Budget in the amount of \$231,944.00 dollars (see Exhibit A); and,

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS, THAT;

SECTION 1. FINDINGS:

That the matters and facts stated in the preamble hereof be, and same are hereby found and adjudicated to be true and correct.

SECTION 2. AMENDED BUDGET;

That this is the 1ST Amended Budget for 2013-2014 of the City of Socorro, Texas which is attached hereto as *Exhibit "A"* and incorporated herein for all purposes, is hereby approved and adopted by the City Council to be effective immediately.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES:

That all Ordinances of the City of Socorro, Texas or parts thereof, that conflict with this Ordinance are, to the extent of said conflict, hereby repealed, but only to the extent of said conflict.

SECTION 4. EFFECTIVE DATE:

That this Ordinance was duly enacted with all requisites and formalities incident thereto and such is evidenced by the signature affixed below.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
SOCORRO, TEXAS.**

Jesus Ruiz, Mayor

ATTEST:

Sandra Hernandez, City Clerk

APPROVED AS TO FORM:

James Martinez, City Attorney

Introduction and First Reading:
Second Reading and Adoption:

November 7, 2013



City of Socorro

ORDINANCE NO. 322

AMENDMENT NO. 1

EXHIBIT "A"

Presented by: Willie Norfleet Jr.

NOVEMBER 7, 2013



**GENERAL
FUND
REVENUES**

		PROPOSED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
04201	Property Taxes	3,842,166		3,842,166
04206	Delinquent Propert Taxes	100,000		100,000
04202	Sales Taxes	1,453,000		1,453,000
04203	Franchise Taxes	415,000		415,000
04404	Interest Earned	1,200		1,200
04500	Other Planning Fees (Fireworks)			-
04501	Building Permits	154,000		154,000
04502	Business Registration Permits	47,000		47,000
04503	Rezoning Fees	75,000		75,000
04504	Admin Misc-Copies			-
04505	Mobile Home Permits	3,000		3,000
04507	Muni Court Judgement/Fines	460,000		460,000
04512	CTF Municipal Court Technology			-
04511	JCM JUV CASE			-
04603	Street/Authority contract			-
04604	Police Fees			-
04701	Rental Income	10,370		10,370
04704	Other Revenue	50,000		50,000
04707	Auction Revenue	16,000		16,000
04714	Park Fees			-
04903	Miscellaneous Income	4,000		4,000
04999	Prior Year's Revenue	819,923	231,944	1,051,867
				-
	TOTAL EXPENSES	7,450,659	231,944	7,682,603



ALL GENERAL FUND DEPARTMENTS COMBINED		ADOPTED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
05101	Salaries	3,748,647	178,546	3,927,193
05103	Overtime	180,166	-	180,166
05111	FICA/Medicare Taxes	300,558	13,662	314,220
05112	T.W.C. Payroll Taxes	27,809	1,350	29,159
05113	Health Insurance Premiums	539,375	30,300	569,675
05114	Workers Compensation Insurance	111,126	5,558	116,684
05115	Deferred Compensation Benefits	9,105	-	9,105
05116	Life Insurance	12,696	928	13,624
05117	Dental Insurance Expense	22,924	1,300	24,224
05118	Vision Insurance Expense	5,340	300	5,640
Total Personnel Cost		4,957,746	231,944	5,189,690
05201	Office Expense and Supplies	68,550	-	68,550
05202	Medical Supplies	500	-	500
05211	Postage	8,750	-	8,750
05212	Tools and Supplies	18,500	-	18,500
05213	Uniforms	40,270	-	40,270
05310	Building Modifications/ADA	500	-	500
05311	Building & Property Maintenance	73,980	-	73,980
05312	Street Maintenance	20,000	-	20,000
05313	Utilities	193,000	-	193,000
05314	Telephone	56,350	-	56,350
05317	Park Maintenance	24,000	-	24,000
05325	Recycling Center	4,000	-	4,000
05411	Legal Fees	275,000	-	275,000
05510	Property Insurance	24,304	-	24,304
05511	Advertising/Drug Testing	43,000	-	43,000
05512	Audit Fees	82,000	-	82,000
05513	Central Appraisal Fees	60,000	-	60,000
05514	Conferences	-	-	-
05515	County Elections	20,000	-	20,000
05516	Dues/Subscriptions	12,040	-	12,040
05517	Bank Charges	16,000	-	16,000
05518	Liability Insurance	118,235	-	118,235
05520	Service Contracts	276,086	-	276,086
05521	Support Activities	95,100	-	95,100
05522	Tax Collector Fees	11,000	-	11,000
05523	Equipment Rental/Lease	28,500	-	28,500
05525	Health Contract	400,000	-	400,000
05527	Seminars/Training/Workshops	28,250	-	28,250
05530	Finance Charges	-	-	-
05532	Miscellaneous Expense	-	-	-
05533	Travel/Mileage/Per Diem	850	-	850
05538	Late Charge	100	-	100
05539	Discretionary Fund-Mayor	1,000	-	1,000
05540	Discretionary Fund-District 2	1,000	-	1,000
05541	Discretionary Fund-District 1	1,000	-	1,000
05542	Discretionary Fund-District 3	1,000	-	1,000
05543	Discretionary Fund-District 4	1,000	-	1,000
05544	Discretionary Fund-At Large	1,000	-	1,000
05546	Marketing Exp	20,000	-	20,000
05611	Radio Communications and Maintenance	12,000	-	12,000
05612	Vehicle Repair & Maintenance	72,500	-	72,500
05613	Equipment Repair & Maintenance	44,250	-	44,250
05614	Vehicle Fuel	104,100	-	104,100



ALL GENERAL FUND DEPARTMENTS COMBINED		ADOPTED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
05711	Travel/Mileage/Per Diem	44,250	-	44,250
05810	Property and Equipment	14,000	-	14,000
05900	Emergency Aid and Assistance	5,000	-	5,000
05911	Contingency	5,000	-	5,000
06440	Grant Expense	118,948	-	118,948
06450	Administrative Match	-	-	-
07600	Tourism General Expense	48,000	-	48,000
08000	Settlements	-	-	-
	Total Operational Cost	2,492,913	-	2,492,913
	TOTAL EXPENSES	7,450,659	231,944	7,682,603



**PLANNING
& ZONING**

		ADOPTED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
05101	Salaries	296,636	63,980	360,616
05103	Overtime	6,560		6,560
05111	FICA/Medicare Taxes	23,195	4,896	28,091
05112	T.W.C. Payroll Taxes	2,160	540	2,700
05113	Health Insurance Premiums	48,483	12,120	60,603
05114	Workers Compensation Insurance	1,635	408	2,043
05115	Deferred Compensation Benefits	300		300
05116	Life Insurance	1,116	316	1,432
05117	Dental Insurance Expense	2,080	520	2,600
05118	Vision Insurance Expense	480	120	600
	Total Personnel Cost	382,645	82,900	465,545
05201	Office Expense and Supplies	10,000		10,000
05211	Postage	2,500		2,500
05212	Tools and Supplies	500		500
05213	Uniforms	1,500		1,500
05311	Building & Property Maintenance	23,000		23,000
05313	Utilities	1,000		1,000
05314	Telephone	12,000		12,000
05510	Property Insurance	610		610
05511	Advertising/Drug Testing	3,000		3,000
05516	Dues/Subscriptions	2,000		2,000
05518	Liability Insurance	2,040		2,040
05520	Service Contracts	1,000		1,000
05521	Support Activities	100		100
05523	Equipment Rental/Lease	2,500		2,500
05527	Seminars/Training/Workshops	4,000		4,000
05611	Radio Communications and Maintenance			0
05612	Vehicle Repair & Maintenance	2,000		2,000
05613	Equipment Repair & Maintenance	3,200		3,200
05614	Vehicle Fuel	5,300		5,300
05711	Travel/Mileage/Per Diem	2,500		2,500
	Total Operational Cost	78,750	0	78,750
	TOTAL EXPENSES	461,395	82,900	544,295



POLICE

		ADOPTED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
05101	Salaries	1,764,331	114,566	1,878,897
05103	Overtime	140,000		140,000
05111	FICA/Medicare Taxes	145,681	8,766	154,447
05112	T.W.C. Payroll Taxes	11,069	810	11,879
05113	Health Insurance Premiums	236,355	18,180	254,535
05114	Workers Compensation Insurance	46,590	5,150	51,740
05115	Deferred Compensation Benefits	600		600
05116	Life Insurance	6,506	612	7,118
05117	Dental Insurance Expense	10,140	780	10,920
05118	Vision Insurance Expense	2,340	180	2,520
	Total Personnel Cost	2,363,612	149,044	2,512,656
05201	Office Expense and Supplies	20,000		20,000
05202	Medical Supplies	500		500
05211	Postage	1,000		1,000
05212	Tools and Supplies	10,000		10,000
05213	Uniforms	20,000		20,000
05310	Building Modifications/ADA			0
05311	Building & Property Maintenance	15,000		15,000
05313	Utilities	22,000		22,000
05314	Telephone	15,000		15,000
05510	Property Insurance	5,010		5,010
05514	Conferences			0
05516	Dues/Subscriptions	1,100		1,100
05518	Liability Insurance	37,100		37,100
05520	Service Contracts	35,000		35,000
05521	Support Activities	1,300		1,300
05523	Equipment Rental/Lease	10,000		10,000
05527	Seminars/Training/Workshops	9,000		9,000
05611	Radio Communications and Maintenance	10,000		10,000
05612	Vehicle Repair & Maintenance	40,000		40,000
05613	Equipment Repair & Maintenance	10,000		10,000
05614	Vehicle Fuel	52,000		52,000
05711	Travel/Mileage/Per Diem	8,000		8,000
	Total Operational Cost	322,010	0	322,010
	TOTAL EXPENSES	2,685,622	149,044	2,834,666



**SPECIAL
REVENUE
FUND**

		PROPOSED BUDGET FY2013-2014	AMENDMENT #1	ADJUSTED BUDGET
07100	CDBG	168,000		168,000
07600	Tourism General Expense	15,000		15,000
	TDHCA	400,000		400,000
	TX Dot	58,000		58,000
	PEG	16,000		16,000
	Transportation Enhancement Project	73,608		73,608
05611	LOCAL LAW ENFORCEMENT	-	50,000	50,000
	Total Operational Cost	730,608	50,000	780,608
	TOTAL EXPENSES	730,608	50,000	780,608

Item 17

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

ORDINANCE 324

AN ORDINANCE DESIGNATING TRANSPORTATION REINVESTMENT ZONE NUMBER TWO FOR THE CITY OF SOCORRO, TEXAS; DESCRIBING THE BOUNDARIES OF THE ZONE; PROVIDING FOR AN EFFECTIVE DATE AND A TERMINATION DATE FOR THE ZONE; NAMING THE ZONE “TRANSPORTATION REINVESTMENT ZONE NUMBER TWO, CITY OF SOCORRO, TEXAS”; ESTABLISHING A TAX INCREMENT FUND FOR THE ZONE; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City desires to promote a transportation project to improve a portion of Old Hueco Tanks Road (the Old Hueco Tanks Project) to be funded in part through the creation of Transportation Reinvestment Zone Number Two, City of Socorro, Texas, as hereinafter more specifically defined and with boundaries as hereinafter provided (the Zone), pursuant to the provisions of Texas Transportation Code, Section 222.106 (the Act); and

WHEREAS, the City has determined that the areas within the proposed Zone are unproductive and underdeveloped; and

WHEREAS, the City has determined that the creation of the Zone and the development of the Old Hueco Tanks Project within the Zone will cultivate the development or redevelopment of property in the area; and

WHEREAS, the Old Hueco Tanks Project is within the Zone and may include any and all improvements normally included with the design and construction of a new or reconstruction of an existing roadway, potentially including new connections between existing roadways, aesthetic improvements (landscaping, public art and murals), pedestrian and transit improvements; and

WHEREAS, pursuant to Section 222.106(c) of the Act, the City may designate a contiguous geographical area within its jurisdiction as a transportation reinvestment zone if the area satisfies the requirements of certain sections of the Act; and

WHEREAS, the City held a public hearing regarding the potential implementation of the Zone on November 7, 2013, with notice of the public hearing being duly published in the El Paso Times on October 26, 2013, in compliance with Section 222.106(e) of the Act; and

WHEREAS, a public hearing was held on November 7, 2013, in the Council Chambers of the City of Socorro's City Hall, to consider the creation of the Zone and the benefits to the City and to property in the proposed Zone; and

WHEREAS, the Council hereby recognizes that there is no guarantee that the value of property in the Zone will increase, that any increases in value are dependent upon many factors which are not within the City of Socorro's control, and that there is no guarantee of any tax increment, as that term is defined in the Act; and

WHEREAS, it is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Socorro City Charter and Chapter 551, Texas Government Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SOCORRO, TEXAS:

Section 1. Short Title.

This ordinance may be known and cited as the "Socorro Transportation Reinvestment Zone Number Two Ordinance".

Section 2. Designating the Area as a Reinvestment Zone.

The area within the boundaries of the Zone is specifically described in Section 3 below, and officially assigned the name as designated in Section 6 below (which reinvestment Zone so described, named and designated is herein referred to as the "Zone").

Section 3. Description of the Boundaries of the Reinvestment Zone.

The Zone is made up of a contiguous corridor. Attached hereto are: **EXHIBIT A**, a narrative description of the boundaries of the corridor that makes up the Zone; **EXHIBIT B**, a graphic depiction of the corridor within the Zone; and **EXHIBIT C**, a listing of parcel identification numbers of the parcels included within the corridor that make up the Zone. All exhibits are incorporated herein by reference for all purposes as if copied herein verbatim.

Section 4. Effective Date.

The Zone shall take effect immediately upon the passage of this ordinance, pursuant to Section 222.106(g)(2) of the Act and as specified within the Socorro City Charter (or other applicable City of Socorro governing documents).

Section 5. Termination of Zone.

The Zone shall terminate pursuant to subsections 222.106 (j) and (k) of the Act.

Section 6. Assigning a Name to the Zone.

The Zone created hereby is assigned the name of “TRANSPORTATION REINVESTMENT ZONE NUMBER TWO, CITY OF SOCORRO, TEXAS.”

Section 7. Tax Increment Base.

The tax increment base for the Zone is the total appraised value of all real property taxable by the City and located in the Zone, determined as of January 1, 2013, the year in which the Zone was designated as a Transportation Reinvestment Zone, which may be used for the development of the Old Hueco Tanks Project.

Section 8. Establishment of a Tax Increment Fund.

There is hereby created and established in the depository bank of the City of Socorro, an ad valorem tax increment account for the Zone, to be called the “TRANSPORTATION REINVESTMENT ZONE NUMBER TWO, CITY OF SOCORRO, TEXAS TAX INCREMENT FUND” (the “Tax Increment Fund”). Money in the Tax Increment Fund, from whatever source, may be disbursed from the Tax Increment Fund, invested, and paid as permitted by the Act or by any agreements entered into pursuant to the Act, or as otherwise authorized by law, in furtherance of the Old Hueco Tanks Project.

Section 9. Findings.

The City hereby finds and declares that:

- (a) the areas within the Zone are unproductive and underdeveloped;
- (b) promotion of transportation projects within the Zone will cultivate development or redevelopment of such Zone;
- (c) creation of the Zone will:
 - (1) promote public safety;
 - (2) facilitate the development or redevelopment of property;
 - (3) facilitate the movement of traffic;
 - (4) enhance the City’s ability to sponsor a project;
 - (5) significantly enhance the value of all the taxable real property in the Zone and will be of general benefit to the City; and
- (d) the areas within the Zone meet the requirements of Section 222.106(c) of the Act, in that the Zone is a contiguous geographical area located within the jurisdiction of the City.

Section 10. Surplus Funds.

Pursuant to Section 222.106(1) of the Act, any surplus remaining on termination of the Zone may be used for transportation projects of the City in or outside of the Zone.

Section 11. Incorporation of Recitals.

Socorro Transportation Reinvestment
Zone Number One Ordinance
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The Council hereby finds, determines and adjudicates that the statements set forth in the recitals of this ordinance are true and correct, and the Council hereby incorporates such recitals as a part of this ordinance.

Section 12. Severability.

If any provision of this ordinance or the application thereof to any circumstance shall be held to be invalid, the remainder of this ordinance and the application thereof to other circumstances shall nevertheless be valid, as if such invalid provision had never appeared herein, and this governing body hereby declares that this ordinance would have been enacted without such invalid provision.

READ, ADOPTED AND APPROVED this _____ day of **December, 2013**.

CITY OF SOCORRO, TEXAS

Jesus Ruiz, Mayor

ATTEST:

Sandra Hernandez, City Clerk

APPROVED AS TO FORM:

James A. Martinez
Socorro City Attorney

APPROVED AS TO CONTENT:

Willie Norfleet, Jr., City Manager

EXHIBIT A to Socorro Transportation Reinvestment Zone Number Two Ordinance

NARRATIVE DESCRIPTION

Transportation Reinvestment Zone Number Two shall consist of the parcels shown in **EXHIBIT C**, a list of parcel identification numbers of the El Paso Central Appraisal District, including all parcels of property, any portion of which is within ½ mile of the centerline of Old Hueco Tanks Road, beginning at the City of Socorro limits to the north and ending 150 feet north of the intersection of Socorro Rd to the south.

[END OF EXHIBIT]

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[END OF EXHIBIT]

EXHIBIT C to Socorro Transportation Reinvestment Zone Number Two Ordinance

LISTING OF EL PASO CENTRAL APPRAISAL DISTRICT PARCEL IDENTIFICATION NUMBERS (PIDN)

R5500000020014	M77200300401500	S53300001701400	V11700000100400
V09900002001200	V11700000207360	S53300001701300	M77200000300160
V09900002300500	R55000000030003	S533000016029E0	S53300000700100
D39700001000330	V09900000207800	S533000016029B0	R55000000010018
M77200000000008	V099000000902100	S533000008023A0	N44000000000A44
V09900000300900	S56000000020001	S56000000040005	D39700000300090
B10000000040004	B10000000070014	M77200000000043	N44000000000100
B10000000020012	V09900001900700	L02500000200010	N44000000000044
D39700001000070	D39700001000020	S99700000020007	B10000000030007
B10000000050034	V11700000102000	S533000015006C0	S53300000701770
V11700000207060	B10000000050002	R55000000030007	V11700000300800
B10000000070006	V11700000106900	V09900000204300	D39700001000310
V09900002205900	S53300001701700	M77200000000100	V09900002204900
R55000000020001	D39700000200130	V11700000303000	M77200000000113
N44000000000003	N44000000000023	M77200000000110	M77200200008500
S533000007005A0	S533000016038C0	V09900001900900	M77200000000112
D39700000200240	D39700000800090	S533000006012B1	L02500000100110
D39700000400060	M77200300102200	D39700000300070	S56000000020014
V11700000200400	V09900002301800	N44000000000010	S56000000020013
M77200000005200	B10000000070003	V09900000206900	V11700000105200
M77200000004800	S533000015029J0	D39700000400230	L19900000102900
D39700000700250	V11700000301000	T21700000102000	R55000000020004
D39700000500100	L02500000500010	M77200300500700	L22600000601900
V09900000205300	R55000000010035	S533000016015A0	S53300000600800
B10000000050011	V09900002101000	A48400000200500	L02500000300080
B10000000050012	T21700000101700	L22600000600100	V11700000208060
S533000016003A0	V11700000102200	M77200200008800	V11700000106600
S533000016003A0	S533000006014B0	D39700000100080	D39700000500190
D39700000800280	L22600000702500	V09900000803400	A48400000100200
V11700000101700	V09900002001100	L22600000200600	V09900001900200
V09900001701200	S56000000050016	G82500000200020	V09900002500500
S533000016030B0	S533000006001G1	S533000015002C0	D39700000300010
L22600000602600	S533000006001G2	S53300000802160	B10000000070025
L19900000103100	T21700000201100	S53300000802150	T21700000102400
B10000000050023	S533000015011C0	V09900002403900	R550000000200A5
V22100100100300	B1000000010002	R55000000010026	R55000000020005
D39700000200090	S53300000401500	D39700000700160	B10000000060004
M772000000200070	S53300000401550	L19900000100300	B10000000060005
V099000001902300	S53300000400800	V11700000103200	V09900001700900
V09900001801000	D39700000900240	V11700000301900	N44000000000041
M77200000000001	L22600000703100	V11700000301200	S56000000050006
D39700000700260	L19900000100700	V11700000101000	S56000000050006
V09900001800800	B10000000070024	L22600000502000	S99700000010001
N440000000000061	L02500000100010	T21700000102900	M77200000007600
V09900000208500	S533000007005B1	V11700000204900	V09900000903700
S56000000050018	S533000007013A0	V11700000100600	L19900000102200
N440000000000018	S533000016029C0	R55000000020026	V09900001902700
M77200300102100	R55000000030009	L02500000600110	M77200000007500
M77200000007000	S56000000060004	V11700000103700	S533000007011B0

V09900002200400	M77200200008900	V11700000201400	S533000006001J1
S533000016003B3	M77200000000131	N440000000A0001	S53300000500100
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L02500000400130	R55000000010028	D39700000400290	S533000004003A3
M77200000005400	V11700000209010	L19900000102300	S53300000400900
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S533000008023D0	L22600000302800	V09900002403600	S533000004013J5
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L19900000102600	V11700000206310	V11700000208160	V09900000203900
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S533000006001C0	V09900002102300	V09900000801500	D39700000700140
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S53300000500200	T21700000202000	L02500000400110	V09900000801300
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S53300000501100	D39700000200190	R55000000010002	D39700001100300
S53300000600300	M77200300400500	T21700000104600	V09900002500300
S533000006002B1	L22600000100600	D39700001000420	S53300001502000
S53300000501400	L22600000601000	M77200300400800	N44000000000009
T21700000101500	L22600000600900	B10000000050015	V22100100100550
V09900000303400	L22600000601100	B10000000050016	N4400000000026A
V09900002002200	L22600000601300	S533000017021B0	M77200000200040
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V09900002300300	L22600000700800	L22600000200400	B10000000070027
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V11700000201700	L22600000700600	V11700000107200	A71800000100100
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N440000000000038	M77200000000123	D39700000100160	L22600000702700
N440000000000029	S533000016008B0	D39700000700200	V09900002100800
V09900001801100	S56000000040020	D39700000100130	V11700000206000
V11700000207310	R55000000020009	V09900002200800	L02500000400070
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M77200000300180	S53300000401400	V09900000803900	V09900002205100
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V09900000801600	D39700001000050	M77200300101400	V11700000105400
L22600000302900	M77200000200120	S56000000060002	S56000000030004
D39700000400190	S533000001702200	V11700000206110	V11700000300200
V09900000206100	S533000005012A1	R55000000020006	S56000000060016
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V11700000302300	M77200000007400	D39700000300100	S533000004016A0
M77200000000013	M77200000007350	V11700000209210	T21700000203200
V11700000200700	M77200300500800	S56000000050024	V11700000303700
D39700000800100	V11700000207510	S56000000020007	R55000000010039
V11700000105700	V09900000803000	L02500000600120	R55000000010037
M77200000006000	V11700000303100	L19900000103300	V11700000202500
T21700000101400	R55000000030012	S99700000010006	D39700001100070
S56000000060010	M77200300200800	L19900000101900	S56000000030005
T21700000103900	R55000000020016	M77200000200090	S53300001701500
V11700000304600	D39700001000210	M77200000000044	D39700000400280
M77200000100300	D39700000300080	V11700000207410	D39700001000170
M77200000100100	D39700000700220	V22100100100500	T21700000105800
V09900002101400	D39700001000430	S53300000600820	V11700000206710
L02500000200020	S53300001601930	D39700000400440	S56000000040007
M77200000000102	V09900000203600	D39700000400420	S56000000040006
G82500000200070	V09900000903500	D39700000400430	R55000000010027
S533000015029A0	S533000015025A2	D39700000400450	L19900000100600
D39700000400410	S533000015025A0	T21700000100700	B10000000050014

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L22600000501300
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N44000000000030
N44000000000024

[END OF EXHIBIT]

Item 22

City of Socorro
Code Enforcement



Officer Johnny Harrelson
Officer Linda Olvera

Code Enforcement Officers

Officer Johnny Harrelson
Officer Linda Olvera

The City of Socorro currently has two Code Enforcement Officers who are peace officers for the Socorro Police Department who enforce city ordinances as their primary function and also serve their duties as peace officers who can write citations, investigate crimes and make arrests.

Definition of Code Enforcement

The “inspection, improvement, and rehabilitation of environmental hazards in public and private premises by determining the presence of fire or health hazards, nuisance violation, unsafe building conditions, and violations of any fire, health, or building regulation, statute, or ordinance”.

Purpose of Code Enforcement

To establish and maintain a standard of quality of life for all citizens by providing quality inspections and bringing about improvements and rehabilitation to the neighborhoods and communities that are served.

Issues dealt with include health, environmental issues, community safety, dangerous buildings, fire and crime incidents.

Planning and Zoning Department

Department Head- Mr. Leony

Planning Clerks-
Myrna Workman and Erika Guerrero

Planning Technician Job Terrazas

Building and Plumbing Inspector Gerardo Rochel

Building Inspector Rudy Serrafin

Provisions for Regulation of Code Enforcement Officers

Occupational Code Chapter 1952

Texas Administrative Code, Title 25, Part 1,
Chapter 140 Subchapter D (2007)

Code Enforcement Safety

Due to unknown circumstances safety is always top priority.

- People believe that it is just trash, refuse, rubbish, debris, junked vehicles, high grass, weeds, nuisances and zoning violations.
- Officers and inspectors have been shot, killed, stabbed, carjacked and injured conducting inspections.
- Issues to remember include unknown knowledge of the premises, who resides there (criminal histories, mental status, past threats, etc.)
- Is the area safe to enter (abandoned building, floors, contaminated surroundings)
- Loose dogs, or other animals
- Environmental concerns to include to quality of the air or exposure to unseen chemicals which can affect respiratory system. Improperly disposed of syringes, body fluids, etc.

Fourteenth Amendment

“No state shall...deny to any person within its jurisdiction the equal protection of the laws”.

Purpose of this clause ensures that state governments do not arbitrarily discriminate in applying their laws to different individuals or groups of people. This clause requires that the laws be similarly enforced against all.

Constitutional Limits

Routine periodic inspections- most effective method used.

Civil rights lawsuits or exclusion of testimony at any court proceeding to enforce the building code.

Obtain and search warrant or proceed without one- important issue. Wrong decision could open up case against Officer and City.

State Laws and City Ordinances

Code Enforcement Officers enforce state laws and local city ordinances.

This is where their authority comes from.

Officers can not deviate from what the law states.

Fourteenth Amendment

Prohibits the illegal search and seizure of any property unless a warrant has been issued.

“The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized.”

Every person has a expectation of privacy- without consent or a warrant.

.....Only exception would be if exigent circumstances exist. (Life or death matter or if an Officer was in hot pursuit of a fleeing felon).

Probable Cause

Evidence sufficient to warrant an arrest or search and seizure.

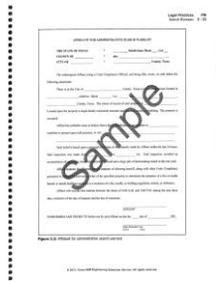
(In other words he must have reason to believe that there is a violation of some code provision in a particular building, he can obtain a warrant by explaining the reason to a judge who will issue a warrant.)

Administrative Search Warrants

Anything that has a permit allows us to inspect **without** a warrant.

Once a certificate of occupancy has been issued, any further inspection of the property should be done **only** with the **permission** of the owner **or** by obtaining a **search warrant**.

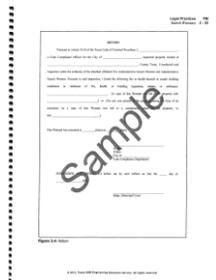
Affidavit for Administrative Search Warrant



Administrative Search Warrant



Return



City Codes

City Codes can not authorize an unconstitutional inspection.

Plain view- if an inspector observes a violation while in a public right of way where the inspector is legally entitled to be, no violation of the fourth amendment (illegal searches and seizures) can result.

Emergencies

Everything is fair game if you observe it from a neighbor's property. Inspectors can work those violations except for junked vehicles.

If a code enforcement officer has some reason to believe that an emergency exists in a particular building, an inspection may be conducted without consent and without a warrant.

IMMEDIATE danger to human life.

Zoning

System for the public control of land use for the community good. It regulates land use.

Planning Commission

A voluntary group of local citizens appointed by a city's governing body for the purpose of advising on the scope and direction of the city's planning activities.

1. Identify major problems in the city.
2. Help establish goals and objectives.
3. Collect and analyze information.
4. Identify alternatives for future action.
5. Select alternatives to create a dynamic plan with an action agenda that can be implemented immediately.
6. Ensure plan implementation.

Zoning

Three categories most pertinent to code enforcement.

1. Residential
2. Commercial
3. Industrial

Land Use

- Agricultural
- Residential
- Commercial
- Industrial

Nuisances

A substantial and unreasonable interference with the use and enjoyment of one's property.

Examples:

Noise, odors, glare and diversion of water.

Nuisance Ordinances help regulate land use by being a backup or catch all ordinance for violations that are not specifically addressed by other ordinances.

Injunction

To prohibit a party from doing or continuing to do a certain activity. (Chapter 54 Local Government Code)

Temporary one then a permanent one.

Board of Adjustments

The board does not have the authority to change the zoning ordinance or the zoning for a particular piece of property. They are empowered to grant relief from certain provisions in the zoning ordinance when literal compliance would result in unnecessary hardship. The hardship cannot be self-imposed, cannot be monetary and must be physical.

Variances

The means by which an adjustment is made in the application of the specific regulations of a zoning ordinance to a particular piece of property. Because of its special circumstances may be deprived of privileges commonly enjoyed by other properties in the same vicinity and zone. Only granted when the literal enforcement of the ordinance will cause unnecessary hardships to the applicant.

Legal Non-conforming

Different from a variance request because issue is whether an administrative official has erred in a determination made regarding the zoning ordinance.

"Grand-fathered rights" are when legal non-conforming uses occur and prevents the city from requiring that it be brought to conformance immediately. These cannot continue forever. Citizens have a justifiable right to expect these uses to eventually be terminated.

Texas Transportation Code Chapter 683 (Abandoned or Junked Vehicles)

Abandoned Nuisance Vehicle- A motor vehicle that is at least 10 years old and is of a condition only to be junked, crushed, or dismantled.

Antique Vehicle- A passenger car or truck that is at least 25 years old.

Junked Vehicle- A vehicle that is self propelled and:

- does not have a lawfully attached to it
 - An unexpired license plate; nor
 - A valid motor vehicle inspection certificate;
 - Is (a) wrecked, dismantled or partially dismantled, or discarded; or (b) inoperable and has remained inoperable for more than (i) 72 consecutive hours, if the vehicle is on public property; or (ii) 30 consecutive days, if the vehicle is on private property.

Junked Vehicles

- Public nuisance
- Abatement
- Notification
- Hearing
- Disposal

Texas Health and Safety Code

- Chapter 341: Minimum Standards of Sanitation and Health
- Chapter 342 Stagnant Water and Unsanitary Conditions
- Chapter 343 Abatement of Public Nuisances
- Chapter 344 Mosquito Control
- Chapter 757 Pool Yard Enclosures
- Chapter 365 Litter

Nuisances

A municipality may file a statement of expenses with the county clerk for removing weeds, rubbish, brush and other objectionable, unsightly, or unsanitary matter with the county clerk. (Homesteads are exempt)

Texas Health and Safety Code, and Texas Water Code provide information of violations, criminal offenses, enforcement authority, abatement and fines.

Common Violations in Texas

- Junked Motor Vehicles
- High Grass and Weeds
- Property Maintenance
- Substandard Structures

Local Government Code
Title 7 Regulation of Land Use, Structures, Businesses and Related Activities
Subtitle A. Municipal Regulatory Authority
Chapter 214. Municipal Regulation of Housing and Other Structures
Subchapter A. Dangerous Structures

Sec. 214.001

- (a) A municipality may, by ordinance, require the vacation, relocation of occupants, securing, repair, removal, or demolition of a building that is:
- (b) (1) dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety, and welfare;
- (c) (2) regardless of its structural condition, unoccupied by its owners, lessees, or other invitees and is unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children; or
- (d) (3) boarded up, fenced, or otherwise secured in any manner if:
- (e) (A) the building constitutes a danger to the public even though secured from entry; or
- (f) (B) the means used to secure the building are inadequate to prevent unauthorized entry or use of the building in the manner described by Subdivision (2).
- (b) The ordinance must establish minimum standards for the continued use and occupancy of all buildings regardless of the date of their construction;
- (c) (2) provide for giving proper notice, subject to Subsection (b-1), to the owner of a building; and
- (d) (3) provide for a public hearing to determine whether a building complies with the standards set out in the ordinance.

- (m) If the building is not vacated, secured, repaired, removed, or demolished, or the occupants are not relocated within the allotted time, the municipality may vacate, secure, remove, or demolish the building or relocate the occupants at its owners expense. This subsection does not limit the ability of a municipality to collect on a bond or other financial guaranty that may be required by Subsection (k).

Authority To Secure Substandard Building

Section 214.0011

- (a) A municipality by ordinance may establish minimum standards for the use and occupancy of buildings in the municipality regardless of the date of their construction and may adopt other ordinances as necessary to carry out this section.
- (b) The municipality may secure a building it determines:
- (1) violates the minimum standards; and
 - (2) is unoccupied or is occupied only by persons who do not have a right of possession to the building.
- (c) Before the 11th day after the date the building is secure, the municipality shall give notice to the owner by:
- (1) personally serving the owner with written notice;
 - (2) depositing the notice in the US mail addressed to the owner at the owner's post office address;
 - (3) publishing the notice at least twice within a 10-day period in a newspaper of general circulation in the county in which the building is located (unknown address)
 - (4) posting the notice on or near the front door of the building (unknown address)

Authority to Take Abandoned Motor Vehicle Into Custody

Section 683.011

- (a) A law enforcement agency may take into custody an abandoned motor vehicle, aircraft, watercraft, or outboard motor found on public or private property.
- (b) A law enforcement agency may use agency personnel, equipment, and facilities or contract for other personnel, equipment, and facilities to remove, preserve, store, send notice regarding, and dispose of an abandoned motor vehicle, aircraft, watercraft, or outboard motor taken into custody by the agency under this subchapter.

Inapplicability of Subchapter

Section 683.077

If vehicle or parts are completely enclosed in a building in a lawful manner and is not visible from the street or other public or private property; or is stored or parked in a lawful manner on private property in connection with the business of a licensed vehicle dealer or junkyard, or that is an antique or special interest vehicle stored by a motor vehicle collector on his property; if the vehicle or part and the outdoor storage area is maintained, not a health hazard and screened from ordinary public view.

Abatement of Nuisance

Section 341.012

- (a) A person shall abate a public health nuisance existing in or on a place the person possesses as soon as the person knows that the nuisance exists.

Assessment of Expenses; Lien

Section 342.007

- (a) The governing body of a municipality may assess expenses incurred under Section 342.006 against the real estate on which the work is done or improvements made.

Procedures

- Complaint is received or a violation is observed.
- Determination of ordinance or state law is made.
- Notice of Violation is issued to resident / owner of property.
- Time period is given to resolve violation.
- Resident/ owner can request additional time to come into compliance
- Follow up is conducted to see if violation was taken care of.
- If no compliance, second notice is given via US mail to property owner listed on El Paso Central Appraisal District records.
- After sufficient time, follow up is conducted to see if compliance was obtained.
- If no compliance, certified letter is generated with return receipt.
- If no contact is made or mail is returned for whatever reason, currently case stops here as there is no procedure established within city to continue with abatement.







10228 Hatchet

Unable to locate property owner.







Seizure of Animals



Procedure for removal with seizure warrant
Need to locate judge who signs warrants
Logistics problems, removal with trailers,
storage and care of animals.
On call veterinarian for assessments, and/ or
assistance in putting animals down.
Procedures to coordinate with Animal Control
Officers.

Thank You



Item 29

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Maria Reyes
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Mary B. García
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: November 14, 2013

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Adriana Rodarte

SUBJECT: DISCUSSION AND ACTION ON REVISING JOB DESCRIPTIONS FOR CODE ENFORCERS AND PROPERTY & EVIDENCE CUSTODIAN

SUMMARY

This action approves the revising to City of Socorro job descriptions for Code Enforcer and Property & Evidence Custodian to reflect new changes to organizational chart.

STATEMENT OF THE ISSUE

1. Code Enforcer converting to a civilian position (job description attached)
2. Property & Evidence Custodian converting to a civilian position (job description attached)

FINANCIAL IMPACT

A budget amendment has been approved for the following positions

ALTERNATIVE

Maintain job descriptions already on file without any revisions

STAFF RECOMMENDATION

The Staff is recommending the Approval to update and revise the Code Enforcer and Property & Evidence Custodian Job Descriptions.

Item 30

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Maria Reyes
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Mary B. García
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: November 21, 2013

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Karina Hagelsieb

SUBJECT: DISCUSSION AND ACTION ON FORENSIC AUDIT SERVICES

SUMMARY

This action authorizes the execution of the forensic audit engagement letter with Weaver and Tidwell, LLP for FY2010 through FY2012.

BACKGROUND

On August 15, 2013 City Council awarded the bid for the forensic audit to Weaver and Tidwell, LLP.

STATEMENT OF THE ISSUE

The engagement letter depicts two phases for the audit team to perform the services. Phase One will entail a scoping exercise which will include analyzing the accounts receivable ledger, payable ledger, cash transactions, and credit card procurement activity and will take approximately 5 days to complete. Phase Two will occur only after consent to proceed has been given to Weaver and dependent on the findings during Phase One. In Phase Two, Weaver will complete the investigation and complete a comprehensive report with recommendations for improvements to the City of Socorro policies and procedures.

FINANCIAL IMPACT

Phase one will not exceed \$30,000 including travel. Phase two will depend on the time spend during this phase. The hourly rates are as follows:

Partner-Bill Brown	\$395
Senior Manager-Trish Fritsche	\$300

Staff \$150-\$225

The engagement letter stipulates changes to billing rates will need to be paid by the City of Socorro and out of pocket expenses will be billed at customary rates.

ALTERNATIVE

None

STAFF RECOMMENDATION

The staff is recommending approving the engagement letter with a limitation on the amount to be spent for this audit not to exceed \$90,000.



October 7, 2013

Mr. James A. Martinez
The Law Offices of James A. Martinez, PLLC
7170 Westwind Drive Suite 201
El Paso, Texas 79912

Re: Forensic Investigation of City of Socorro

Dear Mr. Martinez:

In connection with the above referenced matter, you, as legal counsel to the City of Socorro, the (Client), hereby engage Weaver and Tidwell, L.L.P. Our services will be rendered in connection with the matter referenced above and in anticipation of litigation, but may also include other specific tasks as directed by you or your representative as determined by the City.

Our services shall be confidential and we will not disclose information obtained pursuant to this engagement except at your direction or as required by lawful court order. All documents and records received will be controlled as to their access and availability. All such items will be returned to you or destroyed at your direction, upon the conclusion of our engagement.

Scope of Services

Due to the concealed nature of fraudulent and/or improper acts, there is a likelihood of unforeseen variables which impact the scope and nature of investigative steps required in these types of engagements. This creates difficulty in defining the scope and anticipated fees in advance of starting the investigative process. We therefore propose a phase approach.

Phase One— will entail a scoping exercise in which we will meet with City of Socorro accounting and/or finance personnel to determine the test of the two year period ending September 30, 2012 and to determine all necessary data, records and documentation and to determine any specific suspect areas. Initially, we plan to target all accounts receivable, all accounts payable, all cash accounts, all procurement card activity and all pension obligations. We will analyze these accounts and determine if any suspicious payments, vendors, invoices, transactions and/or journal entries exist. After identifying suspect transactions, we will meet with City of Socorro personnel to obtain all necessary supporting documentation presently under the control of the City of Socorro. We anticipate the Initial Phase will take approximately five days to complete and your Team Leader will be Trish Fritsche. Our fees for Initial Phase, including the aforementioned work, will not exceed \$30,000, including travel. At the conclusion of Initial Phase, we will provide the City with the results of the initial phase to determine the next phase and a detailed investigative work plan and a fee budget.

Mr. James A. Martinez
City of Socorro
October 7, 2013

Page 2

We will obtain your expressed consent before proceeding. We are prepared to start the Initial Phase on December 2, 2013 and expect to finish fieldwork within five days and to update with management within two weeks following the fieldwork completion.

Phase Two – if requested will include completion of the investigation and include a comprehensive investigative report and our recommendations for appropriate remedial actions. These remedial actions will include working with the City on preparing appropriate demands for any needed repayment(s) and any potential criminal referral(s). In the event of any criminal or civil litigation, we will be available to assist prosecutors or legal counsel, including discovery and/or providing necessary expert accounting testimony at trial, at our stated rates for time incurred. This time is not included in the fee estimate to complete the forensic investigation. Finally, we will make appropriate recommendations for improvements to City policies and procedures.

Fees

Our fees for services to be provided in this engagement will be based strictly on the time spent in providing these services at our standard hourly rates. Services in connection with this engagement provided by members of our staff will be billed at their usual rates as follows:

Partner-Bill Brown	\$395
Senior Manager –Trish Fritsche (Team Leader)	\$300
Staff	\$150 - \$225

These hourly rates are subject to periodic review and change and, in the event that our regular billing rates are increased, you agree to pay the then effective rates. Additionally, out-of-pocket expenses (long distance telephone, delivery service, copies, data transfers, etc.) will be billed at cost or at our customary rate (e.g., copying at \$.20 per page).

We will invoice on a monthly basis and all bills are due upon presentment. We reserve the right to discontinue services if billings are not paid when due. A service charge at the rate of 1% per month will accrue on any balance not paid within 45 days of the invoice date.

In the unlikely event that circumstances occur which we in our sole discretion believe could create a conflict with either the ethical standards of our firm or the ethical standards of our profession in continuing our engagement, we may suspend our services until a satisfactory resolution can be achieved or we may resign from the engagement. We will notify you of such conflict as soon as practicable, and will discuss with you any possible means of resolving them prior to suspending our services.

Mr. James A. Martinez
City of Socorro
October 7, 2013

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The firm may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to sharing of your confidential information with the third party service provider. Furthermore, the firm will remain responsible for the work provided by any such third-party service providers.

Both of us agree that any dispute between you and Weaver and Tidwell, L.L.P. arising from the engagement, this agreement, or the breach of it, may, if negotiations and other discussion fail, be first submitted to mediation in accordance with the provisions of the Commercial Mediation Rules of the American Arbitration Association (“AAA”) then in effect. Both of us agree to conduct any mediation in good faith and make reasonable efforts to resolve any dispute by mediation. Mediation is not a pre-condition to the arbitration provided for below and the failure or refusal by either party to request or to participate in mediation shall not preclude the right of either party to initiate arbitration. We agree to conduct the mediation in Fort Worth, Texas, or another mutually agreed upon location.

Both of us agree that any dispute arising from the engagement, this agreement or the breach of it shall be subject to binding arbitration under the provisions of the Federal Arbitration Act (9 U.S.C. § 1, et seq.) and of the Dispute Resolution Rules for Professional Accounting and Related Services Disputes of the AAA (the “Rules”), and judgment on the Award rendered by the arbitrator may be entered in any court of competent jurisdiction. The arbitration shall be heard before one or more arbitrators selected in accordance with the Rules. The parties agree to conduct the arbitration in Fort Worth, Texas, or another mutually agreed upon location. The arbitrator may only award direct damages and may not award consequential, exemplary, or punitive damages. The prevailing party in any arbitration or litigation shall be entitled to recover from the other party reasonable attorneys’ fees and expert witness fees, court costs, and the administrative costs, arbitrator’s fees, and expenses of the AAA incurred in the arbitration or litigation in addition to any other relief that may be awarded.

Notwithstanding the provisions of the immediately preceding paragraph, neither of us shall be compelled to arbitrate any dispute between us which arises out of any claim asserted against either of us by a third party, unless the third party (whether one or more) agrees to join the arbitration or can be compelled to join it.

Mr. James A. Martinez
City of Socorro
October 7, 2013

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If any term of this agreement is declared illegal, unenforceable, or unconscionable, that term shall be severed and the remaining terms of the agreement shall remain in force. Both of us agree that the arbitrator(s) or Court, as the case may be, should modify any term declared to be illegal, unenforceable, or unconscionable in a manner that will retain the intended meaning of the term as closely as possible. If a dispute arising from the engagement or from this agreement or any term of it or any alleged breach of it is submitted to a Court for interpretation or adjudication, both of us irrevocably waive the right to trial by jury and agree that the jury waiver and provisions of this agreement regarding damages, attorneys' fees, and expenses shall be applied and enforced by the Court.

We agree that any dispute between the Client and Weaver and Tidwell, L.L.P., relating to this engagement, this agreement, or the breach of it, shall, if negotiations and other discussions fail, be submitted to mediation in accordance with the provision of the Commercial Mediation Rules of the American Arbitration Association ("AAA"). We agree to conduct the mediation in good faith and make reasonable efforts to resolve any dispute by mediation.

In performing our services, we will be relying on the accuracy and reliability of historical financial statements and other information provided to us. In the delivery of our reports, we will not express an opinion or any form of assurance on such historical financial statements.

Sincerely,



WEAVER AND TIDWELL, L.L.P.

WDB:pel

Enclosures

ACCEPTED:

Signature

Date

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: November 21, 2013

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Karina Hagelsieb

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE UNAUDITED YEAR END FINANCIAL STATEMENTS FOR FISCAL YEAR 2013.

SUMMARY

This action authorizes the approval of the un-audited September 30, 2013 Financial Statements.

BACKGROUND

Section 3.12 (E) of the City of Socorro's Charter states

The City Council shall, at the end of each month, prepare or have prepared under its direction, a statement as to financial receipts and disbursements for that particular month, and shall have such statement no later than the 25th day of the following month and shall have a copy of said statement available in the office of the City Secretary for examination and a copy will be made, at a reasonable charge, for those who request one.

STATEMENT OF THE ISSUE

Section 3.12 (E) of the City of Socorro's Charter states

The City Council shall, at the end of each month, prepare or have prepared under its direction, a statement as to financial receipts and disbursements for that particular month, and shall have such statement no later than the 25th day of the following month and shall have a copy of said statement available in the office of the City Secretary for examination and a copy will be made, at a reasonable charge, for those who request one.

FINANCIAL IMPACT

None.

ALTERNATIVE

No alternatives available.

STAFF RECOMMENDATION

The staff recommends the approval of the un-audited September 30, 2013 Financial Statements.



CITY OF SOCORRO, TEXAS

Unaudited

**Financial Statements for the
Year Ending September 30, 2013**

Prepared by

**Karina Hagelsieb, CPA
Chief Financial Officer**

City of Socorro
 Unaudited
 Statement of Revenues & Expenditures
General Fund
 For the Year Ending September 30, 2013

Revenues	Total
AdmMisc-Copies,City Clrk Prmt	100.34
Auction Revenue	26,595.00
Building Permits	159,279.28
Business Registration Permits	45,802.74
CTF MUNICIPAL COURT TECHNOLOGY	-
Delinquent Prop Tax Rev	159,129.03
Franchise Taxes	404,410.09
Gain/Loss on Investments	201.50
GRANT REIMBURSEMENT	2,234.10
Interest Earned	71.52
JCM JUV CASE MGMT FEE	11,520.28
Miscellaneous Income	5,643.42
Mobile Home Permits	2,908.60
Muni. Court Judgements/Fines	413,192.97
Other Planning Fees(Fireworks)	2,900.00
Other Revenue	600.00
Park Fees	1,545.00
PEG Capital Fee Revenue	3,715.97
POLICE FEES	39,314.06
Property Taxes	3,416,843.95
Reimbursed cost	20,569.48
Rental Income	4.00
Rezoning Fees	34,694.98
Sales Taxes	1,511,518.59
Street/Authority Contract Fees	270.00
Total Revenues	6,263,064.90

Expenses	Total
Salaries	3,269,566.42
Overtime	200,746.53
FICA/Medicare Taxes	265,478.95
T.W.C. Payroll Taxes	29,075.46
Deferred Compensation Benefits	7,667.85
Health Insurance Premiums	467,174.50
Vision Insurance Expense	4,321.72
Workers Compensation Insurance	102,140.33

City of Socorro
 Unaudited
 Statement of Revenues & Expenditures
General Fund
 For the Year Ending September 30, 2013

Total Employee Compensation	4,346,171.76
Advertising/Drug Testing	46,137.12
Audit Fees	32,163.30
Bank Charges	18,430.02
Building & Property Maintenan	113,309.99
Building Modifications/A.D.A.	92.16
Central Appraisal Fees	60,891.64
Contingency	4,778.44
County Elections	14,403.26
Dental Insurance Expense	18,237.69
Discretionary District 1	81.50
Discretionary District 2	4,834.75
Discretionary District 3	8,470.85
Discretionary District 4	9,372.25
Discretionary District At Lrg	9,878.66
Discretionary Fund/Mayor	3,663.32
Dues/Subscriptions	12,970.69
Emergency Aid and Assistance	4,397.26
Equipment Rental/Lease	22,179.37
Equipment Repair & Maintenance	33,950.79
Health Contract	387,784.00
Late Charge	2,912.91
Legal Fees	486,799.70
Liability Insurance	65,226.18
Life Insurance	6,024.59
Marketing Exp	62,772.80
Miscellaneous Expense	17,552.43
Office Expense and Supplies	84,177.09
Park Maintenance	33,946.30
Postage	7,198.21
Property and Equipment	8,309.91
Property Insurance	23,911.18
Radio Communications and Maint	22,633.78
Recycling Center	2,060.27
Seminars/Training/Workshops	10,877.95
Service Contracts	413,190.14
Settlements	25,000.00
Street Maintenance	19,543.82
Support Activities	8,705.40
Tax Collector Fees	10,423.92

City of Socorro
Unaudited
Statement of Revenues & Expenditures
General Fund
For the Year Ending September 30, 2013

Telephone	64,423.78
Tools and Supplies	8,281.34
Travel/Mileage/Per Diem	41,456.61
Travel/Mileage-Council	-
Uniforms	41,426.68
Utilities	241,934.15
Vehicle Fuel	110,857.41
Vehicle Repair & Maintenance	76,596.73
Total Operational Cost	2,702,270.34
Total Expenditures	7,048,442.10
Total Revenues Over (Under) Expenditures	(785,377.20)

City of Socorro
 Unaudited
Special Revenue
 Statement of Revenues & Expenditures
 For the Year Ending September 30, 2013

Revenues	
Hotel Tax	8,774.55
PEG Capital Fee Revenue	7,493.72
Muni. Court Judgements/Fines	7,556.15
CTF MUNICIPAL COURT TECHNOLOGY	10,100.78
Grants	52,603.32
Auction Revenue	40,290.00
PD Auction/Seizures Revenue	3,271.27
GRANT REIMBURSEMENT	15,142.77
Total Revenues	145,232.56
Expenditures	
Overtime	20,586.24
FICA/Medicare Taxes	1,575.79
Health Insurance Premiums	549.72
Dental Insurance Expense	20.97
Vision Insurance Expense	5.21
Service Contracts	7,200.00
Grant Expense	2,234.10
Safe Routes to School	13,489.35
Tourism General Expenses	17,076.86
Court Technology Expense	3,280.73
Total Expenditures	66,018.97
Total Revenue Over(Under) Expenditures	79,213.59

City of Socorro
 Unaudited
 Statement of Revenues & Expenditures
Capital Projects
 For the Year Ending September 30, 2013

Revenues	
CO Proceeds Prior Periods	5,689,464.00
Expenditures	
CERTIFICATE OF OBLIGATION-2001	12,942.41
CERTIFICATE OF OBLIGATION-2009	258,034.01
CERTIFICATE OF OBLIGATION-2011	11,969.68
CERTIFICATE OF OBLIGATION 2012	2,433,984.47
Total Expenditures	2,716,930.57
Total Revenue Over (Under) Expenditures	2,972,533.43

City of Socorro
 Unaudited
 General Fund
 Trial Balance
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
01010	Wells Fargo-M&O	3,742,207.56	
01011	Wells Fargo-Payroll		1,586.69
01016	Petty Cash Fund	1,150.00	
01024	1st National/M & O Acct	125.76	
01039	Logic-Investments	87,504.92	
01043	1st National-CD	141,520.58	
01100	Accounts Receivable	87,091.95	
01200	Property Taxes Receivable	794,194.01	
01201	Sales Taxes Receivable	323,666.54	
01202	Franchise Taxes Receivable	19,122.43	
01203	Muni.Court Warrants Receivable	1,510,245.68	
01205	Allowance		1,499,873.77
01206	Gas Inventory	25,432.61	
01215	Prepaid Contracts	9,414.64	
01220	Allowance for Uncoll. Warrants		394,736.98
01251	Inter-Fund Receivable	8,716,364.88	
01254	Returned Checks		65.00
01300	Security Deposits	965.00	
01400	Amounts to be Provided		322,006.28
02000	Accounts Payable Clearing Acct		30,315.37
02001	Accounts Payable		16,494.39
02004	Accounts Payable		155,761.16
02005	Supplemental Ins. Withheld	12,106.29	
02008	AETNA PRE/POST TAX LIABILITY		7,297.33
02051	T.E.C. Payable		28,461.38
02101	Employee deduction #1	744.96	
02106	Spousal Maintenance	115.38	
02110	Accrued Salaries		126,640.49
02115	State Fees Payable		12,499.07
02120	Deferred Compensation Payable	113,424.85	
02200	Inter-Fund Payable		8,474,133.03
02599	Dental Premiums Withheld		16,746.48
02600	Accrued Expenses Payable		3,637.59
02601	Health Insurance Payable	90,524.22	
02602	Deferred Compensation Withheld		1,141.16
02603	Insurance Premiums Withheld	13,848.37	
02604	CLEAT DUES	4,889.05	
02605	Dental Insurance Payable		863.84
02606	Vision Ins. Payable (Benefit)		1,052.15
02608	Local 59-AFL-CIO	147.12	
02610	FICA Taxes Withheld/Payable		29,078.37
02611	Federal Income Taxes Withheld	29,067.37	
02613	Due to Others	5,963.76	
02614	Vision Payable (EmplDeduction)	32.96	
02620	Deferred Compensation Payable		111,745.15

City of Socorro
 Unaudited
 General Fund
 Trial Balance
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
03000	Fund Balance-Unrestricted		5,281,348.41
04201	Property Taxes		3,416,843.95
04202	Sales Taxes		1,511,518.59
04203	Franchise Taxes		404,410.09
04205	PEG Capital Fee Revenue		3,715.97
04206	Delinquent Prop Tax Rev		159,129.03
04404	Interest Earned		71.52
04405	Gain/Loss on Investments		201.50
04500	Other Planning Fees(Fireworks)		2,900.00
04501	Building Permits		159,279.28
04502	Business Registration Permits		45,802.74
04503	Rezoning Fees		34,694.98
04504	AdmMisc-Copies,City Clrk Prmt		100.34
04505	Mobile Home Permits		2,908.60
04507	Muni. Court Judgements/Fines		413,192.97
04511	JCM JUV CASE MGMT FEE		11,520.28
04603	Street/Authority Contract Fees		270.00
04604	POLICE FEES		39,314.06
04701	Rental Income		4.00
04704	Other Revenue		600.00
04707	Auction Revenue		26,595.00
04711	GRANT REIMBURSEMENT		2,234.10
04713	Reimbursed cost		20,569.48
04714	Park Fees		1,545.00
04903	Miscellaneous Income		5,643.42
05101	Salaries	3,269,566.42	
05103	Overtime	200,746.53	
05111	FICA/Medicare Taxes	265,478.95	
05112	T.W.C. Payroll Taxes	29,075.46	
05113	Health Insurance Premiums	467,174.50	
05114	Workers Compensation Insurance	102,140.33	
05115	Deferred Compensation Benefits	7,667.85	
05116	Life Insurance	6,024.59	
05117	Dental Insurance Expense	18,237.69	
05118	Vision Insurance Expense	4,321.72	
05201	Office Expense and Supplies	84,177.09	
05211	Postage	7,198.21	
05212	Tools and Supplies	8,281.34	
05213	Uniforms	41,426.68	
05310	Building Modifications/A.D.A.	92.16	
05311	Building & Property Maintenan	113,545.99	
05312	Street Maintenance	19,543.82	
05313	Utilities	241,934.15	
05314	Telephone	64,423.78	
05317	Park Maintenance	33,946.30	

City of Socorro
 Unaudited
 General Fund
 Trial Balance
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
05325	Recycling Center	2,060.27	
05411	Legal Fees	486,799.70	
05510	Property Insurance	23,911.18	
05511	Advertising/Drug Testing	46,137.12	
05512	Audit Fees	32,163.30	
05513	Central Appraisal Fees	60,891.64	
05515	County Elections	14,403.26	
05516	Dues/Subscriptions	12,970.69	
05517	Bank Charges	18,430.02	
05518	Liability Insurance	65,226.18	
05520	Service Contracts	413,190.14	
05521	Support Activities	8,705.40	
05522	Tax Collector Fees	10,423.92	
05523	Equipment Rental/Lease	22,179.37	
05525	Health Contract	387,784.00	
05527	Seminars/Training/Workshops	10,877.95	
05532	Miscellaneous Expense	17,552.43	
05538	Late Charge	2,912.91	
05539	Discretionary Fund/Mayor	3,663.32	
05540	Discretionary District 2	4,834.75	
05541	Discretionary District 1	81.50	
05542	Discretionary District 3	8,470.85	
05543	Discretionary District 4	9,372.25	
05544	Discretionary District At Lrg	9,878.66	
05546	Marketing Exp	62,772.80	
05611	Radio Communications and Maint	22,633.78	
05612	Vehicle Repair & Maintenance	76,596.73	
05613	Equipment Repair & Maintenance	33,950.79	
05614	Vehicle Fuel	110,857.41	
05711	Travel/Mileage/Per Diem	41,456.61	
05810	Property and Equipment	8,309.91	
05900	Emergency Aid and Assistance	4,397.26	
05911	Contingency	4,778.44	
08000	Settlements	<u>25,000.00</u>	
Report Total		<u>22,778,548.99</u>	<u>22,778,548.99</u>

City of Socorro
 Unaudited
 Trial Balance
 Debt Service Fund
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
01001	Wells Fargo- Debt Service	73,690.40	
01200	Property Taxes Receivable	210,249.69	
01205	Allowance		198,354.81
01251	Inter-Fund Receivable	593,811.24	
02200	Inter-Fund Payable		903,757.99
03000	Fund Balance-Unrestricted	8,212,419.84	
03100	Fund Balance-Restricted		7,992,913.66
04201	Property Taxes		1,141,815.68
04206	Delinquent Prop Tax Rev		48,250.17
05528	Interest Charges	594,921.14	
05529	Principal Payments	<u>600,000.00</u>	
Report Total		<u>10,285,092.31</u>	<u>10,285,092.31</u>
Report Difference		<u>0.00</u>	

City of Socorro
 Unaudited
 Trial Balance
Capital Projects Fund
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
01022	Unrealized Appreciation	0.61	
01040	CO-2001 Series	315.00	
01048	Wells Fargo- Capital Projects	3,833,994.41	
01251	Inter-Fund Receivable	6,347,590.50	
02000	Accounts Payable Clearing Acct		246,863.03
02001	Accounts Payable		67,827.96
02004	Accounts Payable		262,636.32
02200	Inter-Fund Payable		6,629,434.91
02613	Due to Others		2,350.00
03000	Fund Balance-Unrestricted		13,330,018.29
03100	Fund Balance-Restricted	7,809,401.42	
03310	Fund Balance-Designated St.Pr		168,847.21
04404	Interest Earned		254.79
07150	01CO's Rio Vista Renov Exp.	12,942.41	
07520	08/09CO's-Land Acquis./Misc.	258,034.01	
07540	CERTIFICATE OF OBLIGATION-2011	11,969.68	
07550	CERTIFICATE OF OBLIGATION 2012	<u>2,433,984.47</u>	
Report Total		<u>20,708,232.51</u>	<u>20,708,232.51</u>
Report Difference		<u>0.00</u>	

City of Socorro
 Unaudited
 Trial Balance
 Special Revenue
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
01009	Wells Fargo- Local Law Enf.	50,182.09	
01016	Petty Cash Fund	100.00	
01040	CO-2001 Series		315.00
01047	Wells Fargo- Special Revenue	115,958.10	
01100	Accounts Receivable	1,374.77	
01203	Muni.Court Warrants Receivable	768,583.99	
01205	Allowance		373,447.98
01220	Allowance for Uncoll. Warrants		200,886.87
01250	Due From Grantor	147,795.49	
01251	Inter-Fund Receivable	5,972,696.43	
02001	Accounts Payable	2,776.00	
02004	Accounts Payable		43,076.23
02115	State Fees Payable		498,746.22
02124	Teen Court County Payable		920.00
02126	Child Safety Seat/Belt Fines	194.36	
02200	Inter-Fund Payable		5,625,091.53
02609	Accrued Salaries		3,910.38
02610	FICA Taxes Withheld/Payable		299.14
02613	Due to Others		726.60
03100	Fund Balance-Restricted		233,027.69
04204	Hotel Tax		8,774.55
04205	PEG Capital Fee Revenue		7,493.72
04507	Muni. Court Judgements/Fines		7,556.15
04512	CTF MUNICIPAL COURT TECHNOLOGY		10,100.78
04702	Grants		52,603.32
04707	Auction Revenue		40,290.00
04709	PD Auction/Seizures Revenue		3,271.27
04711	GRANT REIMBURSEMENT		15,142.77
05103	Overtime	20,586.24	
05111	FICA/Medicare Taxes	1,575.79	
05113	Health Insurance Premiums	549.72	
05117	Dental Insurance Expense	20.97	
05118	Vision Insurance Expense	5.21	
05520	Service Contracts	7,200.00	
06440	Grant Expense	2,234.10	
07309	Safe Routes to School	13,489.35	
07600	Tourism General Expenses	17,076.86	
07700	Court Technology Expense	<u>3,280.73</u>	
Report Total		<u>7,125,680.20</u>	<u>7,125,680.20</u>
Report Difference		<u>0.00</u>	

City of Socorro
 Unaudited
 Trial Balance
 General Long Term Debt
 For the Year Ending September 30, 2013

Account Code	Account Title	Debit Balance	Credit Balance
01400	Amounts to be Provided	17,184,728.26	
02224	Certificate of Obligation-2008		4,550,000.00
02228	Certificate of Obligation-2010		2,880,000.00
02229	Refunding Bond-2010		1,800,000.00
02230	Certificate of Obligation-2011		2,670,000.00
02231	Certificate of Obligation-2012		4,895,000.00
02900	Bond Premium		444,959.40
03100	Fund Balance-Restricted	82,159.95	
05528	Interest Charges		<u>26,928.81</u>
Report Total		<u>17,266,888.21</u>	<u>17,266,888.21</u>
Report Difference		<u>0.00</u>	

City of Socorro
 Unaudited
 Statement of Revenues & Expenditures
 General Fund
 For the Year Ending September 30, 2013

Expenses	City Clerk	City Manager	Finance	Fire	Grants	Health	Human Resources	Mayor & City Council	Municipal	Parks	Planning & Zoning	Police	Public Works	Recreation Centers	Total
Salaries	50,841.85	230,178.01	127,508.20	70,220.31			76,407.65	50,150.98	186,259.73	172,972.04	183,837.47	1,513,172.63	478,888.66	129,128.89	3,269,566.42
Overtime	1,676.38	723.66	1,542.38				596.96		3,613.57	3,737.89	12,455.62	162,979.35	12,245.50	1,175.22	200,746.53
FICA/Medicare Taxes	4,017.61	17,664.07	9,872.45	5,371.93			5,890.92	3,836.68	14,525.39	13,518.39	15,016.50	128,225.26	37,571.30	9,968.45	265,478.95
T.W.C. Payroll Taxes	497.52	1,531.48	1,355.39	426.47			630.80	983.97	1,391.45	2,346.13	1,844.75	11,789.42	4,347.14	1,930.94	29,075.46
Deferred Compensation Benefits	10.27	6,749.60	91.00				-			65.00	110.73	378.25	256.91	6.09	7,667.85
Health Insurance Premiums	5,794.83	45,294.94	14,643.49	3,135.86			7,699.80		20,285.31	30,980.29	29,805.94	187,851.67	105,613.56	16,068.81	467,174.50
Vision Insurance Expense	55.11	153.90	143.07	29.82			77.04		198.63	305.39	303.78	1,851.94	1,048.26	154.78	4,321.72
Workers Compensation Insurance	144.15	569.32	427.62	-			287.90	214.15	576.49	3,254.52	1,650.90	47,015.75	47,571.91	427.62	102,140.33
Total Employee Compensation	63,037.72	302,864.98	155,583.60	79,184.39	-	-	91,591.07	55,185.78	226,850.57	227,179.65	245,025.69	2,053,264.27	687,543.24	158,860.80	4,346,171.76
Advertising/Drug Testing	32,432.01						11,195.24				2,509.87				46,137.12
Audit Fees			32,163.30												32,163.30
Bank Charges			18,430.02												18,430.02
Building & Property Maintenan		31,099.76							806.79	2,025.15	6,169.46	56,631.73	8,428.87	8,148.23	113,309.99
Building Modifications/A.D.A.		92.16													92.16
Central Appraisal Fees		0.01	60,891.63												60,891.64
Contingency		3,883.44		895.00											4,778.44
County Elections	14,403.26														14,403.26
Dental Insurance Expense	220.94	657.72	600.74	119.56			336.00		837.06	1,301.05	1,242.48	7,890.57	4,397.36	634.21	18,237.69
Discretionary District 1							81.50								81.50
Discretionary District 2							4,834.75								4,834.75
Discretionary District 3							8,470.85								8,470.85
Discretionary District 4							9,372.25								9,372.25
Discretionary District At Lrg							9,878.66								9,878.66
Discretionary Fund/Mayor							3,663.32								3,663.32
Dues/Subscriptions	326.88	4,597.88	504.50				817.00	4,044.00	652.48	30.00	1,078.00	919.95			12,970.69
Emergency Aid and Assistance		4,397.26													4,397.26
Equipment Rental/Lease		6,483.42							2,841.06		4,029.28	8,825.61			22,179.37
Equipment Repair & Maintenance		5,719.11						296.79				10,120.64	16,614.25	1,200.00	33,950.79
Health Contract						387,784.00									387,784.00
Late Charge			2,912.91												2,912.91
Legal Fees		486,799.70							446.88		2,038.41	37,095.94	7,456.82	1,883.55	486,799.70
Liability Insurance		16,304.58							307.07	270.36	513.75	2,638.80	908.85	196.29	65,226.18
Life Insurance	58.68	689.55	167.98	69.18			204.08								6,024.59
Marketing Exp		62,772.80													62,772.80
Miscellaneous Expense				17,552.43											17,552.43
Office Expense and Supplies	3,587.94	14,390.36	7,754.22	-	1,449.93		1,225.86		4,294.23	3,250.50	16,076.32	22,237.71	3,667.57	6,242.45	84,177.09
Park Maintenance										33,946.30					33,946.30
Postage		2,095.84			192.88				2,500.00		1,400.00	1,009.49			7,198.21
Property and Equipment		8,309.91													8,309.91
Property Insurance		2,620.08							3,938.73	214.16	606.26	5,005.29	7,602.63	3,924.03	23,911.18
Radio Communications and Maint												22,633.78			22,633.78
Recycling Center													2,060.27		2,060.27
Seminars/Training/Workshops		912.45	1,521.50				2,018.00		400.00	65.00	70.00	5,826.00		65.00	10,877.95
Service Contracts	4,090.00	194,831.23		420.00	79,999.92				11,068.80	10,299.50		96,710.93		15,769.76	413,190.14
Settlements		25,000.00											19,543.82		25,000.00
Street Maintenance												1,022.39		3,922.61	19,543.82
Support Activities	207.50	3,552.90													8,705.40
Tax Collector Fees			10,423.92												10,423.92
Telephone	653.53	11,347.81		468.23	1,098.45			4,155.88	9,788.52	1,145.91	10,463.10	18,327.25	3,190.01	3,785.09	64,423.78
Tools and Supplies											86.65	5,405.12	2,789.57		8,281.34
Travel/Mileage/Per Diem	35.48	17,887.63	42.73				4,323.71		3,828.88	1,500.08	10.74	13,683.28	89.27	54.81	41,456.61
Travel/Mileage-Council															-
Uniforms				85.00							749.50	20,160.33	19,934.60	497.25	41,426.68
Utilities		5,973.41							34.75		915.05	23,613.80	196,361.94	15,035.20	241,934.15
Vehicle Fuel							43.15			822.99	7,239.00	61,272.65	39,818.19	1,661.43	110,857.41
Vehicle Repair & Maintenance							1,000.00			1,856.05	1,998.00	52,977.40	18,377.18	388.10	76,596.73
Total Operational Cost	56,016.22	910,419.01	135,413.45	19,609.40	82,741.18	387,784.00	20,119.89	45,544.36	42,042.04	56,727.05	57,195.87	474,008.66	351,241.20	63,408.01	2,702,270.34
Total Expenditures	119,053.94	1,213,283.99	290,997.05	98,793.79	82,741.18	387,784.00	111,710.96	100,730.14	268,892.61	283,906.70	302,221.56	2,527,272.93	1,038,784.44	222,268.81	7,048,442.10

Gloria M. Rodriguez
District 2

Victor Perez
District 3/ Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT: Preliminary Subdivision Plat Approval for La Guadalupana Subdivision, being all of Tract 1, Block 31, San Elizario Grant, El Paso County, Texas.

LOCATION: The property is southerly located 900 feet from the intersection of Alarcon Rd. and Gonzalez Rd., at approximately 2.0 miles from the Socorro city limits, within our 5 miles of Extraterritorial Jurisdiction (ETJ), under Texas Local Government Code 212.001. The total area of the project is 1.5241 acres.

OWNER: M J Real Properties, Inc.

ENGINEER: CAD Consulting, Inc.

REMARKS: Pursuant to the information provided by the applicant, the proposed subdivision project will have 6 residential lots with on-site ponding.

The following improvements are not included in this project:

1. Public park,
2. Water and sanitary sewer design,
3. Public illumination design,
4. Fire hydrants information,
5. Sidewalk, curb, and gutter information,
6. Public ponding area for storm sewer (they propose to utilize On-Site ponding).

RECOMMENDATION:

The Planning and Zoning Commission recommends APPROVAL contingent the following:

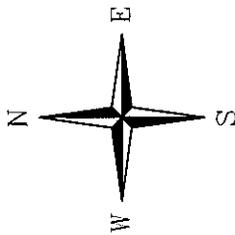
- 1) Provide information requested by P&Z Department (red lines) related to

additional ROW dedication for road expansion, ponding areas, and 2.5% of parkland.

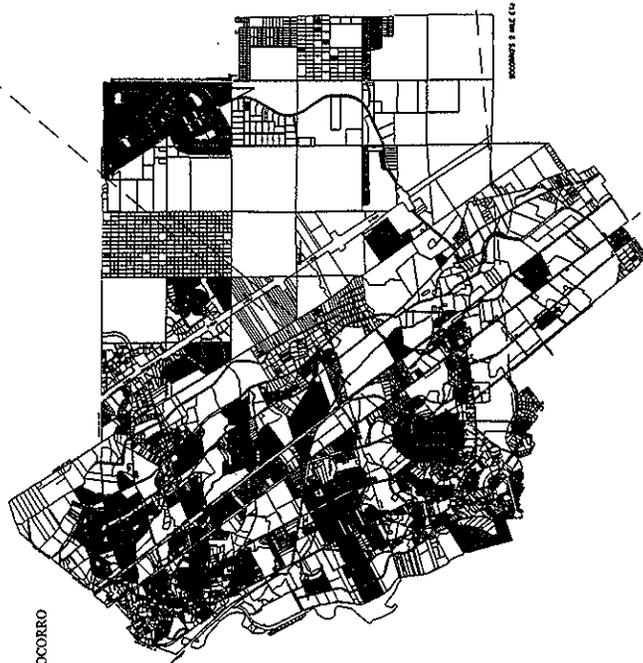
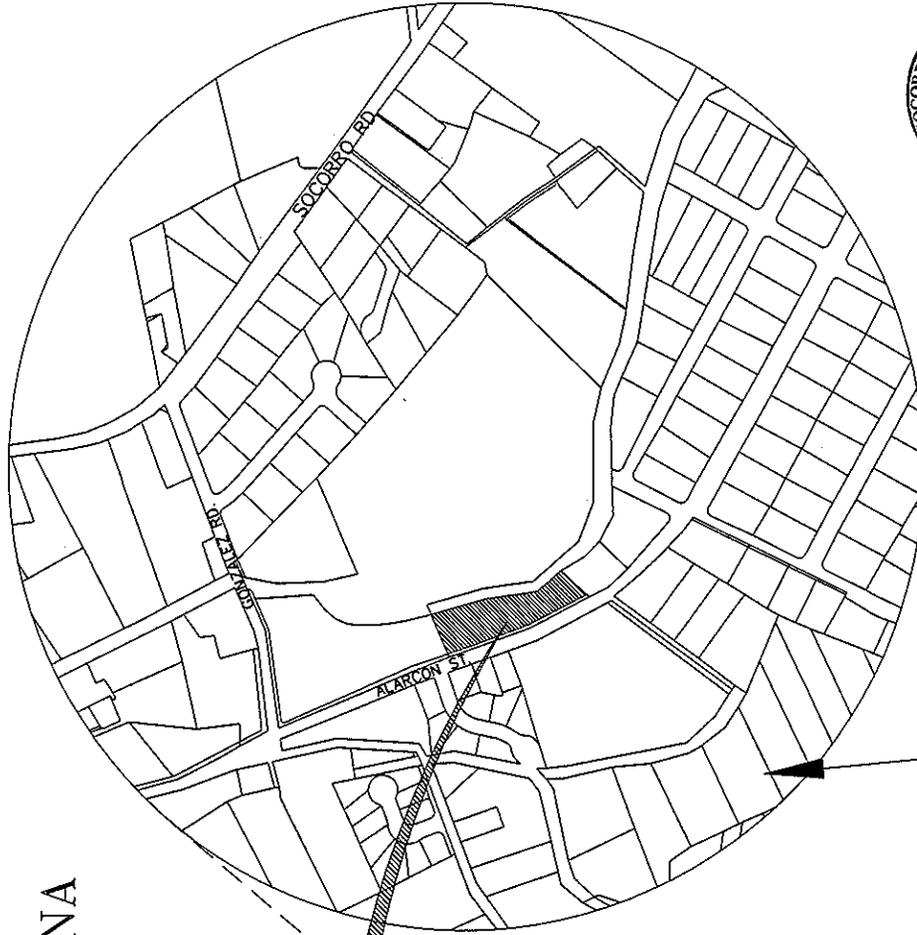
2) Letter of service availability from the utility companies: LVWD, TGS, EPEC.

3) Applicable pending fees.

LA GUADALUPANA SUBDIVISION



PROJECT SITE:
TRACT 1, BLOCK 31
SAN ELIZARIO GRANT



CITY OF SOCORRO



TOTAL AREA.....14,914,1088 ACRES
DATE.....OCTOBER 2013

Planning and Zoning Department
100 N. 1st Street, Socorro, NM 87787

LOCATION MAP

Scale: N.T.S.

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT:

Preliminary Subdivision Plat Approval for Jardines de Grijalva Subdivision, being Tract 2C, Block 32, San Elizarion Grant, El Paso County, Texas.

LOCATION:

The property is located 250 feet East from the intersection of Dalia Ln. and Eudora Dr., and also southerly located 2.0 miles from the Socorro city limits, within our 5 miles of Extraterritorial Jurisdiction (ETJ), under Texas Local Government Code 212.001. The total area of the project is 12.56 acres.

OWNER:

Grijalva Family Trust

ENGINEER:

CEA Group, Inc.

REMARKS:

The proposed subdivision project will have 39 residential lots with:

1. Concrete Sidewalks
2. Asphalt Pavement
3. Utility Services (Electricity, Sanitary Sewer, Water Lines, Public Illumination, and On-Site Ponding).

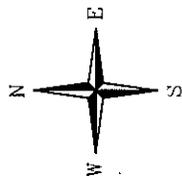
The following improvements are not included in this project:

1. Public park
2. Public ponding area for storm sewer (they propose to utilize On-Site ponding).

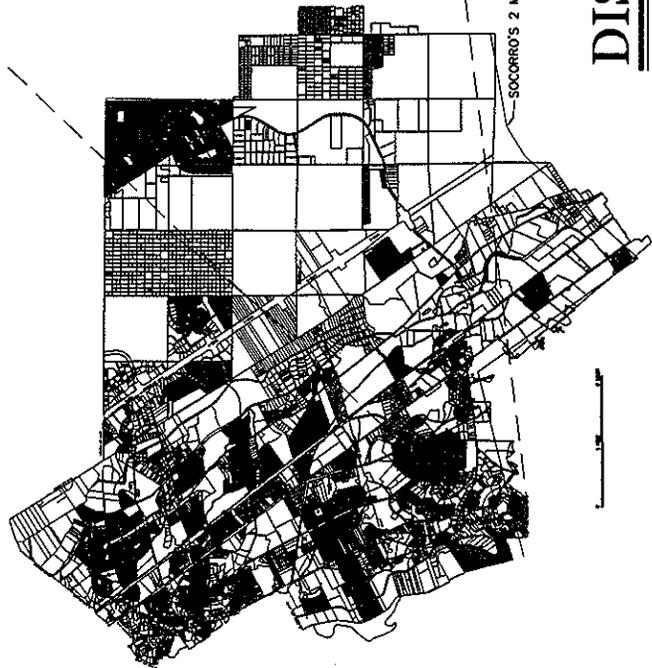
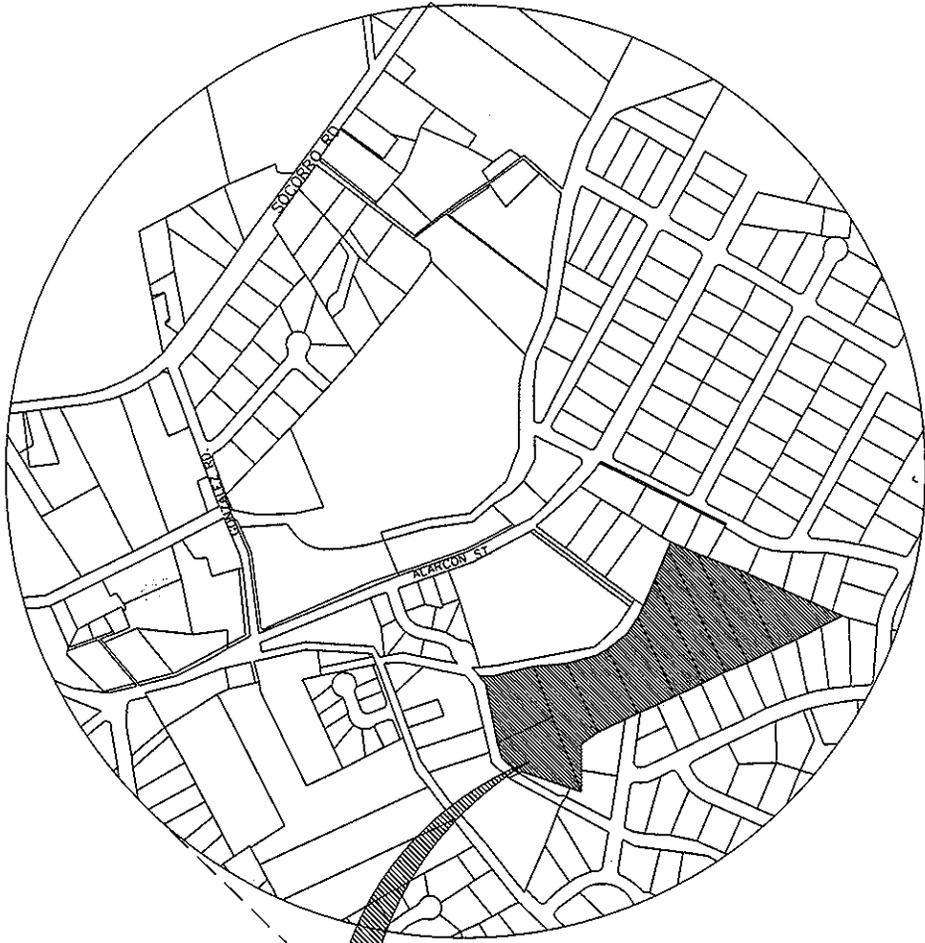
RECOMMENDATION:

The Planning and Zoning Commission recommends APPROVAL contingent the following:

1. Pursuant to the Subdivision Ordinance 77 Section 24, the subdivider shall transfer to the City of Socorro 2.5% of the total land to be subdivided or an equivalent dollar value which shall be used by the City of Socorro for parks and recreation.
2. Provide a designated public pond area for storm sewer, pursuant to Subdivision Ordinance 77 Section 111.1.5
3. Letter of service availability from the utility companies: LVWD, TGS, EPEC.
4. Applicable pending fees.



PROJECT SITE:
A PORTION OF BLOCK 32
SAN ELIZARIO GRANT



TOTAL AREA..... 1,431,100 SQ FT
DATE..... OCTOBER 2012
Planning and Zoning Department
www.socorrotx.gov

DISTRICT BOUNDARIES MAP

Scale: N.T.S.



PLANNING AND ZONING DEPARTMENT
APPLICATION FOR SUBDIVISION APPROVAL

Date: 8/6/2013

Application must be completed and validated prior to subdivision processing.

Subdivision Name: Jardines De Grijalva

1. Legal description of Area: Being Tract 2C, Block 32, San Elizario Grant, (Supplemental Map),
El Paso County, Texas.

2. Proposed Land Uses:

	Acres	Sites		Acres	Sites
Single Family	9.77	39	Office		
Duplex			Street & Alley	2.79	4
Apartment			Ponding/Drainage		
Mobile Home			Institutional		
P.U.D.			Other (Specify)		
Park/Pond					
School					
Commercial			Total No. Sites		
Industrial			Total Acreage	12.56	43

3. What is existing zoning of the above described property? Socorro 5-Mile ETJ
4. Will the residential sites, as proposed, permit development in full compliance with all zoning requirements of the existing residential zone(s). Yes No
5. Which of the following public improvements will be installed in this development:

Pavement	<input checked="" type="checkbox"/>	Water Lines	<input checked="" type="checkbox"/>
Sidewalks	<input checked="" type="checkbox"/>	Street Name Signs	<input checked="" type="checkbox"/>
Storm Sewer		Protective Fence	<input checked="" type="checkbox"/>
Flood Retention Pond		Guardrails	
Bridge		Street Lights	<input checked="" type="checkbox"/>
Survey Monuments	<input checked="" type="checkbox"/>	U/G Electric Lines	<input checked="" type="checkbox"/>
Sanitary Sewer	<input checked="" type="checkbox"/>	Other (Specify)	

6. Are sidewalks proposed along all dedicated streets? Yes No
 If only along some streets, which ones? _____

7. What type of telephone easements are proposed?

Underground Overhead _____ Both _____

What type of electrical easements are proposed?

Underground _____ Overhead _____ Both

What type of cable T.V. easements are proposed?

Underground Overhead _____ Both _____

8. What type of drainage is proposed?

Sheet Flow to On-site Lot Ponding within Residential Lots

9. Remarks and/or explanation of special circumstances:

N/A

10. Owner of record: Mark Grijalva 15090 Glendive Drive Horizon City, TX. 79928 (915) 328-5461

Name & address	Zip	Phone
----------------	-----	-------

11. Developer: _____

Name & address	Zip	Phone
----------------	-----	-------

12. Optioned by: _____

Name & address	Zip	Phone
----------------	-----	-------

13. Engineer: CEA Group 4712 Woodrow Bean Ste. F El Paso, TX. 79924 (915) 544-5232

Name & address	Zip	Phone
----------------	-----	-------

Applicant's Signature: *Mark Grijalva - Trustee*

Capacity: Owner

Subdivision Fees

Application Fee	\$150.00 or \$5.00 per lot (whichever is greater)
Preliminary Plat Review	\$100.00
Variance Request	\$100.00
Eng. Report Review	\$200.00
Construction Plans & Spec. Review	\$100.00
Construction Inspection & Testing	\$100.00 Testing Cost
Final Plat Review	\$100.00
Recording Fee	Determined by County of El Paso

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager



Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1

DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

CC: Willie Norfleet Jr., City Manager

FROM: Sam Leony, Planning and Zoning Director.

SUBJECT: Preliminary Subdivision Plat Approval for Alcala Estates, being all of Tract 1, Block 31, San Elizario Grant, El Paso County, Texas.

LOCATION: The property is southwesterly located 950 feet from the intersection of Cruz Rd. and Chicken Ranch Rd., at approximately 3.1 miles from the Socorro city limits, within our 5 miles of Extraterritorial Jurisdiction (ETJ), under Texas Local Government Code 212.001. The total area of the project is 2.42 acres.

OWNER: Maximino & Porfiria Alcala
12930 Socorro Rd,
San Elizario, Texas 79849

ENGINEER: REY Engineering, Inc.

REMARKS: Pursuant to the information provided by the applicant, the proposed subdivision project will have 5 Non-Residential lots with on-site ponding.

The following improvements are not included in this project:

1. Public park,
2. Public illumination design,
3. Fire hydrants information,
4. Sidewalk, curb, and gutter information,
5. Public ponding area for storm sewer (they propose to utilize On-Site ponding).

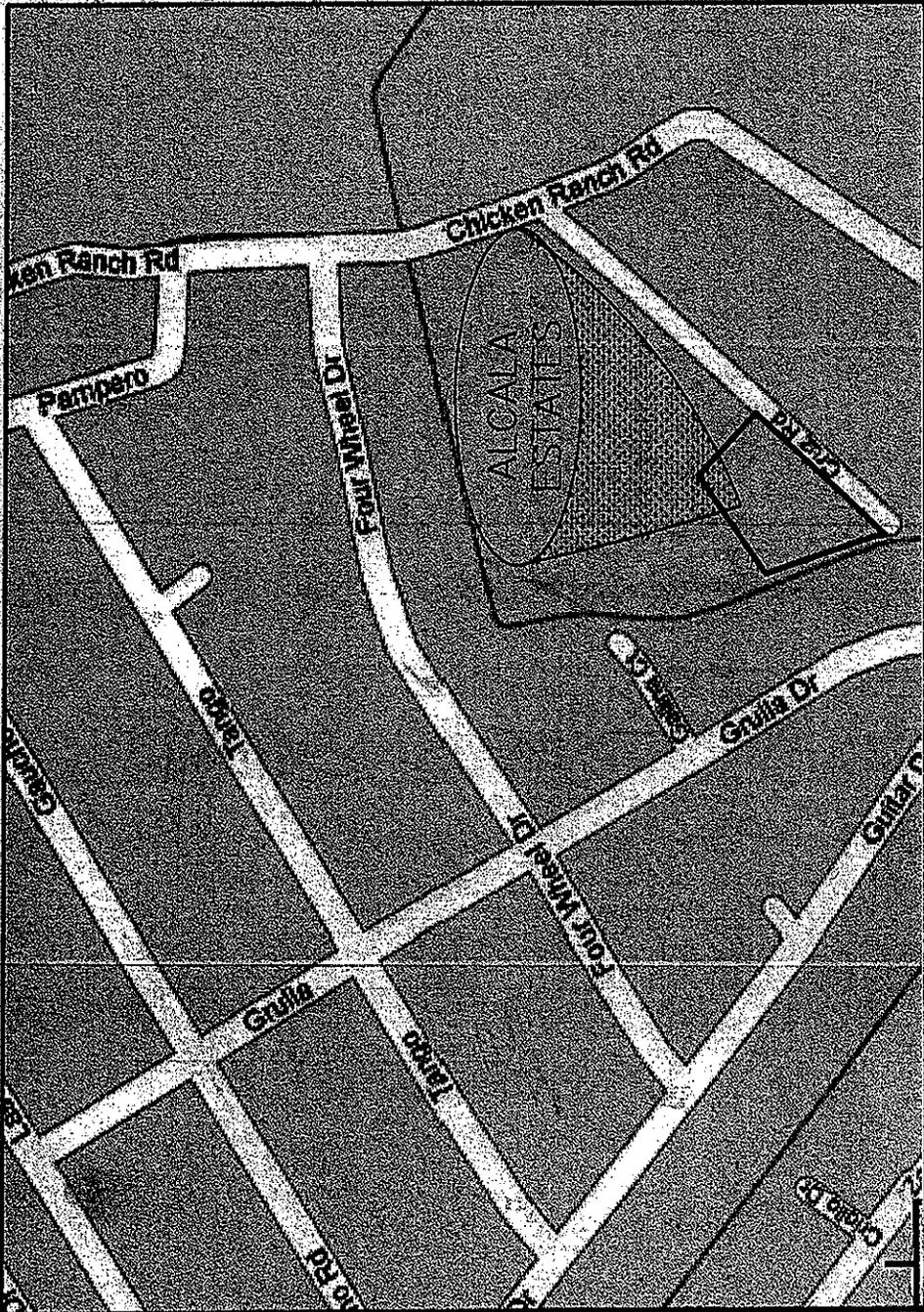
RECOMMENDATION: The Planning and Zoning Commission recommends APPROVAL contingent the following:

1. Pursuant to the Subdivision Ordinance 77 Section 24, the subdivider shall transfer to the City of Socorro 2.5% of the total land to be subdivided or an equivalent dollar value which shall be used by the City of Socorro for parks and recreation.
2. Provide a designated public pond area for storm sewer, pursuant to Subdivision Ordinance 77 Section 111.1.5
3. Letter of service availability from the utility companies: LVWD, TGS, EPEC.
4. Applicable pending fees.



SCALE 1" = 600'

LOCATION MAP



Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Item 41

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT:

Certificate of Appropriateness for proposed signs for State Representative Mary E. Gonzalez of District 75.

LOCATION:

The proposed location of the signs will be at approximately 300 feet North and South from the intersection of Socorro Rd. and Tiwa Boulevard.

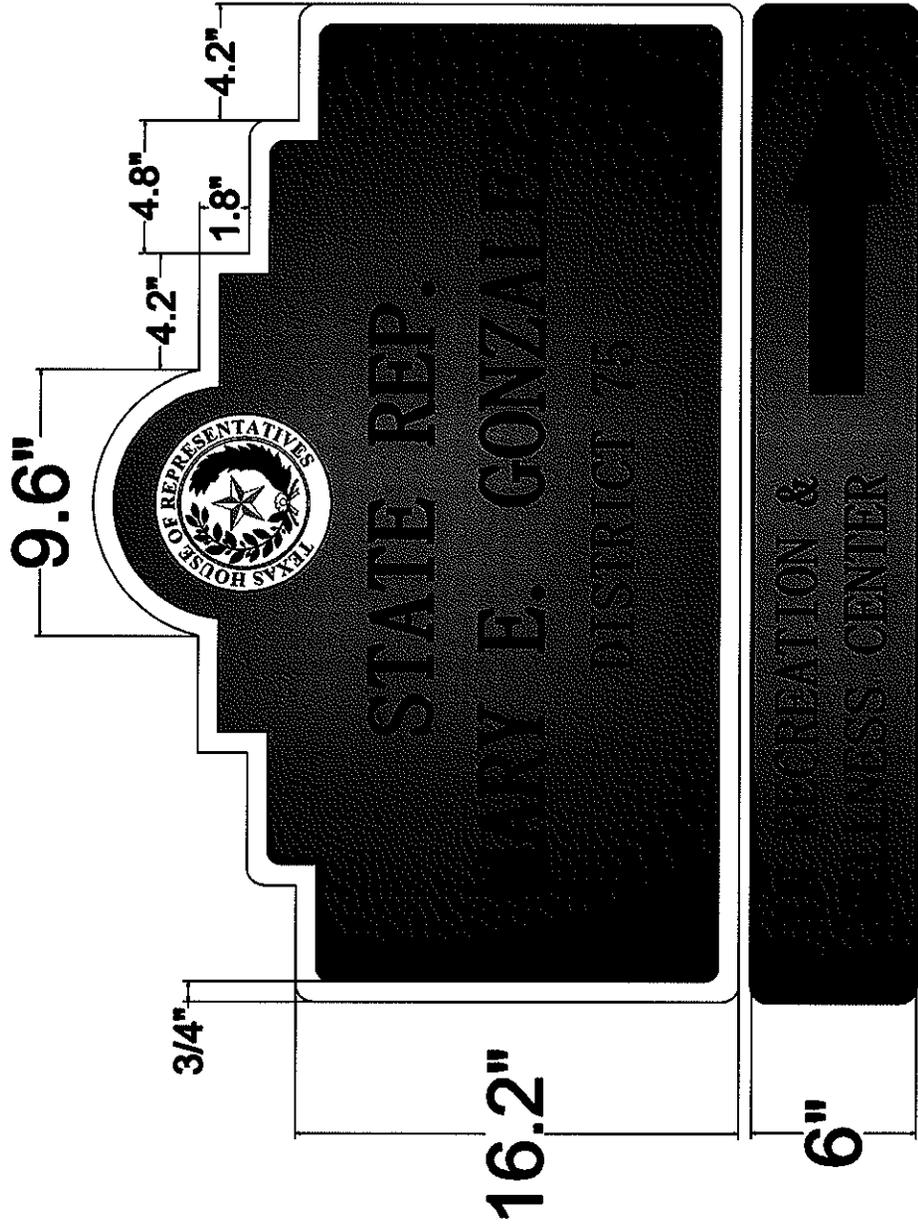
REMARKS:

The proposed signs will be replacing two existing signs, using the existing metal posts and hardware.

RECOMMENDATION:

Having verified that the proposed shape and color for the projected signs are in compliance with our Historical Regulations, the Historical Landmark Commission recommends APPROVAL contingent to the following:

1. Prior to the installation, the signs need to be approved by the Texas Department of Transportation (TXDOT).



Item 42

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: November 21, 2013.

TO: MAYOR AND CITY COUNCIL

FROM: Sam Leony, Planning and Zoning Director.

CC: Willie Norfleet, City Manager

SUBJECT:

Approval of payment of payment of \$147,998.00 to Texas Gas Service for the relocation of the Buford Regulator Station.

LOCATION:

The Buford Regulator Station is located adjacent to the railroad tracks at Horizon Blvd.

REMARKS:

This agreement is necessary to relocate the high pressure regulator to accommodate the new R.O.W. required for the Horizon-Buford Widening Project.

This payment will be reimbursed to the City of Socorro by TXDOT.

RECOMMENDATION:

The Planning and Zoning Department recommends APPROVAL.

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT: Proposed Conditional Use Permit for Beer & Wine for Lot 6, Block 1, Conner's Subdivision, City of Socorro, Texas.

OWNER:
Ralph Duran
11638 Alameda Ave.
Socorro, TX 79927
(915) 851-1955

LOCATION:
The property is located at 11638 Alameda Ave., right at the intersection of Alameda Ave. and Wilton Conner's Way.

REMARKS:
The current zoning classification of the referenced property is: C-2, General Commercial.
The current use of the property: Restaurant.
Proposed use of the property: Restaurant with a CUP to sale beer and wine.
According to our Future Land Use Map, the projected land use for this property is: Commercial.

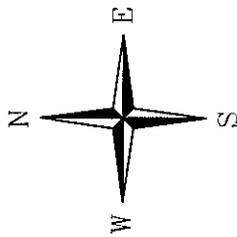
Adjacent Land Uses:
North: R-1 (Single Family Residential)
South: R-1 (Single Family Residential)
East: M-2 (Heavy Industrial)
West: R-1 (Single Family Residential)

Field Investigation:
a) Distance to the nearest School: 2,182 feet (Ernesto Serna School)
b) Distance to the nearest Church: 12,985 feet (Iglesia Eben-Ezer)
c) Distance to the nearest Hospital: N/A

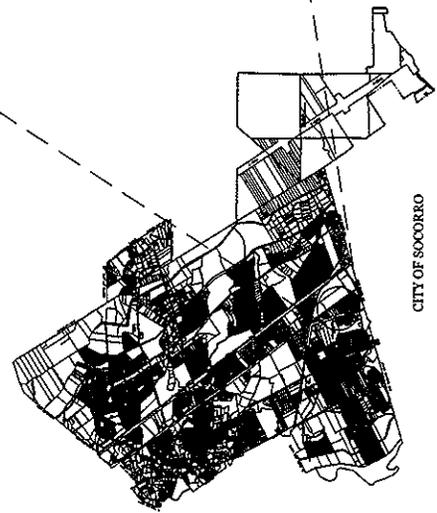
RECOMMENDATION:

Planning and Zoning Commission recommends APPROVAL contingent to the following:

1. The proposed Conditional Use Permit for Beer and Wine will be applicable only for Suite "B" used as restaurant facility.



PROJECT SITE:
11638 ALAMEDA
LOT 6, BLOCK 1
CONNER'S SUBDIVISION



CITY OF SOCORRO



MAP AREA: 11638 ALAMEDA
DATE: 10-1-2010

Planning and Zoning Department

CONDITIONAL USE
PERMIT FOR BEER
AND WINE

LOCATION MAP

Scale: N.T.S.



PLANNING AND ZONING DEPARTMENT

Request for Conditional Use

1. Name: Ralph Duran Date: 7-11-13
 Address: 11638 Alameda Phone: 851-1955
 Representative: SAME
 Address: SAME Phone: SAME

2. Property Location: 11638 Alameda
 Legal Description: CONVERS Lot #1 Block 2

If legal description is not available, a metes and bounds description will be required.

<u>36714</u>	<u>Legal Non-Conforming</u>	<u>C2</u>
Area (Sq. ft. or Acreage)	Current Zoning	Current Land Use
<u>LNC-C2 w/ CUP</u>		<u>RESTAURANT</u>
Proposed Zoning		Proposed Land Use
		<u>RESTAURANT/BAR</u>

3. All owners of record must sign document.

[Signature] _____

Each item on this form must be completed and all exhibits must be submitted before this request can be scheduled for a public hearing.

[Signature]
 Planning Department

[Signature]
 Owner or Representative

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT: Proposed Conditional Use Permit for mechanic shop at Tract 4-C-1-K-2, Block 3, Socorro Grant, City of Socorro, Texas.

LOCATION: The property is located at 890 Horizon Blvd., southwesterly located at 300 feet from the intersection of Alameda Ave. and Patti Jo Dr., and it has an approximate area of 1.006 acres.

OWNER:
Fausto Armendariz
890 Horizon Blvd.
Socorro, Texas 79927
(915) 859-3000

REMARKS:
Existing land use: Auto Sales and Mechanic Shop
Proposed land use: Auto Sales and Mechanic Shop

HISTORY:
This property was approved to be rezoned in October 3, 1996 from R-1 (Single Family Residential to C-2 (General Commercial), but the Conditional Use Permit necessary to conduct mechanic shop activities was never acquired, or requested by the P&Z Department back then.

According to our Future Land Use map, the projected land use for this property is: Commercial.

According to the Flood Insurance Rate Maps, the referenced property lies within an area determined to be outside of the 500-year flood plain, more particularly described as **Zone X**; this classification is the safest area with the less possibility of being flooded (Community Panel # 480212 0250-B / FEMA, September 4, 1991).

Adjacent Land Uses:

North: October 3, 1996
South: R-1, Single Family Residential
East: A-1, Agricultural
West: October 3, 1996

CONSIDERATION:

The Planning and Zoning Department is currently conducting a zoning revision to all the businesses registered within the City of Socorro verifying zoning compliance. We have detected that some businesses are not properly zoned, and we are inviting the owners to be officially zoned in accord to their activities, and this property is one of those cases operating with the wrong classification.

RECOMMENDATION:

The Planning and Zoning Commission recommends APPROVAL.



PLANNING AND ZONING DEPARTMENT

Request for Conditional Use

1. Name: Fausto Armenoaniz Date: 6-12-13
 Address: 890 Horizon Blvd Phone: 859-3000
 Representative: _____
 Address: MAILING ADDRESS 2708 Fierro Dr 79935 Phone: 859-3000

2. Property Location: 890 Horizon
 Legal Description: TRACT ~~40~~ 4-C-1-K-2 Block 3 - Socorro Grant

If legal description is not available, a metes and bounds description will be required.

<u>1.006 ACRES</u>	<u>C-2</u>	<u>Auto Sales + Mechanic Shop</u>
Area (Sq. ft. or Acreage)	Current Zoning	Current Land Use
<u>C2 + Cup For Mechanic Shop</u>	<u>Auto Sales + Mechanic Shop</u>	
Proposed Zoning	Proposed Land Use	

3. All owners of record must sign document.

Each item on this form must be completed and all exhibits must be submitted before this request can be scheduled for a public hearing.

[Signature]
 Planning Department

[Signature]
 Owner or Representative

Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager



Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1

DATE: November 21, 2013.

TO: MAYOR AND COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT: Proposed Conditional Use Permit for Beer & Wine for Tract 17, Block 7, Socorro Grant, City of Socorro, Texas.

OWNER:
Simona A. Sanchez
102 S. Moon Rd.
Socorro, TX 79927
(915) 491-1628

LOCATION:
The property is located at 9999 Alameda Ave., northerly located at 75 feet from the intersection of Alameda Ave. and Moon Rd.

REMARKS:
The current zoning classification of the referenced property is: C-2, General Commercial.
The current use of the property: Restaurant.
Proposed use of the property: Restaurant with a CUP to sale beer and wine.
According to our Future Land Use Map, the projected land use for this property is: Commercial.

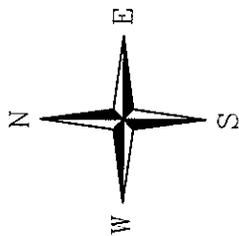
Adjacent Land Uses:
North: C- 2 (General Commercial)
South: C- 2 (General Commercial)
East: R-1 (Single Family Residential)
West: RM-2 (Residential Mobile Home Park)

Field Investigation:
a) Distance to the nearest School: 943 feet (Socorro High School)
b) Distance to the nearest Church: 1,850 feet (Socorro Mission)
c) Distance to the nearest Hospital: N/A

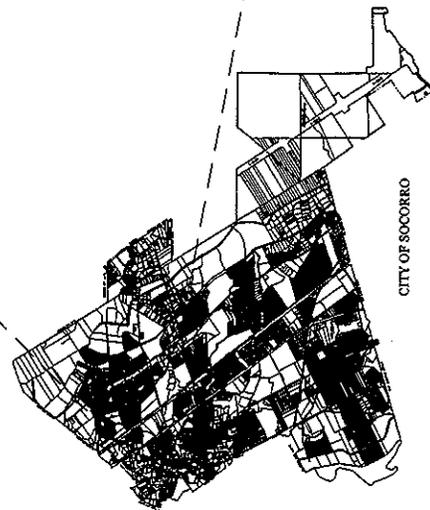
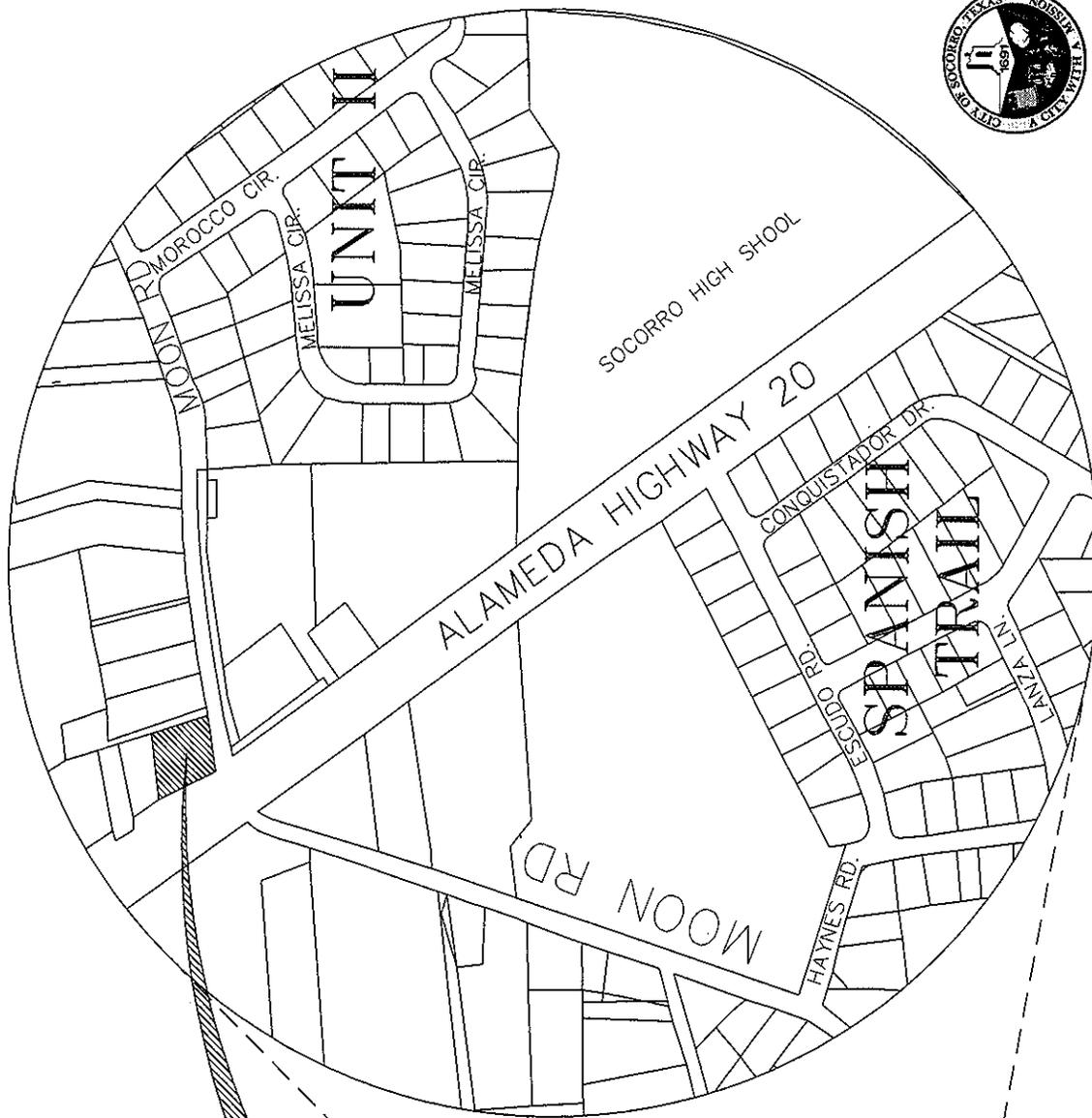
RECOMMENDATION:

The Planning and Zoning Commission recommends APPROVAL contingent to the following:

1. The Conditional Use Permit to sell Beer & Wine will be applicable only for the suite that is conducting the restaurant activities, not for the entire shopping center.



**PROJECT SITE:
9999 ALAMEDA
TRACT 17, BLOCK 7
SOCORRO GRANT**



TOTAL AREA.....14.611,008 ACRES
DATE.....AUGUST 2015

Planning and Zoning Department
City of Socorro, Texas

LOCATION MAP

Scale: N.T.S.



PLANNING AND ZONING DEPARTMENT

Request for Conditional Use

1. Name: Simona A. Sanchez Date: 07/24/2013
 Address: 102 E. MOON RD., SOCORRO, TEXAS Phone: 915-491-1628
79927
 Representative: HECTOR A. Sanchez, ADMINISTRATOR
 Address: 1304 SABRINA LYN, EL PASO, TX Phone: 915-491-1628
79936

2. Property Location: 9999 ALAMEDA AVENUE
 Legal Description: 7 SOCORRO TR 17 (0.392 ACRE)

If legal description is not available, a metes and bounds description will be required.

<u>17,075.52</u> Area (Sq. ft. or Acreage)	_____ Current Zoning	_____ Current Land Use
_____ Proposed Zoning	<u>Conditional Use Permit for Beerwine</u> Proposed Land Use	

3. All owners of record must sign document.

Hector A. Sanchez, ADMINISTRATOR

Each item on this form must be completed and all exhibits must be submitted before this request can be scheduled for a public hearing.

 Planning Department

Hector A. Sanchez, ADMINISTRATOR
 Owner or Representative