

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor-Pro Tem

Victor Perez
District 3

Anthony Gandara
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 19th DAY OF MARCH, 2015 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** (The maximum time for public comment will be 30 minutes and three minutes will be allotted for each speaker. Government Code 551.042 allows for responses by city council to be a statement of specific factual information given in response to the inquiry; or a recitation of existing policy in response to the inquiry; or a decision to add the public comment to a future agenda.)

PRESENTATIONS

5. **Presentation** by Willie Norfleet, Jr., City Manager, regarding monthly report.
Mayor Jesus Ruiz

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

6. *Excuse* absent Council Members. *Sandra Hernandez*
7. *Approval* of Regular Council Meeting Minutes of March 5, 2015. *Sandra Hernandez*
8. *Approval* of accounts payable transaction report for February 2015. *Karina Hagelsieb*
9. *Approval* of travel for Adriana Rodarte and Olivia Navarro to attend the Texas Municipal Human Resources Association Annual Conference in Horseshoe Bay, Texas April 29, 2015 through May 1, 2015. *Adriana Rodarte*
10. *Approval* of travel for Myrna Workman to attend Code Enforcement Training in San Antonio, Texas May 18, 2015 through May 22, 2015. *Sam Leony*
11. *Approval* of appointment and swearing in of *Gloria A. Ontiveros* to the *Planning and Zoning Commission for Place 2*. *Gloria M. Rodriguez*

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.

CITY CLERK DEPARTMENT

12. *Discussion and action* to approve the FY2015-2016 Budget Calendar. *Sandra Hernandez*

FINANCE DEPARTMENT

13. ***Discussion and action*** on accepting the fixed assets agreed upon procedures report from White, Samaniego, & Campbell, LLP. ***Karina Hagelsieb***
14. ***Discussion and action*** to approve Travel Policy #37 Amendment #5. ***Karina Hagelsieb***
15. ***Discussion and action*** to approve the amended Purchasing Policy. ***Karina Hagelsieb***
16. ***Discussion and action*** to approve the amended Accounting Manual. ***Karina Hagelsieb***

PLANNING AND ZONING DEPARTMENT

17. ***Discussion and action*** on the Certificate of Appropriateness for a six foot frontage cinder block wall on Tract 16A, 16B, 16B1, Block 20, Socorro Grant located at 10663 Socorro Road. The Historical Landmark Commission recommends approval. ***Sam Leony***
18. ***Discussion and action*** on the approval of the Historical Landmark Commission assuming the Museum Commission duties. The Historical Landmark Commission recommends approval. ***Sam Leony***
19. ***Discussion and action*** on the final plat approval for Cielo Del Rio Subdivision Unit 1. The Planning and Zoning Department recommends approval. ***Sam Leony***
20. ***Discussion and action*** on proposed payment of \$9,100.00 to El Paso Star Ready Mix for concrete supplied for the Leadership Bridge. The Planning and Zoning Department recommends approval. ***Sam Leony***

CITY MANAGER

21. ***Discussion and action*** on approving the Unaudited General Fund Budget vs Revenues and Expenditures Report for the period ending February 28, 2015. ***Willie Norfleet, Jr.***

MAYOR AND CITY COUNCIL

22. ***Discussion and action*** on starting the second phase of the Signalization Project. ***Mayor Jesus Ruiz***
23. ***Update and discussion*** regarding the Capital Improvement Plan meetings. ***Mayor Jesus Ruiz***
24. ***Discussion and action*** on having a translator at City Council meetings. ***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.

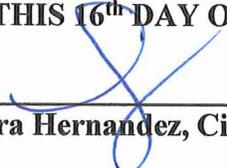
Section 551.071 CONSULTATIONS WITH ATTORNEY
Section 551.072 DELIBERATION REGARDING REAL PROPERTY
Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFT
Section 551.074 PERSONNEL MATTERS
Section 551.076 DELIBERATION REGARDING SECURITY
Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

Discussion on the following:

- 25. 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.
- 26. 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.
- 27. Discussion and action** regarding pending litigation and receive status report regarding pending litigation.
Willie Norfleet, Jr.
- 28. Acquisition** of an approximately 2.246 acre tract of land for the Old Hueco Tanks Road project, the consideration to be conveyed for it and to authorize the city attorney to finalize a contract for the acquisition of same and to authorize the mayor to sign said agreement [551.071 and 551.072].
James A. Martinez

29. Adjourn

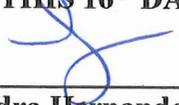
DATED THIS 16th DAY OF MARCH 2015.

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 16th DAY OF MARCH 2015.

By:  _____

Sandra Hernandez, City Clerk

Agenda posted: 3-16-15 @ 11 AM

Removed: _____ Time: _____ By: _____

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2

Victor Perez
District 3 – Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: 03/10/2015

TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Monthly Report Presented by CM Willie Norfleet

SUMMARY

Council should receive the monthly report by CM Willie Norfleet. A monthly report is being request and he should be allowed to present.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

See above

FINANCIAL IMPACT

none

ALTERNATIVE

Not allow him to present

COUNCIL MEMBER RECOMMENDATION

Allow Mr. Norfleet to present the monthly report

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 - Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: March 5, 2015

TO: Mayor and Council

FROM: Sandra Hernandez, City Clerk

SUBJECT: Monthly Report – February 2015

1. Council Meetings (February 5, 2015 and February 19, 2015)
 - Published legal notices regarding ordinances
2. Website
 - Update the website
3. Open Records Request
 - Responded to 2 open records requests
4. Other
 - Ordered new phones for employees
 - Met with Resident Technology regarding new camera system for chambers (new cameras installed)
 - Researched Charter Election
 - Responded to auditor's request for files and documents
 - Prepared budget calendar
 - Processed property claims to TML
 - Prepared agenda minutes
 - Researched TABC rules. Worked with TABC database to compile list of unpaid fees

City of Socorro

2015 February HR Monthly Report

Adriana Rodarte

Human Resources Director

March 02, 2015

Human Resources February Report

Human resources department provides overall policy direction on human resources management issues and administrative support functions related to the management of employees for all City departments. The mission of the department is to be strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

1. Civil Service meeting on 2/23/15 – Edmundo Montoya Grievance Hearing on demotion was affirmed by Civil Service.
Termination grievance hearing set for 3/23/15.
2. Drug Screens for Municipal Courts, Planning & Zoning, Recreations and Parks were conducted on 2/17/15
3. Attended Civil Service Training in Sugarland Texas 2/10/15 – 2/13/15
Alex Miranda
Ethel Tellez
Olivia Navarro
Adriana Rodarte
4. Sexual harassment Training for all Department Heads and City Council Members
5. Vacant Positions:
2 Police Officer,
1 Recreations Coordinator
1 Planning Tech
1 Communication Dispatcher
6. 250 Leave Request for the month of February
Vacations - 160
Sick – 62
Missing Swipes - 28
7. 1 Injury reported 0 currently on Workers Compensation
 - a. Tommie Reyes Workers Compensation as of 2/4/15
8. Unemployment Claim no chargeback to City
9. FMLA 3 employees out on leave
 - a. Gilbert Rey out on FMLA as of 11/03/14
 - b. Christopher Rey intermittently out on FMLA as of 11/03/14
 - c. Andrew DeAngelo 1/7/15 out on FMLA
 - d. Karina Verdier out on FMLA as of 12/26/14 returned to full duty 2/6/15
 - e. Chris Salazar out on FMLA as of 02/10/15
10. Externship Student (Southwest University) Reba started on 1/05/15 and assisted Finance Department.
11. Softball Event scheduled 2/28/15 was a Success!



SOCORRO POLICE DEPARTMENT FEBRUARY 2014 MONTHLY REPORT

Date: March 2, 2015
To: Willie Norfleet (City Manager)
From: Chief Carlos R. Maldonado *CM*
SUBJECT: Monthly Report

Attached are the crime statistics for the month of February 2015. Below are some case highlights which occurred during the month:

02/01/2015 At approximately 14:26 hrs, communications received a call regarding a fight at 547 Valle Blanco. Upon arrival Officers were told subjects left in a red Ford Bronco. Officer stopped the vehicle and found a shotgun and marijuana inside vehicle. Subjects were arrested and booked into the El Paso County Jail.

02/01/2015 At 18:21hrs, a called was made to 911 from 633 Dindinger regarding a male subject who punched the victim in the face and stole his tablet. At this time Investigators have learned the name and age of the alleged offenders. Warrants have been generated and filed.

02/01/2015 At 10800 Robin Rd 20:50 hrs, Socorro Police Communications received a call regarding an attempted kidnapping. The mother of child stated she had just arrived from buying groceries and left the child outside. A male subject wearing khaki pants and a blue sweater attempted to take child and ripped the child's jacket. Subject went running towards Horizon Blvd. At this time investigation is ongoing.

2/25/2015 Police Communications received a 911 call at 22:45 hrs regarding a male subject who had just shot himself in the head at the apartments located at 560 Three Missions. The male subject was arguing with girlfriend and went into the master bedroom when the suicide took place.

February Training

On February 3-5, 2015 Officer Moore attended the Taser Instructor Re-Certification course at the El Paso Sheriff's Academy. He is now certified to instruct Taser certification to Department

personnel as well as any Officer in our region authorized to carry the Taser Conductive Electrical Weapon. The course was 24 hours.

On February 9-13, 2015 Officer Moore attended the Pressure Point and Control Tactics Instructor course at the El Paso Sheriff's Academy. He is now authorized to re-certify Department personnel and any Officer in our region on P.P.C.T. Defensive Tactics and Baton. This was a 40 hour course.

On February 17, 2015 Officer Moore instructed a TCOLE mandated Legal Updates class for 3 of our Officers at Headquarters. This was a 4 hour course.

On February 18, 2015 Officer Moore instructed a TCOLE mandated Missing and Exploited Children class at the El Paso Community College for 18 students from various agencies in our region. This was an 8 hour course.

On February 20, 2015 Officer Moore instructed a TCOLE mandated Legal Updates class at the Federal Reserve Bank for 35 students from various agencies in our region. Total of two 4 hour blocks of instruction.



SOCORRO POLICE DEPARTMENT
FEBRUARY 1, 2014 THRU FEBRUARY 28, 2014



INCIDENT TYPE	COUNT
BURGLARY OF HABITATION	8
MOTOR VEHICLE ACCIDENTS	84
BLUE FORMS ISSUED ON MVA	46
DWI	6
FAMILY VIOLENCE ASSAULTS	19
VERBAL FAMILY DISPUTES	25
ASSAULT	6
REDSIDENCE/BUSINESS ALARMS	34
CRIMINAL MISCHIEF	13
FORGERY/FRAUD	11
THEFT	42
THEFT OF VEHICLE	11
MEDICAL CALLS	117
FIRE CALLS	23
ARRESTS	34
TRAFFIC STOPS	500
REPORTS GENERATED	229
CALLS FOR SERVICE	1726

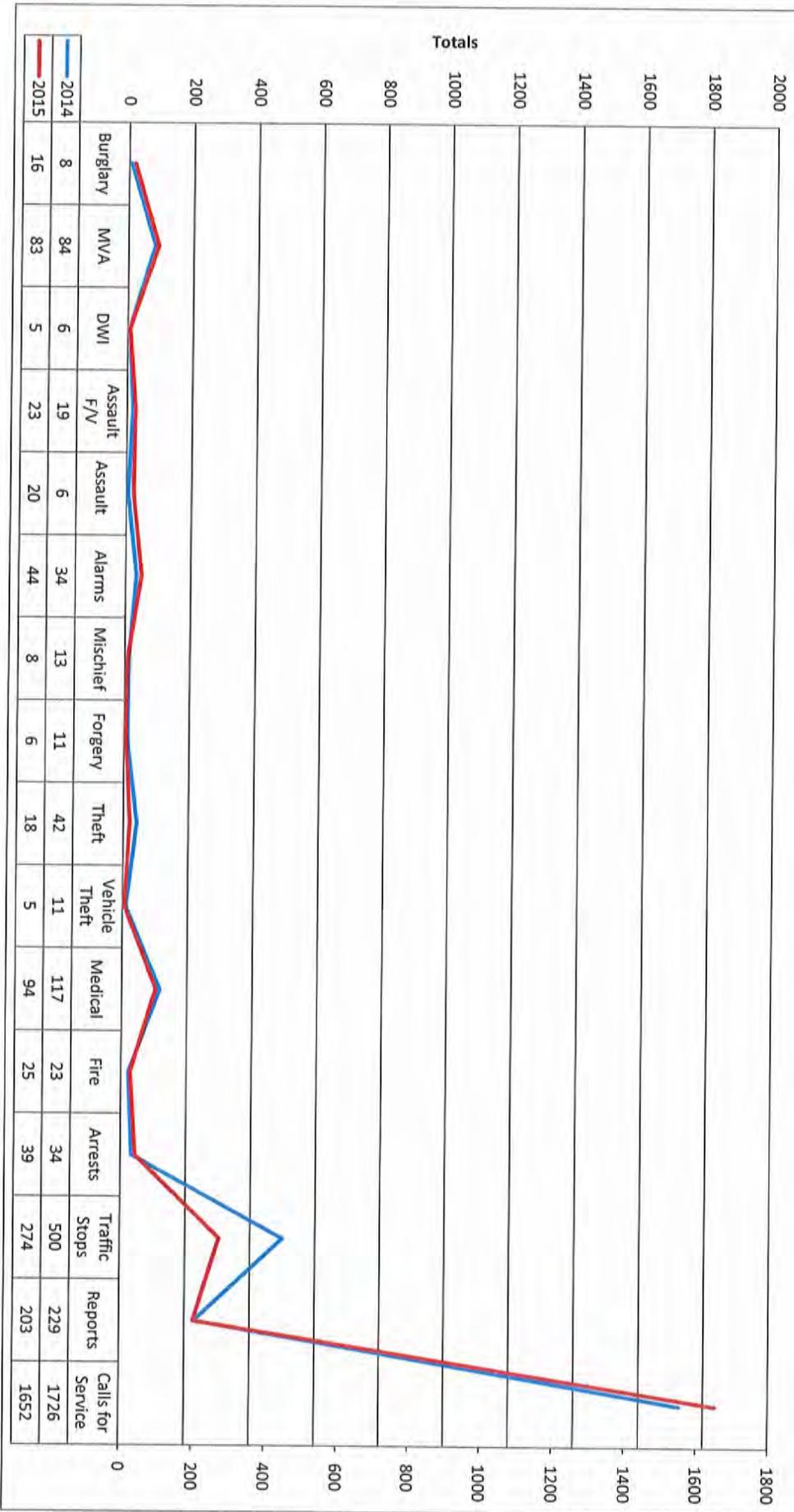


SOCORRO POLICE DEPARTMENT
FEBRUARY 1, 2015 THRU FEBRUARY 28, 2015



INCIDENT TYPE	COUNT
BURGLARY OF HABITATION	16
MOTOR VEHICLE ACCIDENTS	83
BLUE FORMS ISSUED ON MVA	34
DWI	5
FAMILY VIOLENCE ASSAULTS	23
VERBAL FAMILY DISPUTES	47
ASSAULT	20
REDSIDENCE/BUSINESS ALARMS	44
CRIMINAL MISCHIEF	8
FORGERY/FRAUD	6
THEFT	18
THEFT OF VEHICLE	5
MEDICAL CALLS	94
FIRE CALLS	25
ARRESTS	39
TRAFFIC STOPS	274
REPORTS GENERATED	203
CALLS FOR SERVICE	1652

Socorro Police Department Stats Comparison February 2014 & 2015



Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor Pro Tem

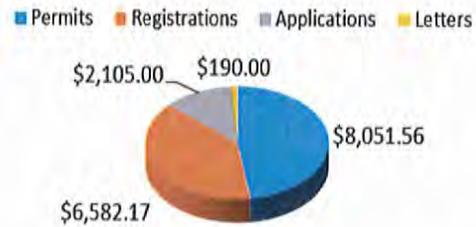
Victor Perez
District 3

Anthony Gandara
District 4

Feb 2014



Feb 2015



City of Socorro
PLANNING & ZONING DEPARTMENT
MONTHLY REPORT

	February 2014		February 2015	
Permits				
Residential Permits	46	\$18,424.50	15	\$4,437.50
Commercial Permits	4	\$10,500.35	2	\$462.50
Excavation and Grading Permits	0		0	
Demolition Permits	0		0	
Utility Gas Permits	5	\$275.00	10	\$575.00
Utility Water Permits	1	\$150.00	4	\$200.00
Utility Sewer Permits	3	\$150.00	6	\$300.00
Utility Plumbing Permits	26	\$1,375.00	4	\$200.00
Utility Electric Permits	35	\$2,075.00	13	\$725.00
Utility Mechanical Permits	25	\$1,325.00	3	\$150.00
Re-Inspection Fees			2	\$90.00
Vendor Permits	15	\$420.00	7	\$127.50
Event Permits	0		0	
Sign Permits	3	\$979.15	3	\$326.56
Special Use Permits	0		0	
Special Inspections	0		2	\$75.00
Returned Check Fees	0		1	\$35.00
Beer & Wine	0		5	\$347.50
Total	163	\$35,674.00	77	\$8,051.56

Registrations				
Business Registrations	13	\$906.99	7	\$440.92
Business Renewals	72	\$4,352.50	104	\$5,891.25
Car Dealership Annual Applications	0		2	\$250.00
Total	85	\$5,259.49	113	\$6,582.17
Applications				
Conditional Use Applications	0		1	\$650.00
Rezoning Applications	2	\$1,700.00	2	\$900.00
Lot Split Applications	1	\$1,350.00	0	
Re-Plat Applications	0		0	
Subdivision Applications	0		0	
BOA Applications	2	\$200.00	0	
Mobile Office Placements	3	\$180.00	4	\$240.00
Mobile Home Transporters	1	\$90.00	7	\$315.00
Total	9	\$3,520.00	14	\$2,105.00
Letters				
Official Address Changes	3	\$45.00	5	\$30.00
Zoning Confirmation Letters	4	\$180.00	1	\$45.00
Certificate of Occupancy	15	\$750.00	2	\$100.00
Letters Of Zoning Compliance	21	\$315.00	1	\$15.00
Total	43	\$1,290.00	9	\$190.00
Grand Total		\$45,743.49		\$16,928.73



City of Socorro Planning & Zoning Activity Report

February 2015

INSPECTIONS

The Planning & Zoning Department conducted the following inspections during the past month:

Structural Inspections:	9
Mechanical	7
Electrical	17
Plumbing/Gas/Sewer	51
Concrete Work	55
<i>(Incl. rock walls, footings, driveways & sidewalks)</i>	
Building Final	3
Change of Address	4
TOTAL	146

CODE COMPLIANCE & ENFORCEMENT

The code compliance personnel accomplished the following activities during the past month:

Notices of Violation issued	45
Number of cleared cases (through voluntary compliance)	54
Citations Issued	2
TOTAL	101

Boards & Commissions

The following number of cases were brought before these boards and commissions during the past month:

City Council	9
Planning & Zoning	13
Historical Landmark Commission	3
Board of Adjustments	0
Museum Commission	0
TOTAL	25 Cases



City of Socorro Planning & Zoning Activity Report

February 2015

INTERNAL AND EXTERNAL PROJECT INVOLVEMENT

1. Leadership Bridge project.
2. Safe Routes To School project.
3. Annexation project.
4. ROW acquisition projects (Fray Olguin Rd, Rio Vista Rd., Sparks Cir., Lippert Rd., Sheryl Cir., Spur Pl., San Miguel Rd., etc.)
5. Flood Mitigation and Preparedness project (existing and future storm water structures)
6. Road widening projects (Horizon-Buford, North Loop, and Old Hueco Tanks Blvd.)
7. Municipal buildings preservation (roofing, rockwall projects, etc.)

**CITY OF SOCORRO
DEPT. OF
RECREATION
CENTERS
FEBRUARY MONTHLY
REPORT
ISSUED MARCH 6, 2015
BY RECREATION
CENTERS
SUPERVISOR:
VICTOR RETA**

Goals:

- The Recreation Centers' goal is to establish themselves as a resource center in the community aimed at encouraging, educating, & empowering others through social, civic, and betterment opportunities for the people of Socorro.
- As Recreation Centers Supervisor it is my ultimate goal that I meet the needs of the public in the City of Socorro, with solutions & answers; by creating good standing overarching partnerships I aim to provide an easily accessible network of aid. As such, I expect to have a highly effective team of employees who will receive continuing education & training so that they are capable of executing & facilitating the demands of the department with polite & welcoming community service.
- Goal of the month: Team Work

RVCC (Rio Vista Community Center):

- February monthly report (supporting documentation attached)
- Received Historical League Commission Approval for Cosmetic Changes Only; P&Z have stated the structural changes need to be overlooked by an engineer and the process is awaiting a ruling from the State.
- Coordinated Valentine's Activities for 40 Senior Citizens 2/11
- Celebrated Mardi Gras w/ Seniors 2/17
- Transported Senior Citizens to Ash Wednesday Mass on 2/18
- Crowned 2015 Senior Citizens King & Queen
- Provided transportation for the Senior Citizens to local businesses, health care providers, & services needed
- Coordinated with IT to on donated computers Services Commission.
- Received new Ford the process of relabeling
- Began assisting income taxes.
- TxDot & City Council Hosted 2/21
- Officially Received Awarded for the Type 2 ADA Bus
- Sent Recreation Leader to the CERT Train the Trainer Certification Program 2/23-2/25



finish installing software from Health & Human

Transit Vehicle & are in fleet.

constituents with their

Community Meeting

Passing of Grant

- Completed all Planned Electrical Work at RVCC Which Covered Computer Area & Kitchen

CACC (Chayo Apodaca Community Center):

- February Monthly Report Attached
- Brought in Curry Atkins to solve computer problems
- Hosted a book reading with Paul Garcia 2/20
- Hosted Obamacare Workshop 2/7
- Began Looking at Land Scape Options for Outside CACC

Department Supervisory, Staff, and Cross Department Collaboration:

- Designed Amnesty Week, Kid's Camp, & Easter Event Flyers
- Met w/ TX A&M Colonias director for upcoming Spring/Summer Ideas & Plans 2/11
- Underwent Drug Screening 2/17
- Coordinated City Picture Day for 3/19
- Southwest University Intern's Last Day 2/13
- Attended:
 - ✓ Civil Service Meeting 2/23
 - ✓ WTEP Meeting 2/26
 - ✓ YISD State of the District Address 2/27 as Partner in Education Invitee
 - ✓ Softball Game 2/28

Events:

- Preparing Obamacare Workshop 2/7/2015
- Preparing Valentine's Day Luncheon 2/11/2015
- Mardi Gras 2/17
- Ash Wednesday 2/18
- Preparing Children's Book Reading 2/20/2015
- Community Meeting 2/21
- Employee Softball Game 2/28
- Kid's Camp 3/9-3/14
- St. Patrick's Day 3/17
- Easter Event 3/28/2015
- Cesar Chavez Day 3/30

RIO VISTA COMMUNITY CENTER

MONTHLY REPORT February 2015

Fitness and Wellness

<u>Class:</u>	<u>Instructor</u>	<u>Time(s):</u>	<u>Month Total:</u>
Aerobics	Adriana	M-F 8-9am	178
Zumba	Adriana	MWF 9:15-10:15am	40
Zumba	Alejandra	MTWR 6-7pm	176
Senior Fitness	Mary	TTR 10-10:30am	45
Yoga	Idalia	MTWR 6-7pm	34
			473

Community Enrichment

<u>Class:</u>	<u>Instructor</u>	<u>Time(s):</u>	<u>Month Total:</u>
Family Violence Support		W 1-2pm	26
Al-Anon		F 12:30-2:30	27
GED		MWTR 9am-12am	101
		MWTR 5pm-7pm	100
Citizenship		TTR 6:30pm-8pm	68
Texas Tech.		Varies	5
ESL		WF 9am - 12pm	84
Senior Nutrition		M-F 9am-1pm	524
			935

Transportation

	<u>Month Total:</u>
Pick Ups	99
Drop Offs	113
Other	9
Church	15
	236

Calls & Visitors

	<u>Month Total:</u>
Phone Calls	201
Visitors	49
	250

Events

<u>Total Events</u>	<u>Total Turnout</u>
1	24
	24

Volunteers

	<u>Month Total:</u>
Volunteers / Community Service	2
	2

Total RVCC Visitor/Participant Traffic:

1920

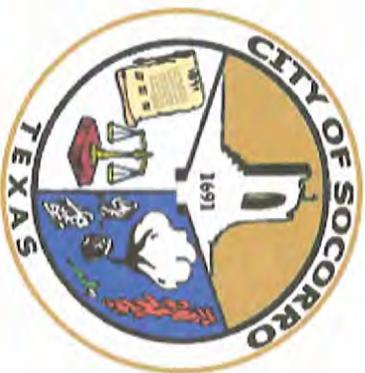


CHAYO APODACA COMMUNITY CENTER



February Monthly Report 2015

Day	Computer Use	Laptop Use	Arcade	Volunteers	Visitor	Conference	Total
1							
2							
3	24	0	27	1	2	0	54
4	14	0	13	0	2	0	29
5	14	1	7	0	2	0	22
6	21	2	4	0	5	0	32
7	32	1	13	1	11	0	58
8							
9							
10	32	3	6	0	4	0	45
11	12	0	6	0	4	0	22
12	18	1	8	0	2	0	29
13	25	0	13	0	2	0	40
14							
15							
16							
17	37	1	15	0	3	0	56
18	23	2	9	0	3	0	37
19	22	1	14	0	3	0	38
20	20	2	10	0	4	0	36
21	25	0	6	1	0	0	32
22							
23							
24	34	2	14	0	3	0	53
25	38	1	16	0	2	0	57
26	32	1	16	0	3	0	50
27	22	1	10	0	2	0	35
28	20	3	11	0	4	0	38
29							
30							
31							
Total							763
Monthly Total							763



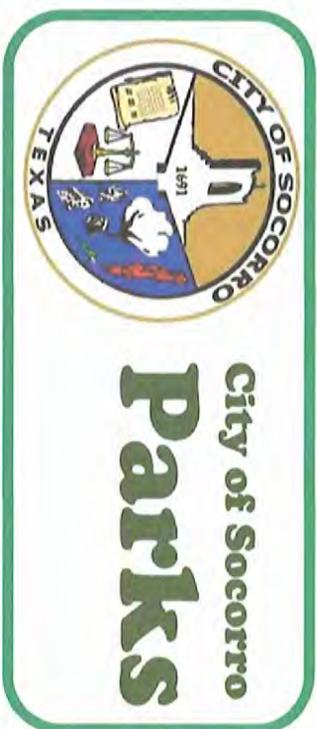
Public Works & Parks February Update

SOCORRO
Public Works Department



PW

Serving the Community with Pride
Sirviendo a la Comunidad con Orgullo

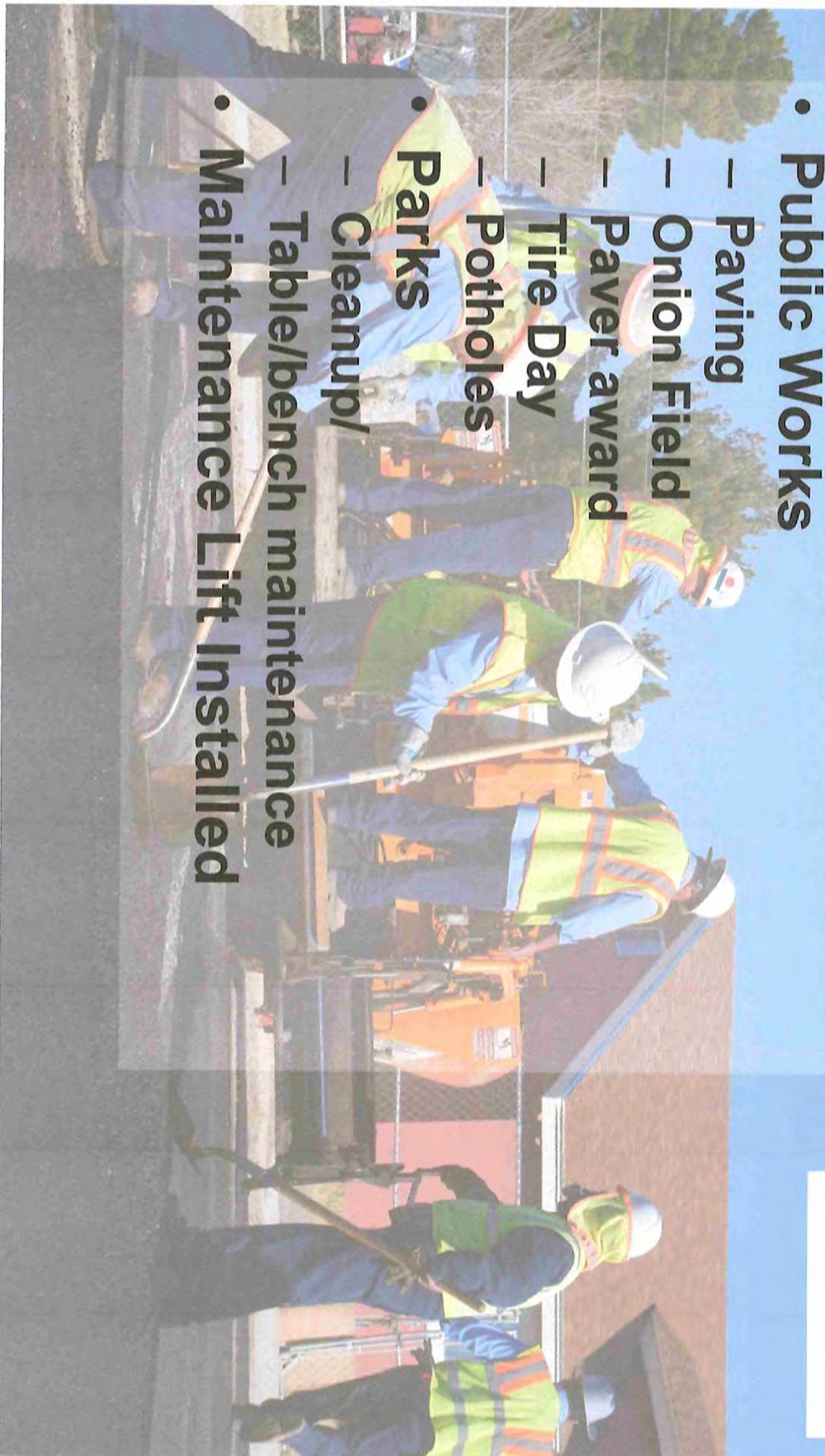




Agenda



- **Public Works**
 - Paving
 - Onion Field
 - Paver award
 - Tire Day
 - Potholes
- **Parks**
 - Cleanup/
 - Table/bench maintenance
- **Maintenance Lift Installed**





Paving

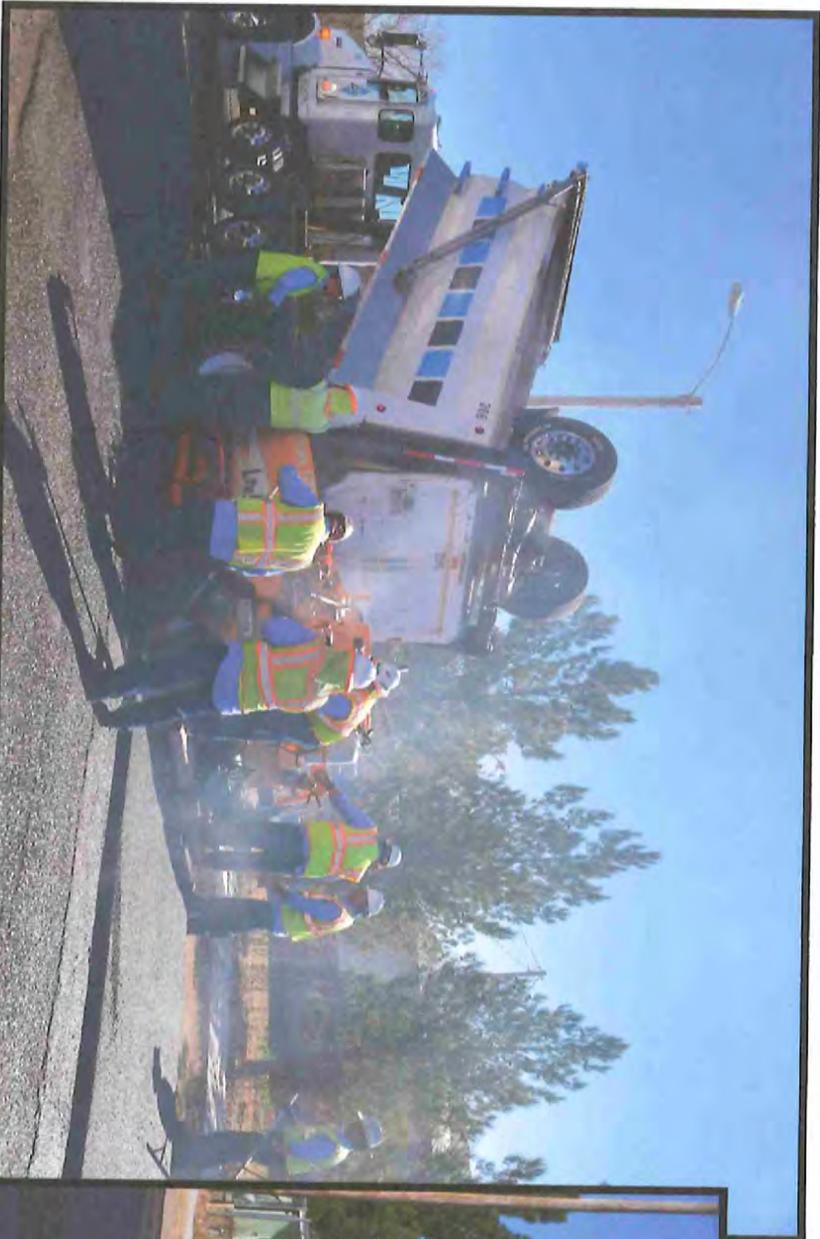
- Completed 1.5 miles of condition 4 & 5 streets

- Donna Marie
- Wilton
- Los Magos
- Regina
- Porcel
- Gail
- Scarlet





Paving Operations



SOCORRO
Public Works Department

PW
Serving the Community with Pride
Sirviendo a la Comunidad con Orgullo

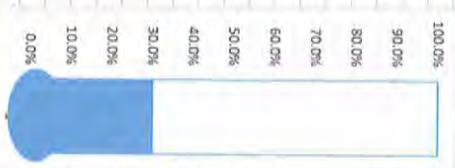


Paving status as of 31 Jan 2015

2015 Overlays Cost Tracker

As of 2/26/2015

Street	Loads	Tons	Asphalt Cost	Other Costs	Total	Length	Price per Mile	Cost/mile asphalt + oil	Cost/mile asphalt + base	Total Cost/Mile
Mcdoo	5	121.69	\$ 7,544.78		\$ 7,544.78	0.06	\$125,746.33			
Jimmy Don	5	120.26	\$ 7,456.12		\$ 7,456.12	0.06	\$124,268.67			
Andy	4	88.09	\$ 5,461.58		\$ 5,461.58	0.06	\$ 91,026.33			
Wesley	4	289.75	\$ 17,964.50		\$ 17,964.50	0.22	\$ 81,656.82			
Russ	11	275.89	\$ 17,105.18		\$ 17,105.18	0.19	\$ 91,227.63			
Le Lois	4	101.29	\$ 6,279.98		\$ 6,279.98	0.06	\$104,666.33			
Reese	4	101.29	\$ 6,279.98		\$ 6,279.98	0.15	\$ -			\$ 87,928.91
Carbalaj Rd	17	427.60	\$ 26,511.20		\$ 26,511.20	0.31	\$ 85,520.00			
Donna Marie			\$ -		\$ -	0.39	\$ -			
Ross-Ce			\$ -		\$ -	0.12	\$ -			
Ron St	7	176.02	\$ 10,913.24		\$ 10,913.24	0.13	\$ 83,948.00			
Willton Pl			\$ -		\$ -	0.23	\$ -			
Cond. 4			\$ -		\$ -	0.70	\$ -			
Bundale			\$ -		\$ -	0.04	\$ -			
D1			\$ -		\$ -	0.10	\$ -			
Burt			\$ -		\$ -	0.16	\$ -			
Haskell			\$ -		\$ -	0.15	\$ -			
Kasey			\$ -		\$ -	0.48	\$ -			
Lark			\$ -		\$ -	0.38	\$ -			
Los Magos	18	452.67	\$ 28,055.54		\$ 28,055.54	0.36	\$ 77,959.83			
McKesson			\$ -		\$ -	0.32	\$ 82,816.50			
Milo			\$ -		\$ -	0.36	\$ -			
Nitram	18	427.44	\$ 26,501.28		\$ 26,501.28	0.28	\$ 83,033.50			
Porcel			\$ -		\$ -	0.04	\$ 116,730.50			
Prilam	15	374.99	\$ 23,249.38		\$ 23,249.38	0.18	\$ -			
Regina	3	75.31	\$ 4,669.22		\$ 4,669.22	0.08	\$ -			
Scerlet			\$ -		\$ -	0.19	\$ -			
Sheryl			\$ -		\$ -	0.60	\$ -			
Tortugas			\$ -		\$ -	0.67	\$ -			
Zach			\$ -		\$ -	0.05	\$ 124,520.80			
D2	4	100.42	\$ 6,226.04		\$ 6,226.04	0.19	\$ -			
Gall			\$ -		\$ -	0.19	\$ -			
N. Naveez			\$ -		\$ -	0.19	\$ -			
Old Hueco Tks			\$ -		\$ -	0.19	\$ -			
Shared Base			\$ -		\$ -	0.19	\$ -			
Costs			\$ -		\$ -	0.19	\$ -			
Stabilization			\$ -		\$ -	0.19	\$ -			
Totals	125	3031.42	\$ 187,948.04	\$ -	\$ 187,948.04	7.12	\$ -			
						2.14	\$ -			
						30.0%	\$ -			





2015 Work Estimate



Est paving days, 2015: 27

Days remaining: 18

Overlay days total:

(paving + 1 day prep + 1 day cleanup)=

3 X paving days = 54

Work days 1 Mar-mid Jun (est rainy season start): 80

With perfect weather and no work on Onion Field or other heavy equipment tasks, PW could complete 2015 paving by mid-May. (other heavy equipment tasks: shoulder repair, berm/ditches maint)

A balanced workload with emphasis on paving would leave about 5-7 paving days (3-4 weeks of overlay days) after rainy season.

2015 neighborhood safety (speed bumps) will be done after paving is complete.



Onion Field Excavation



Public Works excavated at the west end of the Onion Field 2 days in Feb.





Paver Award

- Council approved award of the new paver purchase to Wagner Equipment Company for \$159,795





Tire Day

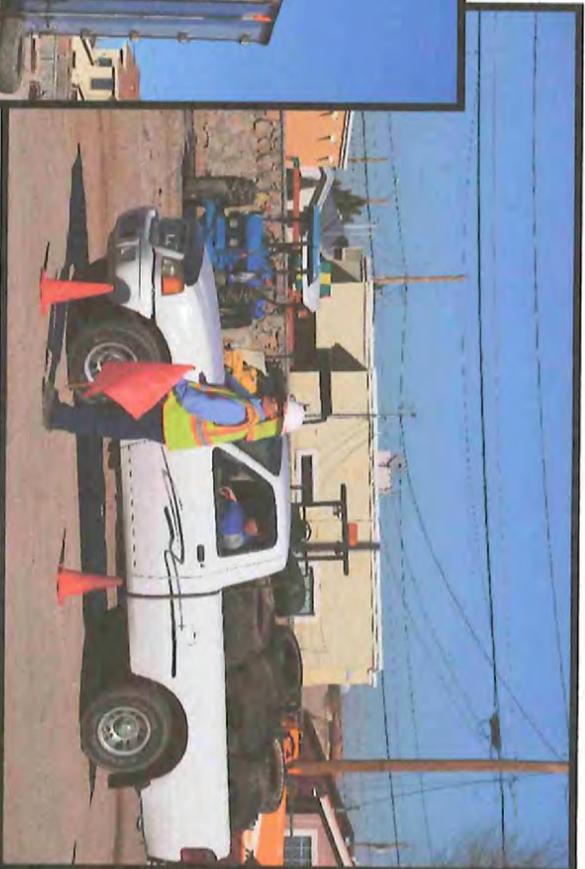
SOCORRO
Public Works Department

Serving the Community with Pride
Serving the Community with Pride
Serving the Community with Pride

PW

- 7 Feb

- Approximately 1500 tires collected





Potholes



- Adverse weather and 3 weeks of downtime for maintenance at our asphalt supplier limited pothole work to 2 days in February.
- 24-25 Feb repaired potholes at
 - Montreal Cir
 - Homan Dr.
 - Passmore
 - Middle Drain & Bauman
 - Fiona & Chatfield
 - Rio Vista & Buford
 - Apodaca
- Upcoming priorities:
 - Continue Passmore
 - Dindinger
 - Buford by Escontrias
 - Corner Grijalva & Moon



Street Lights



Location	Out	New	Notified EPE	Status/Comments
11430 Anaheim	X		X	Trouble ticket submitted
Patti Jo		X		Waiting PO
Homan near Horizon		X	X	Waiting estimate from EPE
Moon and Floralia		X	X	EPE cannot place – obstructions. Request from private citizen – recommend they do a private light like the grocery across the street
Armstrong near Conrad		X	X	EPE cannot do original request at 383 Conrad – obstructions. Have requested light at corner of Armstrong and Conrad – awaiting estimate.
9956 Morocco Circle		X	X	Waiting estimate from EPE
9986 Morocco Circle		X	X	Waiting estimate from EPE
9976 Gideon Circle		X	X	Waiting estimate from EPE

- El Paso Electric expects to have estimates for all lights available by Wed, 11Mar.



WELCOME Parks

- **Cleanup Moon City**

- Raking
- Removing tumbleweeds
- Preping trash containers

- **Cougar**

- Sanded, painted benches
- Fertilized fields

- **Rio Vista**

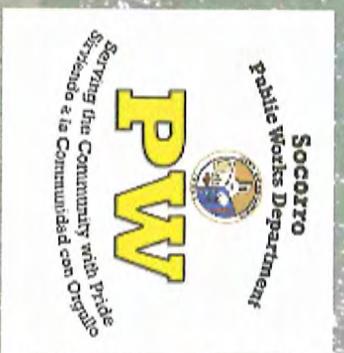
- Cleaned field
- Cleared irrigation ditches

- **Bulldog**

- Continue clean up landscaping
- Tested Irrigation, replaced automatic pump switch

- **Amistad**

- Irrigated



SOCORRO

TX

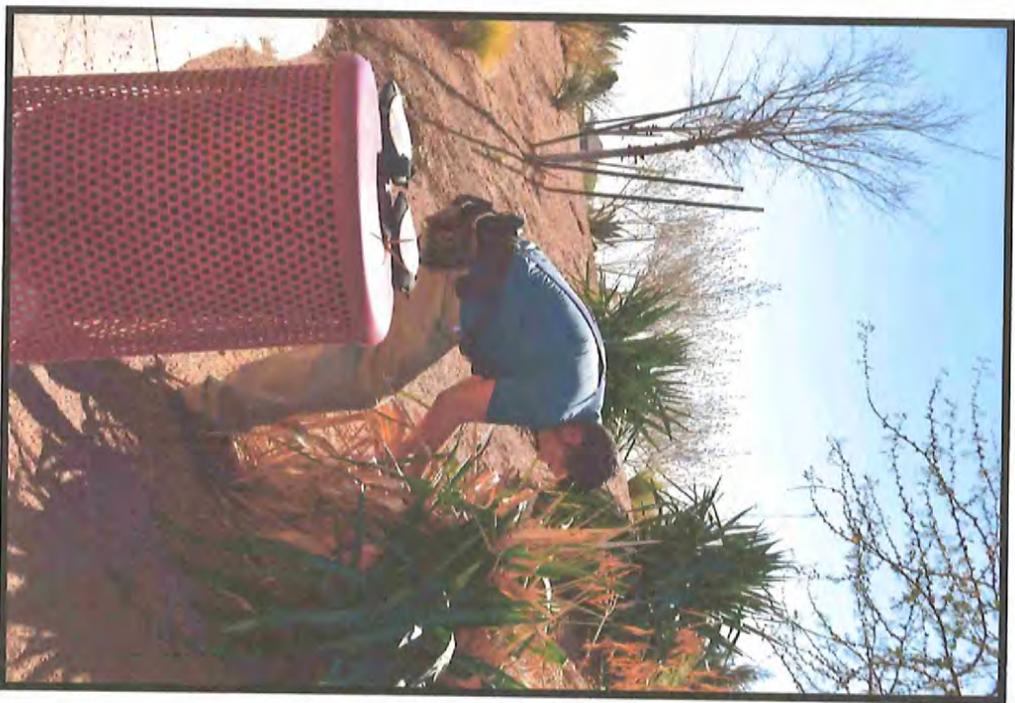
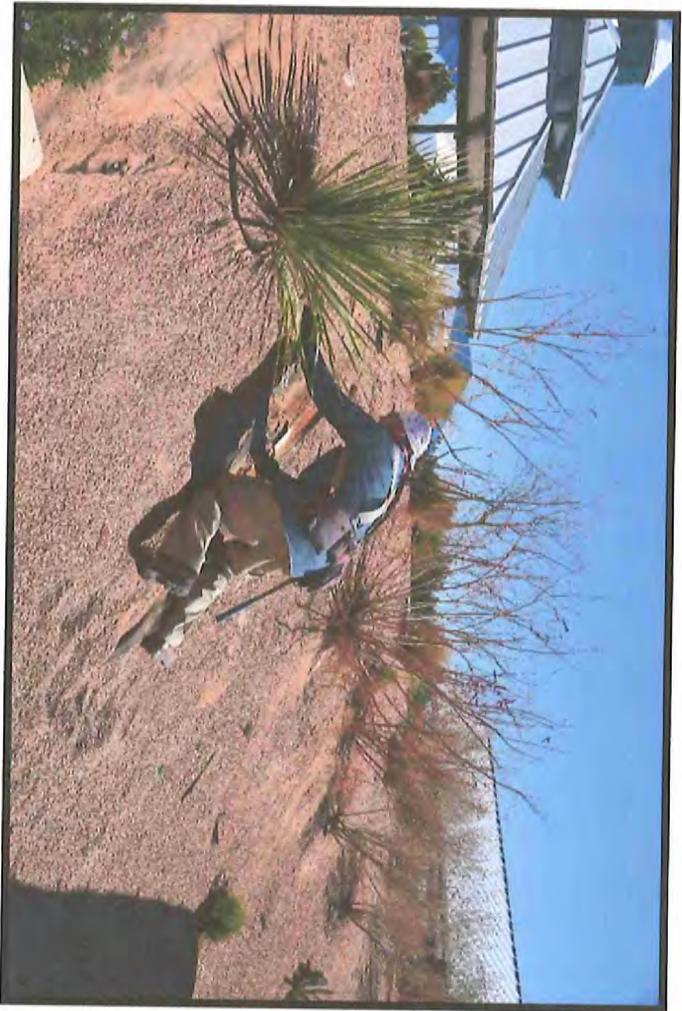


Park Maintenance

Socorro
Public Works Department

Serving the Community with Pride
Serviendo a la Comunidad con Orgullo

PW





Maintenance Lift

- Joint effort of PW (concrete) and Parks (electrical)
- Improve Socorro vehicle maintenance effectiveness and safety





Road Ahead

- Onion Field excavation
- Continue 2015 Paving Plan
 - All condition 5 streets
 - Condition 4 streets @ D1 & D2
- Maintenance
 - Potholes
 - Shoulders
- Parks
 - Prep for irrigation/recreation systems turn-on
 - Continue landscape maintenance
 - Training
 - Customer Service
 - Enforcement of Parks Ordinances



Gloria M. Rodríguez
District 2 /Mayor ProTem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager



Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1

**REGULAR COUNCIL MEETING MINUTES
MARCH 5, 2015 at 6:00 P.M.**

MEMBERS PRESENT:

Mayor Jesus Ruiz
Rene Rodriguez
Sergio Cox
Gloria M. Rodriguez
Victor Perez
Anthony Gandara

STAFF PRESENT:

Willie Norfleet, Jr., City Manager
Sandra Hernandez, City Clerk
Jim Martinez, City Attorney
Sam Leony, Planning and Zoning Director
Doug Lobdell, Public Works Director
Karina Hagelsieb, CFO
Victor Reta, Recreation Supervisor
Omar Guevara, IT Technician
Adriana Rodarte, HR Director
Carlos Maldonado, Chief of Police

1. CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Mayor Jesus Ruiz.

2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE.

The Pledge of allegiance was led by Willie Norfleet, City Manager

3. ESTABLISHMENT OF QUORUM.

Quorum was established with all members present.

4. PUBLIC COMMENT

Gary Williams, Carlos Cisneros, Amelda Hermosillo, and Ralph Duran

CONSENT AGENDA

5. **EXCUSE ABSENT COUNCIL MEMBERS.** **SANDRA HERNANDEZ**
6. **APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF FEBRUARY 19, 2015 AND SPECIAL COUNCIL MEETING MINUTES OF FEBRUARY 19, 2015.** **SANDRA HERNANDEZ**
7. **APPROVAL OF OMAR GUEVARA, IT TECHNICIAN, TO ATTEND CISCO INTERCONNECTING CISCO NETWORKING DEVICES ACCELERATED TRAINING AND COMP TIA SECURITY + CERTIFICATION MARCH 9, 2015 THROUGH MARCH 13, 2015 AND MARCH 23, 2015 THROUGH MARCH 27, 2015 AT NEW HORIZONS COMPUTER LEARNING CENTERS IN EL PASO, TEXAS.** **OMAR GUEVARA**

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve the Consent Agenda*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

REGULAR AGENDA

8. **INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE AMENDING THE CITY OF SOCORRO MASTER PLAN AND CHANGING THE ZONING OF TRACT 4-K-6, BLOCK 3, SOCORRO GRANT, FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO M-1 (LIGHT INDUSTRIAL). THE PLANNING AND ZONING COMMISSION RECOMMENDS DENIAL.** **SAM LEONY**

A motion was made by Victor Perez seconded by Sergio Cox to *approve the recommendation made by the Planning and Zoning Commission to deny item number eight*. Motion passed.

Carlos Cisneros, owner of the property spoke on this item.

Sam Leony made a presentation on this item.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

9. INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE AMENDING THE CITY OF SOCORRO MASTER PLAN AND CHANGING THE ZONING OF TRACT 9-C, BLOCK 16, SOCORRO GRANT AT 124 S. NEVAREZ ROAD FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO M-1 (LIGHT INDUSTRIAL). THE PLANNING AND ZONING COMMISSION RECOMMENDS DENIAL.

SAM LEONY

A motion was made by Victor Perez seconded by Sergio Cox to *approve the recommendation made by the Planning and Zoning Commission*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

A motion was made by Victor Perez seconded by Rene Rodriguez to *reconsider item number nine (9)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

Raul Chaparro, owner of the property at 124 S. Nevarez.

A motion was made by Victor Perez seconded by Sergio Cox to *accept the recommendation made by the Planning and Zoning Commission to deny item number nine (9)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

10. PUBLIC HEARING, SECOND READING AND ADOPTION OF ORDINANCE 361, AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS, ADOPTING A NEW ORDINANCE REGARDING SUBSTANDARD BUILDINGS; ESTABLISHING STANDARDS FOR ALL BUILDINGS AND STRUCTURES; PROVIDING FOR THE DECLARATION OF SUBSTANDARD BUILDINGS AND STRUCTURES AS A PUBLIC NUISANCE; PROVIDING FOR NOTICE TO PROPERTY OWNERS, OCCUPANTS, MORTGAGEES, AND LIENHOLDERS OF SUBSTANDARD BUILDINGS AND STRUCTURES; PROVIDING FOR A PUBLIC HEARING ON THE SUBSTANDARD BUILDING OR STRUCTURE; PROVIDING FOR THE ABATEMENT OF NUISANCES; PROVIDING FOR THE RECOVERY OF COSTS; PROVIDING

**A PENALTY CLAUSE; PROVIDING FOR JUDICIAL REVIEW;
REPEALING ALL CONFLICTING ORDINANCES; PROVIDING A
SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION.**

JAMES A. MARTINEZ

Public Hearing opened at 7:05 p.m.

No speakers

Public Hearing closed at 7:05 p.m.

A motion was made by Rene Rodriguez seconded by Victor Perez to *approve item number ten (10)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

11. PUBLIC HEARING, SECOND READING AND ADOPTION OF ORDINANCE 362, AN ORDINANCE OF THE CITY OF SOCORRO, REGULATING CREDIT ACCESS BUSINESSES.

JAMES A. MARTINEZ

Public Hearing opened at 7:07 p.m.

No Speakers

Public Hearing closed at 7:08 p.m.

A motion was made by Rene Rodriguez seconded by Sergio Cox to *approve item number eleven (11)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

12. DISCUSSION AND ACTION ON ACCEPTING THE FIXED ASSETS AGREED UPON PROCEDURES REPORT FROM WHITE, SAMANIEGO, & CAMPBELL, LLP.

KARINA HAGELSIEB

Karina spoke on this item.

A motion was made by Rene Rodriguez seconded by Sergio Cox to *postpone item for the next Regular Meeting of March 19, 2015*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

13. DISCUSSION AND ACTION ON APPROVING RESOLUTION 483, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS AUTHORIZING THE DESIGNATION FOR BANK SIGNATORIES.
KARINA HAGELSIEB

A motion was made Gloria M. Rodriguez to *approve item number thirteen (13).*

Gloria M. Rodriguez rescinded her motion.

A motion was made by Rene Rodriguez seconded by Victor Perez to *accept Mr. Norfleet's recommendation and add the City Clerk, Human Resources Director, exclude the Police Chief with Public Work's Director and Planning and Zoning Director as back-ups with priority on CFO and City Manager as signatories on all checks.* Motion passes.

Ayes: Victor Perez, Rene Rodriguez, Sergio Cox, and Gloria M. Rodriguez

Nays: Anthony Gandara

Abstain:

14. DISCUSSION AND ACTION REGARDING THE PARK COMMISSION.
DOUGLAS LOBDELL, JR.

No action on this item.

15. DISCUSSION AND ACTION ON THE PROPOSED 2015 ANNEXATION PROJECT.
SAM LEONY

Mayor Ruiz stepped out of the meeting at 7:18 p.m.

Gloria M. Rodriguez sat in as Mayor Pro Tem.

Mayor Ruiz returned to the meeting at 7:28 p.m.

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *approve Mr. Leony's recommendation for Parcels 1, 3, 4, 7, 8, 10 and 12 for item number fifteen (15). See Exhibit "A".* Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

16. DISCUSSION AND ACTION ON PROPOSED INCENTIVES TO PROPERTIES WITHIN THE HISTORICAL CORRIDOR OF THE CITY OF SOCORRO TO ENCOURAGE RESTORATION AND IMPROVEMENTS. THE HISTORICAL LANDMARK COMMISSION AND THE PLANNING AND ZONING COMMISSION RECOMMEND APPROVAL. *SAM LEONY*

Sergio Cox stepped out of the meeting at 7:43 p.m.

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *approve item number sixteen (16)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, and Gloria M. Rodriguez
Nays:
Absent: Sergio Cox

17. DISCUSSION AND ACTION ON PROPOSED AMENDMENT TO ORDINANCE 321, SECTION 3, TO ALLOW THE PLANNING AND ZONING COMMISSION TO ADOPT RULES AND REGULATIONS FOR THE GOVERNMENT OF THEIR OWN PROCEEDINGS, AND TO CARRY OUT THE PURPOSES FOR WHICH THE COMMISSION IS CREATED. THE PLANNING AND ZONING COMMISSION RECOMMENDS APPROVAL. *SAM LEONY*

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *approve item number seventeen (17)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, and Gloria M. Rodriguez
Nays:
Absent: Sergio Cox

18. DISCUSSION AND ACTION ON THE APPROVAL OF THE CONDITIONAL USE PERMIT FOR A DIALYSIS CENTER AT TRACT 4-D-2-H AND 4-D-2-W, BLOCK 3, SOCORRO GRANT AT 10697 NORTH LOOP DRIVE. THE PLANNING AND ZONING COMMISSION RECOMMENDS APPROVAL. *SAM LEONY*

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *approve item number eighteen (18)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, and Gloria M. Rodriguez
Nays:
Absent: Sergio Cox

19. DISCUSSION AND ACTION ON REQUESTING A QUARTERLY REPORT FROM EACH CITY COMMISSION. *MAYOR JESUS RUIZ*

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number nineteen (19)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, and Gloria M. Rodriguez

Nays:

Absent: Sergio Cox

20. DISCUSSION AND ACTION ON BUILDING A LIBRARY WITHIN THE CITY OF SOCORRO. MAYOR JESUS RUIZ

Sergio Cox returned to the meeting at 7:47 p.m.

A motion was made by Rene Rodriguez seconds by Gloria M. Rodriguez to *approve with the recommendation made by Mr. Norfleet to renovate a building at the Rio Vista Complex*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

21. DISCUSSION AND ACTION ON PURCHASING A SECTION OF THE PROPERTY LOCATED AT 10949 BURT RD. FOR THE PURPOSE OF STORM WATER FLOOD CONTROL. SERGIO COX

A motion was made by Anthony Gandara seconded by Sergio Cox, to *approve item number twenty-one*. Motion passed.

Gloria M. Rodriguez stepped out at 8:28 p.m.

Sam Leony made presentation.

Gloria M. Rodriguez returned to the meeting at 8:30 p.m.

Ayes: Victor Perez, Anthony Gandara, and Sergio Cox

Nays: Rene Rodriguez and Gloria M. Rodriguez

Abstain:

22. DISCUSSION AND ACTION ON STATUS REPORT ON OBTAINING THE MS-4 PERMIT REQUIRED TO LEGALLY BE ABLE TO ALLOW STORM FLOOD WATER TO DRAIN INTO THE CANAL OWNED BY THE EL PASO COUNTY WATER IMPROVEMENT DISTRICT. THE PURCHASE OF THE PERMIT HAD ALREADY BEEN APPROVED BY SOCORRO CITY COUNCIL AT A PREVIOUS MEETING. SERGIO COX

Doug Lobdell, Public Works Director spoke on this item.

Victor Perez stepped out of the meeting at 8:43 p.m.

Victor Perez returned to the meeting at 8:47 p.m.

No action on this item.

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *move into Executive Session at this time*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

THE CITY COUNCIL CONVENED INTO EXECUTIVE SESSION AT 8:54 P.M.

EXECUTIVE SESSION

THE CITY COUNCIL RECONVENED BACK IN OPEN SESSION AT 9:14 P.M.

ADDENDUM TO THE AGENDA

- 1. ACQUISITION OF AN APPROXIMATELY 2.246 ACRE TRACT OF LAND FOR THE OLD HUECO TANKS ROAD PROJECT, THE CONSIDERATION TO BE CONVEYED FOR IT AND TO AUTHORIZE THE CITY ATTORNEY TO FINALIZE A CONTRACT FOR THE ACQUISITION OF SAME AND TO AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT [551.071 AND 551.072].**

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *postpone for the next Regular Meeting of March 19, 2015*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

- 23. 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.

24. 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.

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

WILLIE NORFLEET, JR.

A motion was made by Victor Perez seconded by Rene Rodriguez to *delete items twenty-three (23), twenty-four (24) and twenty-five (25)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Abstain:

26. ADJOURN

A motion was made by Victor Perez seconded by Rene Rodriguez to *adjourn at 9:16 p.m.* Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Anthony Gandara, and Gloria M. Rodriguez

Nays: Sergio Cox

Abstain:

Jesus Ruiz, Mayor

Olivia Navarro
Assistant City Clerk

Date minutes approved

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2/Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: MARCH 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE ACCOUNTS PAYABLE TRANSACTION REPORT FOR FEBRUARY 2015.

SUMMARY

The accounts payable report summarizes all of the checks which have been issued for February. This report does not include any accruals entered as journal entries or any cash disbursements for credit card purchases.

STATEMENT OF THE ISSUE

FINANCIAL IMPACT

ALTERNATIVE

STAFF RECOMMENDATION

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/2/2015	AAC Trucking	00303	PO22549-DEMOLITION & CLEAN UP 741 GRIJALVA	05521	DEMOL	2,850.00	Planning and Zo	GENERAL FUND
2/2/2015	AAC Trucking	00304	PO22551-DEMOLITION & CLEAN UP 9982 MELISSA CIR	05520	DEMOL	2,000.00	Planning and Zo	GENERAL FUND
2/2/2015	AAC Trucking	00305	PO22551- FNL PYMT DEMOLITION & CLEAN UP 9982 MELISSA CIR	05520	DEMOL	1,564.00	Planning and Zo	GENERAL FUND
2/6/2015	ALEX MIRANDA	MILG-AM0211.1315	MILEAGE IN LIEU OF AIRFARE-CC MIRANDA 2/11-13/15 SUGARLAND,T	05711	99999	300.70	Human Resources	GENERAL FUND
2/6/2015	ALEX MIRANDA	PRDIEM-AM0211.1315	PO99912-PERDIEM-TXPERLA&TMHRA-CC MIRANDA-2/11-15/15 SUGARLAN	05711	99999	161.00	Human Resources	GENERAL FUND
2/19/2015	Armando Mejia Trucking & Sons	PO22866-PZ012915	Service Contract	05520	DEMOL	2,650.00	Planning and Zo	GENERAL FUND
2/25/2015	Armando Mejia Trucking & Sons	PO22884-DRAW1.CM	Service Contract	05520	99999	6,975.00	City Manager	GENERAL FUND
2/25/2015	Armando Mejia Trucking & Sons	PO22898	Service Contract	07550	Bulldog	8,662.00	Planning and Zo	CAPITAL FUND
2/2/2015	AT & T	01/15-91587285742009	TELEPHONE SVC. MUNICRT 01/15-02/14/15	05314	99999	735.22	Municipal Court	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	190.53	Public Works	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	576.04	City Manager	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	1,011.09	Police Departme	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	165.54	Recreation Cent	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	212.58	Municipal Court	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	186.06	Planning and Zo	GENERAL FUND
2/2/2015	AT & T	01/15--915A230016626	TELEPHONE SVC. FROM 1/7-2/6/15	05314	99999	(2,079.53)	City Manager	GENERAL FUND
2/9/2015	AT&T Mobility	287242888185x1222015	PD WIRELESS SVC-12/15/14-1/14/15	05314	99999	95.91	Police Departme	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560742513	Equipment Maintenance	05613	99999	39.86	Public Works	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560743188	Equipment Maintenance	05613	99999	193.52	Public Works	GENERAL FUND
2/2/2015	AUTO ZONE COMMERCIAL	1560745168	PO22695-BATTERY CREDIT-S10 CHEVY TRK-RP	05612	99999	(103.49)	Recreation Park	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560746430	Equipment Maintenance	05613	99999	25.51	Public Works	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560747431	Equipment Maintenance	05613	99999	46.09	Public Works	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560747823	Equipment Maintenance	05613	99999	39.41	Public Works	GENERAL FUND
2/17/2015	AUTO ZONE COMMERCIAL	1560748169	Vehicle Maintenance	05612	99999	13.57	Police Departme	GENERAL FUND
2/17/2015	AUTO ZONE COMMERCIAL	1560751756	Equipment Maintenance	05613	99999	13.29	Public Works	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560751761	Equipment Maintenance	05613	99999	10.92	Public Works	GENERAL FUND
2/10/2015	AUTO ZONE COMMERCIAL	1560752377	Equipment Maintenance	05613	99999	10.02	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	AUTO ZONE COMMERCIAL	1560755383	Equipment Maintenance	05613	99999	7.40	Public Works	GENERAL FUND
2/19/2015	AUTO ZONE COMMERCIAL	1560757041	Equipment Maintenance	05613	99999	37.50	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560757041	PO22760-LUCAS RED & TACKY #2 GREASE	05612	99999	37.50	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560762179	Equipment Maintenance	05613	99999	30.75	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560762913	Equipment Maintenance	05613	99999	19.97	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560762915	Equipment Maintenance	05613	99999	274.77	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560762915	PO22760-GREAT NECK TRUCK ADAPTER	05613	99999	25.22	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560763847	Equipment Maintenance	05613	99999	299.99	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560763848	PO22760-CREDIT GREAT NECK TRUCK ADAPTERS SHOP LIFTER	05612	99999	(299.00)	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560766427	Equipment Maintenance	05613	99999	139.99	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560768658	Equipment Maintenance	05613	99999	11.69	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560768689	Equipment Maintenance	05613	99999	22.39	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560769664	PO22760-GREAT NECK 2/3 JAW 5 TON PULLER	05612	99999	45.00	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560769718	PO22760-CREDIT GREAT NECK AC CLUTCK PULLEY PULLER	05612	99999	(45.00)	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560769728	Equipment Maintenance	05613	99999	50.00	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560769902	PO22760-CREDITGREAT NECK 2/3 JAW 5 TON PUL	05612	99999	(50.00)	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560773326	PO22760-CREDIT ADAPTORS-VEHICLE SHOP LIFT	05613	99999	(299.99)	Public Works	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560774273	Tools & Supplies	05612	99999	71.95	Recreation Park	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560774274	Tools & Supplies	05612	99999	(31.44)	Recreation Park	GENERAL FUND
2/25/2015	AUTO ZONE COMMERCIAL	1560774984	Equipment Maintenance	05613	99999	129.98	Public Works	GENERAL FUND
2/6/2015	Best Buy	1806311	Delivery	05201	99999	29.99	Planning and Zo	GENERAL FUND
2/6/2015	Best Buy	1806311	Desktop computer	05201	99999	789.00	Planning and Zo	GENERAL FUND
2/6/2015	Best Buy	1806311	Laptop	05201	99999	849.00	Planning and Zo	GENERAL FUND
2/6/2015	Best Buy	1806311	Microsoft Office License	05201	99999	378.00	Planning and Zo	GENERAL FUND
2/17/2015	BirchTelecommunications	17544937	LD Telephone svc - JAN 2015	05314	99999	11.16	Recreation Cent	GENERAL FUND
2/17/2015	BirchTelecommunications	17544937	LD Telephone svc - JAN 2015	05314	99999	43.04	Police Departme	GENERAL FUND
2/17/2015	BirchTelecommunications	17544937	LD Telephone svc - JAN 2015	05314	99999	108.15	City Manager	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Border Housing Solutions	7948	OPEN PO GRANT WRITING & MGMT F	05520	99999	3,076.92	Grants and Spec	GENERAL FUND
2/2/2015	Border Housing Solutions	7950	OPEN PO GRANT WRITING & MGMT F	05520	99999	3,076.92	Grants and Spec	GENERAL FUND
2/25/2015	Border Housing Solutions	7952	OPEN PO GRANT WRITING & MGMT F	05520	99999	3,076.92	Grants and Spec	GENERAL FUND
2/19/2015	Border Housing Solutions	PO99910-REIMB2615	PO99910-REIMB-INK FOR SPECIAL PRJ PRINTER	05201	99999	129.99	Grants and Spec	GENERAL FUND
2/6/2015	Border International Trucks	495015	PO99903-GOVERNOR PW55	05613	99999	27.64	Public Works	GENERAL FUND
2/25/2015	Border International Trucks	497596	PO99903-JOINT AND CHAMBER CH - PW08	05613	99999	128.25	Public Works	GENERAL FUND
2/6/2015	Bozynski, David J.	INV.20	Service Contract FY2014-2015	05520	99999	1,039.00	City Manager	GENERAL FUND
2/6/2015	Bozynski, David J.	INV.21	Service Contract FY2014-2015	05520	99999	1,039.00	City Manager	GENERAL FUND
2/19/2015	Bozynski, David J.	INV.22	Service Contract FY2014-2015	05520	99999	1,039.00	City Manager	GENERAL FUND
2/6/2015	Brunson Pump Service	113221	Park Maintenance	05317	99999	150.00	Recreation Park	GENERAL FUND
2/6/2015	Brunson Pump Service	113227	Park Maintenance	05317	99999	90.00	Recreation Park	GENERAL FUND
2/6/2015	Brunson Pump Service	113228	Park Maintenance	05317	99999	120.00	Recreation Park	GENERAL FUND
2/6/2015	Brunson Pump Service	113229	Park Maintenance	05317	99999	120.00	Recreation Park	GENERAL FUND
2/25/2015	C & M Plaque and Trophy	40884	PO99905-PLAQUES FOR CP BOMB SQUAD PERSONNEL	05201	99999	230.00	Police Departme	GENERAL FUND
2/25/2015	Caldwell Country Ford	FKA50336	PO22758-VAN 2015 FLEET/NON RETAIL FORD TRANSIT	05810	99999	41,725.00	Recreation Cent	GENERAL FUND
2/17/2015	Carefree Janitorial Services	0-698	JANITORIAL SERVICES	05520	99999	795.00	Recreation Cent	GENERAL FUND
2/25/2015	Carefree Janitorial Services	0-709	Janitorial Service Contract	05520	99999	795.00	Recreation Cent	GENERAL FUND
2/25/2015	Carefree Janitorial Services	0-720	JANITORIAL SERVICES	05520	99999	405.00	Recreation Cent	GENERAL FUND
2/25/2015	Carefree Janitorial Services	0-720	Janitorial Service Contract	05520	99999	390.00	Recreation Cent	GENERAL FUND
2/10/2015	CenturyLink	1327401924	LONG DISTANCE FOR PZ & MUNI.CRT-12/16/14-1/15/15	05314	99999	2.71	Municipal Court	GENERAL FUND
2/10/2015	CenturyLink	1327401924	LONG DISTANCE FOR PZ & MUNI.CRT-12/16/14-1/15/15	05314	99999	2.71	Planning and Zo	GENERAL FUND
2/25/2015	CenturyLink	1330512444	LONG DISTANCE FOR PZ & MUNI.CRT-1/16-02/15/15	05314	99999	2.71	Municipal Court	GENERAL FUND
2/25/2015	CenturyLink	1330512444	LONG DISTANCE FOR PZ & MUNI.CRT-1/16-02/15/15	05314	99999	2.71	Planning and Zo	GENERAL FUND
2/9/2015	Cesar Nevarez	CR-PRDIEM-CN0211.13	CREDIT MEMO-PO99912-PERDIEM-TXPERLA&TMHRA-CC NEVAREZ-2/11-13	05711	99999	(161.00)	Human Resources	GENERAL FUND
2/6/2015	Cesar Nevarez	PRDIEM-CN0211.1315	PO99912-PERDIEM-TXPERLA&TMHRA-CC NEVAREZ-2/11-15/15	05711	99999	161.00	Human Resources	GENERAL FUND
2/6/2015	City of El Paso	TAX0000042	SUGARLAN 2014 PROPERTY TAX COLLECTION S	05522	99999	10,611.88	Finance Departm	GENERAL FUND
2/17/2015	County of El Paso	AR15 00055	ON SITE SEWAGE INSPECTION BY C	05525	99999	1,000.00	Health Departme	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Currey Adkins	1412-0072	PO99902-OPEN RECORDS REQUEST MAIL SEARCH	05520	99999	210.00	City Manager	GENERAL FUND
2/17/2015	Currey Adkins	1501-0003	Service Contract Email Service	05520	99999	297.00	City Manager	GENERAL FUND
2/25/2015	D&H Petroleum & Envir	581251	PO22908-FUEL SYS REPAIR-CC APPRVD 2.5.15-PW	05613	99999	597.65	Public Works	GENERAL FUND
2/25/2015	D&H Petroleum & Environ	583394	PO99903-FUEL PUMP REPAIR	05313	99999	156.50	Public Works	GENERAL FUND
2/6/2015	Dannenbaum Engineering Corp	470102.05.XV	Service Contract	07550	LEADERSHIP	25,496.60	Planning and Zo	CAPITAL FUND
2/25/2015	dm Dickason Personnel Svcs.	1095	Temps in Rec Centers	05520	99999	161.28	Recreation Cent	GENERAL FUND
2/2/2015	Dwane Kelley	PO22854-TRNG	PO22854-TRNG-EPSHERIFF DEPT-OFCCR MOORSE,FLORES,SHULTZ	05527	99999	759.00	Police Departme	GENERAL FUND
2/25/2015	El Paso Disposal	2094519	ROLL OFF CONTAINER	05312	99999	475.47	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-004451000	Electric svc-670 POONA RD(SOLAR)12/10/14-01/13/15	05313	99999	406.73	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-0353710000	Electric svc 10200 Calcutta Dr. Lamps(6) 12/13/14-01/15/15	05313	99999	97.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-053681000	Electric svc-241 Old Hueco Tanks Rd Lamps 12/13/14-01/15/15	05313	99999	36.68	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-0643810000	Electric svc 124 Horizon Lamps 12/13/14-01/15/15	05313	99999	22.86	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-0705510000	ELECTRIC SVC 11280 CIELO AZUL 2 LAMPS 12/12/14-1/14/15	05313	99999	35.40	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-1038230000	Electric svc-FRIEDMAN ESTATE 8 LAMPS 12/24/14-01/26/15	05313	99999	54.11	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-1227830000	Electric svc- 700 Delhi Dr. 12/24/14-01/27/15	05313	99999	12.68	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-135371000	Electric svc 10200 Calcutta Dr. Lamps(6) 12/13/14-01/15/15	05313	99999	86.65	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-1643810000	Electric svc -124 Horizon Blvd 2Lamps 12/13/14-01/15/15	05313	99999	26.07	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-203823000	Electric svc-Friedman Estates 267 Lamps 12/24/14-01/26/15	05313	99999	5,511.29	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-2066730000	Electric svc- 205 Buford Rd LAMPS (2 UNITS) 12/27/14-1/15	05313	99999	5.97	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-2166730000	SOCORRO RD. LAMPS 1 LAMP 12/27/14-1/27/15	05313	99999	21.51	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-2240820000	ELECTRIC SVC 317 VINEYARD 12/15/14-01/16/15	05313	99999	150.74	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	01/15-2643810000	Electric svc- SOCORRO 250 W LAMPS (5) 12/13/14-01/15/15	05313	99999	812.09	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-2811510000	ELECT. SVC 124 HORIZON BLVD LAMPS(SOLAR)12/12/14-01/14/15	05313	99999	279.33	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-3166730000	ELECTRIC SVC. 31 LAMPS 2045-9002-01 (VARIOS) 12/27/14-01/15	05313	99999	785.70	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-3643810000	Electric svc- 124 HORIZON BLV LAMPS 12/13/14-01/15/15	05313	99999	114.33	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-424820000	ELECTRIC SVC 317 VINEYARD 3 lamps 12/19/14-01/21/15	05313	99999	50.41	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-4509030000	Electric svc-11570 Valle Palomar Rd WELL 12/16/14-01/19/15	05313	99999	6.14	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/10/2015	El Paso Electric Company	01/15-4643810000	Electric svc- SOCORRO 250 W LAMPS (5) 12/13/14-01/15/15	05313	99999	78.20	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-4841250534	Electric svc-FLASHERS-ROBERT ROJAS ELEM-12/16/14-01/19/15	05313	FLASH	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-5684411209	Electric Svc 200 Tanton Rd Flasher 12/15/14-01/16/15	05313	99999	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-5923961462	Electric Svc-FLASHERS-SOCORRO MIDDLE 415BOVEE-12/15/14-1/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-5964763843	Electric Svc-11478 Alameda Ave-12/15/14-01/16/15	05313	99999	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-6095430000	Electric svc- Socorro Rd 483LAMPS 12/27/14-1/27/15	05313	99999	4,463.91	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-6423710000	ELECTRIC SVC. 1 DELILAH AVE. LAMP 12/13/14-01/15/15	05313	99999	38.07	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-6510758845	Electric Svc-587 Bauman Rd Flasher 12/16/14-01/19/15	05313	99999	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-6800510000	Electric svc-10660 Socorro Rd Park 12/10/14-01/13/15	05313	99999	421.10	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-6821451091	Electric Svc-9986 Gideon Cir -12/10/14-01/13/15	05313	99999	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-7423710000	ELECTRIC SVC. SOYA PARK DR 11 LAMPS 12/13/14-01/15/15	05313	99999	101.87	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-8127830000	ELEC SVC. 800 N.Rio Vista Rd.5 LAMPS-SEPARATE 12/27-1/27/15	05313	99999	464.77	Police Departme	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-8127830000	ELEC SVC. 800 N.Rio Vista Rd.5 LAMPS-SEPARATE 12/27-1/27/15	05313	99999	136.02	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-8823710000	ELEC.SVC 901 N. RIO VISTA RD LAMPS 12/13/14-01/15/15	05313	99999	203.23	Recreation Cent	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-8828823074	Electric Svc-FLASHERS-SOCORRO MIDDLE 316BOVEE-12/14/14-1/15	05313	FLASH	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9127830000	Electric svc- 860 N. RIO VISTA RD 12/24/14-1/27/15	05313	99999	428.73	Police Departme	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9127830000	Electric svc- 860 N. RIO VISTA RD 12/24/14-1/27/15	05313	99999	153.38	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9166730000	Electric svc- NEAR MOON CITY 27 LAMPS 12/27/14-01/27/15	05313	99999	580.75	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9388746618	Electric svc-FLASHERS-CAMPESTRE ELEM 460PASSMORE 12/14-01/15	05313	FLASH	6.14	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9436810000	Electric svc -241 Old Hueco Tanks Lamp1213/14-1/15/15	05313	99999	36.73	Public Works	GENERAL FUND
2/10/2015	El Paso Electric Company	01/15-9461481073	Electric svc-FLASHERS-CAMPESTRE ELEM-12/15/14-1/16/15	05313	FLASH	5.99	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-0044510000	Electric svc-670 POONA RD(SOLAR) 1/13-02/11/15	05313	99999	351.84	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-035371000	Electric svc 10200 Calcutta Dr. Lamps(6) 1/16-2/13/15	05313	99999	93.78	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-0370539706	Electric svc-FLASHERS-HD HILLEY ELEM 01/13-02/11/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-0390510000	Electric svc-205 S. NEVAREZ -0390510000	05313	99999	5.99	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-053681000	Electric svc-241 Old Hueco Tanks Rd Lamps 01/16-02/13-15	05313	99999	35.76	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-0705510000	ELECTRIC SVC 11280 CIELO AZUL 2 LAMPS 1/15-02/12/15	05313	99999	34.42	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/19/2015	El Paso Electric Company	02/15-104451000	Electric svc 10200 Calcutta Dr. Spe A 01/13-02/11/15	05313	99999	5.99	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-1249706712	Electric svc-FLASHERS-HD HILLEY ELEM 1/13-02/11/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-1282653204	ElectreSvc-FLASHRS-S.SANCHEZ MIDDLE-285 Rio Vista-1/13-2/11	05313	FLASH	6.14	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-1353710000	Electric svc 10200 Calcutta Dr. Lamps(6) 01/16-02/13/15	05313	99999	84.84	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-1609030000	Electric svc- VALLE PALOMAR RD 7 LAMPS 01/14-02/11-15	05313	99999	163.11	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-1643810000	Electric svc -124 Horizon Blvd 2Lamps 03-04/10	05313	99999	25.15	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-2192510000	Electric svc-241OLDHUECO TANKS 01/13-02/11/15	05313	99999	120.93	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-2240820000	ELECTRIC SVC 317 VINEYARD 01/16-02/16-15	05313	99999	87.70	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-2396810000	Electric svc-10415 VALLE RICO DR. 01/13-02/11/15	05313	99999	104.18	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-2643810000	Electric svc- SOCORRO 250 W LAMPS (5) 01/16-02/13/15	05313	99999	787.25	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-2811510000	ELECT. SVC 124 HORIZON BLVD LAMPS(SOLAR)01/13-02/11/15	05313	99999	227.38	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-3019210141	Electric Svc-3019210141-316 Buford-Bulldog Pk. 1/113-2/10/15	05313	99999	263.10	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-3095856668	Electric svc-FLASHRS-HUECO ELEM-370 OHUECO TANK 1/13-2/11/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-3643810000	Electric svc- 124 HORIZON BLV LAMPS 03-04/10	05313	99999	112.03	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-4240820000	ELECTRIC SVC 317 VINEYARD 3 lamps 01/22-02/19/15	05313	99999	49.17	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-4404510000	ELEC. SVC 901 N. RIO VISTA RD. 1/13-02/11/15	05313	99999	303.09	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-4509030000	Electric svc-11570 Valle Palomar Rd WELL 01/19-02/17/15	05313	99999	6.14	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-4556438985	Electric Svc 425 Rio Vista Rd 01/13-02/11-15	05313	99999	6.14	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-4643810000	Electric svc- SOCORRO 250 W LAMPS (5) 01/16-02/13/15	05313	99999	75.44	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-4841250534	Electric svc-FLASHERS-ROBERT ROJAS ELEM-1/19-02/17/15	05313	FLASH	6.14	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-5404510000	Electric svc-851 N. Rio Vista Rd Pump 01/13-02/11/15	05313	99999	12.90	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-5684411209	Electric Svc 200 Tanton Rd Flasher 10/16-11/15/13	05313	99999	6.28	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-5800510000	Electric svc-10660 Socorro Rd. 01/13-02/11/15	05313	99999	6.41	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-5923961462	Electric Svc-FLASHERS-SOCORRO MIDDLE 415BOVEE-01/16-02/16/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-5964763843	Electric Svc-11478 Alameda Ave-01/16-02/16/15	05313	99999	6.28	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-6092510000	ELECTRIC SVC 341 N. MOON RD. 01/13-02/11/15	05313	99999	319.35	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-6423710000	ELECTRIC SVC. 1 DELILAH AVE. LAMP 11/13-12/12/14	05313	99999	36.63	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/25/2015	El Paso Electric Company	02/15-6510758845	Electric Svc-587 Bauman Rd Flasher 01/19-02/17/15	05313	99999	6.14	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-6730056815	ElectricSvc-FLASHRS-HUECO ELEM-320 OHUECO TANKS-1/13-2/11/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-6800510000	Electric svc-10660 Socorro Rd Park 1/14-02/11/15	05313	99999	407.46	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-6821451091	Electric Svc-9986 Gideon Cir -01/13-02/11/15	05313	99999	6.14	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	02/15-7192510000	Electric svc - 241 Hueco Tanks Rd- PW 01/13-02/11/15	05313	99999	9.03	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-7423710000	ELECTRIC SVC. SOYA PARK DR 11 LAMPS 1/16-02/13/15	05313	99999	99.65	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-8823710000	ELEC.SVC 901 N. RIO VISTA RD LAMPS 01/16-02/13/15	05313	99999	196.85	Recreation Cent	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-9436810000	Electric svc -241 Old Hueco Tanks Lamp 03-04/10	05313	99999	35.52	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/15-9461481073	Electric svc-FLASHERS-CAMPESTRE ELEM-1/06-02/16/15	05313	FLASH	5.99	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	02/5-0643810000	Electric svc 124 Horizon Lamps 01/16-02/13/15	05313	99999	22.40	Public Works	GENERAL FUND
2/19/2015	El Paso Electric Company	12.14-2643810000	Electric svc- SOCORRO 250 W LAMPS (5) 11/13/14-12/12/14	05313	99999	490.01	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	2/15-8828823074	Electric Svc-FLASHERS-SOCORRO MIDDLE 316BOVEE-01/16-02/18/15	05313	FLASH	6.28	Public Works	GENERAL FUND
2/25/2015	El Paso Electric Company	2/15-9388746618	Electric svc-FLASHERS-CAMPESTRE ELEM 460PASSMORE1/16-02/16	05313	FLASH	6.28	Public Works	GENERAL FUND
2/19/2015	El Paso Home Rentals DBA	MAR15RENT.MACEDO	DISASTER RELIEF-ISIDRO MACEDO	06440	TBRAD	423.00	Grants and Spec	SPECIAL REV
2/17/2015	El Paso Star Ready	991959	PO99903-CONCRETE FOR SHOP VEHICLE LIFT	05311	99999	480.00	Public Works	GENERAL FUND
2/10/2015	El Paso Times, Inc.	995742	Advertising	05511	99999	481.87	City Clerk	GENERAL FUND
2/10/2015	El Paso Times, Inc.	996267	PO99907-P&Z PUBLIC HEARING NOTICE MEETING	05511	99999	103.01	Planning and Zo	GENERAL FUND
2/10/2015	El Paso Times, Inc.	998458	Advertising	05511	99999	157.34	City Clerk	GENERAL FUND
2/17/2015	El Paso Times, Inc.	999936	PO99907-P&Z PUBLIC HEARING NOTICE FOR METTING 2/17/15	05511	99999	162.41	Health Departme	GENERAL FUND
2/10/2015	El Paso Times, Inc.	1001417	PO99907-CODE COMPLIANCE AD - PROP ABATEMENT	05511	99999	279.05	Planning and Zo	GENERAL FUND
2/25/2015	El Paso Times, Inc.	1007703	Advertising	05511	99999	114.89	City Clerk	GENERAL FUND
2/25/2015	El Paso Times, Inc.	1008126	Advertising	05511	99999	153.97	City Clerk	GENERAL FUND
2/25/2015	El Paso Times, Inc.	1008262	Advertising	05511	99999	243.80	City Clerk	GENERAL FUND
2/6/2015	Ethel Tellez	PRDIEM-ET0211.1315	PO99912-PERDIEM-TXPERLA&TMHRA-CC TELLEZ-2/11-15/15 SUGRLAND	05711	99999	161.00	Human Resources	GENERAL FUND
2/6/2015	EZ Printing	PO99906-012215PZ	PO99907-BUSINESS REGISTRATION CERTIFICATES	05201	99999	290.00	Planning and Zo	GENERAL FUND
2/17/2015	Firestone TDS/GCR	829-31812	Vehicle Maintenance	05612	99999	614.40	Police Departme	GENERAL FUND
2/17/2015	Firestone TDS/GCR	829-31812	Vehicle Maintenance	05612	99999	69.99	Police Departme	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Firestone TDS/GCR	829-31924	Vehicle Maintenance	05612	99999	586.90	Police Departme	GENERAL FUND
2/17/2015	Firestone TDS/GCR	829-31924	Vehicle Maintenance	05612	99999	69.99	Police Departme	GENERAL FUND
2/25/2015	Friedman Recyclng co.	14973	PO99903-RECYCLING SERVICES FOR 12/3,12/10,12/17,12/24,12/31	05325	99999	252.68	Public Works	GENERAL FUND
2/17/2015	Fusion Collision Center	XPR-10-A	PO99903-MECHANIC SHOP LIFTER INSTALATION MODEL XPR-10-A	05311	99999	300.00	Public Works	GENERAL FUND
2/6/2015	Garcia, Elia	13	Service Contract	05520	99999	3,541.66	Municipal Court	GENERAL FUND
2/19/2015	Gerarda Lopez	LOPEZ-MAR15UTILITY	PO99910-UTILITY SUBSIDY MAR'15-GERARDA LOPEZ	06440	TBRAD	137.00	Grants and Spec	SPECIAL REV
2/6/2015	Green Pro Solutions	4721	Street Maintenance	05312	99999	3,051.50	Public Works	GENERAL FUND
2/25/2015	Guevara, Omar	PO99902-FY15 01.30	PO99902-MILEAGE REIMB 01/29-30/15	05711	99999	17.25	City Manager	GENERAL FUND
2/25/2015	Guevara, Omar	PO99902-FY15 02.23	PO99902-MILEAGE REIMB 02/2-23/15	05711	99999	90.85	City Manager	GENERAL FUND
2/9/2015	Guevara, Omar	PO99902-FY15.01	PO99902-MILEAGE REIMB 1/14-28/15-CM	05711	99999	84.53	City Manager	GENERAL FUND
2/6/2015	Hoscan Plumbing	011015	PO22835-REPAIR 4" LINE AT BULLDOG PARK	05317	99999	950.00	Recreation Park	GENERAL FUND
2/17/2015	HUB Int'l Insurance Svcs	487280	H.R.-Employment Expense	05520	99999	1,250.00	Human Resources	GENERAL FUND
2/9/2015	Human Arts Consulting	COS20150101	Service Contract	05520	99999	1,668.75	Human Resources	GENERAL FUND
2/19/2015	In Investments, LLC	MAR15RENT.SNOWDEN	RENT-VICTORIA SNOWDEN	06440	TBRAD	550.00	Grants and Spec	SPECIAL REV
2/19/2015	Interlease	K10098	Printer Services	05520	99999	135.32	Recreation Cent	GENERAL FUND
2/19/2015	Interlease	K10101	2 Copiers for P&Z	05523	99999	358.00	Planning and Zo	GENERAL FUND
2/17/2015	International Eagle Ent.	14-006.2	ARCHITECTURE-SOCORRO BRIDGE	07551	LEAD	83,867.46	Public Works	CAPITAL-14 CO
2/2/2015	Ivan Alejandro Hernandez	PO22719-CNTRCT013015	CONTRACTED SERVICES FOR MUNICI	05520	99999	640.00	Municipal Court	GENERAL FUND
2/17/2015	Ivan Alejandro Hernandez	PO22719-CNTRCT021715	CONTRACTED SERVICES FOR MUNICI	05520	99999	640.00	Municipal Court	GENERAL FUND
2/25/2015	Ivan Alejandro Hernandez	PO22719-CNTRCT022715	CONTRACTED SERVICES FOR MUNICI	05520	99999	640.00	Municipal Court	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	05411	99999	675.00	Recreation Park	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	05411	99999	4,054.00	Public Works	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	05411	99999	180.00	Police Departme	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	07550	12CO	3,156.10	Public Works	CAPITAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	05411	99999	720.00	Finance Departm	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	Legal Fees	05411	99999	7,936.99	City Manager	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	Legal Fees	05411	99999	7,289.51	Planning and Zo	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/25/2015	James A. Martinez PLLC	14813-FEB15	Legal Fees	05411	99999	5,469.80	City Clerk	GENERAL FUND
2/25/2015	James A. Martinez PLLC	14813-FEB15	PO22231-LEGAL FEES-FEB'15	05411	99999	9,219.48	Human Resources	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	Legal Fees	05411	99999	5,040.00	City Manager	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	Legal Fees	05411	99999	1,085.00	Municipal Court	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	Legal Fees	05411	99999	4,341.95	Planning and Zo	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	Legal Fees	05411	99999	824.90	City Clerk	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	PO22231-LEGAL FEES-CSC-NOV'14	05411	99999	3,798.40	Human Resources	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	PO22231-LEGAL FEES-HR-NOV'14	05411	99999	3,548.70	Human Resources	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	PO22231-LEGAL FEES-CAP PRJ-NOV'14	05411	99999	1,440.00	Public Works	CAPITAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	PO22231-LEGAL FEES-PD-NOV'14	05411	99999	787.50	Police Departme	GENERAL FUND
2/9/2015	James A. Martinez PLLC	14813-NOV2014	PO22231-LEGAL FEES-PW-NOV'14	05411	99999	4,250.00	Public Works	GENERAL FUND
2/19/2015	James Urquidi	PO22882-FUEL.PRK	FuelTravelTraining	05711	99999	100.00	Police Departme	GENERAL FUND
2/19/2015	James Urquidi	PO22882-PRDIEM	PerdiemTravelTrng	05711	99999	69.00	Police Departme	GENERAL FUND
2/19/2015	James Urquidi	PO22882-PRDIEM	PerdiemTravelTrng	05711	99999	414.00	Police Departme	GENERAL FUND
2/9/2015	Jobe Materials, L.P.	264091	PO22457-110.0 GL EMULSION-OVERLAY PRJ	07100	Emul	385.00	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	264199	PO22457-279.16 TN HMAC TYPE D DEL-OVERLAY PRJ	07100	McAdo	17,307.92	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	264297	PO22457-50.88 TN HMAC TYPE D DEL-OVERLAY PRJ	07100	McAdo	3,154.56	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	265341	PO22457-289.75 TN HMAC TYPE D DEL-OVERLAY PRJ	07100	Russ	17,964.50	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	266041	PO22457-162.5 GL EMULSION OIL-OVERLAY PRJ	07100	Emul	568.75	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	266127	PO22457-275.89 TN HMAC TYPE D DEL-OVERLAY PRJ	07100	Russ	6,204.96	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	266127	PO22457-275.89 TN HMAC TYPE D DEL-OVERLAY PRJ	07100	McAdo	10,900.22	Public Works	CAPITAL FUND
2/9/2015	Jobe Materials, L.P.	266148	PO22457-999.16 TN PRO TYPE A GRADE III BASE	07100	BASE	9,991.60	Public Works	CAPITAL FUND
2/17/2015	Kaufman's West, LLC	6524M	Uniforms	05213	99999	1,440.00	Police Departme	GENERAL FUND
2/17/2015	Kaufman's West, LLC	6524M	Uniforms	05213	99999	135.00	Police Departme	GENERAL FUND
2/6/2015	Kaufman's West, LLC	6528M	Uniforms	05213	99999	2,989.30	Police Departme	GENERAL FUND
2/6/2015	Kaufman's West, LLC	6532m	PO99905-SHIRTS,MAG POUCH,BELT KEEPERS,DUTY BELT	05213	99999	182.35	Police Departme	GENERAL FUND
2/17/2015	Kaufman's West, LLC	6534M	PO99905-EXTERNAL UNIFORM SHIRT CARRIER	05213	99999	270.00	Police Departme	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/9/2015	Keep Texas Beautiful	PO99907-KTB01082015	PO99907-2015 ANNUAL AFFILIATE FEE 01/01/15-12/31/15	05516	99999	100.00	Planning and Zo	GENERAL FUND
2/17/2015	Lopez, James M.	PO22667-CM012915	BuildingAquariumMaintenance	05311	99999	120.00	City Manager	GENERAL FUND
2/9/2015	Lower Valley School Nurse	PO22856-LVSN.DONATN	ContribLowerValleySchoolNurses	05521	99999	1,500.00	City Manager	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40363301000	Water svc- 851 Rio Vista-12/18/14-01/21/15	05313	99999	58.40	Planning and Zo	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40363301000	Water svc- 851 Rio Vista-12/18/14-01/21/15	05311	99999	85.00	Planning and Zo	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40364102000	WATER SVC 800 RIO VISTA RD. ACCT 40364102000-12/16/14-1/15	05313	99999	58.00	Police Departme	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40364102000	WATER SVC 800 RIO VISTA RD. ACCT 40364102000-12/16/14-1/15	05311	99999	101.01	Police Departme	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40986101000	WATER/DISPOSAL SVCS@241 MOON RD. 12/11/14-1/13/15	05313	99999	35.35	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-40986101000	WATER/DISPOSAL SVCS@241 MOON RD. 12/11/14-1/13/15	05311	99999	37.35	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-4299680200	Water svc-700 Delhi Dr- 12/16/14-01/14/15	05313	99999	27.14	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-43985001000	Water/Disposal svcs-10664 Socorro Rd. 12/16/14-1/14/15	05313	99999	838.68	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-43985001000	Water/Disposal svcs-10664 Socorro Rd. 12/16/14-1/14/15	05311	99999	105.00	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-60214101000	Water svc- 851 Rio Vista-12/18/14-1/21/15	05313	99999	32.16	Planning and Zo	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-60490601000	Water/Disposal svcs- 124 S.Horizon Blvd.-12/10/14-1/12/15	05313	99999	43.61	City Manager	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-60490601000	Water/Disposal svcs- 124 S.Horizon Blvd.-12/10/14-1/12/15	05311	99999	58.00	City Manager	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-6122190100	WATER SVC-BULLDOG PK 61222001000-12/16/14-01/14/15	05313	99999	130.10	Public Works	GENERAL FUND
2/10/2015	Lower Valley Water District	01/15-61222001000	WATER SVC-BULLDOG PK 61222001000-12/16/14-1/14/15	05313	99999	55.28	Public Works	GENERAL FUND
2/17/2015	Lower Valley Water District	02/15-60252101003	WATER/DISPOSAL SVC@317 VINEYARD-ACCT#60252101003 1/5-2/3/15	05313	99999	43.61	City Manager	GENERAL FUND
2/17/2015	Lower Valley Water District	02/15-60252101003	WATER/DISPOSAL SVC@317 VINEYARD-ACCT#60252101003 1/5-2/3/15	05311	99999	17.35	City Manager	GENERAL FUND
2/10/2015	Lower Valley Water District	02/15-6053001000	WATER SVCS @ 317 MOON RD.- ACCT# 60503001000-01/02/15-02-/15	05313	99999	20.75	City Manager	GENERAL FUND
2/10/2015	Lower Valley Water District	02/15-61222001000	WATER SVC-BULLDOG PK 61222001000-12/16/14-01/14/15	05313	99999	55.28	Public Works	GENERAL FUND
2/6/2015	Lower Valley Water District	12/14-44892701001	Water/Disposal svcs-341 N. MOON RD-PARTIAL 11/17-12/11/14	05313	99999	139.67	Recreation Cent	GENERAL FUND
2/6/2015	Lower Valley Water District	12/14-44892701001	Water/Disposal svcs-341 N. MOON RD-PARTIAL 11/17-12/11/14	05311	99999	17.35	Recreation Cent	GENERAL FUND
2/19/2015	Luz Hortencia Portillo	MARI5RENT-RODRIGUEZ	DISASTER RELIEF-RENT-SEXTO RIC	06440	TBRAD	400.00	Grants and Spec	SPECIAL REV
2/17/2015	M29 Technology & Design	23722	Service Contract	05520	99999	50.00	City Clerk	GENERAL FUND
2/19/2015	Maria soto	SOTO-MARI5UTILITY	PO99910-UTILITY SUBSIDY MAR'15-MARIA SOTO	06440	TBRAD	217.00	Grants and Spec	SPECIAL REV
2/19/2015	Millennium 2000 RES	MARI5RENT.MENDEZ	RENT-M.MENDEZ	06440	TBRAD	447.00	Grants and Spec	SPECIAL REV

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Mister Car Wash	5455	Vehicle Maintenance	05612	99999	845.05	Police Departme	GENERAL FUND
2/17/2015	MJ Protech	1896	PO99902-SERVICE CALL, CAT6 CABLE DROP PORT 48	05311	99999	75.00	City Manager	GENERAL FUND
2/9/2015	MJ Protech	01222015	PO99902-SERVICE CALL-CAT5 OUTSOOR,GRND & SHIELD-PW CAMERAS	05311	99999	107.10	City Manager	GENERAL FUND
2/9/2015	MJ Protech	09292014	PO99902-SERVICE CALL-CAT 6 CABLE DROP PORT 48	05311	99999	75.00	City Manager	GENERAL FUND
2/9/2015	MJ Protech	10132014	PO99902-SERVICE CALL-RG59 COAXIAL CABLE FOR INTERNET SVC	05311	99999	55.00	City Manager	GENERAL FUND
2/20/2015	MJ Protech	CM1896	FY15 AP CRMemo	05311	99999	(75.00)	City Manager	GENERAL FUND
2/10/2015	Moon Jump	99917-10/24/14	PO99917-FALL FESTIVAL EQUIPMENT RENTAL	05521	99999	180.00	Recreation Park	GENERAL FUND
2/9/2015	NAPA Center El Paso	229528	Tools & Supplies	05212	99999	46.18	Public Works	GENERAL FUND
2/9/2015	NAPA Center El Paso	229856	Tools & Supplies	05212	99999	28.64	Public Works	GENERAL FUND
2/17/2015	OASIS TIRE & WHEEL	14180	PO99917-FLAT TIRE REPAIR RP01	05612	99999	8.00	Recreation Park	GENERAL FUND
2/10/2015	Office Depot	746415101001	Office Supplies	05201	99999	72.24	Police Departme	GENERAL FUND
2/10/2015	Office Depot	748376526001	PO22662- OFFICE SUPPLIES	05201	99999	107.49	City Clerk	GENERAL FUND
2/17/2015	Office Depot	748404375001	OpenPO Office/MainSupplies	05201	99999	220.56	City Manager	GENERAL FUND
2/17/2015	Office Depot	748648892001	OPEN PO FOR OFFICE SUPPLIES-F	05201	99999	59.36	Finance Departm	GENERAL FUND
2/17/2015	Office Depot	748648892001	OpenPO Office/MainSupplies	05201	99999	54.60	City Manager	GENERAL FUND
2/17/2015	Office Depot	749016038001	OPEN PO FOR OFFICE SUPPLIES-F	05201	99999	12.08	Finance Departm	GENERAL FUND
2/10/2015	Office Depot	749120001001	Office Supplies	05201	99999	55.45	Police Departme	GENERAL FUND
2/10/2015	Office Depot	749120001001	PO22703-OFFICE SUPPLIES,RECEIPTS, COFFEE, TRASH BAGS	05201	99999	29.67	Police Departme	GENERAL FUND
2/10/2015	Office Depot	750195078001	PO99916-OFFICE SUPPLIES	05201	99999	65.36	Recreation Cent	GENERAL FUND
2/10/2015	Office Depot	750195260001	PO99916-OFFICE SUPPLIES	05201	99999	9.90	Recreation Cent	GENERAL FUND
2/17/2015	Office Depot	750385941001	Office Supplies	05201	99999	116.67	Planning and Zo	GENERAL FUND
2/25/2015	Office Depot	751842133001	PO99916-OFFICE SUPPLIES	05201	99999	79.98	Recreation Cent	GENERAL FUND
2/25/2015	Office Depot	751842370001	PO99916-OFFICE SUPPLIES	05201	99999	1.57	Recreation Cent	GENERAL FUND
2/25/2015	Office Depot	752402754001	Office Supplies	05201	99999	157.94	Police Departme	GENERAL FUND
2/25/2015	Office Depot	752403895001	Office Supplies	05201	99999	98.70	Police Departme	GENERAL FUND
2/25/2015	Office Depot	752403896001	Office Supplies	05201	99999	83.69	Police Departme	GENERAL FUND
2/25/2015	Office Depot	752571043001	OpenPO Office/MainSupplies	05201	99999	51.75	City Manager	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/25/2015	Office Depot	752923401001	PO99916-OFFICE SUPPLIES	05201	99999	115.25	Recreation Cent	GENERAL FUND
2/25/2015	Office Depot	753867900001	Office Supplies	05201	99999	60.44	Police Departme	GENERAL FUND
2/25/2015	Office Depot	753875331001	Office Supplies	05201	99999	98.70	Police Departme	GENERAL FUND
2/25/2015	Office Depot	753877031001	Office Supplies	05201	99999	106.98	Police Departme	GENERAL FUND
2/25/2015	Office Depot	754335628001	Office Supplies	05201	99999	37.98	Public Works	GENERAL FUND
2/25/2015	Office Depot	754336033001	Office Supplies	05201	99999	14.99	Public Works	GENERAL FUND
2/25/2015	Office Depot	755158138001	OpenPO Office/MainSupplies	05201	99999	74.34	City Manager	GENERAL FUND
2/6/2015	Olivia Navarro	PRDIEM-ON0211.1315	PO99912-TXPERLA&TMHRA-ASST CTY CLRK NAVARRO-2/11-13/15 SGARL	05711	99999	161.00	Human Resources	GENERAL FUND
2/25/2015	Parkhill, Smith & Cooper Inc.	03711415.00-1	CompRendServToArchitectMauroRo	07550	MAURO	900.00	Recreation Park	CAPITAL FUND
2/25/2015	Pitney Bowes	1255414-FB15	MAILING SYS-MC SER#3188026&0158764- FEB 15	05523	99999	327.00	Municipal Court	GENERAL FUND
2/19/2015	Premier Real Estate LLC	MAR15RENT.CAMPO	DISASTER RELIEF-ALEJANDRO CANG	06440	TBRAD	800.00	Grants and Spec	SPECIAL REV
2/19/2015	Premier Real Estate LLC	MAR15RENT.SOTO	DISASTER RELIEF-MARIA SOTO FY1	06440	TBRAD	900.00	Grants and Spec	SPECIAL REV
2/17/2015	Premier Uniforms & Tactical Su	10954	Uniforms	05213	99999	79.90	Police Departme	GENERAL FUND
2/17/2015	Premier Uniforms & Tactical Su	11155	Uniforms	05213	99999	295.60	Police Departme	GENERAL FUND
2/25/2015	Presidio Networked Solutions,	48418553	WirelessAccessPoint/Switch/RVC	05311	99999	2,592.20	Recreation Cent	GENERAL FUND
2/17/2015	Purchase Power-Admin	41685934	PO99902-POSTAGE METER REFILL	05211	99999	490.00	City Manager	GENERAL FUND
2/20/2015	Purchase Power-Admin	cm41685934	FY15-AP CRMemo	05211	99999	(490.00)	City Manager	GENERAL FUND
2/9/2015	Purchase Power-PZ/HEALTH	CR-PO99907KTB0108201	CREDIT MEMO-PO99907-2015 ANNUAL AFFILIATE FEE 1/1-12/31/15	05516	99999	(100.00)	Planning and Zo	GENERAL FUND
2/6/2015	Purchase Power-PZ/HEALTH	PO99907-KTB01082015	PO99907-2015 ANNUAL AFFILIATE FEE 01/01/15-12/31/15	05516	99999	100.00	Planning and Zo	GENERAL FUND
2/10/2015	R.T.C., Inc.	36104	Vehicle Repairs	05613	99999	1,083.50	Police Departme	GENERAL FUND
2/13/2015	Ralph Sellers & Associates	APPRAISAL-RWS	AppraiserOldHuecoTanksExpansio	07550	12CO	21,730.00	Public Works	CAPITAL FUND
2/25/2015	Reliable Office Solutions	2191	PO22491-FINAL PAYMNT CREDENZA, FURNITURE LABOR INST	05610	99999	778.50	Mayor and City	GENERAL FUND
2/17/2015	Resident Technology	7184	Equipment Purchases	05810	PEG	12,720.00	City Clerk	SPECIAL REV
2/6/2015	REY ENGINEERING	JOB 2014-72661	Rey Eng arroyo surveying along I-10 for flood control	07550	12CO	2,900.00	Planning and Zo	CAPITAL FUND
2/2/2015	Richard Flores	526279	PO99917-MUSIC-SUPPORT ACTIVITIES	05521	99999	150.00	Recreation Park	GENERAL FUND
2/19/2015	Rico Sexto-Rodriguez	RDGZ-MAR15UTILITY	PO99910-UTILITY SUBSIDY MAR'15-SEXTO-RICO RODRIGUEZ	06440	TBRAD	60.00	Grants and Spec	SPECIAL REV
2/17/2015	RM Materials Inc.	3016	PO99903-TORNILLOS, DUCK TAPE, PALA	05311	99999	22.29	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	RM Materials Inc.	3072	PO99903-BISAGRA, SIERRA CORTA BIMETICA, DADO CORTO, ARBOL	05311	99999	161.72	Public Works	GENERAL FUND
2/17/2015	RM Materials Inc.	3084	PO99903-ESPUMA POLIURETANO	05311	99999	9.94	Public Works	GENERAL FUND
2/17/2015	RM Materials Inc.	3090	PO99903-PORTA CANDADO	05311	99999	5.34	Public Works	GENERAL FUND
2/25/2015	RM Materials Inc.	3123	PO99903-CEPILLO CIRCULAR BASTGAGO, 1 3/4,2/4" FIG FOR SHOP	05311	99999	7.82	Public Works	GENERAL FUND
2/25/2015	RM Materials Inc.	3160	PO99903-BUSHING, TUERCAS. NIPPLE GALV, FOR PRESSURE WATER	05613	99999	3.94	Public Works	GENERAL FUND
2/6/2015	Rodarte, Adriana	PRDIEM-AR0211.1315	PO99912-PERDIEM-TXPERLA&TMHRA-HR DIR RODARTE-2/11-15/15 SUGA	05711	99999	161.00	Human Resources	GENERAL FUND
2/10/2015	Rodarte's Tire Shop	04054	Street Maintenance	05612	99999	20.00	Public Works	GENERAL FUND
2/25/2015	Rodarte's Tire Shop	04056	Street Maintenance	05612	99999	15.00	Public Works	GENERAL FUND
2/25/2015	Rodarte's Tire Shop	04101	Street Maintenance	05612	99999	22.00	Public Works	GENERAL FUND
2/10/2015	Rodarte's Tire Shop	4106	Street Maintenance	05612	99999	30.00	Public Works	GENERAL FUND
2/10/2015	Rodriguez, Rene	99913-1.20.15	PO99913-CAB FARE REIMB-MAYOR'S CON-ATLRG RDGZ	05711	99999	42.74	Mayor and City	GENERAL FUND
2/12/2015	Rodriguez, Rene	CR.FUEL/PRK- ATLRG213	CREDIT MEMO-PO99913-FUEL/PARKING-TML REG.IV QTRLY MEETIN ATL	05711	99999	(100.00)	Mayor and City	GENERAL FUND
2/9/2015	Rodriguez, Rene	FUEL/PRK-ATLRG21315	PO99913-FUEL/PARKING-TML REGION IV QTRLY MEETIN-ATLRG RDGZ	05711	99999	100.00	Mayor and City	GENERAL FUND
2/9/2015	Rodriguez, Rene	PRDIEM-ATLRG021315	PO99913-PERDIEM-TML REGION IV QTRLY MEETING-ATLRG RDGZ BALMO	05711	99999	46.00	Mayor and City	GENERAL FUND
2/25/2015	Romo Key Shop	0922	PO99917-CHAPA	05317	99999	10.00	Recreation Park	GENERAL FUND
2/10/2015	Roy Lown's	155077	PO99903-PLATE FOR ANTHONY GANDARA	05201	99999	9.50	Mayor and City	GENERAL FUND
2/10/2015	Samuel Deavila	5839	PO99912-5 PANEL TEST FOR JOB TERRAZAS	05511	99999	20.00	Human Resources	GENERAL FUND
2/17/2015	Samuel Deavila	5859	Service Contract	05511	99999	50.00	Human Resources	GENERAL FUND
2/10/2015	Sierra Machinery Inc.	603875	PO99903-MATERIAL SCRAPER PW33	05613	99999	270.78	Public Works	GENERAL FUND
2/10/2015	Sierra Machinery Inc.	803169	PO99903-ELBOW2 BUSHING SHIP/HAND PW26	05613	99999	49.64	Public Works	GENERAL FUND
2/10/2015	Sierra Machinery Inc.	803717	PO99903-CHECK VALVE SHIPPING AND HANDLIN PW25	05613	99999	33.50	Public Works	GENERAL FUND
2/10/2015	Sierra Machinery Inc.	803830	PO99903-MATERIAL SCRAPER PW25	05613	99999	170.51	Public Works	GENERAL FUND
2/10/2015	Sierra Machinery Inc.	803874	PO99903-CREDIT-MATERIAL SCRAPER PW25	05613	99999	(170.51)	Public Works	GENERAL FUND
2/25/2015	Sierra Machinery Inc.	804304	PO99903-WIPER BLADES PW33	05613	99999	93.22	Public Works	GENERAL FUND
2/10/2015	Socorro Shamrock Service	0000669	PO99903-EMISSION STICKET FOR PW 68	05612	99999	26.75	Public Works	GENERAL FUND
2/17/2015	Socorro Shamrock Service	670	PO99905-SAFETY AND EMISSION INSPECTION UNIT 700	05612	99999	26.75	Police Departme	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANCM	Water Delivery Service	05201	99999	55.02	City Manager	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANMC	PO99906-WATER DELIVERY SVC-DEC/JAN15-MC	05201	99999	20.49	Municipal Court	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANPD	Service Contract	05201	99999	166.45	Police Departme	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANPD	PO22704-WATER DELIVERY SVC-DEC/JAN15-PD	05201	99999	1.89	Police Departme	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANPW	PO99903-WATER DELIVERY SVC-DEC/JAN15-PW	05201	99999	90.00	Public Works	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANPZ	Office Supplies	05201	99999	20.28	Planning and Zo	GENERAL FUND
2/17/2015	Sparkletts & Sierra Springs	2984049011315-JANRC	Water Services for Dept.	05520	99999	35.80	Recreation Cent	GENERAL FUND
2/10/2015	Superior Copy Machines	159843	REMAINT BASE SX4752 PDRV-ID#4752-01,K8656000797-JAN'15	05523	99999	215.75	Police Departme	GENERAL FUND
2/17/2015	TASER INTERNATIONAL	1387523	PO99905-IN-HOUSE INSTRUCTOR MANUAL	05527	99999	101.00	Police Departme	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-111609045	GAS SVC 104 HORIZON 12/27/15-01/24/15	05313	99999	152.65	City Manager	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-135037900	Gas svc - 901 Rio Vista Rd.- RVCC 12/26/14-01/15	05313	99999	532.06	Recreation Cent	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-140028118	GAS SVCS @ 241 N. MOON RD 12/27/14-01/26/15	05313	99999	209.67	Public Works	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-141057218	GAS SVC 800 RVPD SUB FARM 910504283141057218-12/26/14-01/15	05313	99999	1,229.39	Police Departme	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-145187836	GAS SVC 241 OLD HUECO TANKS 12/27/14-01/26/15	05313	99999	244.71	Public Works	GENERAL FUND
2/17/2015	Texas Gas Service	02/15-148402636	GAS SVC 10200 CALCUTTA DR, 910504283148402636 12/26/14-01/15	05313	99999	77.56	Police Departme	GENERAL FUND
2/10/2015	Texas Gas Service	02/15-163366491	GAS SVC 317 VINEYARD 12/22/14-01-23-15	05313	99999	199.54	City Manager	GENERAL FUND
2/25/2015	TigerDirect, Inc.	90000905296	PO99916-SURGE PROTECTOR-RC	05201	99999	55.78	Recreation Cent	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0012806	INTERNET SVC 124 HORIZON FROM 01/23-02/22	05313	99999	211.42	City Manager	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0013135	Cable svc-670 POONA PD-10/30-11/29/14	05313	99999	71.97	Police Departme	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0014588	Internet svc-860 N. Rio Vista-Plan/Court-02/05-03/04	05313	99999	309.64	Planning and Zo	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0014596	Internet svc-910 N. Rio Vista-PD-02/05-03/04/15	05313	99999	128.69	Police Departme	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0220557	Internet svc-670 POONA PD-02/07-03/06	05313	99999	237.70	Police Departme	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0226919	Internet svc-860 N. Rio Vista-PDRV-02/04-03/03	05313	99999	172.30	Police Departme	GENERAL FUND
2/10/2015	Time Warner Cable	02/15-0251867	INTERNET SVC 670POONA FOR BCPARK-02/07-03/06	05313	99999	112.34	Recreation Park	GENERAL FUND
2/19/2015	Time Warner Cable	03/15-0213156	INTERNET SVC 124 HORIZON FROM 02/22-03/21/15	05313	99999	445.18	City Manager	GENERAL FUND
2/19/2015	Time Warner Cable	03/15-0220870	Internet Svc-241Old Hueco Tanks Rd-02/13-03/12-15	05313	99999	123.24	Public Works	GENERAL FUND
2/19/2015	Time Warner Cable	03/15-0233493	INTERNET SVC 316 BUFORD RD(BCP) 02/22-03/21/15	05317	99999	139.60	Recreation Park	GENERAL FUND
2/10/2015	Truck Enterprises	1250070014	PO99903-HOSE, HYD FTNG, FITTING PW 30	05613	99999	19.99	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/25/2015	Truck Enterprises	1250360018	PO99903-AIR BRAKE TUBING, BLACK TLAP PW8	05613	99999	18.65	Public Works	GENERAL FUND
2/25/2015	Truck Enterprises	1250360035	PO99903-FITTING PW8	05613	99999	9.58	Public Works	GENERAL FUND
2/25/2015	Truck Enterprises	1250440008	PO99903-CENTER BEARING PW 60 DUMP TRUCK	05613	99999	89.14	Public Works	GENERAL FUND
2/25/2015	Truck Enterprises	1250490011	PO99903-AIR BRAKE TUBING PW55 DUMP TRUCKI	05613	99999	28.62	Public Works	GENERAL FUND
2/17/2015	U.S. Bank National Association	3787142	PO99915-ADMIN FEES-9/1/14-8/31/15-SOCORRO TX COO 2011	05517	99999	400.00	Finance Departm	GENERAL FUND
2/17/2015	U.S. Bank National Association	3787541	PO99915-ADMIN FEES-09/01/14-08/31/15-CT&REV COO 2012	05517	99999	400.00	Finance Departm	GENERAL FUND
2/10/2015	Unifirst Corporation	3140045	Service Contract	05520	99999	25.15	Police Departme	GENERAL FUND
2/10/2015	Unifirst Corporation	3140046	Service Contract	05520	99999	21.15	Police Departme	GENERAL FUND
2/25/2015	Unifirst Corporation	863149084	PO22670-UNIFORM SERVICES FOR WK 2/16/15	05213	99999	92.40	Public Works	GENERAL FUND
2/17/2015	Unifirst Corporation	8363116409	Service Contract	05520	99999	25.15	Police Departme	GENERAL FUND
2/10/2015	Unifirst Corporation	8363137372	Uniforms	05213	99999	121.15	Recreation Park	GENERAL FUND
2/10/2015	Unifirst Corporation	8363139655	PO22670-UNIFORM SVC-PW	05213	99999	92.40	Public Works	GENERAL FUND
2/10/2015	Unifirst Corporation	8363139663	Uniforms	05213	99999	60.75	Recreation Park	GENERAL FUND
2/19/2015	Unifirst Corporation	8363142043	PO22670-UNIFORM SVC-PW WEEK OF 1/26/15	05213	99999	97.40	Public Works	GENERAL FUND
2/19/2015	Unifirst Corporation	8363142050	Uniforms	05213	99999	60.75	Recreation Park	GENERAL FUND
2/19/2015	Unifirst Corporation	8363142401	Service Contract	05520	99999	57.50	Police Departme	GENERAL FUND
2/19/2015	Unifirst Corporation	8363142402	Service Contract	05520	99999	90.25	Police Departme	GENERAL FUND
2/19/2015	Unifirst Corporation	8363144339	PO22670-UNIFORM SVC-PW FOR WEEK OF 02/02/15	05213	99999	93.72	Public Works	GENERAL FUND
2/19/2015	Unifirst Corporation	8363144347	Uniforms	05213	99999	60.75	Recreation Park	GENERAL FUND
2/19/2015	Unifirst Corporation	8363144750	Service Contract	05520	99999	25.15	Police Departme	GENERAL FUND
2/19/2015	Unifirst Corporation	8363144751	Service Contract	05520	99999	21.15	Police Departme	GENERAL FUND
2/25/2015	Unifirst Corporation	8363146753	PO22670-UNIFORM SERVICES FOR WK OF 2/09/15	05213	99999	92.40	Public Works	GENERAL FUND
2/25/2015	Unifirst Corporation	8363146760	Uniforms	05213	99999	66.25	Recreation Park	GENERAL FUND
2/19/2015	Unifirst Corporation	8363147131	Service Contract	05520	99999	21.00	Police Departme	GENERAL FUND
2/25/2015	Unifirst Corporation	8363149092	Uniforms	05213	99999	60.75	Recreation Park	GENERAL FUND
2/25/2015	Unifirst Corporation	8363151491	PO22670-UNIFORM SERVICES FOR WK OF 02/23/15	05213	99999	107.40	Public Works	GENERAL FUND
2/25/2015	Unifirst Corporation	8363123235A	PO22670-UNIFORM SVC-PW	05213	99999	58.05	Public Works	GENERAL FUND

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	620.15	Police Departme	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	205.68	Public Works	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	257.10	Planning and Zo	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	89.41	Recreation Park	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	140.33	City Manager	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	89.41	Recreation Cent	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	309.25	Mayor and City	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	51.42	Human Resources	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	51.42	City Clerk	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 WIRELESS PHONE SVC-12/2/14-1/1/15	05314	99999	51.42	Finance Departm	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 TELEPHONE CASES-12/2/14-1/1/15	05201	99999	29.99	Recreation Park	GENERAL FUND
2/17/2015	Verizon Wireless	9738161730	Acct# 965739630-00001 TELEPHONE CASES-12/2/14-1/1/15	05201	99999	29.99	Planning and Zo	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	518.98	Police Departme	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	205.68	Public Works	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	257.10	Planning and Zo	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	89.41	Recreation Park	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	102.84	City Manager	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	89.41	Recreation Cent	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	308.52	Mayor and City	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	51.42	Human Resources	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	51.42	City Clerk	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 WIRELESS PHONE SVC-01/02-02/01/15	05314	99999	51.42	Finance Departm	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 PHONE CASE-01/02-02/01/15	05201	99999	14.99	Public Works	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 PHONE CASE-01/02-02/01/15	05201	99999	44.98	Mayor and City	GENERAL FUND
2/25/2015	Verizon Wireless	9739859794	Acct# 965739630-00001 PHONE CASE-01/02-02/01/15	05201	99999	26.24	Police Departme	GENERAL FUND
2/19/2015	Victoria Snowden	SNOWDEN- MAR15UTILITY	UTILITY ALLOWANCE-DISASTER REL	06440	TBRAD	190.00	Grants and Spec	SPECIAL REV
2/19/2015	Virginia M. Vega	MAR15RENT.LOPEZ	DISASTER RELIEF-GERARDA LOPEZ	06440	TBRAD	675.00	Grants and Spec	SPECIAL REV

City of Socorro
Accounts Payable Transactions
for February 2015

Date	Name	Document Number	Transaction Description	Code	Grant	Debit	Department	Fund
2/6/2015	Water Consulting Group, Inc.	0112-5324	PO21502-EXEC RECRUITMENT PD CHIEF FINAL PYMT	05520	99999	2,250.00	City Manager	GENERAL FUND
2/9/2015	Watson Pest Control	363369	Service Contract	05520	99999	48.00	Recreation Park	GENERAL FUND
2/9/2015	Watson Pest Control	363370	Service Contract	05520	99999	70.00	Recreation Park	GENERAL FUND
2/9/2015	Watson Pest Control	363372	Service Contract	05520	99999	35.00	Recreation Park	GENERAL FUND
2/17/2015	Watson Pest Control	363373	Pest Control	05520	99999	40.00	Recreation Cent	GENERAL FUND
2/9/2015	Watson Pest Control	364738	Service Contract	05520	99999	70.00	Recreation Park	GENERAL FUND
2/9/2015	Watson Pest Control	364739	Service Contract	05520	99999	48.00	Recreation Park	GENERAL FUND
2/9/2015	Watson Pest Control	364741	Pest Control	05311	99999	75.00	Planning and Zo	GENERAL FUND
2/10/2015	West Government Services	830655121	Service Contract	05520	99999	423.70	Police Departme	GENERAL FUND
2/10/2015	West Government Services	831027398	Service Contract	05520	99999	423.70	Police Departme	GENERAL FUND
2/25/2015	Willie Norfleet Jr.	00074762	PO99902-REIMB FUEL-TML MEETING-CTYMGR NORFLEET 2/13/15 BALMO	05711	99999	20.00	City Manager	GENERAL FUND
2/25/2015	Willie Norfleet Jr.	00352248	PO99902-REIMB FUEL-TML MEETING-CTYMGR NORFLEET 2/13/15 BALMO	05711	99999	6.00	City Manager	GENERAL FUND
2/9/2015	Willie Norfleet Jr.	AUTOALLOW-JAN15	MonthlyAutoAllowanceFY15/Contr	05711	99999	600.00	City Manager	GENERAL FUND
2/9/2015	Willie Norfleet Jr.	PRDIEM-CM021315	PO99902-PERDIEM-TML REGION IV QTRLY MEETING-CTYMGR NORFLEET	05711	99999	46.00	City Manager	GENERAL FUND
2/10/2015	Work Wear Shoe & Safety	49991162014	Uniforms	05213	99999	1,280.82	Public Works	GENERAL FUND
2/10/2015	Work Wear Shoe & Safety	499911202014	Uniforms	05213	99999	212.98	Public Works	GENERAL FUND
2/17/2015	Xpediter Technology, LLC	4010	PO22625-ANNUAL MAINTENANCE AGREEMENT STARTING 1/30/15	05520	99999	1,200.00	Police Departme	GENERAL FUND
2/17/2015	Zacour & Associates Inc	RA15-0005	PO99910-POST-REHAB APPRAISAL-11631 CHISHOLM TRAIL	06440	TDHCA	325.00	Grants and Spec	SPECIAL REV
2/17/2015	Zacour & Associates Inc	RA15-0006	PO99910-POST-REHAB APPRAISAL-331 VALLE DEL CARMEN	06440	TDHCA	325.00	Grants and Spec	SPECIAL REV
2/17/2015	Zacour & Associates Inc	RA15-0007	PO99910-POST-REHAB APPRAISAL-11188 FREDONIA	06440	TDHCA	325.00	Grants and Spec	SPECIAL REV
Total Accounts Payable Transactions						459,910.70		

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2 / Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

March 12, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Adriana Rodarte

**SUBJECT: DISCUSSION AND ACTION ON APPROVING STAFF ATTENDING
TMHRA ANNUAL CONFERENCE**

SUMMARY

Approval for authorizing Staff to attend The Texas Municipal Human Resources Association Annual Conference in Horseshoe Bay, Texas April 29, 2015 through May 01, 2015. (recommending the following staff to attend Adriana Rodarte, HR Director and Olivia Navarro, Assisting City Clerk (currently assisting Human Resources Department part-time) .

STATEMENT OF THE ISSUE

The TMHRA Annual Conference is designed to provide insight and guidance on current topics of interest affecting those professionals in Human Resources or other city departments charged with providing guidance to city management on human resources related issues. The general sessions are geared toward optimizing productivity, enhancing personal development, increasing knowledge, and strengthening the foundation of the human resources functions of municipal government. Additionally, the conference offers multiple concurrent breakout sessions on three different tracks: 1) Employment Law; 2) Benefits and Wellness/Risk/Employee Relations; and 3) "Best Practices."

FINANCIAL IMPACT

Account Code (GF/GL/Dept): 05527/12

Funding Source: N/A

Amount: 1,400 per person (estimated amount for 2 individuals \$2,800.00)

Quotes (Name/Commodity/Price) N/A

Co-op Agreement (Name/Contract#) N/A

ALTERNATIVE

Deny Training

STAFF RECOMMENDATION

HR recommends approval to attend training

REQUIRED AUTHORIZATION

1. City Manager Willie Hoyle Date 3-12-15
2. CFO _____ Date _____
3. Attorney _____ Date _____

Navigation



Wednesday, April 29

8:00 – 8:30 a.m.

Continental Breakfast and Registration

8:30 – 8:45 a.m.

Welcome Colleagues

TMHRA President, **Martha Butz**, Human Resource Director, City of Highland Village

8:45 – 10:15 a.m.

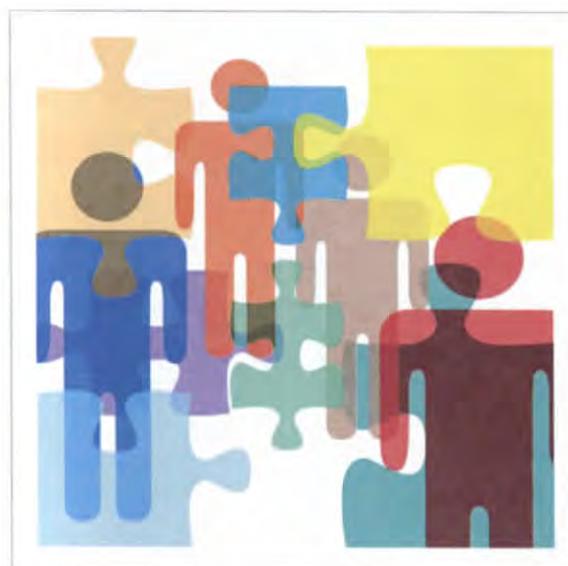
Opening General Session

This Would Be Funny...If It Wasn't Happening to Me!
How to Embrace Change with Enthusiasm, Levity and Vigor

Sometimes life just gets in the way. Do you ever think, "Why can't things just go the way I want for a change?" or "Why can't people just leave me alone?" This hilarious and provocative presentation shows municipal HR professionals how to face stress instead of running and hiding. Embrace challenging situations and people with new ideas, innovation, and conviction. This compelling motivational speech will increase your comfort and confidence in the face of stress and change. Explore how the only way out is through and that it can actually be fun to embrace life challenges. Learn to do more with less and love it. Embrace the chaos of change with humor, conviction, and vitality.

Jody Urquhart, Motivational Speaker, Calgary, AB, Canada

10:15 – 10:30 a.m. **Break**



10:30 – 11:45 a.m. **Concurrent Breakout Sessions**

Retaliation Claims

Legal problems with your employees are not always over when you think they should be. You have successfully responded to an employee's complaint that your organization has violated an employment law, even received No-Cause Determination and dismissal from the EEOC. Congratulations! Then, months later, a new charge is filed by that employee for retaliation. There is renewed and increasing awareness about "whistle blower" protections and special requirements for addressing employee concern. Almost every employment law has anti-retaliation provisions that protect certain activity. This session will cover the major retaliation laws and some "minor" ones that can surprise you and what constitutes retaliation under the law. What laws impose personal liability on managers and balancing special concerns with "freedom of expression."

Julia Gannaway, Partner, Lynn, Ross, Gannaway & Cranford, LLP

Health Benefit Strategies – Private Health Insurances Exchanges (repeated at 3:45 p.m.)

Private health insurance exchanges are emerging as a key benefits strategy since the introduction of the Affordable Care Act. This session will provide an overview of Private Health Insurance Exchanges including their various structures, how they work, and their appeal to employers.

Brent Weegar, Principal, IPS Advisors, Inc.

From Discipline to Termination: The Basics

All managers have to deal with difficult employees who have bad attitudes/behavior, are unskilled, or misdirected. In this session you will learn to create an action plan and set expectations for job performance, institute progressive discipline for problem employees, and dismiss fairly and legally.

Debbie Maynor, Director of Human Resources, Travis County

11:45 a.m. – 1:00 p.m. **Lunch Provided**

1:00 – 2:15 p.m. **Concurrent Breakout Sessions**

A Look At the Future: EEOC Emerging Issues

As he looks into the crystal ball, you will want to know what Joe sees in this succinct overview of issues important to the Commission: The newly posted to EEOC.GOV Strategic Enforcement Plan, wellness initiatives, gender stereotyping, social media, and new forms of retaliation and harassment, just to name a few. Why become our next press release when you can prevent it.

Joe Bontke, Outreach Manager and Ombudsman, Houston District Office, EEOC

I Love My Job...It's the People I Can't Stand

Join us in this hilariously interactive, practical, and inspiring motivational speech that shows you how to develop healthy communication patterns with anyone. You can learn to handle the most difficult situations and the most challenging people and how to get through to others without giving in. Never again fall victim to those who love to make life miserable for the rest of us! Knowing how to deal with difficult people at work will allow you to approach your job with more enjoyment and your coworkers

with greater confidence. Cooperation, collaboration, and compromise will improve workplace satisfaction . . . and productivity! Build a more productive, enjoyable, and efficient workplace for everyone.

Jody Urquhart, Motivational Speaker, Calgary, AB, Canada

Performing Thorough Workplace Investigations (Include Bullying)

Vanessa Gonzalez, Partner, Bickerstaff Heath Delgado Acosta LLP

2:15 – 2:30 p.m. **Break**

2:30 – 3:40 p.m. **Concurrent Breakout Sessions**

Wage and Hour Issues: Shortchanging Your Employees?

This session will outline common FLSA pitfalls employers make and how to avoid them.

Joe Gorfida, Nichols, Jackson, Dillard, Hager & Smith

Making Sense of Health Care Reform Reporting (repeated Thursday at 2:15 pm)

This session will outline the reporting requirements of Health Care Reform.

Claire Pancerz, Compliance Consultant, Holmes Murphy

Generational Differences and Recruiting Millennials

For the first time in history you are managing four generations in the workplace at the same time. Differing values, perspectives and priorities can create conflict unless it is managed properly. This session will provide you with greater understanding of the generational differences in your workplace.

Ron Holifield, Chief Executive Officer, Strategic Government Resources

3:45 – 5:00 p.m. **Concurrent Breakout Sessions**

Does FMLA Ever End?

This session will discuss FMLA and returning to work when there might be chronic illness and how it might involve ADA, workers' compensation, or intermittent leave to include tips on what documentation would be beneficial and legal to obtain.

Lon Williams, Shareholder – Polsinelli PC, Polsinelli LLP

Health Benefit Strategies – Private Health Insurances Exchanges (repeated from 10:30 – 11:45 a.m.)

Private health insurance exchanges are emerging as a key benefits strategy since the introduction of the Affordable Care Act. This session will provide an overview of private health insurance exchanges including their various structures, how they work, and their appeal to employers.

Brent Weegar, Principal, IPS Advisors, Inc.

Do You Pay or Do You Pay Big? Managing Fleet Operations

When providing uninterrupted services 24/7, public entity's fleet creates numerous, unique liability exposures. Vehicles accidents are bound to happen. This session will walk you through an accident

scenario and will discuss the various liability exposures. Attendees will learn how to make better decisions, policies, and procedures to control fleet exposure.

Darral Oliver, Loss Prevention Representative; and **Aaron Hardiman**, Member Services Manager, TML Intergovernmental Risk Pool

5:00 p.m.

Meet and Mingle Reception

Extra tickets may be purchased for guests who want to attend the reception (*see Registration Form*).

Evening Events:

New Member Dinner – River City Grille, 700 1st St, Marble Falls, TX 78654

New TMHRA members over the past year are encouraged to attend, mingle with Board members, and network with other HR professionals.

Past Presidents Dinner – Location to be Determined

TMHRA past-presidents re-unite for dinner and to mingle.

TMHRA Annual Conference

All Rights Reserved 2015



THE TEXAS MUNICIPAL HUMAN RESOURCES ASSOCIATION ANNUAL CONFERENCE



HORSESHOE BAY RESORT • 200 IH CIRCLE NORTH, HORSESHOE BAY • APRIL 29 – MAY 1, 2015

Thursday, April 30

6:30 a.m.

5K Run *Sponsored by San Angelo Community Medical Center*

8:00 – 8:30 a.m.

Continental Breakfast

8:30 – 10:00 a.m. **General Session**

Leading Like You Own It: Why We Never Wax a Rental Car

You may or may not have been informed of this, but you are in that position to improve results. *“Leading Like You Own It”™* is designed to compliment any existing internal and external leadership development.

It is developed from 30+ years of personally witnessed lessons in leadership, Human Resources and consulting.

Greg Gilbert, Mr. HR with a Guitar



10:00 – 10:15 a.m. **Break**

10:15 – 11:30 a.m. **Concurrent Breakout Sessions**

Regulating Employee Conduct Away From the Workplace

When city employees are not at work, they are protected by their first amendment right to free speech and rights to privacy. However, there are certain times when government employees can and should be regulated outside the workplace. This session will review circumstances when employee conduct

can and should be regulated outside the workplace.

Adam D. Boland, Attorney, Ogletree, Deakins

Healthcare Evolution – Taking Control of Your Healthplan

This presentation will discuss the importance of establishing direct contracts with providers and how to focus and impact the disease states that apply to your population.

Jarrad Wills, Vice President, **Holmes Murphy**

What Employers Need to Know About Criminal Background Checks (repeated at 2:15 p.m.)

This presentation covers where the information comes from and what should be included in a good background check. It also covers employers' legal responsibilities under the Fair Credit Reporting Act and EEOC guidelines, both of which are covered more thoroughly in Background Checks Underfire and the Fair Credit Reporting Act's Requirements for Employers.

Mike Coffey, President, Imperative Information Group

11:30 a.m. – 1:00 p.m. **Lunch and TMHRA Awards Ceremony**

1:00 – 2:10 p.m. **Concurrent Breakout Sessions**

Curbing FMLA Abuse

This course is designed for employers and is intended to help employers understand and recognize FMLA abuse. It also provides tools for preventing or curbing FMLA abuse while remaining compliant with the FMLA. The presentation will provide employers with an understanding of the top 10 mistakes employers make which allow for FMLA abuse.

Rob Larson, Senior Account Executive, Unum

Application of Your Wellness Program

Panel presentation and discussion on the application of a successful wellness programs. This will include discussion of best practices, challenges, and how to overcome them when coordinating a wellness program with a health plan.

Amanda Mullaney and **John Murray**, City of Rowlett; **David Davenport** and **Rick DeOrdio**, City of Irving; and **Janet Charlesworth** and **Morgan Chegwidan**, City of San Angelo

Shift in Pay Management

Examine the evolution from traditional salary and grade structures to structures that are more closely aligned with the labor market in this informative session. As organizations begin to rethink how they administer and deliver compensation, understanding how job rate structures work will make the transition easier for everyone.

Sandra Spellman and **Lori Messer**, Senior Consultants, Fox Lawson & Associates – a division of Gallagher Benefit Services

2:15 – 3:30 p.m. **Concurrent Breakout Sessions**

Making Sense of Health Care Reform Reporting (repeated from Wednesday)

This session will outline the reporting requirements of Health Care Reform.

Claire Pancerz, Compliance Consultant, Holmes Murphy

Workers Comp Programs

Panel Discussion

Norma L. Martinez, Risk Manager, City of Sugar Land; **Norm Stuart**, Safety and Training Coordinator, City of Friendswood; and **Mike Bratcher**, and **Irvin Janak**, Workers' Compensation Claims Managers, Texas Municipal League Intergovernmental Risk Pool

What Employers Need to Know About Criminal Background Checks (repeated from 10:15 a.m.)

This presentation covers where the information comes from and what should be included in a good background check. It also covers employers' legal responsibilities under the Fair Credit Reporting Act and EEOC guidelines, both of which are covered more thoroughly in Background Checks Underfire and the Fair Credit Reporting Act's Requirements for Employers.

Mike Coffey, President, Imperative Information Group

3:30 – 3:45 p.m. **Break**

3:45 – 5:00 p.m.

General Session***Legislative Update***

Laura Mueller, Assistant General Counsel, Texas Municipal League

8:00 p.m.

Entertainment/Networking Event

Swing Music, "bootleg" liquor, gangsters and flapper girls. Join us for a roaring good time at Holmes Murphy's 1920s party. *Please dress for the occasion! Sponsored by Holmes Murphy and Associates*

TMHRA Annual Conference

All Rights Reserved 2015



Friday, May 1

8:00 – 8:30 a.m.

Continental Breakfast

8:30 – 9:00 a.m.

TMHRA Business Meeting

9:00 – 10:15 a.m. **General Session**

Influencing Behavior and Impacting Results

This is a session that informs, involves, and inspires. In 2015 working smarter not harder is expected. Working differently and working together is now what is needed and necessary to ensure optimal results. Participants will focus on and work through key topic areas such as:

How to influence an individual's behavior by influencing their perception and attitude, Rapport does not equal a relationship, Differences within the three levels of a relationship (competitive, cooperative, collaborative), and Three personas of a person and the blind spots that cause blind behaviors.

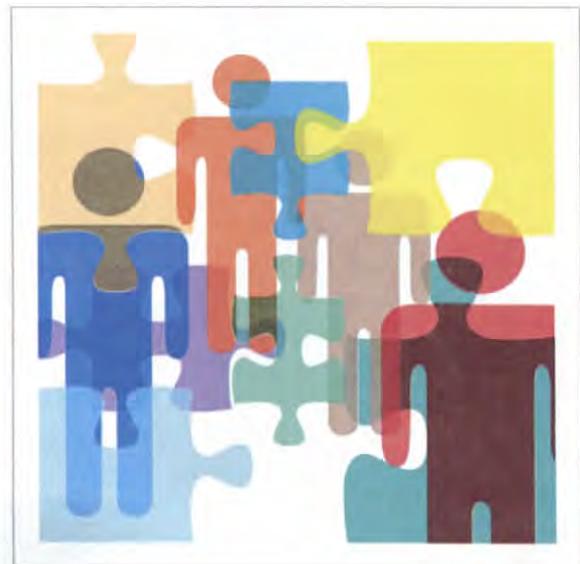
Marcel Brunel, Brunel Group, LLC

10:15 – 10:30 a.m. **Break**

10:30 – Noon

The Anything and Everything Legal Update

Bettye Lynn, Partner, Lynn, Ross, Gannaway & Cranford, LLP



TMHRA Annual Conference

All Rights Reserved 2015



Friday, May 1

8:00 – 8:30 a.m.

Continental Breakfast

8:30 – 9:00 a.m.

TMHRA Business Meeting

9:00 – 10:15 a.m. **General Session**

Influencing Behavior and Impacting Results

This is a session that informs, involves, and inspires. In 2015 working smarter not harder is expected. Working differently and working together is now what is needed and necessary to ensure optimal results. Participants will focus on and work through key topic areas such as:

How to influence an individual's behavior by influencing their perception and attitude, Rapport does not equal a relationship, Differences within the three levels of a relationship (competitive, cooperative, collaborative), and Three personas of a person and the blind spots that cause blind behaviors.

Marcel Brunel, Brunel Group, LLC

10:15 – 10:30 a.m. **Break**

10:30 – Noon

The Anything and Everything Legal Update

Bettye Lynn, Partner, Lynn, Ross, Gannaway & Cranford, LLP



TMHRA Annual Conference

All Rights Reserved 2015

1,400/PP

TMHRA Annual Conference

Horseshoe Bay Resort, 200 Hi Circle North, Horseshoe Bay, April 29 – May 1, 2015

REGISTRATION FORM

Your registration will not be processed until payment is received.

Please type or print the information requested. If you need additional forms, please copy this form. Your name badge and optional tickets will be mailed in advance. If an email address is provided, you will also receive confirmation via email.

Full Name _____
 Badge Name _____
 Title _____
 City/Organization _____
 Mailing Address _____
 City/State/Zip _____
 Phone (____) _____ Fax (____) _____ Email _____

I require the following accommodations: _____

*TMHRA Members		Non-TMHRA Members (as of April 7, 2015)	
Register by April 17	\$250 _____	Register by April 17	\$350 _____
Register after April 17	\$350 _____	Register after April 17	\$400 _____

**TMHRA membership must have been approved by April 7, 2015, in order to qualify for the member rate.*

Is this your first time attending the TMHRA Annual Conference? _____

Will you participate in the 5K _____

Additional Guest Ticket for Wednesday Reception _____ (quantity) at \$25 each \$ _____

Guest Name(s): _____

Make check payable to: **Texas Municipal Human Resources Association** **Total Cost \$** _____

PLEASE SELECT THE CONCURRENT SESSIONS YOU PLAN TO ATTEND:

Wednesday

<p>10:30 – 11:45 a.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Retaliation Claims <input type="checkbox"/> Health Benefit Strategies - Private Health Insurances Exchanges <input type="checkbox"/> From Discipline to Termination: The Basics 	<p>1:00 – 2:15 p.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> A Look At the Future: EEOC Emerging Issues <input type="checkbox"/> I Love My Job...It's the People I Can't Stand <input type="checkbox"/> Performing Thorough Workplace Investigations (Include Bullying) 	<p>2:30 – 3:40 p.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Wage and Hour Issues: Shortchanging Your Employees? <input type="checkbox"/> ACA Reporting Requirements <input type="checkbox"/> Generational Differences and Recruiting Millennials
--	---	---

Thursday

<p>10:15 – 11:30 a.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Regulating Employee Conduct Away From the Workplace <input type="checkbox"/> Heat Mapping <input type="checkbox"/> What Employers Need to Know About Criminal Background Checks 	<p>1:00 – 2:10 p.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Curbing FMLA Abuse <input type="checkbox"/> Application of Your Wellness Program <input type="checkbox"/> Shift in Pay Management 	<p>2:15 – 3:30 p.m.</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACA Reporting Requirements <input type="checkbox"/> W/C Programs – Panel <input type="checkbox"/> What Employers Need to Know About Criminal Background Checks
--	--	---

CANCELLATION AND SUBSTITUTION POLICY: If you are registered and cannot attend, we encourage you to send a substitute. If you cannot send a substitute, a \$45 cancellation fee will be assessed if written cancellation is emailed to acct@tml.org by **April 7. No refunds will be honored after April 7.**

QUESTIONS: If you have questions, please contact us at 512-231-7400 or tmhra@tml.org.



[enlarge](#)

From USD 229.00 / Night Excluding Taxes & Fees

Room Only Rate

Room Rate for hotel rooms in the Tower, Paseo Vacation Apartments, and the Waters Condos. [More about this Rate Policies](#)

Cancellations must be made three (3) days prior to arrival. Late cancellation will forfeit the advance deposit. A deposit of one night's room/tax is due at time of booking. Deposit is refundable if canceled 3 days before arrival.



[See more photos](#)

[Add To Compare](#)

Classic Guest Room

Double Beds

[Read more](#)

USD 229.00 / Night

Excluding Taxes & Fees

[View Price Breakdown](#)

687⁰⁰ / PP



[See more photos](#)

[Add To Compare](#)

Premium Lake View Room

King Bed - View of Lake LBJ - 382 sq ft

[Read more](#)

USD 274.00 / Night

Excluding Taxes & Fees

[View Price Breakdown](#)



[See more photos](#)



Search

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

FY 2015 Per Diem Rates for Austin, Texas

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City OR Enter your ZIP Code

ADDITIONAL PER DIEM TOPICS

- Meals & Incidental Expenses Breakdown (M&IE)
- FAQs
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- FY 2014 Per Diem Highlights
- Fire Safe Hotels
- Have a Per diem Question?
- Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed.
 To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

The following rates apply for **Austin, Texas**

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**
		2014			2015									
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Austin	Travis	126	126	139	139	139	139	126	126	126	126	126	126	71

* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.

** Meals and Incidental Expenses, see [Breakdown of M&IE Expenses](#) for important information on first and last days of travel.

CONTACTS

- Additional Contacts for
- Travel Management Policy

NEED MORE INFORMATION?

- Rates for Alaska, Hawaii, U.S. Territories and Possessions (set by DoD)
- Rates in Foreign Countries (Set by State Dept.)
- Federal Travel Regulations (FTR)

RELATED TOPICS

- Travel Resources
- E-Gov Travel
- FedRooms
- POV Mileage Reimbursement Rates

Last Reviewed 2014-12-02

- Print
- Email
- Favorites
- Twitter
- Facebook
- Share



2A8-50

Español 

[FLIGHT](#) | [HOTEL](#) | [CAR](#) | [SPECIAL OFFERS](#) | [RAPID REWARDS*](#) 

El Paso, TX to Austin, TX

Air

Total Price: **\$864.60**

ITINERARY

DEPART APR 28 TUE	06:30 AM Depart El Paso, TX (ELP) on Southwest Airlines	Flight #184 	Tuesday, April 28, 2015
	09:00 AM Arrive in Austin, TX (AUS)		Travel Time 1 h 30 m (Nonstop) Wanna Get Away
RETURN MAY 1 FRI	02:05 PM Depart Austin, TX (AUS) on Southwest Airlines	Flight #891 	Friday, May 1, 2015
	02:40 PM Arrive in El Paso, TX (ELP)		Travel Time 1 h 35 m (Nonstop) Wanna Get Away

What you need to know to travel:

Check-in: Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied booking compensation.

No Show Policy: If you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to scheduled departure of the flight. For tickets purchased on or after May 10, 2013 and travel beginning September 13, 2013, Customers who fail to cancel reservations for a Wanna Get Away or DING! fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining, unused funds on this reservation will be forfeited, including Business Select and Anytime funds.

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity	Total
Depart	ELP-AUS	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	3	\$432.30
Return	AUS-ELP	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	3	\$432.30
Enroll in Rapid Rewards and earn at least 1452 Points for this trip. Already a Member? Log in to ensure you are getting the points you deserve.				Subtotal	\$864.60 <small>Fare Breakdown</small>
You can't find this great fare on any other website. Southwest fares are only on southwest.com ®.				1st and 2nd Checked Bags Fly Free®* <small>*Weight and size limits apply.</small>	Bag Charge \$0.00
					Air Total: \$864.60

[Modify Trip](#)

Purchase your shopping cart...

By clicking "Continue", you agree to accept the fare rules and want to continue with this purchase

[Continue](#)



Get **\$100 Statement Credit** after first purchase & Earn **10,000 Bonus Points**

[Apply Now](#)

You Pay Today: \$864.60

Credit On Your Statement: -\$100.00

Total After Statement Credit: \$764.60

Add a Hotel

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.



Drury Inn & Suites Austin North

\$160/night

3 Star Rating

[View Details](#)

Search for hotels in Austin (04/28/2015 - 05/01/2015)

Close To (optional)
Center of destination within

Show Only (optional)

Hotel Chains Shop All Hotel Chains

[Find Hotels](#)

Add a Car

*28820
Per Person*

Gloria M. Rodriguez
District 2 / Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet Jr.
City Manager

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



DATE: March 19, 2015
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director
CC: Willie Norfleet, City Manager

SUBJECT:

Approval request of travel for Code Enforcement Officer Myrna Workman to attend code enforcement training in San Antonio, Texas, from May 18 to May 22, 2015.

SUMMARY:

This training is necessary to formally certify Ms. Workman for her duties as Code Enforcer.

BACKGROUND:

Ms. Workman has been recently transferred from Planning Clerk to Code Enforcement Officer.

STATEMENT OF THE ISSUE:

The training period will start on May 18, to May 22, 2015.

ALTERNATIVE:

No alternative.

STAFF RECOMMENDATION:

The Planning and Zoning Department recommends APPROVAL.

FINANCIAL IMPACT:

Account Code (GF/GL/Dept): GF/05527/00007
Funding Source: FY 2014/2015
Amount: \$2,060.29
Quotes (Name/Commodity/Price): Attached

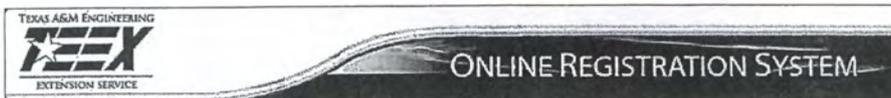
AUTHORIZATION:

1. City Manager: _____ Date: _____
2. Attorney: _____ Date: _____
3. CFO: _____ Date: _____

Code Enforcement Training in San Antonio for May 17-22

TEEX Training course	\$240.00
Southwest Airline Flight-round trip	\$274.00
Car rental –Enterprise	\$405.99
Hotel Stay-Holiday Inn	\$777.30
Per Diem	\$363.00

\$ 2060.29



Welcome to the TEEX Online Registration System where you may easily register and pay for classes with a credit card, pinless debit, eCheck or eToken ID.

Class Information

* denotes required fields

Class ID: IS - COD300 - 45
Course Name: Basic Code Enforcement
Delivery Method: Face-to-Face (F2F) Training
Start/End Date Time: 05/18/2015 - 05/22/2015 01:00 pm
Location: TAMU - Brooks City Base Campus [Directions To Class](#)
2601 Louis Bauer Drive
San Antonio, TX 78235
Division: Infrastructure Training and Safety Institute (ITSI)
Course Length: 36 Hours
Course CEU Hours:
Course Fee: \$240.00 per participant

*Enter the Number of Participants to Register:

For technical help, please contact us at 877-833-9638 or email us at websupport@teex.tamu.edu

[Copyright](#) | [Privacy Policy](#) | [Open Records Policy](#) | [ADA](#)

©Copyright 2014 Texas Engineering Extension Service (TEEX)
3.2014.0905



El Paso, TX to San Antonio, TX

Air

Total Price: **\$274.00**

ITINERARY

DEPART MAY 17 SUN	08:05 AM Depart El Paso, TX (ELP) on Southwest Airlines	Flight #1160 Southwest WiFi available	Sunday, May 17, 2015
	10:30 AM Arrive in San Antonio, TX (SAT)		
RETURN MAY 22 FRI	07:45 PM Depart San Antonio, TX (SAT) on Southwest Airlines	Flight #42 Southwest	Friday, May 22, 2015
	08:15 PM Arrive in El Paso, TX (ELP)		

What you need to know to travel:

Check-in: Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied booking compensation.

No Show Policy: If you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to scheduled departure of the flight. For tickets purchased on or after May 10, 2013 and travel beginning September 13, 2013, Customers who fail to cancel reservations for a Wanna Get Away or DING! fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining, unused funds on this reservation will be forfeited, including Business Select and Anytime funds.

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity	Total
Depart	ELP-SAT	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1	\$117.00
Return	SAT-ELP	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1	\$157.00
<p>Enroll in Rapid Rewards and earn at least 1372 Points for this trip. Already a Member? Log in to ensure you are getting the points you deserve.</p> <p>You can't find this great fare on any other website. Southwest fares are only on southwest.com®.</p>				Subtotal	\$274.00 Fare Breakdown
<p>1st and 2nd Checked Bags Fly Free®* *Weight and size limits apply.</p>				Bag Charge	\$0.00
					Air Total: \$274.00

Modify Trip

Purchase your shopping cart...
By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase

Continue



Get **\$100** Statement Credit after first purchase & Earn **10,000** Bonus Points

Apply Now

You Pay Today: \$274.00
Credit On Your Statement: -\$100.00
Total After Statement Credit: \$174.00

Add a Hotel

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.



Hyatt Place San Antonio/Riverwalk
\$134/night
Rapid Rewards Partner
3 Star Rating
View Details

Search for hotels in San Antonio (05/17/2015 - 05/22/2015)

Close To (optional)
Center of destination within 30 miles

Show Only (optional)
Hotel Chains Shop All Hotel Chains Find Hotels

Add a Car

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.

Earn up to 2,400 Rapid Rewards® points, plus save up to 35%.

BOOK NOW 



Type in any city or airport in the U.S., Canada or Mexico

Pickup Location

San Antonio, TX - SAT

Pickup Date

05/17/2015

Dropoff Date

05/22/2015

Vehicle Type (optional)

Economy

Which Company? (optional)

Shop All

[Advanced Search](#)

[Find Cars](#)

Trip Total

\$274.00

[Modify Trip](#)

Purchase your shopping cart...

By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase

[Continue](#)

© 2015 Southwest Airlines Co. All Rights Reserved. Use of the Southwest websites and our Company Information constitutes acceptance of our Terms and Conditions. Privacy Policy

Enterprise Plus

Emerald Club



Reservation Summary

~~40% Complete~~

Location Details [change](#)

Pick Up Location
 SAN ANTONIO INTL ARPT
 SAN ANTONIO, TX 78216-6002
 Tel.: (210) 348-6806

Dates & Times [change](#)

Pick Up
 May 17, 2015 @ Noon
Return
 May 22, 2015 @ Noon

Vehicle Class
 (not yet chosen)

Renter's Age [change](#)
 25 and Up

Renter's Information
 (not yet entered)

Method of Payment
 Pay Later

[Start over](#)

Vehicle Details

Selected Vehicle



Compact

Nissan Versa or similar
 4 Doors
 Automatic Transmission
 Air Conditioning

View other Vehicle Classes:
[<<](#) | [All Classes](#) | [>>](#)

Mileage Restrictions

This vehicle comes with unlimited mileage.

Additional surcharges, local taxes, etc. may apply.

[Select and Continue](#)

Your Dates and Times

Start: May 17, 2015, Noon
 End: May 22, 2015, Noon

Pay Later Price Quote

1 Week @	\$ 290.04 USD	\$ 290.04 USD
Drop Charge		\$ 0.00 USD
CUSTOMER FACILITY CHARGE 4.50/DAY		\$ 22.50 USD
CONCESSION RECOUP FEE 11.11 PCT		\$ 33.05 USD
BEXAR SPORTS VENUE TAX 5 PCT		\$ 17.65 USD
TEXAS REIMBURSEMENT 1.49/DAY		\$ 7.45 USD
MOTOR VEH RENTAL TAX		\$ 35.30 USD
* Total Charges:		\$ 405.99 USD

[Select and Continue](#)

Explore Our IHG Family of Brands:

1-888-480-0427 | Kimpton Hotels | Customer Care | Travel Advisory | English



[Sign In](#)

Congratulations!

You're getting the lowest price for our hotels. We guarantee it.

Need help with your reservation?
Chat Online with an agent.



[Learn More »](#)

Your Hotel

San Antonio SE - Military Dr
8222 City Base Landing,
San Antonio, Texas
United States 78235

Your Stay

May-17-2015 to May-22-2015
1 Adult, 1 Room
KNG LEISURE NONSMOKE
2 PERSON(S) MAX PER ROOM

Your Rate

Average Nightly Rate: \$ 133.16 USD
Rate Type: Book Early & Save - Advance Purchase
Deposit Required:
A deposit for the entire stay is due at time of booking.
Estimated Total Price ‡ \$ 777.30 USD
[View Rate Description and Rate Rules](#)

Best Price Guarantee
or your first night is free

Modify or Cancel Policy

Canceling your reservation or failing to arrive will result in forfeiture of your deposit. Taxes may apply.

Sign In to Earn Your Points and Save Time with Automatic Form Completion

Email or IHG® Rewards Club # PIN

Remember me
[Forgot PIN?](#)
[Create PIN?](#)

Contact Information

All fields are required unless specified as optional.

First Name Last Name

Country

Address [Additional address information \(optional\)](#)

City/Town Postal Code

Email Phone Number

[Special Request \(optional\)](#)

Send Reservation Confirmation to Your Phone (optional)

I would like to receive my reservation confirmation on my mobile device via text message.



Credit Card Information



GET A \$50 STATEMENT CREDIT* PLUS 60,000 POINTS

Price for this stay: \$777.30
Card Statement Credit: -\$50.00
Total after Statement Credit: \$727.30

[LEARN MORE](#)

*Price for stay and statement credit may post on separate statements.

Credit Card Type Credit Card Number Expiration Date

[Your Credit Card Is Safe](#)

A credit card must be presented upon check in at the hotel.



[Home](#) > [Policy & Regulations](#) > [Travel and Relocation Policy](#) > [Per Diem](#) > [Per Diem Rates](#) >

FY 2015 Per Diem Rates for Texas

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City OR Enter your ZIP Code

ADDITIONAL PER DIEM TOPICS

- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
- [FAQs](#)
- [State Tax Exemption Forms](#)
- [Factors Influencing Lodging Rates](#)
- [FY 2014 Per Diem Highlights](#)
- [Fire Safe Hotels](#)
- [Have a Per diem Question?](#)
- [Downloadable Per Diem Files](#)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website](#) (a non-federal website).

You searched for: **Texas**

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**		
		2014			2015											
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
Standard Rate	Applies for all locations without specified rates	83	83	83	83	83	83	83	83	83	83	83	83	83	83	46
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	144	144	144	144	144	144	144	144	144	144	144	144	144	144	56
Austin	Travis	126	126	139	139	139	139	126	126	126	126	126	126	126	126	71
Big Spring	Howard	148	148	148	148	148	148	148	148	148	148	148	148	148	148	46
College Station	Brazos	102	102	102	102	102	102	102	102	102	102	102	102	102	102	56
Corpus Christi	Nueces	103	103	103	103	103	103	103	103	103	103	103	103	103	103	51
Dallas	Dallas	125	125	125	135	135	135	125	125	125	125	125	125	125	125	71
El Paso	El Paso	92	92	92	92	92	92	92	92	92	92	92	92	92	92	51
Galveston	Galveston	95	95	95	95	95	95	95	95	95	124	124	124	95	56	
Greenville	Hunt County	84	84	84	84	84	84	84	84	84	84	84	84	84	84	51
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	132	132	132	132	132	132	132	132	132	121	121	121	121	121	71
Laredo	Webb	98	98	98	98	98	98	98	98	98	98	98	98	98	98	56
McAllen	Hidalgo	88	88	88	88	88	88	88	88	88	88	88	88	88	88	56
Midland	Midland	162	162	162	162	162	162	172	172	162	162	162	162	162	162	56
Pearsall	Frio / Medina / La Salle	137	137	137	137	137	137	137	137	137	137	137	137	137	137	46
Plano	Collin	108	108	108	108	108	108	108	108	108	108	108	108	108	108	61
Round Rock	Williamson	93	93	93	93	93	93	93	93	93	93	93	93	93	93	51
San Angelo	Tom Green	147	147	147	147	147	147	126	126	147	147	147	147	147	147	51
San Antonio	Bexar	115	115	115	115	115	115	115	115	115	115	115	115	115	115	66
South Padre Island	Cameron	88	88	88	88	88	88	88	88	112	112	88	88	88	88	56
Waco	McLennan	89	89	89	89	89	89	89	89	89	89	89	89	89	89	51

* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
** Meals and Incidental Expenses, see [Breakdown of M&IE Expenses](#) for important information on first and last days of travel.

CONTACTS

- Additional Contacts for
- Travel Management Policy

NEED MORE INFORMATION?

- Rates for Alaska, Hawaii, U.S. Territories and Possessions (set by DoD)
- Rates in Foreign Countries (Set by State Dept.)
- Federal Travel Regulations (FTR)

RELATED TOPICS

- Travel Resources
- E-Gov Travel
- FedRooms
- POV Mileage Reimbursement Rates

Last Reviewed 2014-12-02

- Print
- Email
- Favorites
- Twitter
- Facebook
- Share

- [Help](#)
- [Sitemap](#)
- [Accessibility Aids](#)
- [Linking](#)
- [Privacy and Security](#)
- [Contact Us](#)

Also of Interest:

- [Whitehouse.gov](#)
- [Recovery.gov](#)
- [Data.gov](#)
- [USA.gov](#)
- [Business.USA.gov](#)

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2 - Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: March 11, 2015
TO: Mayor and Council
FROM: Gloria M. Rodriguez
SUBJECT: Appointment of Gloria A. Ontiveros

SUMMARY

Approval of appointment and swearing in of *Gloria A. Ontiveros* to the *Planning and Zoning Commission for Place 2*.

BACKGROUND

N/A

STATEMENT OF THE ISSUE

Appoint Gloria A Ontiveros to the Planning and Zoning Commission to fill the vacancy in Place 2. Ms. Ontiveros has submitted an application and is interested in serving the commission.

FINANCIAL IMPACT

Account Code (GF/GL/Dept):

Funding Source:

Total Amount:

Quotes (Name/Commodity/Price)

Co-op Agreement (Name/Contract#)

ALTERNATIVE

STAFF RECOMMENDATION

Approve the appointment.

REQUIRED AUTHORIZATION

1. City Manager _____ Date _____
2. CFO _____ Date _____
3. Attorney _____ Date _____



CITY OF SOCORRO

BOARDS AND COMMISSIONS APPLICATION

<p>Please rank in numeric order only the Boards and Commissions you wish to serve on:</p> <p><input type="checkbox"/> Board of Adjustment</p> <p><input type="checkbox"/> Civil Service Commission</p> <p><input type="checkbox"/> Ethics Commission</p> <p><input type="checkbox"/> Historical Landmark Commission</p> <p><input type="checkbox"/> Museum Commission</p> <p><input type="checkbox"/> Park Commission</p> <p><input checked="" type="checkbox"/> Planning & Zoning Commission</p>	<p style="text-align: center;">Application Instructions</p> <ol style="list-style-type: none"> 1. Please print or type answers to all questions. Write N/A if not applicable. 2. Application package consists of: <ul style="list-style-type: none"> • Completed application form • Essay questions (for each board or commission applying for) • Personal resume 3. Forward the completed Application Package to: City Clerk, City of Socorro, 124 S. Horizon, Socorro, Texas 79927
--	--

APPLICANT INFORMATION			
1.	Last Name <u>Drdiveros</u>	First <u>Gloria</u>	M.I. <u>A.</u>
2.	Street Address <u>[REDACTED]</u>	Apt/Unit #	
	City <u>Socorro</u>	State <u>Texas</u>	ZIP <u>79927</u>
	Mailing Address (if different)		
3.	Home Phone	Work Phone	Cell Phone <u>[REDACTED]</u>
4.	E-mail Address <u>[REDACTED]</u>		
5.	Do you currently reside in Socorro? <input checked="" type="radio"/> YES <input type="radio"/> NO		
6.	Are you currently serving on a board or commission? YES <input type="radio"/> NO <input checked="" type="radio"/>		
	If yes, which one? <u>N/A</u>	Term Expires? <u>N/A</u>	
7.	Have you ever served on a board or commission? YES <input type="radio"/> NO <input checked="" type="radio"/>		
	If yes, list name of board or commission and term(s) of office:		
	Board/Commission Name	Term	
	Board/Commission Name	Term	
	Board/Commission Name	Term	
8.	Do you understand the term length for the position you have applied for and the attendance policy? <input checked="" type="radio"/> YES <input type="radio"/> NO		
9.	Do you understand the importance of attendance at all regular meetings of the boards or commission you have applied for and the importance of completion of the term? <input checked="" type="radio"/> YES <input type="radio"/> NO		

Signature: Gloria A. Drdiveros

Date: March 12, 2015



ESSAY QUESTIONS

Name of Board or Commission applying for:

Planning + Zoning Commission

1. Have you ever attended a meeting of this board or commission? YES NO

2. Why do you want to serve on this board or commission?

I would like to serve on the Planning + Zoning Commission because I feel that Socorro as a city would do so much better with more businesses and companies located here. It would bring in more revenue and hopefully more tourism. Even if only from local families living here.

3. What are your qualifications/skills or education that you will bring to this board or commission?

High School diploma, Resident of Socorro 9 1/2 years.

Signature: Glenn A. Ontiveros

Date: March 12, 2015

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2 - Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: March 11, 2015
TO: Mayor and Council
FROM: Sandra Hernandez
SUBJECT: Budget Calendar

SUMMARY

Discussion and action to approve FY 2015-2016 Budget Calendar.

BACKGROUND

N/A

STATEMENT OF THE ISSUE

In preparation of the FY2015-2016 Budget and Tax Rate, I have prepared a budget calendar which contains two capital program workshops and two budget workshops.

FINANCIAL IMPACT

Account Code (GF/GL/Dept):

Funding Source:

Total Amount:

Quotes (Name/Commodity/Price)

Co-op Agreement (Name/Contract#)

ALTERNATIVE

STAFF RECOMMENDATION

Approve budget calendar.

REQUIRED AUTHORIZATION

1. City Manager _____ Date _____
2. CFO _____ Date _____
3. Attorney _____ Date _____

Budget/Tax Dates

1. Capital Program Workshop 1- Special CC Meeting May 21, 2015 @ 4:00 p.m.
2. Capital Program Workshop 2- Special CC Meeting June 4, 2015 @ 4:00 p.m.
3. Budget Workshop 3 – Special CC Meeting July 2, 2015 at 4:00 p.m.
4. Budget Workshop 4 – Special CC Meeting July 16, 2015 at 4:00 p.m.

1. August 6, 2015 City Council Meeting

- Discussion and action to approve the anticipated proposed Tax Rate for Fiscal year commencing October 1, 2014 thru September 30, 2015 for the City of Socorro, Texas.
- Discussion and action to approve the scheduling of two (2) public hearings on August 20, 2015 and September 3, 2015 for the anticipated proposed tax rate for the fiscal year commencing October 1, 2014 thru September 30, 2015.

2. August 10, 2015 – City Manager must file the proposed budget with the city clerk the 30th day before the date of the governing body of the municipality makes its tax levy for the fiscal year. City Clerk shall take action to ensure that the proposed budget is posted on the website. (LGC 102)

3. August 20, 2015 Regular City Council Meeting

- Discussion and action on to announce the date on which City Council will take final action on the Tax Rate and on the Municipal Budget.
- 1st **Public Hearing** on city of Socorro's Property Tax Rate
- *Presentation and discussion* regarding tax rate calculations, revenues and expenditures for the City of Socorro's proposed budget for fiscal year 2015.

4. September 3, 2015 Regular City Council Meeting

- 2nd **Public Hearing** on city of Socorro's Property Tax Rate
- *Presentation and discussion* regarding tax rate calculations, revenues and expenditures for the City of Socorro's proposed budget for fiscal year 2015.

- **Discussion and action on to announce the date on which City Council will take final action on the Tax Rate and on the Municipal Budget.**
- **Introduction, First Reading and Calling for a Public Hearing on an Ordinance authorizing the assessment and collection of property taxes within the City of Socorro, Texas and further authorizing the El Paso City Tax Office to perform the actual assessment and collection of said property taxes on behalf of the City of Socorro, Texas for the fiscal year commencing on October 1, 2014 and ending on September 30, 2015.**
- **Introduction, First Reading and Calling for a Public Hearing on an Ordinance adopting a budget for the fiscal year commencing October 1, 2014 and ending on September 30, 2015 for the City of Socorro, Texas.**
- *Discussion and action* to approve Resolution adopting/amending a Five-Year Capital Improvement Program pursuant to Sections 5.08 and 5.09 of the Socorro City Charter.

5. September 10, 2015 Special City Council Meeting

- **Public Hearing** – An Ordinance adopting a budget for the fiscal year commencing October 1, 2014 and ending on September 30, 2015 for the City of Socorro, Texas.
- **Public Hearing** On an Ordinance authorizing the assessment and collection of property taxes within the City of Socorro, Texas and further authorizing the El Paso City Tax Office to perform the actual assessment and collection of said property taxes on behalf of the City of Socorro, Texas for the fiscal year commencing on October 1, 2014 and ending on September 30, 2015.
- **Second Reading and Adoption of an Ordinance adopting a budget for the fiscal year commencing October 1, 2014 and ending on September 30, 2015 for the City of Socorro, Texas.**
- **Second Reading and Adoption of an Ordinance authorizing the assessment and collection of property taxes within the City of Socorro, Texas and further authorizing the El Paso City Tax Office to perform the actual assessment and collection of said property taxes on behalf of the City of Socorro, Texas for the fiscal year commencing on October 1, 2014 and ending on September 30, 2015.**
- **Discussion and action to ratify the tax increase set forth in Ordinance adopting a budget for the City of Socorro.**

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1 / Mayor Pro Tem



Gloria M. Rodriguez
District 2

Victor Perez
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: FEBRUARY 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB

SUBJECT: DISCUSSION AND ACTION ON ACCEPTING THE FIXED ASSETS AGREED UPON PROCEDURES REPORT FROM WHITE, SAMANIEGO, & CAMPBELL, LLP.

SUMMARY

This action accepts the Agreed Upon Procedures Report for Fixed Assets from White, Samaniego, & Campbell, LLP.

STATEMENT OF THE ISSUE

The City of Socorro has had, in prior years, ongoing findings related to the accountability of Fixed Assets. In order to address the findings from prior years, the external audit firm was engaged to identify and/or correct internal processes in order to eliminate findings related to fixed assets going forward.

FINANCIAL IMPACT

	Staff	Senior	Supervisor	Partner	Total
Planning	0	0	15		15
Testwork	40	30	0	0	70
Report	0	10	15	0	25
Supervision	0	0		10	10
Total	40	40	30	10	120
Rate	\$ 80	\$ 90	\$ 110	\$ 150	
Total Cost	\$ 3,200	\$ 3,600	\$ 3,300	\$ 1,500	\$ 11,600

ALTERNATIVE

No alternative available.

STAFF RECOMMENDATION

The staff is recommending approving this item.

**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES**

Karina Hagelsieb
Chief Financial Officer

We have performed the procedures enumerated below, which were agreed to by the City of Socorro, Texas, solely to assist you with the review of Fixed Assets of the City of Socorro for the years ended September 30, 2007 through September 30, 2013. The City of Socorro, Texas' management is responsible for the company's accounting records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

PROCEDURES:

1. Conduct entrance meeting with Management to discuss the scope and timing of the audit and to establish a schedule for status meetings and communication protocol.
2. Conduct interviews with employees involved in Capital Asset Management throughout the course of the audit to get an understanding of process in place.
3. Review Capital Asset Procurement policies by obtaining a fixed asset additions listing for the fiscal year ended 2007 through fiscal year ended 2013 and judgmentally selecting a sample of 10% of additions by tracing and vouching to verify the following:
 - a. dollar limit policies are followed;
 - b. control over capital expenditures is maintained through a regular system of authorizations
 - c. budget is reviewed for compliance and documented;
 - d. written purchase requisitions and purchase orders are always issued;
 - e. purchasing function is performed independently of the receiving and recording of acquisition functions;
 - f. existence of assets listed;
 - g. inventory numbers (TAG) are assigned to individual pieces of equipment and affixed securely to the asset;
 - h. assets purchased with federal fund are identifiable; and
 - i. tour all city facilities and identify assets that should be capitalized and trace to the general ledger (not to exceed 10 samples).
4. Review Capital Asset Disposal & Retirement policies are followed by obtaining a fixed asset disposal listing for FY2007 to FY2013 and judgmentally selecting 10% of disposals to verify the following:

- a. tour all city facilities and identify visible assets (not to exceed 10 samples) that should be retired, and trace to the general ledger to ensure they have been removed;
 - b. written authority is obtained for removing assets from facility premises;
 - c. asset retirement approved properly and timely per facility policy;
 - d. asset retirement properly removed from the general ledger on a timely basis;
 - e. retired or abandoned asset policies are followed;
 - f. assets that are physically disposed of/transferred have adequate documentation; and
 - g. review the accounting of retirement/disposal/transfer is adequate.
5. Test repair and maintenance accounts for FY 2007 to FY 2013 to identify expenses that should be capitalized.
 6. Review asset additions and disposals for October 1, 2013 through June 30, 2014 and test 10% to verify and trace the following:
 - a. procurement policy was followed in the purchase of the asset;
 - b. the asset was properly accounted for, and there is adequate supporting documentation; and
 - c. physically observe the asset to document existence.
 7. Prepare a reconciliation of the fixed assets as of June 30, 2014 to confirm the following:
 - a. fixed assets reconcile to the interim trial balance;
 - b. fixed assets roll forward from the prior year audit; and
 - c. complete analytical procedures to identify anomalies.
 8. Prepare preliminary draft of the audit report using the standard format to include the following:
 - a. the scope of the agreed-upon procedures;
 - b. the responsibilities of management and of the auditor;
 - c. the findings identified during field work; and
 - d. recommendations for improvement.
 9. Validate the accuracy of the report with the Management. This is an on-going step, with open communication occurring throughout the review.

OBSERVATIONS, FINDINGS AND RECOMMENDATION:

1. Review Capital Asset Procurement policies by obtaining a fixed asset additions listing for the fiscal year ended 2007 through fiscal year ended 2013 and judgmentally selecting a sample of 10% of additions by tracing and vouching to verify the following:
 - a. dollar limit policies are followed;
 - b. control over capital expenditures is maintained through a regular system of authorizations
 - c. budget is reviewed for compliance and documented;
 - d. written purchase requisitions and purchase orders are always issued;
 - e. purchasing function is performed independently of the receiving and recording of acquisition functions;
 - f. existence of assets listed;
 - g. inventory numbers (TAG) are assigned to individual pieces of equipment and affixed securely to the asset;
 - h. assets purchased with federal fund are identifiable; and
 - i. tour all city facilities and identify assets that should be capitalized and trace to the general ledger (not to exceed 10 samples).

Finding

- a. 19 of the 23 samples selected did not follow dollar limit policies; RFP/RFQ documentation was not provided
- b. 19 of the 23 samples selected did not have control over capital expenditures through a regular system of authorizations; RFP/RFQ documentation was not provided
- c. 19 of the 23 samples selected did not have documentation showing the budget was reviewed, supporting documentation for the budget was not provided
- d. 3 of the 23 samples selected did not have a purchase requisition and purchase order
- e. 3 of the 23 samples selected did not have receiving an acquisitions supporting documentation
- f. No exceptions noted
- g. No exceptions noted
- h. 23 of the 23 were not identified as being purchased with federal funds
- i. 8 of the 10 samples selected were not located on the general ledger

Recommendation

It is recommended that the City of Socorro reconcile all physical inventory to the general ledger and research and investigate any inventory variances. All inventory records must reflect the current on-hand balances to ensure the records are accurate.

Management Response

As of 09/30/2014 the City of Socorro has conducted a physical count of fixed assets. Physical counts of inventory will be conducted going forward.

Finding

The City of Socorro had not performed a department-wide annual physical inventory of fixed assets. Although some fixed assets have been inventoried, a physical inventory is essential to ensure the accuracy of the fixed assets listing. If fixed assets are not adequately tracked and inventoried, loss or misappropriations may go undetected. The A-102 Common Rule and OMB Circular A-110 require that equipment be used in the program for which it was acquired. Equipment records shall be maintained, a physical inventory of equipment shall be taken at least once every two years and reconciled to the equipment records, an appropriate control system shall be used to safeguard equipment, and equipment shall be adequately maintained.

Recommendation

The City of Socorro should ensure that all departments perform an annual physical inventory of all fixed assets. City employees responsible for capital assets in the various departments must be informed of the importance of proper accounting for those assets from acquisition to disposition. Additional training may be necessary to ensure proper procedures are understood and followed. The City accounting personnel should perform physical observation of assets throughout the year in departments that do not consistently review their capital asset listing.

Management Response

The City of Socorro will perform physical observations of assets throughout the year in departments that do not consistently review their capital asset listing. In addition, training will be conducted routinely to ensure compliance with the Fixed Assets Policy and Procedures adopted.

Finding

Administration could not locate copies of RFQ/RFP for 17 of 19 construction samples selected. According to the Texas State Library and Archives Commission GR1075-01a, successful bids and requests for proposals, including invitations to bid, bid bonds and affidavits, bid sheets, and similar supporting documentations have a retention period of fiscal year end plus three years for other governments. However, if a formal written contract is the result of a successful bid or request for proposal, the successful bid or request for proposal and its supporting documentations must be retained for the same period as the contract. Administration could not locate supporting documentation for 26 of 28 construction samples selected. According to the Texas State Library and Archives Commission GR1075-16a, states that records concerning the planning, design, construction, conversion, or modernization of local government-owned facilities, structures, and systems, have a permanent retention period.

Recommendation

The City should implement a process to retain construction records in order to comply with state regulations.

Management Response

The City has adopted a Records Retention Policy to comply with applicable statutes. In addition, records have been maintained on Access within the last year.

2. Review Capital Asset Disposal & Retirement policies are followed by obtaining a fixed asset disposal listing for FY2007 to FY2013 and judgmentally selecting 10% of disposals to verify the following:
 - a. tour all city facilities and identify visible assets (not to exceed 10 samples) that should be retired, and trace to the general ledger to ensure they have been removed;
 - b. written authority is obtained for removing assets from facility premises;
 - c. asset retirement approved properly and timely per facility policy;
 - d. asset retirement properly removed from the general ledger on a timely basis;
 - e. retired or abandoned asset policies are followed;
 - f. assets that are physically disposed of/transferred have adequate documentation; and
 - g. review the accounting of retirement/disposal/transfer is adequate.

Finding

According to the Texas State Library and Archives Commission GR1025-05a, equipment or property history card or similar record containing data on initial cost, including disposal authorizations when disposed of have a retention period of fiscal year end plus three years for governments. The City of Socorro does not have proper procedures in place for disposing of fixed assets. No documentation could be provided for the 13 disposal samples that were selected.

Recommendation

The City should implement a process to dispose of fixed assets to ensure items are being properly disposed. All equipment being disposed should have accurate supporting documentation of disposal, transfer or sale. Asset disposals should be reviewed on a regular periodic basis to determine the proper use of resources to the full extent of their useful lives.

Management Response

The City has adopted a Fixed Asset Policy and Procedure manual to address disposition of assets. In addition training will be conducted for all department heads to properly dispose of assets.

3. Test repair and maintenance accounts for FY 2007 to FY 2013 to identify expenses that should be capitalized.

Finding

According to the Texas State Library and Archives Commission GR1075-18a, vehicles and equipment (1) routine inspection record (2) maintenance and repair record have a retention period of the life of the asset. The City of Socorro could not provide supporting documentation for 5 of the 6 repair and maintenance expenses selected.

Recommendation

Adequate controls are not in place to prevent or detect misstatements of accounting information by way of error or fraud, therefore misstatements and non-compliance may occur and not be prevented or detected. It is recommended that the City of Socorro receive proper training in order to comply with the implemented standard operating procedures and state regulations.

Management Response

The City employees will receive proper training to comply with standard operating procedures.

4. Review asset additions and disposals for October 1, 2013 through June 30, 2014 and test 10% to verify and trace the following:
 - a. procurement policy was followed in the purchase of the asset;
 - b. the asset was properly accounted for, and there is adequate supporting documentation;
and
 - c. physically observe the asset to document existence.

No exceptions noted

5. Prepare a reconciliation of the fixed assets as of June 30, 2014 to confirm the following:
 - a. fixed assets reconcile to the interim trial balance;
 - b. fixed assets roll forward from the prior year audit; and
 - c. complete analytical procedures to identify anomalies.

No exceptions noted

We were not engaged to, and did not; conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the City of Socorro and is not intended to be and should not be used by anyone other than those specified parties.

El Paso, Texas

October 11, 2014

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Item 14

Gloria M. Rodríguez
District 2/Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: MARCH 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB, CPA

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE UPDATED TRAVEL POLICY.

SUMMARY

The travel policy has been updated as follows:

- To remove cap placed on monthly mileage reimbursements to employees (IV. Let E)
- To allow for approving travel during the adoption of the fiscal year budget (VI).

STATEMENT OF THE ISSUE

The travel policy has a provision for allowing reimbursing for mileage based on the departmental annual budget. Employee's travel varies from month to month depending on the work load.

Approving travel during the adoption of the fiscal year budget will expedite travel reservations more efficiently.

FINANCIAL IMPACT

ALTERNATIVE

STAFF RECOMMENDATION

The staff recommends approving this item.

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2/Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

TRAVEL, MILEAGE AND RELATED EXPENSE

POLICY NO. 37 **Amendment No.5**

I. CASH ADVANCE

A) EMPLOYEES: A cash advancement (per diem) for meals and incidental expenses, such as parking fees, will be forwarded to staff and elected officials traveling out of town. Receipts for per diem are not required. Receipts for all other travel expense such as hotel, car rental, etc. are required. Advanced funds not used during travel (other than per diem) will be reimbursed to the Finance Department immediately (no later than five (5) working days) upon return. Per diem and mileage amounts disbursed will follow the current U.S. General Service Administration rates (www.gsa.gov).

II. AUTO RENTAL

A) Auto rentals need to be limited to small economical cars and passenger vans; depending on the number of people traveling together. Luxury car rentals are not allowed. Rentals are acceptable only when the area you are traveling to does not allow for a convenient and cost effective shuttle or taxi service. Rentals are also limited to City business and used only during the time allotted for the trip. A fuel and parking allowance will be issued for travel in the amount of \$100.00 per staff and council member. If the fuel allowance issued is not sufficient for the travel needs, the employee will be reimbursed for this expense upon completion of the travel reconciliation form. All receipts shall be attached to the request for reimbursement. If more than one person is traveling to the same destination the allowance will be issued to the person renting the vehicle.

III. AIRFARE

A) Airfare tickets may be purchased with the City credit card upon approval of the trip; however, at no time will airfare tickets be purchased for spouses or any individual who is not employed by the City of Socorro.

B) Where an air travel expense is to be reimbursed by a grant, a ticket reservation will be allowed prior to Council approval with an approved purchase requisition and purchase order. The corporate card, with the City Manager's or Mayor's (in absence of City Manager) written approval may be used to make the reservations.

IV. PERSONAL CARS

A) Use of personal cars for City business will be reimbursed as per the current U.S. General Services Administration (www.gsa.gov) mileage reimbursement rates in addition to tolls and reasonable documented parking fees. Mileage reimbursement will be issued only to the employee who furnishes the vehicle for transportation to the destination.

Car washing and other servicing is not reimbursable. Traffic/parking violations and all resulting fines are the employee's personal responsibilities and are not reimbursable by the City. Insurance coverage is the employee's responsibility.

B) Whenever possible, pooling arrangements should be made when employees and/or Council members are visiting the same location.

C) Personal car expenses are not reimbursable without explanation and approval by the City Manager or Mayor in the absence of the City Manager.

D) The use of a personal automobile for trips exceeding 1,400 miles round-trip is not permissible without prior approval from the employee's Department Head. In all cases, the maximum amount of reimbursement shall be the total cost of the most economical airfare rate, plus parking fees, plus ground transportation costs.

~~E) Local mileage reimbursements for staff will be capped not to exceed one-hundred twenty five dollars (\$125.00) per month.~~ A mileage log must accompany each and every mileage reimbursement request. Total mileage reimbursements shall not exceed the departmental annual budgeted amount. In the event the budget item for mileage reimbursement is depleted before the fiscal year ends, requests for budget amendments must be submitted to the City Manager. Commuting mileage reimbursements will not be issued.

V. TRAVEL, MILEAGE, AND RELATED EXPENSE FORM

- A) Travel Reconciliation and Mileage Forms are due in the Finance Department within five (5) working days upon arrival from the trip, including required receipts.

VI. APPROVAL PROCESS FOR TRAVEL

Out of town travel must be approved by City Council during the adoption of the fiscal year budget. ~~prior to making any arrangements.~~ The City Manager is authorized to approve emergency travel without City Council approval. An emergency is defined as an unforeseen condition arising suddenly and unexpectedly, not caused by any neglect or omission, and which calls for immediate action.

VII. TRAVEL CANCELLATIONS

Travel cancellations are not reimbursable to the City. Credits issued by the airplane companies for cancellations must be utilized for the same person and expire if not utilized within a specific time frame. In addition, seminar fees are not usually reimbursed or credited to the City. Employees and Council members must be certain travel will take place before making travel arrangements. Emergency cancellations are expected; however, each cancellation will be reviewed by Finance and presented to Council for consideration.

REVISED AND APPROVED BY THE CITY COUNCIL OF SOCORRO, TEXAS ON THIS 19th DAY OF MARCH, 2015

Mayor Jesus Ruiz

ATTEST:

Sandra Hernandez
City Clerk

APPROVED AS TO FORM

City Attorney



CITY OF SOCORRO
Travel, Mileage, and Related Expense Form

EMPLOYEE INFORMATION

EMPLOYEE/COUNCILMEMBER NAME	
DESTINATION	
DATE LEAVING	
DATE RETURNING	
TRAINING/SEMINAR NAME	
CITY COUNCIL SEMINAR APPROVAL DATE	

TRAVEL INFORMATION

	PO #	PO Amt	Receipt Amt	Difference	Verified by: (Acctg.)
SEMINAR FEE					
PER DIEM*			N/A	N/A	
HOTEL					
TYPE OF TRANSPORTATION: (check below)					
<input type="checkbox"/> a). USING OWN VEHICLE/TAXI/SHUTTLE					
<input type="checkbox"/> b). FLYING/AIRFARE					
<input type="checkbox"/> c). CAR RENTAL					
FUEL/GAS/MILEAGE*					
PARKING FEES					
SEMINAR SUPPLIES/MATERIAL REQ'D					
OTHER COSTS					

CITY COUNCIL APPROVAL	<input type="checkbox"/> YES (see documentation attached) <input type="checkbox"/> PENDING
-----------------------	---

- All travel must be approved in accordance with the travel policy.
- All sections above require that a receipt be turned in to the Accounting Department upon return;
EXCEPT for per diem
- This form is due within five (5) working days from return of trip to the Accounting Department with all required accompanying receipts

SIGNATURE _____	DATE _____
-----------------	------------

*Per diem & mileage will change according to the US General Service Administration rates (www.gsa.gov)

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2/Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: MARCH 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB, CPA

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE UPDATED PURCHASING POLICY.

SUMMARY

The purchasing policy has been updated as follows:

- To identify the bank signatories (page 6)
- To allow for approving travel during the adoption of the fiscal year budget (page 12).

STATEMENT OF THE ISSUE

FINANCIAL IMPACT

ALTERNATIVE

STAFF RECOMMENDATION

The staff recommends approving this item.

CITY OF SOCORRO PURCHASING POLICY MANUAL



ADOPTED: SEPTEMBER 5, 2013

UPDATED: SEPTEMBER 5, 2013

UPDATED: MARCH 19, 2015

INDEX

General Guidelines for Acquisition of Goods and Services	3-4
Purpose.....	4
Purchasing Ethics.....	5
Tax Exempt Status	6
Signature Authority.....	6
Procedures.....	6-7
Purchases Between \$3,000 and \$24,999	7-8
Purchases Between \$25,000 and \$49,999	8
Purchases Over \$50,000.....	8-10
Sole Source Vendor.....	10-11
Exceptions to Purchase Requisition.....	11
Completing the Purchasing Requisition Form	12
Open Purchase Orders.....	12
Credit Card Purchases.....	13-15
Receiving Purchases	15
Processing of Invoices	15
City Council Discretionary Funds.....	16
Ratifications	16-17
Manual Checks.....	17
Professional Service Agreements.....	17
New Vendor Process.....	17
Accounts Payable List.....	17
Capital Expenditure Requests	17-18
Cooperative Purchasing.....	18
Criminal Penalties and Removal.....	18
Various Forms (Bid and Quote, CIQ, W9).....	19-21

PURCHASING POLICIES AND PROCEDURES

It is the City of Socorro's policy to institute controls on authorized spending for materials, supplies and services through the administration of the purchasing system and to describe the levels and limits of individual responsibility and authority and to conduct business activities in such a manner as to foster public confidence in the integrity of the City of Socorro.

No obligation shall be incurred nor shall any invoice be paid unless the following procedures are met. Purchases made in a manner not in accordance with the following procedures will be the financial responsibility of the person who made the purchase. Purchases shall be in accordance with each department's budgetary requirements.

In addition, the City of Socorro adheres to all State of Texas laws and regulations as set forth in the State of Texas Local Government Code ("LGC"). **Violation of this policy will be reviewed on a case by case basis and may result in disciplinary action up to and including termination.**

This policy supersedes all previous policies including Policy 58 as amended and is effective upon approval of the Mayor and Council.

GENERAL GUIDELINES FOR ACQUISITION OF GOODS AND SERVICES

This policy imposes specific guidelines for purchases involving expenditure of less than \$50,000. These guidelines must be followed. However, for most all purchases exceeding \$49,999.99, the following procedure applies.

Generally, a city is required to follow the bidding or proposal procedures outlined in Local Government Code Chapter 252 when it plans to make an expenditure of more than \$50,000 in city funds. This requirement is equally applicable to purchases of insurance and high technology items.

A city may not avoid the application of competitive bidding or proposal laws by purposely dividing a single purchase into smaller components so that each component purchase is less than \$50,000. Chapter 252 of the Local Government Code prohibits the use of "separate, sequential, or component purchases" as a means of avoiding bidding requirements. A city may purchase items without competitive bidding if the total purchase amount will be below the \$50,000 threshold that requires bidding. However, if the city later wants to make additional purchases and these purchases would take the total purchase over the \$50,000 threshold, the city should follow competitive purchasing procedures as if the purchase exceeds \$50,000.

Caution should be exercised if individual city departments make separate purchases of office supplies, gasoline or other items without competitive bidding because each department's purchase amount will be below the \$50,000 threshold that requires bidding. If a city's total purchases for these items would be over the \$50,000 threshold, the city should use competitive purchasing procedures applicable for purchases over \$50,000.

To take bids or proposals on a purchase, the city must first publish notice of the time and place at which the bids or proposals will be publicly opened and read aloud. The city should prepare specifications detailing the requirements that must be met by the goods or services which the city intends to purchase. The published notice should include either a copy of these specifications or information on how a bidder may obtain a copy of the specifications. A city must publish a notice indicating the time and place at which the bids or proposals will be publicly opened and read aloud. The notice must be published at least once a week for two consecutive weeks. The first publication must appear before the 14th day before the date that the bids or proposals are publicly opened and read aloud. The notice must be placed in a newspaper that is published in the city. If there is no newspaper published in the city, the notice must be published in a newspaper of general circulation in the city and posted at city hall and on the city's website for 14 days before the date that the bids or proposals are publicly opened and read aloud.

If a city wishes to consider factors other than price in its selection, or other factors such as a bidder's previous performance or safety record in its selection, the city's bid specifications should clearly state that such factors will be considered. Also, the governing body of a city that is considering using a method other than competitive sealed bidding (e.g., competitive sealed proposals) must determine before notice is given the method of purchase that provides the best value for the city.

The city council must then award the contract to the lowest responsible bidder or (if previously noticed) the bidder that provides the best value to the city. In the alternative, the city may reject all bids.

PURPOSE

The purpose of this policy is to:

1. To establish a comprehensive purchasing system in order to obtain maximum economy and utilization of services, products, supplies, capital goods and related purchases;
2. To fix levels of responsibility and approvals for the expenditures of funds for such purchases;
3. To effect the greatest possible economy within the limits of acceptable specifications through competitive and quantity purchasing;
4. To afford an opportunity for consideration of the largest possible number of products within the limits of acceptable specification of an equitable basis; and
5. To provide a method of selecting services on a comparative basis.
6. To establish the procedures necessary to properly implement this purchasing policy.
7. To establish a method to match and reconcile actual purchase orders to actual invoices processed for disbursement.

PURCHASING ETHICS

All City staff engaged in procurement for the City shall comply with the following ethical standards:

1. **Personal Gain** – it shall be a breach of ethics to attempt to realize unauthorized personal gain through employment with the City or by any conduct inconsistent with the proper discharge of the employee’s duties.
2. **Influence of a Public Employee** – it shall be a breach of ethics to attempt to influence any public employee of the City to violate the standards of conduct set forth by the City.
3. **Participating in Procurement with Family or Friends** – it shall be a breach of ethics for any employee of the City to participate directly or indirectly in a procurement for the City when the employee knows that:
 - a. The employee or any member of the employee’s immediate family had a financial interest pertaining to the procurement;
 - b. A business or organization in which the employee, or any member of the employee’s immediate family, has a financial interest pertaining to the procurement; or
 - c. Any other person, business or organization with which the employee or any member of the employee’s immediate family is negotiating or has an arrangement concerning prospective employment involving the procurement.
4. **Gratuities / Kickbacks** – The following prohibition against gratuities and kickbacks shall be set forth in every contract and solicitation:

Socorro may at any time, without prior notice, terminate this Contract without any further responsibility to Contractor if any gratuities, whether in the form of entertainment, gifts, employment or otherwise, were offered or given by the Contractor or any agent or representative thereof to any employee, official, or representative of Socorro with a view toward securing favorable treatment with respect to the entry into or performance of this Contract.
5. **Confidential Information** – it shall be a violation for any employee of the City to knowingly use confidential information for actual or anticipated personal gain, or for actual or anticipated gain of any person.
6. **Private Purchases Through City Facilities** – no employee may use the purchasing power of the City of Socorro to make private purchases.

TAX EXEMPT STATUS

The City of Socorro is exempt from Federal, State, and Local taxes except in certain prescribed cases. An exemption certificate is available from the Finance Department and shall be furnished to any of the City's suppliers upon request.

SIGNATURE AUTHORITY

A Purchase Requisition or Purchase Order shall not be considered complete until signed by the proper authority.

1. Purchase Requisitions:

- A. **AUTHORIZE:** The Department Head of each department (electronically submitted).
- B. **APPROVE:** The Chief Financial Officer. The Accounting Technician, not involved with the accounts payable function, will approve requisitions in the absence of the Chief Financial Officer.
- C. The same authority MAY NOT Authorize AND Approve.
- D. All supporting documentation such as quotes for items or services being requested must be attached to the electronic requisition.
- E. Quantity amount and actual description must be stated.

2. Purchase Orders:

- A. **APPROVE:** The City Manager or his designee.

3. Payment Checks:

- A. **APPROVE:** ~~City Council Members~~ **City Manager and Department Heads** officially designated as signatories.

PROCEDURES

The following prescribed procedures shall be established to provide for the proper control for purchases and/or contracts. Approval of all purchase requisition will be done by an authorized individual as approved by council. The same person cannot authorize and approve the purchase requisition.

1. Purchase Requisitions

Except as provided in Section 3, Exceptions to Purchase Requisition, ALL purchases of goods and services require the completion of an electronic Purchase Requisition.

2. Responsibilities of the Department

- A. Department heads or their designated employee must submit an electronic purchase requisition to the Finance Department for approval. Chief Financial Officer will generate the purchase order upon approval. Once the requisition is scrutinized for appropriateness, a purchase order will be generated. The printed purchase order will serve as the approval of the electronic purchase requisition.
- B. Once the purchase order is verified and approved by the proper authority, copies of the signed purchase order will be distributed to the requestor.
- C. The Department Head or designated individual will be responsible for acknowledging the receipt of Purchase Order number before making any purchase of merchandise or service. The vendor's invoice or receiving receipt must reflect Purchase Order Number for the purchased amount of goods or service received.
- D. The Department Head or designated individual will inspect the merchandise delivered or picked up and will prepare the appropriate receiving report to be submitted to the Finance Department with the copy of purchase order and original receipt to properly process payment to vendor the day after merchandise or service is delivered or picked-up. The Department Head or designated individual will give the original receiving receipt or invoice to Finance Department the next working day.
- E. Department Heads or designated individuals shall be responsible for planning ahead and making sure a Purchase Order Number has been received before any purchase is made. Purchase requisitions must be submitted with enough time to be processed with Finance Department.

3. Levels of expenditure

PURCHASES BETWEEN \$3,000 AND \$24,999:

Purchases of goods or services between \$3,000 and \$24,999 must follow this procurement process:

- A. Solicit three (3) competitive quotes for the goods or services AND complete the Bid Quote and Comparison Worksheet. Section 252.0125 of the Local Government Code delineates the quotation process which must be followed regarding Historically Underutilized Businesses, as follows:

A municipality, in making an expenditure of more than \$3,000 but less than \$50,000, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to chapter 2161, Government Code. Please see mycpa.cpa.state.tx.us/tpasscmlsearch/index.jsp for HUB search.

- B. Review each quote for the best overall value (value is not solely determined by price, although the lowest bid should be recommended unless you can show reasons based on

bid specifications to disqualify the bid relating to past performances, poor references, etc.) Note that you will need to retain all quotes for Fiscal Year End + 3 years.

- C. Prepare a brief recommendation for the record to support the purchase.
- D. Submit electronic purchase requisition and submit to Chief Financial Officer.
- E. Once a Purchase Order is approved, proceed to ordering goods and services.
- F. Once you receive your goods and/or services, sign off on packing slip and forward the packing slip/receipt to AP.

PURCHASES BETWEEN \$25,000 AND \$49,999:

Purchases of goods or services between \$25,000 and \$49,999 must follow this process:

- A. Solicit three (3) competitive quotes for the goods or services AND complete the Bid Quote and Comparison Worksheet. Section 252.0125 of the Local Government Code delineates the quotation process which must be followed regarding Historically Underutilized Businesses, as follows:

A municipality, in making an expenditure of more than \$3,000 but less than \$50,000, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to chapter 2161, Government Code. Please see mycpa.cpa.state.tx.us/tpasscmlsearch/index.jsp for HUB search.

- B. Review each quote for overall value and select top three (3) quotes and conduct basic comparative analysis. Note that you will need to retain all quotes for Fiscal Year End + 3 years.
- C. Forward your recommendation along with at least three (3) quotes to the City Manager for approval.
- D. The City Manager will make the recommendation to City Council.
- E. Once recommendation has been approved by City Council, submit an electronic Purchase Requisition to Chief Financial Officer. The Requisition must include the City Council meeting date and agenda item number where the purchase was approved on the notes.

PURCHASES OVER \$50,000:

Provisions of the Texas Local Government Code shall be the governing authority for purchases over \$50,000. A bid or request for proposal must be submitted. The following process must be followed:

- A. Obtain approval from the City Manager to proceed with the sealed bid process.

- B. The specifications and bid notice shall be prepared, reviewed and signed off by the City Manager. Whenever possible the “Best Value” procurement method described in Chapter 252.043(b) of the Texas Local Government Code shall be used.
- C. The bid or RFP shall be advertised in a newspaper of general circulation a minimum of twice in a 14 day period. The originating department shall notify the City Clerk’s Office of the advertisement, the type of bid or proposal, the closing date for responses and the name of a knowledgeable contact. A complete copy of the bid/RFP package must be filed with the City Clerk’s Office.
- D. The closing date and time for the bid or RFP shall be clearly listed in the specifications and is final. Responses received after the closing date and time shall be returned to the proposer unopened.
- E. If an amendment to the specifications or an extension of the closing date and time for the bid or RFP is required it shall be made prior to the second advertisement being printed and included in the second advertisement.
- F. The City may provide by Charter or Policy for bidding threshold of less than \$50,000, but the City may not provide a higher threshold for bidding than is permitted under state law.
- G. Before making such purchases, the City must prepare specifications detailing the requirements for the goods and services, which the City proposes to purchase, and publish bid notice of time and place at which the bids or proposals for the specified goods and services, will be publicly opened and read aloud.
- H. If the City wishes to consider factors other than price in its selection, or other factors such as a bidder’s previous performance or safety records in its selection, the City’s bid specification should clearly state that such factors will be considered. Also, if the City is considering using a method other than competitive sealed bidding (ie. competitive sealed proposals) the City Council must determine before notice is given the method of purchase that provides the best value for the City.
- I. Additional procedures and requirements may be required by state law for purchases involving more than \$50,000.00.
- J. Contracts for the services of architects, engineers, land surveyors, certified public accountants and other professions must be awarded using procedures provided in the Texas Professional Services Procurement Act. TEX. GOV’T CODE ANN. §2254.001 et seq. (West 2008 & Supp. 2011) (Professional Services Procurement Act). Selection of certain services are exempt from competitive bidding requirements under Texas law as a “professional service.” TEX. LOC. GOV’T CODE ANN §252.022(a)(4) (West Supp. 2011); Op. Tex. Att’y Gen. No. JM-940 at 3 (1988), MW-344(1981). If there is not adequate time to publish RFQ for “professional services” as defined by this statute, the City Council may elect not to follow competitive bidding requirements.

- K. Except in the case of emergencies, defined as an unforeseen condition arising suddenly and unexpectedly, not caused by any neglect or omission which calls for immediate action. Lack of planning or preparation does not constitute an emergency, bidders or proposers shall have a minimum of 21 calendar days *except that in the event of extenuating circumstances this period may be reduced to 14 calendar days* from the date of first publication to respond to the bid or RFP.
- L. All responses to bids or RFPs shall be received by the City Clerk's Office where they will be date/time stamped and held un-opened. After the closing day and time for the receipt of proposals the City Clerk shall notify the originating department of the receipt of all bids or proposals and it shall be the responsibility of the department head to place the appropriate item on the agenda to open / award the responses.
- M. All responses shall be opened in public at the date and time stated in the specifications. Submitted bids or proposals are final and may not be altered. Vendors may, however, submit sealed alternate bids or proposals before closing time.
- N. Final award of a bid will be made by City Council to the lowest responsive bidder unless Council wishes to consider the location of the bidder's principal place of business as detailed in Section 271.905 of the Texas Local Government Code. In the event the City receives two or more bids that are identical in nature and amount, as the lowest and best bids, award shall be made pursuant to Section 271.901 of the Texas Local Government Code
- O. For an RFP, final award will be made to that response which best meets the stated selection criteria or, Council may direct that the City Manager conduct further negotiations with proposer(s).
- P. Council may table an award and direct staff to review and make recommendation to Council at another date.
- Q. Council may reject all bids or proposals and direct that new specifications be prepared and advertised.

Sole Source Vendor

Texas law provides for general exemptions to the procurement process, please refer to Section 252.022. More specifically section 252.022 (7-16) provides exemptions for sole source vendors as follows:

- (7) *a procurement of items that are available from only one source including:*
 - (A) *items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;*
 - (B) *films, manuscripts, or books;*
 - (C) *gas, water, and other utility services;*
 - (D) *captive replacement parts or components for equipment;*
 - (E) *books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and*

- (F) management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits;*
- (8) a purchase of rare books, papers, and other library material for a public library;*
- (9) paving drainage, street widening, and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements;*
- (10) a public improvement project, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voters;*
- (11) a payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212;*
- (12) a personal property sold:*
- 1. at an auction by a state licensed auctioneer;*
 - 2. at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code;*
 - 3. by a political subdivision of the state, a state agency of this state, or an entity of the federal government; or*
 - 4. under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391;*
- (13) services performed by blind or severely disabled persons;*
- (14) goods purchased by a municipality for subsequent retail sale by the municipality;*
- (15) electricity; or*
- (16) advertising, other than legal notices.*

A Sole Source Affidavit, exhibit C, must be completed and signed by the vendor seeking to enter into a business transaction with the City and wants to claim the sole source exemption.

4. Exceptions to Purchase Requisition

- A. Utility Payments - To be reviewed by Finance
- B. Payroll taxes - To be reviewed by Finance.
- C. Debt Service Payments
- D. Petty Cash - see procedure on Petty Cash
- E. City Council Discretionary Fund purchases utilizing City Credit Card.
- F. Purchases not to exceed \$500 per transactions per vendor and not to exceed an aggregate amount of \$3,000 unencumbered payments per vendor in one fiscal year.
- G. Unencumbered payments, not to exceed 10% of the approved purchase order, for invoices that have exceeded the authorized purchase order amount.
- H. Refunds of revenue

5. Completing the Purchasing Requisition Form.

A. Effective with the adoption of this policy ALL departments shall utilize the electronic Requisition Form.

B. Type of Requisition:

1. **Regular** - Purchase Order # will generally be issued within 48 hours.
2. **Emergency** - Purchase order # will generally be issued the same day. (An emergency is defined as an unforeseen condition arising suddenly and unexpectedly, not caused by any neglect or omission which calls for immediate action. Lack of planning or preparation does not constitute an emergency.)

C. Travel in excess of a 100 mile radius of the City of Socorro, Texas must be approved by Council in advance during the adoption of the fiscal year budget. Travel which has not been identified and approved during the budgetary process will need approval by City Council before travel can take place; to exclude emergency travel. The City Manager has the authority to approve emergency travel. Once approved, a purchase requisition must be generated by the department. The individual is responsible for providing the Finance Department with a travel recap and all receipts. Reimbursement for expenditures in excess of those originally authorized by Council will require further Council approval before they may be paid.

D. Department Heads or designated individuals will review and approve form for completeness, accuracy and budgetary requirements.

E. Purchase Requisitions received by facsimile WILL NOT be accepted by Finance Department for processing.

6. Open Purchase Orders:

A. Departments may opt to request an open purchase order to cover a year's worth of planned expenditures which are routine expenditures such as fuel and office supplies. All procedures required for a regular purchase order must be followed for issuance of a blanket purchase order, and;

1. The blanket purchase order may not exceed **\$24,999, except for fuel and road materials**, without a current bid/RFP/RFQ award (except utilities). Road material purchases exceeding \$50,000 during any fiscal year must comply with competitive purchasing procedures requiring publication for bids.
2. Sufficient funds must be available to cover the entire purchase order amount.

7. Credit Card Purchases

A. Fuel Credit Cards

The City maintains fuel card accounts for the purchase of fuels for its rolling stock. Administration and accountability of the cards is the responsibility of the respective department heads in the departments where they are utilized.

1. Department heads will maintain an accurate list of all card numbers and their assignment and provide a copy to Finance. It is the department heads responsibility to update the list as required.
2. Department heads shall verify and approve all monthly credit card invoices prior to submitting a purchase requisition to Finance for payment.

B. Credit Cards Purchases

1. Finance Department maintains a credit card account for use by authorized city employees. This account is maintained to provide an efficient and expeditious method for making purchases via the Internet, travel and lodging reservations.
2. Department Heads wishing to use the credit card to make a purchase will submit a completed purchase requisition as outlined in this policy AND indicate on the comments section that the purchase is to be made via credit card
3. Finance Department will verify that the department has sufficient funds remaining in their budget to cover the proposed purchase. If sufficient funds are not available then the requisition will be returned to the originating department indicating insufficient funds.
4. If sufficient funds are available then Finance Department will issue the credit card to the requesting department head or designated individual. The department head or designated individual will be responsible for making the purchase, providing proof that the purchase was made at the price indicated on the requisition and all shipping receipts and invoices provided by the vendor. Finance will attach all receipts, etc., to the requisition. The department head or designated individual must return the credit card to Finance as soon as possible but no later than the next business day after making the approved purchase.
5. The credit card(s) will not be used to make purchases for meals, lodging, vehicle rental, airline reservations or any form of out of town travel without explicit prior approval by Council. The City Manager is authorized to approve emergency travel. An emergency is defined as an unforeseen condition arising suddenly and

unexpectedly, not caused by any neglect or omission, and which calls for immediate action. Such travel will need to be placed as an item on the agenda immediately, no later than (5) working days, after returning from travel. A staffing report will need to be submitted to the City Clerk with copies of all receipts, total cost, and a brief explanation of the emergency or unforeseeable event. Please refer to the Travel Manual for detailed requirements.

C. Council Member Credit Card Purchasing

The amount of discretionary funds available to Council members will be \$1,000 per each budget year for each Council member and the Mayor. Credit cards are authorized to be issued to all members of the City Council. Council members may use credit cards for purchase of goods and services, for which public funds may be expended and which is authorized by this policy, provided that the balance in the Council member's discretionary fund is sufficient to cover the purchase, subject to the following provisions:

1. All expenditures in compliance with this must be for public purchase and may not exceed \$1,000 per transaction.
2. The credit card receipt and description of goods and services purchased will be delivered to the Finance Department by the 10th of month. All receipts must be signed.
3. No purchase order requisition or purchase order will be required, the credit card receipt and description of goods and services will constitute adequate documentation of the purchase.
4. Each member shall confirm that the balance in the member's respective discretionary fund is sufficient to cover the purchase.
5. Serial purchases of the same or similar items for the purpose of avoiding the \$1,000.00 single purchase limit will not be permitted.
6. The City Council may, by Council action, remove a Council Member's purchasing authority for abuse of this policy.
7. The City Council may, by Council action, assess any amounts expended in violation of this policy against individual Council members with said funds to be reimbursed by the member.
8. Purchases made will be credited against the member's discretionary fund unless the expense is approved by the City Council to be paid from the City's general fund.

9. The Council member's credit card along with all receipts for purchases shall be delivered to the City Clerk or the City Manager before the member leaves office.

8. Receiving Purchases

The Department Head or designated individual will be responsible for acknowledging the receipt of merchandise and/or services purchased. The Department Head or designated individual will inspect the merchandise delivered or picked up.

- A. Originals of the receiving report or invoice will be sent to Finance Department and are to be used to signify actual receipt of the item(s). The Department Head or designated individual will deliver the original receiving receipt or invoice attached to purchase order to Finance the next working day after receipt.
- B. The Department Head of the department initiating the purchase shall be responsible for verifying its receipt, the condition of the goods received and for notifying Finance of any discrepancies, damage or back-orders that would affect payment to the vendor.
- C. Finance will match the receiving report / invoice to the Purchase Order.
- D. Upon receiving equipment (fixed asset over \$5,000.00) the Department Head shall complete a Fixed Asset Inventory Form and forward to Finance. Finance will issue inventory tags to all departments. The Department Head will be responsible for affixing the inventory tag to the asset.

9. Processing of Invoices

All invoices are to be forwarded or sent directly to Finance.

- A. When the proper documentation is received it shall be matched with the original purchase order and the original purchase requisition.
- B. If the invoice amount is greater than the purchase order, Finance will process payment up to 10% of the original purchase order amount without having to issue another purchase order (unencumbered). If the difference between the invoice and purchase order amount is greater than 10% each Department Head is responsible for submitting a written request to Council to increase the purchase order prior to the invoice being paid OR returning the merchandise to the vendor for proper invoicing.
- C. Accounts Payable will process invoice for payment when the stated procedures have been followed.
- D. If the invoice submitted for payment is for goods or services from a Council approved contract, BID/RFP/RFQ award or utilities the request for payment shall be processed and a check issued to the vendor. The payment will be listed on the accounts payable list presented to council as an informational item.

10. City Council Discretionary Funds

Discretionary funds are to be used at the discretion of the Mayor or member of the City Council. The funds must be utilized for a municipal purpose. Texas Constitution prohibits the donation of municipal funds. The City Attorney can assist in determining whether the use is considered municipal purpose.

Guidelines for expenditures are in the table below.

Category	Transaction Type	Guidelines
Alcohol	Alcoholic Beverages	Not Permitted
Awards	Employee Awards	Not Permitted
Cards	Holiday Greeting Cards	Not Permitted
Contributions	Donations – Includes any type of contribution, the purchase of a table, or advertising relating to charitable events or organization	Not Permitted
Dues	Governmental / Individual	Permitted
Flowers	Congratulatory Funeral / Illness Friends / Donors Administrative Professionals day	Not Permitted
Gifts	Employee / or any organization	Not Permitted
Meals	Entertaining official guests Working Lunch Community meetings in a public building Municipal meetings in a public building where municipal business or programs are discussed	Permitted
Postage / Flyers / Mail outs	To announce municipal activity or function	Permitted

11. Ratifications

Ratifications for the purchase of goods or services are prohibited unless a legitimate emergency or matter of public necessity exists. An emergency is defined as an unforeseen condition arising suddenly and unexpectedly, not caused by any neglect or omission, and

which calls for immediate action. Lack of planning or preparation does not constitute an emergency.

12. Manual Checks

Manual checks shall be treated as an emergency expense. A purchase order will be issued along with the manual check. The purchase order must be attached to invoice and must be submitted to Finance the following work day.

13. Professional Service Agreements must be approved or authorized by City Council.

A “Request for City Council Agenda Item Form” must be completed and approved by council before any type of agreement is made, either verbal or written, for professional services. Examples: Attorneys, Auditors, Land Surveyors, Architects, Interior Designers, etc.

When “Professional Services” are not required to be procured under the Professional Services Procurement Act procedures, the City Council may elect any procurement procedure authorized by Texas Law when time constraints make compliance with Request for Qualifications Process difficult or imprudent.

14. New vendor process

Vendors requesting to engage in business transactions with the City will need to adhere to the processes in this policy. A Conflict of Interest Form (CIQ) and a W9 must be completed by each vendor before any business transactions can take place. The City employee requesting an addition to the vendor file will forward the completed forms to the Chief Financial Officer for input. A Vendor Identification Number will be issued by the Chief Financial Officer once the documentation is verified. The Chief Financial Officer will forward the CIQ form to the City Clerk for filing. The Accounts Payable clerk will file a copy of the CIQ and W9 form in the vendor file. Under no circumstances will the Accounts Payable Clerk issue a Vendor ID for any vendor. In the absence of the Chief Financial Officer, the Accounting Technician, not involved with the accounts payable function, will issue Vendor ID’s.

ACCOUNTS PAYABLE LIST

A report of the accounts payable shall be submitted to Mayor and Council for **informational** purposes.

CAPITAL EXPENDITURE REQUESTS

A purchase requisition form must be completed for each acquisition of equipment where the total cost is in excess of \$5,000.00 and has a life expectancy of year (1) or more years. Also a purchase requisition form must be prepared for each capital renovation project. Acquisition is defined as either outright purchase or a lease or rental of equipment. Total cost is defined as

equipment cost, applicable taxes, freight, and projected installation and/or renovation costs. The various components of the total cost should be shown as indicated on the purchase requisition.

Annually, each department shall submit a budget request detailing equipment and/or projects exceeding \$5,000 (five thousand dollars) in total cost and having a life expectancy of 1 (one) years or more. Each request must be supported by a needs assessment and a statement of benefits derived from the purchase of the equipment and/or completion of the project.

Cooperative Purchasing

Cooperative purchasing was created by legislation in 1979 for the benefits of providing volume purchasing power to local governments and assistance organizations in Texas while meeting competitive bidding requirements. The City can purchase through Cooperative agreements as follows: TxSmartBuy, Term Contract, TXMAS Program, Local Government Assistance, Region 19 and, TCPN.

Criminal Penalties and Removal

Section 252.062 of the Texas Local Government Code: CRIMINAL PENALTIES. (a) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes separate, sequential, or component purchases to avoid the competitive bidding requirements of Section 252.021. An offense under this subsection is a Class B misdemeanor.(b) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates Section 252.021, other than by conduct described by Subsection (a). An offense under this subsection is a Class B misdemeanor. (c) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates this chapter, other than by conduct described by Subsection (a) or (b). An offense under this subsection is a Class C misdemeanor.

Violation of the Purchasing Policy will lead to disciplinary action to include termination of employment.



**CITY OF SOCORRO
BID AND QUOTE COMPARISON WORKSHEET**

Date:

Department:

Employee Name:

Brief Description of Purchase:

Step 1: Solicit a minimum of three (3) quotes or bids

	Company	Phone Number	Website/Email
Vendor #1			
Vendor #2			
Vendor #3			
Vendor #4			
Vendor #5			

Step 2: Review each quote or bid for best overall value

	Price	Availability (Meet timeline)	Previous Experience	Rank
Vendor #1				
Vendor #2				
Vendor #3				
Vendor #4				
Vendor #5				

REVISED AND APPROVED BY THE CITY COUNCIL OF SOCORRO, TEXAS ON THIS
_____ DAY OF _____, 2013.

Mayor Jesus Ruiz

ATTEST:

Sandra Hernandez
City Clerk

APPROVED AS TO FORM:

City Attorney

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2/Mayor Pro Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

DATE: MARCH 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB

SUBJECT: DISCUSSION AND ACTION ON UPDATING THE ACCOUNTING MANUAL FOR THE CITY OF SOCORRO.

SUMMARY

On March 06, 2015, City Council adopted a resolution authorizing the City Manager and Department Heads as signatories and revoking prior authorized signatories. The accounting manual is reflecting this change on page 4. In addition, the process for accountability for overriding the purchasing policy has been changed on page 4.

STATEMENT OF THE ISSUE

FINANCIAL IMPACT

ALTERNATIVE

STAFF RECOMMENDATION



City of Socorro

ACCOUNTING MANUAL

SEPTEMBER 25, 2014

UPDATED MARCH 19, 2015

TABLE OF CONTENTS

Accounts Receivable	<u>Page 3</u>
Accounts Payable	<u>Page 4</u>
Bank Reconciliations	<u>Page 4</u>
Budget	<u>Pages 5-14</u>
Grants	<u>Page 15</u>
Investments	<u>Page 16</u>
Long-Term Debt	<u>Page 17</u>
Payroll	<u>Page 18</u>
Petty Cash	<u>Page 18</u>
Year-End-Audit	<u>Page 19</u>

This manual is being prepared to comply with the Charter of the City of Socorro Section 5.12 which stipulates; ***The City shall adopt an accounting manual prepared by the City Manager, which shall provide procedures to be followed in detail for recording and reporting of financial transactions. Changes in such accounting manual may be made, as may from time to time be necessary, by the City Manager, providing such changes do not weaken controls as may be advised by the auditor. Accounting controls shall be adequate to protect the assets of the City, but shall not be restrictive beyond the value of the assets being controlled.***

ACCOUNTS RECEIVABLE

The City of Socorro records revenue from various sources as follows:

- Property Taxes
- Sales Taxes
- Franchise Taxes
- Planning & Zoning Fees
- Municipal Court Fees/ Citations
- Grant Funding
- Police Fees

Incoming mail is opened by the Administrative Receptionist. Any checks received are date stamped and recorded in a log. The checks are given to the Chief Financial Officer for acknowledgement of receipt and processing for deposit. The checks are given to the Accounting Technician and are deposited within 48 hours of receipt. The State Comptroller of Public Accounts will direct deposit sales taxes and grant funds to the respective checking accounts. The City of El Paso Tax Office wire transfers property tax revenue in the respective checking accounts. These deposits are reconciled monthly by the Chief Financial Officer.

The City generates revenues from three departments as follows:

- Police Department
- Municipal Court
- Planning & Zoning

These departments collect payment and issue the receipt at the time of service. No cash is accepted, only credit card, checks or money orders. The receipts are recorded monthly in the accounting software by each department. The Accounting Technician will review the cash receipts before presenting them for approval for posting to the Chief Financial Officer. All cash receipts are reconciled against the bank on a monthly basis.

If a department received a check which is returned for insufficient funds (NSF), the depository bank will notify the Accounting Department. Once notification has been given to the respective departments, a \$35.00 administrative fee will be issued to the insufficient check writer.

ACCOUNTS PAYABLE

All city departments enter requisitions in the system for approval according to the City's Purchasing Policy. Once the requisition has been approved, a purchase order (PO) is generated and presented to the City Manager for approval/signature.

Any purchase order not signed by the City Manager is not binding and, therefore, Department Heads will be held accountable for any purchases made without proper approval. If a Department Head overrides the Purchasing Policy, ~~the Department Head will be required to provide an explanation with supporting documentation for Council's consideration.~~ a memorandum of explanation will be submitted to the City Manager for his consideration.

Once goods and services have been rendered, the invoice is submitted to the Accounting Technician along with a receiving report and the purchase order number. All receiving reports must be signed by the Department Head requesting payment. All invoices and receipts must be signed by the person receiving the goods and/or services. Please refer to the purchasing policy for items not requiring PO's and for thresholds associated with purchases.

Once checks are generated, these are presented to the authorized signors. The approved signors are ~~all active Council Representatives and the Mayor~~ **City Manager and Department Heads**. All vendors are required to be paid within 30 days of receipt of invoice. All checks require two signatures.

BANK RECONCILIATIONS

The City of Socorro has established six (6) accounts with its depository bank, Wells Fargo, as follows:

Fund	GL	Description
General Fund	01010	General Operations for the City. M&O property taxes, department revenues, sales taxes & franchise taxes.
General Fund/Payroll	01011	All payroll transactions.
Special Revenue Fund	01047	Grant funds and municipal court monies owed to the State and/or County, HOT taxes, and Peg fees.
Special Revenue/Local Law	01009	Local Law Enforcement activity.
Debt Service Fund	01001	Debt service taxes are deposited here and payment for CO's are made from this account.
Capital Projects Fund	01048	Revenues from CO's are deposited and expended from this account.

The bank statements are available via Wells Fargo Website at www.wellsfargo.com. The statements are kept on file electronically in the shared drive in the accounting folder.

All accounts are reconciled on a monthly basis by the 15th day of the subsequent month. General ledger activity such as bank charges, payroll charges, correcting and adjusting entries are made by the Chief Financial officer in order to record transactions timely and accurately.

BUDGET

Section 5.02 of the City of Socorro Charter mandates that no later than forty five (45) days prior to the close of the fiscal year, the City Manager shall submit to City Council a budget for the coming year.

The budget is presented to the City Council for approval. The budget is entered in the Accounting System by line item and department as follows:

Department Number	Department Name
00002	City Manager
00003	Public Works
00005	Police
00006	Municipal Court
00007	Planning & Zoning
00008	Health
00010	Grants
00012	Human Resources
00013	Mayor & Council
00014	City Clerk
00015	Finance
00016	Recreational Centers
00017	Parks

The chart of accounts records the transaction by activity and/or description as follows:

Account Code	Account Title	Account Type
01001	Wells Fargo- Debt Service	Cash
01002	Child Safety-Fund I	Cash
01003	Child Safety-Fund II	Cash
01005	FNB-Fire Station Account	Other Assets
01006	1st National/Debt	Cash
01007	Court Building Security Fund	Cash
01009	Wells Fargo- Local Law Enf.	Cash
01010	Wells Fargo-M&O	Cash
01011	Wells Fargo-Payroll	Cash
01012	Owner Occupied Home Program	Cash
01013	Cash in Bank-Savings	Cash
01015	Cash-1993 CDBG 703859	Cash
01016	Petty Cash Fund	Cash
01017	Cash-CDBG 1992 Wtr Exp Grant	Cash
01018	Cash-1994 Home Project	Cash
01019	Cash-FNBF Construction Fund	Cash

01020	Investments-Texpool	Cash
01021	Investments-Lone Star	Cash
01022	Unrealized Appreciation	Other Assets
01023	Def. Comp. Investments	Other Assets
01024	1st National/M & O Acct	Cash
01025	1st National/Payroll	Cash
01028	Homebuyers Assistance	Cash
01030	Cash-Mission Trail	Cash
01031	Cash-Step Program	Cash
01032	MNB-Rio Vista C.C.-Health Fair	Cash
01033	FNB-Rio Vista C. C.-Fiesta De	Cash
01034	SPD Seized and Forfeited	Cash
01035	Local Law Enforcement Blk Grnt	Cash
01036	Tourism Account	Cash
01037	CDBG Contract #719781	Cash
01038	Court Technology Fund	Cash
01039	Logic-Investments	Cash
01040	CO-2001 Series	Cash
01041	C of O	Cash
01043	1st National-CD	Cash
01044	TCDP Funds	Cash
01045	Park Funds	Cash
01046	CO-2004 Series	Cash
01047	Wells Fargo- Special Revenue	Cash
01048	Wells Fargo- Capital Projects	Cash
01049	Wells Fargo Brokerage-Investme	Cash
01100	Accounts Receivable	Other Assets
01101	Allowance for Bad Debt	Other Assets
01200	Property Taxes Receivable	Other Assets
01201	Sales Taxes Receivable	Other Assets
01202	Franchise Taxes Receivable	Other Assets
01203	Muni.Court Warrants Receivable	Other Assets
01205	Allowance	Other Assets
01206	Gas Inventory	Other Assets
01207	Disel	Other Assets
01208	Base Inventory	Other Assets
01210	Prepaid Insurance	Other Assets
01215	Prepaid Contracts	Other Assets
01220	Allowance for Uncoll. Warrants	Other Assets
01248	Accounts Receivable	Accounts Receivable

01249	Old Accounts Receivable	Accounts Receivable
01250	Due From Grantor	Other Assets
01251	Inter-Fund Receivable	Interfund Receivable
01254	Returned Checks	Other Assets
01255	Returned Checks	Othe Liabilities
01300	Security Deposits	Other Assets
01305	Prepaid Rent	Other Assets
01311	Machinery & Equipment	Fixed Assets
01312	Vehicles	Fixed Assets
01321	Buildings and Improvements	Fixed Assets
01331	Office Furniture and Fixtures	Fixed Assets
01341	Land	Fixed Assets
01345	Software	Fixed Assets
01352	Work in Progress	Fixed Assets
01353	Infrastructure	Fixed Assets
01366	Leasehold Improvements	Fixed Assets
01371	Park Improvements	Fixed Assets
01400	Amounts to be Provided	Fixed Assets
01500	Accumulated Depreciation	Fixed Assets
01511	Accum. Dep - Machinery & Equip	Fixed Assets
01512	Accum. Dep - Vehicles	Fixed Assets
01521	Accum. Dep - Buildings	Fixed Assets
01531	Accum. Dep - Office Furniture	Fixed Assets
01545	Accum. Dep - Software	Fixed Assets
01552	Accum. Dep - Work in Progress	Fixed Assets
01553	Accum. Dep - Infrastructure	Fixed Assets
01566	Accum.Dep - Leasehold Improve.	Fixed Assets
01600	Bond Issuance Discount	Other Assets
01800	Bond Issuance Costs	Other Assets
02000	Accounts Payable Clearing Acct	Accounts Payable
02001	Accounts Payable	Other Assets
02004	Accounts Payable	Accounts Payable
02005	Supplemental Ins. Withheld	Other Liabilities
02008	Aetna pre/post tax liability	Other Liabilities
02050	T.E.C. Payable	Other Liabilities
02051	T.E.C. Payable	Other Liabilities
02101	Employee deduction #1	Other Liabilities
02102	Employee deduction #2	Other Liabilities
02103	Employee deduction #3	Other Liabilities
02104	Employee deduction #4	Other Liabilities

02105	Employee deduction #5	Other Liabilities
02106	Spousal Maintenance	Other Liabilities
02110	Accrued Salaries	Other Assets
02115	State Fees Payable	Other Liabilities
02122	Compensated Absences	Other Assets
02124	Teen Court County Payable	Other Liabilities
02126	Child Safety Seat/Belt Fines	Other Liabilities
02200	Inter-Fund Payable	Interfund Receivable
02201	Deferred Tax Revenues	Other Assets
02207	Ford Motor Credit	Other Assets
02216	Certificate of Obligation-1999	Other Assets
02218	FNBF-Marshal Car	Other Liabilities
02219	FCG-Backhoe	Other Liabilities
02220	TXDOT	Other Liabilities
02221	Deferred Grant Revenues	Other Liabilities
02222	Certificate of Obligation-2001	Other Liabilities
02223	Certificate of Obligation-2004	Other Liabilities
02224	Certificate of Obligation-2008	Other Liabilities
02225	FNBF-Pothole Patcher	Other Liabilities
02226	FNBF-Police Cars	Other Liabilities
02227	State Infrastructure Bank	Other Liabilities
02228	Certificate of Obligation-2010	Other Liabilities
02229	Refunding Bond-2010	Other Liabilities
02230	Certificate of Obligation-2011	Other Liabilities
02231	Certificate of Obligation-2012	Other Liabilities
02232	Certificate of Obligation 2014	Other Liabilities
02500	Due to grantor	Other Liabilities
02599	Dental Premiums Withheld	Other Liabilities
02600	Accrued Expenses Payable	Other Liabilities
02601	Health Insurance Payable	Other Liabilities
02602	Deferred Compensation Withheld	Other Liabilities
02603	Insurance Premiums Withheld	Other Liabilities
02604	Cleat Dues	Other Liabilities
02605	Dental Insurance Payable	Other Liabilities
02606	Vision Ins. Payable (Benefit)	Other Liabilities
02607	Fidelity Accrued Expense Payab	Other Liabilities
02608	Local 59-AFL-CIO	Other Liabilities
02609	Accrued Salaries	Other Liabilities
02610	FICA Taxes Withheld/Payable	Other Liabilities
02611	Federal Income Taxes Withheld	Other Liabilities

02612	Retainer	Other Liabilities
02613	Due to Others	Other Liabilities
02614	Vision Payable (EmplDeduction)	Other Liabilities
02615	HSA Health Savings	Other Liabilities
02620	Deferred Compensation Payable	Other Liabilities
02622	Compensated Absences	Other Liabilities
02702	FNB-Line of Credit Payable	Other Liabilities
02703	Monroe Note Payable	Other Liabilities
02704	Fire Truck Capital Lease	Other Liabilities
02705	Ford Motor Credit	Other Liabilities
02706	Ford Motor Note Payable	Other Liabilities
02708	Grader Capital Lease	Other Liabilities
02709	Richardson Capital Lease	Other Liabilities
02710	Certificate of Obligation-1988	Other Liabilities
02711	Certificate of Obligation-1993	Other Liabilities
02712	Ford Motor Credit-Police Car	Other Liabilities
02714	Due to State	Other Liabilities
02715	Notes Payable	Other Liabilities
02716	Certificate of Obligation-1999	Other Liabilities
02717	Govt. Leasing	Other Liabilities
02800	Accrued Interest Payable	Other Liabilities
02900	Bond Premium	Other Assets
03000	Fund Balance-Unrestricted	Net Assets/Equity
03100	Fund Balance-Restricted	Net Assets/Equity
03200	Fund Balance-Restricted	Other Assets
03250	Investment in Fixed Assets	Other Assets
03255	Construction in Progress	Other Assets
03310	Fund Balance-Designated St.Pr	Net Assets/Equity
03312	Fund Balance-Designated Park	Other Assets
03314	Fund Balance-Designated-Admin	Other Assets
04201	Property Taxes	Revenue
04202	Sales Taxes	Revenue
04203	Franchise Taxes	Revenue
04204	Hotel Tax	Revenue
04205	PEG Capital Fee Revenue	Revenue
04206	Delinquent Prop Tax Rev	Revenue
04300	State Fees	Revenue
04301	Court Building Security Fund	Revenue
04302	COURT TECHNOLOGY FUND	Revenue
04404	Interest Earned	Revenue

04405	Gain/Loss on Investments	Revenue
04406	Proceeds from LOC	Revenue
04407	Certificate of Obligation-2001	Revenue
04408	Certificate of Obligation-2008	Revenue
04409	Certificate of Obligation-2010	Revenue
04410	Certificate of Obligation-2011	Revenue
04411	Certificate of Obligation-2012	Revenue
04500	Other Planning Fees(Fireworks)	Revenue
04501	Building Permits	Revenue
04502	Business Registration Permits	Revenue
04503	Rezoning Fees	Revenue
04504	AdmMisc-Copies,City Clrk Prmt	Revenue
04505	Mobile Home Permits	Revenue
04506	City Clerk Fees/Permits	Revenue
04507	Muni. Court Judgements/Fines	Revenue
04508	Traffic Fines-Restricted	Revenue
04509	Excavation Fees	Revenue
04510	Municipal Court Warrants	Revenue
04511	Juvenile Case Management Fee	Revenue
04512	Municipal Court Technology	Revenue
04602	County Inspections	Revenue
04603	Street/Authority Contract Fees	Revenue
04604	Police Fees	Revenue
04701	Rental Income	Revenue
04702	Grants	Revenue
04703	Sale of Fixed Assets	Revenue
04704	Other Revenue	Revenue
04705	Fund Raising	Revenue
04706	Donated Property	Revenue
4707	Auction Revenue	Revenue
04707	Auction Revenue	Revenue
04708	Parkland Fees	Revenue
4708	Parkland Fees	Revenue
04709	PD Auction/Seizures Revenue	Revenue
04710	Donations-Activities	Revenue
04711	Grant Reimbursement	Revenue
04712	Safe Routes to School	Revenue
04713	Reimbursed cost	Revenue
04714	Park Fees	Revenue
04802	Local Matching Funds	Revenue

04900	Transfer-In	Interfund Transfers
04903	Miscellaneous Income	Revenue
04910	Def. Comp. Contributions	Revenue
04911	Cash overage or shortage	Revenue
04999	Prior Years Revenue	Revenue
05000	Community and Economic Dev	Expense
05101	Salaries	Expense
05102	Council Members Compensation	Expense
05103	Overtime	Expense
05104	Job Reclassification	Expense
05105	Settlement-Salary Exp	Expense
05110	Federal Income Tax Withheld	Expense
05111	FICA/Medicare Taxes	Expense
05112	T.W.C. Payroll Taxes	Expense
05113	Health Insurance Premiums	Expense
05114	Workers Compensation Insurance	Expense
05115	Deferred Compensation Benefits	Expense
05116	Life Insurance	Expense
05117	Dental Insurance Expense	Expense
05118	Vision Insurance Expense	Expense
05201	Office Expense and Supplies	Expense
05202	Medical Supplies	Expense
05203	K-9 Maintenance	Expense
05211	Postage	Expense
05212	Tools and Supplies	Expense
05213	Uniforms	Expense
05301	Rentals/Leases	Expense
05310	Building Modifications/A.D.A.	Expense
05311	Building & Property Maintenan	Expense
05312	Street Maintenance	Expense
05313	Utilities	Expense
05314	Telephone	Expense
05315	Personal Property Taxes	Expense
05317	Park Maintenance	Expense
05318	Leasehold Improvements	Expense
05319	Street Patching P-100	Expense
05320	Street Overlay O-200	Expense
05321	Street Reconstruction R-300	Expense
05322	St Overlay/Reconstr OR-400	Expense
05323	Street Traffic Signs T-500	Expense

05324	Street Miscellaneous M-600	Expense
05325	Recycling Center	Expense
05411	Legal Fees	Expense
05510	Property Insurance	Expense
05511	Advertising/Drug Testing	Expense
05512	Audit Fees	Expense
05513	Central Appraisal Fees	Expense
05514	Conferences	Expense
05515	County Elections	Expense
05516	Dues/Subscriptions	Expense
05517	Bank Charges	Expense
05518	Liability Insurance	Expense
05519	Program Development	Expense
05520	Service Contracts	Expense
05521	Support Activities	Expense
05522	Tax Collector Fees	Expense
05523	Equipment Rental/Lease	Expense
05524	Public Relations	Expense
05525	Health Contract	Expense
05526	Human Resources	Expense
05527	Seminars/Training/Workshops	Expense
05528	Interest Charges	Expense
05529	Principal Payments	Expense
05530	Finance Charge	Expense
05531	State Fees	Expense
05532	Miscellaneous Expense	Expense
05533	Travel/Mileage-Council	Expense
05534	Seminars-Council	Expense
05535	Vehicle Lease	Expense
05536	Civil Process Expense	Expense
05537	Bad Debt Expense	Expense
05538	Late Charge	Expense
05539	Discretionary Fund/Mayor	Expense
05540	Discretionary District 2	Expense
05541	Discretionary District 1	Expense
05542	Discretionary District 3	Expense
05543	Discretionary District 4	Expense
05544	Discretionary District At Lrg	Expense
05545	Donation-Xmas Lighting	Expense
05546	Marketing Exp	Expense

05547	Fees & Penalties	Expense
05610	Office Furniture	Expense
05611	Radio Communications and Maint	Expense
05612	Vehicle Repair & Maintenance	Expense
05613	Equipment Repair & Maintenance	Expense
05614	Vehicle Fuel	Expense
05711	Travel/Mileage/Per Diem	Expense
05717	Engineering Retainer	Expense
05718	Architect Services	Expense
05810	Property and Equipment	Expense
05812	Depreciation Expense	Expense
05900	Emergency Aid and Assistance	Expense
05901	Amortization Expense	Expense
05911	Contingency	Expense
06200	PEG Capital Expense	Expense
06300	Park and Ride Lease/Improve.	Expense
06410	Local Match-Construction	Expense
06420	Local Match-Engineering	Expense
06421	Engineering	Expense
06430	Water Connections-Match	Expense
06435	General Administration Costs	Expense
06440	Grant Expense	Expense
06450	Administrative Match	Expense
06451	Grant In-kind Match	Expense
06900	Transfer-Out	Interfund Transfers
07000	Inter-Fund Transfers	Interfund Receivable
07100	Street Improvements	Expense
07150	01CO's Rio Vista Renov Exp.	Expense
07200	Home Rehabilitation	Expense
07210	Relocation Costs	Expense
07230	SECO Grant Expense	Expense
07250	Homebuyer Assistance Expense	Expense
07251	Home Assistance Downpayment	Expense
07252	Consultant Fee	Expense
07253	Amy Young-Consulting Services	Expense
07300	General Administration	Expense
07301	SRTS-Hueco	Expense
07302	SRTS-Hilley	Expense
07303	SRTS-Escontrias	Expense
07304	SRTS-Campestre	Expense

07305	SRTS-Sanchez	Expense
07306	SRTS-Socorro	Expense
07307	SRTS-Rojas	Expense
07308	SRTS-Serna	Expense
07309	Safe Routes to School	Expense
07400	Water Facilities Construction	Expense
07401	TX Main Street Project	Expense
07402	TX Dt of Housing and Comm Aff	Expense
07500	Street Construction	Expense
07510	Park Improvements	Expense
07520	08/09CO's-Land Acquis./Misc.	Expense
07530	2010 Certificates of Oblig.	Expense
07540	Certificate of Obligation-2011	Expense
07550	Certificate of Obligation-2012	Expense
07560	Certificate of Obligation 2014	Expense
07600	Tourism General Expenses	Expense
07700	Court Technology Expense	Expense
07701	Court Building Security Expens	Expense
07802	Local Match Transfers Out	Expense
07810	Interfund Transfers Adjustment	Expense
08000	Settlements	Expense
08001	Accts.payable from prior years	Expense
08100	Bond Issue Costs	Expense
08101	Bond Insurance Expense	Expense
08200	Bad Debt Expense	Expense

GRANTS

The City of Socorro contracts with a third party for all of its grant activity. This service includes grant writing, administration, and management. The third party or “Grant Administrator” is responsible for seeking grants and submitting applications to granting agencies based on the needs of the City of Socorro. Once the grants have been awarded, drawdowns are performed by the Grant Administrator. Grant reimbursements are either directly deposited in the Special Revenue Wells Fargo account or reimbursements are mailed to City Hall. The Grant Administrator ensures all expenses meet the contractual requirements, files grant extensions and budget amendments to ensure grant funds are expended to their entirety.

The Finance Department monitors grant expenditure requests by ensuring the general ledger coding is accurate and that expenditures adhere to the grant agreement to include timing and dollar limits per line item. As an example, the following list depicts several grant codes which are used to classify grants:

<u>Account Code</u>	<u>Account Title</u>
30065	TDHCA
40761	TDRA-Donna Marie CDBG
50086	USDOJ-JAG
50374	USDOJ-JAG
50410	JAG-50410 Edward Byrne Memorial
BPVP	Bullet Proof Vest Partnership
BS14	Border Security Star 14
COPS	Cops Fast Grant
COPSM	Cops More-98CMWX1352
FEMA	FEMA-06 Flooding Grant
FLOOD	Flood Emergency
GRANT	GRANT
HB2	Homebuyers Assistance 2
HOM5	Homebuyers 5- #542052
HOME	TX Dept Hsg & Comm Affairs
JAG	JAG CJD 2748501
LB	LLEBG-2001-LB-BX-4320
LBS12	LOCAL BORDER STAR 2012
LBSP	Local Border Security Prog.-PD
LEOSE	Law Enforcement Officer
LOLAW	Local Law Enforcement CH 59
SRS	Small Road Sign
SRT1	Safe Routes to School-Campestre
SRT2	Safe Routes to School-Escontrias
SRT3	Safe Routes to School-Hilley
SRT4	Safe Routes to School-Hueco
SRT5	Safe Routes to School-Robert R
SRT6	Safe Routes to School-Ernesto
SRT7	Safe Routes to School-Sanchez
SRT8	Safe Routes to School-Socorro

INVESTMENTS

The City of Socorro has adopted an Investment Policy, Ordinance No. 250, to adhere to Chapter 2256.005 of the Texas Public Funds Investment Act. The investment policy names the following titles/individuals as the Investment Officers for the City of Socorro:

- (a) Two (2) Elected Officials (Council Member(s) and/or Mayor)
- (b) City Manager (City Employee)
- (c) Chief Financial Officer (City Employee)

The Investment Officers for letter (a) above are the Mayor and Representative At-Large. The Investment Policy shall be presented to Council annually for review by the Administration. The Investment officers shall attend an investment training session no less often than once every two years commencing in October 1, 2005 and shall receive not less than 10 hours of instruction relating to investment responsibilities. The certificates of completion must be filed at the City Clerk's office by each Investment Officer.

The City has the following investment portfolio:

Depository Entity	Address	Telephone	Approximate Investment Amount
LOGIC	335 N. St. Paul Dallas, TX 75201	(800) 895-6442	\$88,000
1st National Bank	7400 Viscount El Paso, TX 79925	(915) 779-7100	\$140,000

LONG-TERM DEBT

The City of Socorro issues Certificates of Obligation (CO) to improve and maintain the City’s infrastructure. These funds are used for constructing, reconstructing and improving sidewalks, streets and roads, including, bridges and intersections, street overlay, landscaping, traffic safety and operational improvement, culverts and related storm drainage and utility relocation, and the acquisition of land and interest in land as necessary. The City’s Ordinance of Issuance also provides for these funds to be utilized to purchase vehicles and equipment for public works and police department, construction and equipment of park and recreational facilities and improvements. In addition, legal, fiscal and engineering fees in connection with the aforementioned projects may be expended with CO proceeds. The City of Socorro has the following CO’s outstanding:

CO	Principal	Interest	Balance
2008	4,390,000	1,530,817	5,920,817
2010	4,205,000	1,217,175	5,422,175
2011	2,415,000	986,000	3,401,000
2012	4,575,000	2,178,463	6,753,463
2014	9,265,000	5,528,632	14,793,632
Total	24,850,000	11,441,086	36,291,086

The CO payment is made by the Paying Agent, US Bank, with property tax proceeds on a semiannual basis as follows:

Year	Principal	Interest	Total
2015	840,000	977,036	1,817,036
2016	900,000	913,417	1,813,417
2017	925,000	888,686	1,813,686
2018	955,000	862,136	1,817,136
2019-2023	5,270,000	3,796,025	9,066,025
2024-2028	6,395,000	2,678,361	9,073,361
2029-2032	9,565,000	1,325,427	10,890,427
Total	24,850,000	11,441,086	36,291,086

PAYROLL

The Accounting Department processes payroll every two (2) weeks on Thursday. Hourly employees swipe a card to record time clocked in and time clocked out. Salaried employees complete a time sheet for record keeping. The Accounting Technician prints time sheets for hourly employees from the record keeping time clock. The information is entered from the time keeping system into the Accounting Software by the Accounting Technician. All leave requests must be submitted to the Accounting Technician within 24 hours of occurrence and by 11:00 am on Monday of the Payroll week. Leave request forms not meeting this deadline will be processed the following pay period. Missing swipes report will be emailed to Department Heads or supervisors for explanation. The explanation must be submitted in written form to the Accounting Department immediately. Jury Duty attendance verification forms must be submitted to the Accounting Technician for processing. A court summons requesting leave must be submitted to the Accounting Department along with proof of attendance in order to process the jury duty leave. Training agendas or other forms of supporting documentation of attendance are required in order to process paid leave for travel for training purposes.

Payroll distribution is made via direct deposit to the employee account or via check. Wells Fargo Bank automatically transfers funds to cover the wages for payroll from the General Fund to the Payroll Fund Account. The Accounting Technician places each check and remittance voucher in an envelope for distribution to Department Heads.

PETTY CASH

The City departments maintain a small petty cash fund not to exceed 200 dollars. The petty cash custodian for each department is responsible for maintaining and reconciling the petty cash fund. The petty cash fund is reconciled by the 10th working day of every month. The Accounting Technician verifies the petty cash reconciliation for accuracy and completeness. Any discrepancies are reported to the Chief Financial Officer for inquiry and action. Disciplinary action is taken for any cash shortages depending on the cause, materiality, and repetitiveness. Petty cash reimbursements are made to the departments by the Accounting Technician once the reconciliation of the receipts are presented for replenishment of the petty cash fund. All receipts must be signed with a short description of the nature for the purchase. The petty cash box has a lock and is kept in a locked drawer.

The following Departments hold petty cash funds.

Department	Amount
Administration	200
Police	200
Municipal Court	100

YEAR-END-AUDIT

The City of Socorro's fiscal year commences on October 1 through September 30th. A certified public accounting firm performs a yearly audit of the City's financial statements and provides an opinion based on the audit. In order to adhere to OMB circular A-133 mandates, a Single Audit is performed if Federal Award expenditures exceed \$500,000 in the fiscal year.

The independent auditors routinely require the staff to provide the following reports in order to conduct the yearly audit:

- Trial balance
- Approved annual budget
- Budget revisions for the fiscal year
- Copies of new lease agreements
- Copies of notes and certificates of obligations
- City Council meeting minutes for the fiscal year
- Journal entries for the fiscal year
- Organizational chart
- Bank reconciliations for all bank accounts
- First and last check number used in the fiscal year for each bank account
- List of authorized signors for all bank accounts
- Schedule for all interbank transfers
- Schedule of collateral securities held by the pledging financial institution
- Preparation of cash confirmation (forms to be supplied by auditor)
- Copies of Investment Statements
- Report of all accounts receivables for the fiscal year
- Statement supporting state fees
- Calculation of accrued salaries, including payroll register used
- Schedule of compensated absences
- Schedule of principal and interest payments to maturity by debt
- Preparation of debt confirmations (supplied by auditors)
- Schedule of all revenue received for fiscal year
- Preparation of property tax confirmations
- Copies of 941's for the fiscal year & reconciliation to the trial balance
- Schedule of expenses & revenues for Federal & State awards

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro Tem

Vacant
District 4

Willie Norfleet Jr.
City Manager

DATE: March 19, 2015
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director
CC: Willie Norfleet Jr., City Manager

SUBJECT:

Certificate of Appropriateness for the proposed PERIMETER CINDER BLOCK WALL on Tracts 16A, 16B, 16B1, and 16C, Block 20, Socorro Grant.

SUMMARY:

The property matter of this request is located at 10663 Socorro Rd., southerly located at 1,200 feet from the intersection of Socorro Rd. and Bovee Rd. This property has an estimated area of 4.5 acres owned by Mr. Gilbert Lujan, 614 Bovee Rd., Socorro, TX 79927.

BACKGROUND:

The proposed project is necessary to be in compliance with the zoning classification for the type of business currently conducted in that property.

STATEMENT OF THE ISSUE:

Once the proposed project is approved a building permit shall be issued to the applicant, and building inspections will be conducted.

ALTERNATIVE:

Not Applicable.

STAFF RECOMMENDATION:

Based on the design provided by the owner, the proposed construction project complies with the Zoning and Historical District regulations in terms of design and color scheme as well, the Planning and Zoning Department recommends APPROVAL, contingent upon the following:

1. The owner needs to obtain an "Access Permit" from TXDOT for ingress and egress on Socorro Rd. (State road).

FINANCIAL IMPACT:

Not Applicable.

AUTHORIZATION:

1. City Manager: _____ Date: _____

2. Attorney: _____ Date: _____

3. CFO: _____ Date: _____

Untitled Map

description for your map.

Legend

- APN: 
- APN: 
- APN: 
- APN: S5330000200 
- City Boundary 
- Feature 1 
- Proposed Wall 
- Tito's wall 



Proposed Wall

Socorro Rd

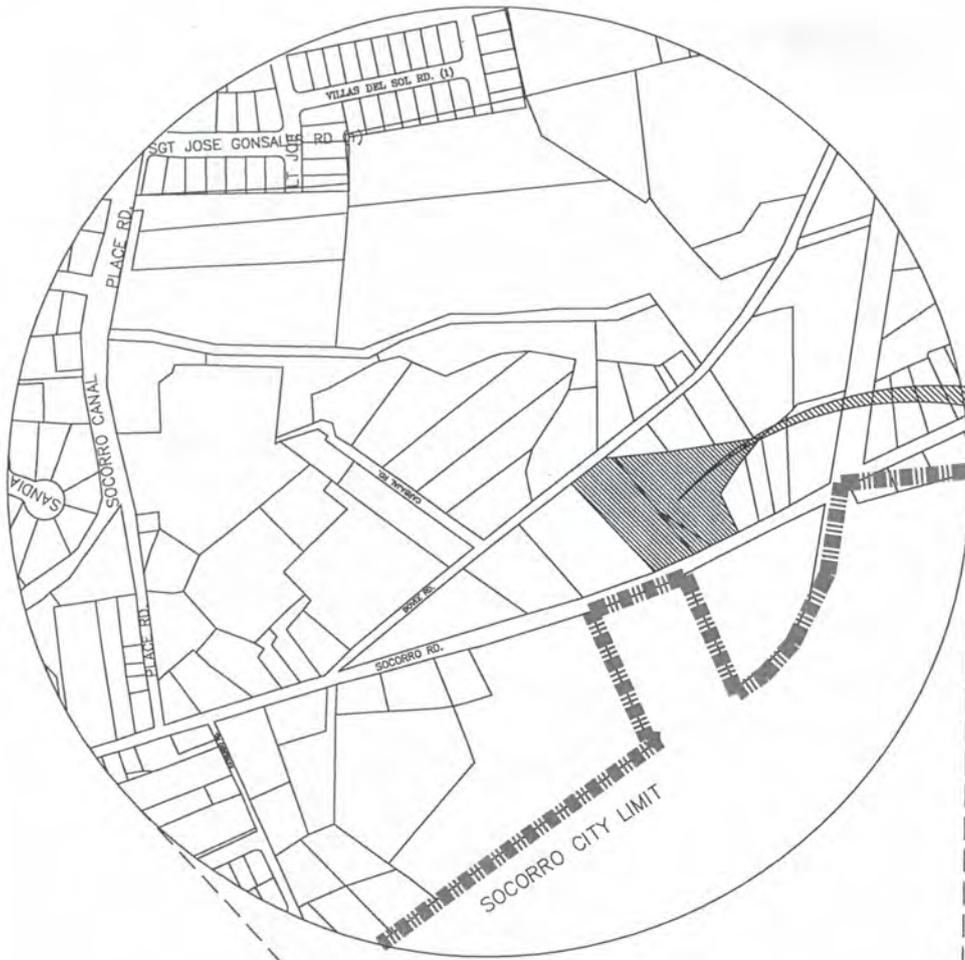
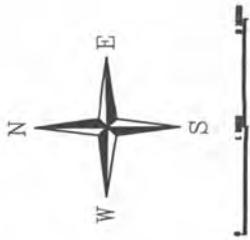
258

Farm to Market 258

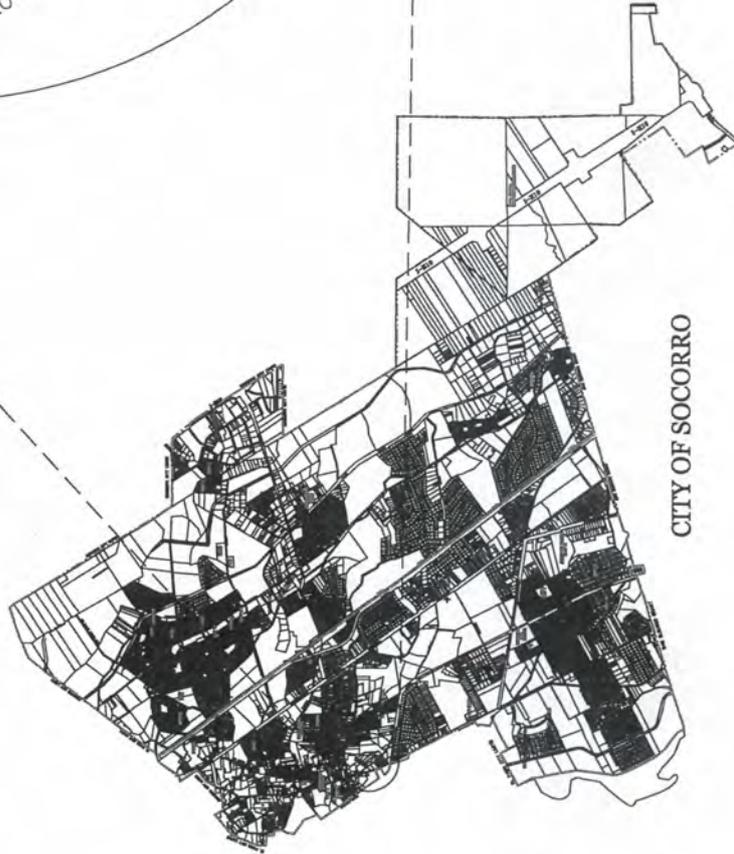
Mead Gate Rd

200 ft

gle earth



PROJECT SITE:
10663 SOCORRO RD.
TR. 16A, 16B, 16B1, 16C
BLOCK 20, SOCORRO GRANT

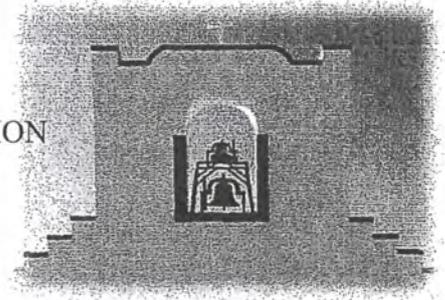


LOCATION MAP

Scale: N.T.S.



CITY OF SOCORRO
 HISTORICAL LANDMARK COMMISSION
 860 N. RIO VISTA
 SOCORRO, TX. 79927



REQUEST FOR CERTIFICATE OF APPROPRIATENESS

Name: GILBERT LUJAN JR. Email Address LTI TRUCKING @ AOL.COM
 Address: 10463 Socorro Rd. Phone: (915) 490-6610
 Name of Representative: GILBERT LUJAN JR.
 Address: 614 BOVEE RD Phone: (915) 490-6610

Reason for request: Walls

Legal Description: TRACT 16A, 16B, 16B1, 16C, BLOCK 20 SOCORRO GRANT

Plans included: YES NO Color Selection: _____

[Signature] MARCH 06th 2015
 Applicant's or Representative's Signature Date

Commission Use

Zoning District _____ District No. _____

Field Investigation

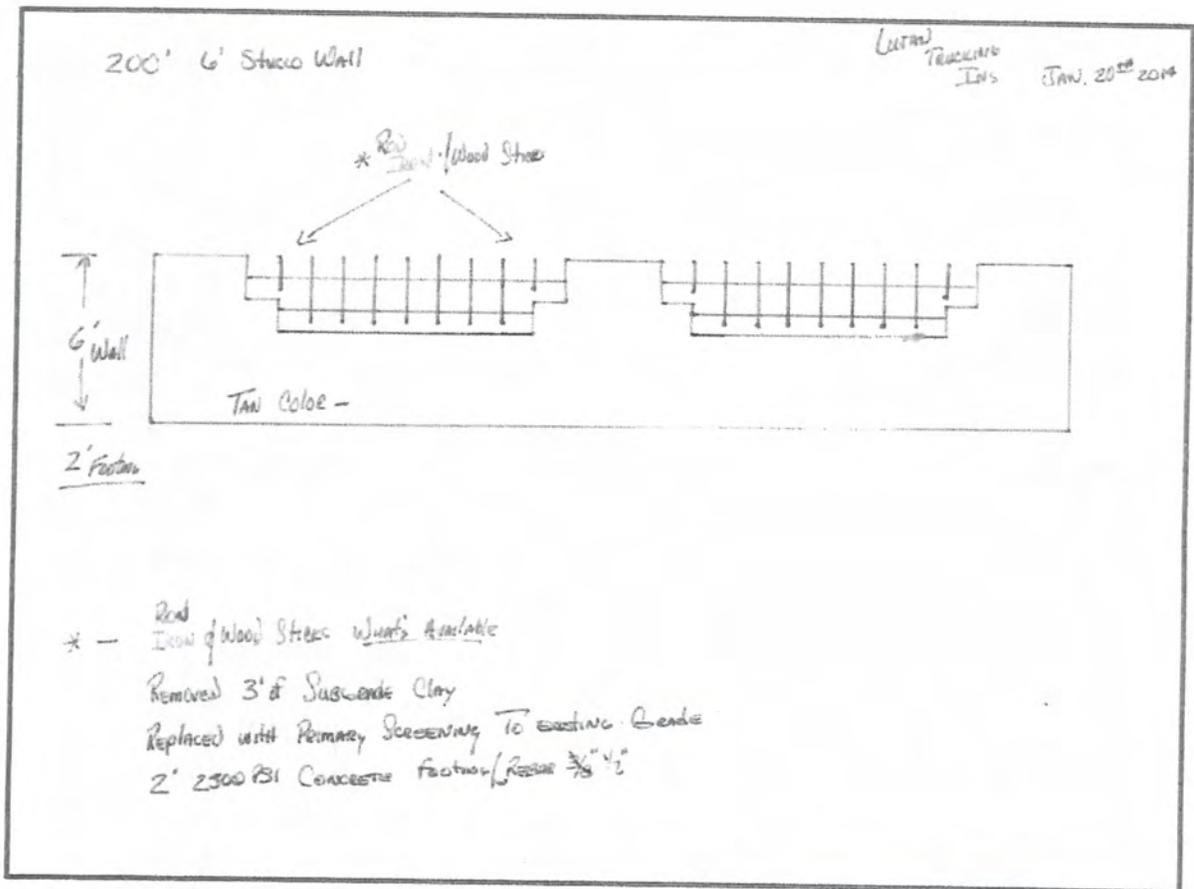
Inspector: _____ Date: _____

Comments: _____

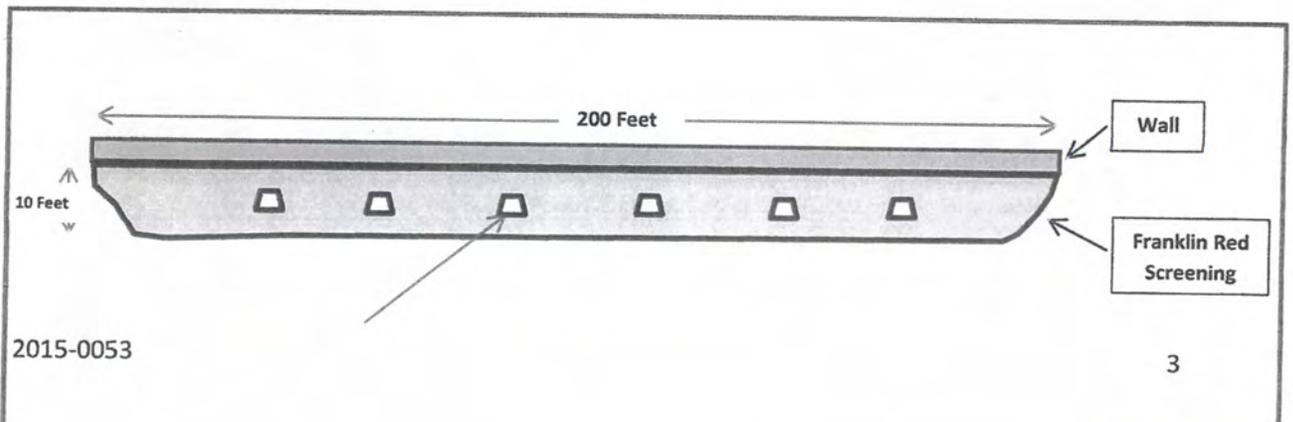
Approved: _____ Denied: _____

HLC Signature

HLS Signature



Project Schematic: Frontal View

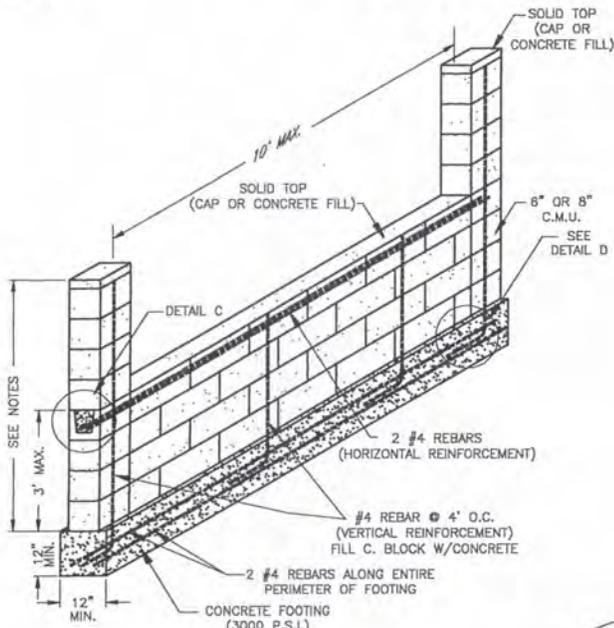




CITY OF SOCORRO PLANNING & ZONING DEPT.

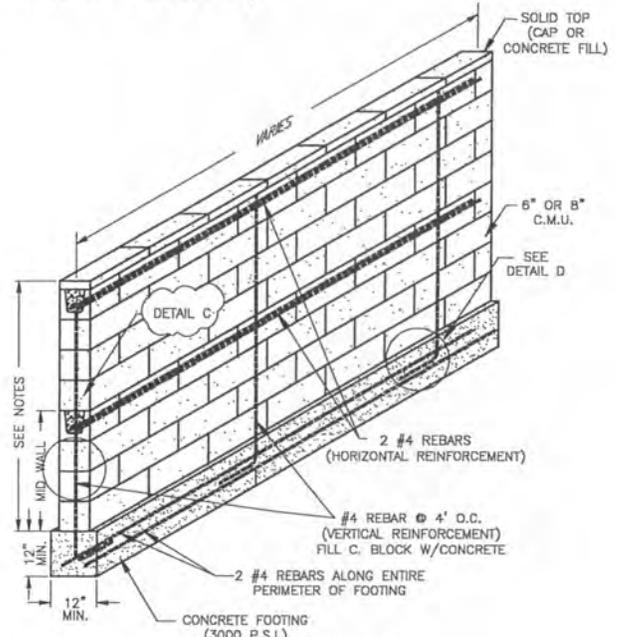
CINDER BLOCK WALL PERMIT NUMBER: _____

(THIS PERMIT MUST BE DISPLAYED AT JOBSITE)



DETAIL A

N.T.S.

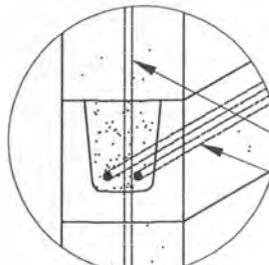


DETAIL B

N.T.S.

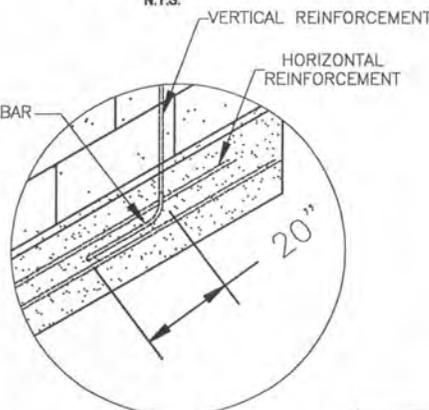
NOTES:

1. THE MAXIMUM HEIGHT FOR SIDE WALLS IS 6' AND THE MAXIMUM HEIGHT FOR REAR WALLS IS 8'
2. FIRST 20' OF WALL ON THE SIDES OF THE PROPERTY SHALL BE CONSTRUCTED BASED ON DETAIL A
3. USE DETAIL A FOR CONSTRUCTION OF FRONT WALL
4. THE MAXIMUM HEIGHT OF CINDER BLOCK FOR FRONT AND FIRST 20' OF SIDE WALL SHALL BE 3'. IF CHAIN LINK FENCE OR WROUGHT IRON IS USED ON TOP OF WALL, THE MAXIMUM HEIGHT SHALL BE 6'



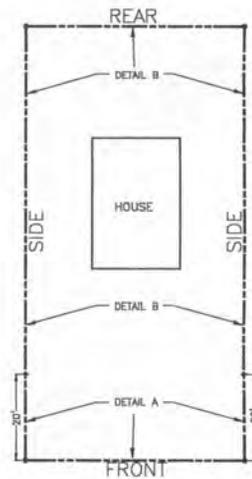
DETAIL C

N.T.S.



DETAIL D

N.T.S.



PLOT PLAN

N.T.S.

NAME GILBERT LUTAN JR 40 TIMES Ø OF REBAR = 20" OVERLAP
 ADDRESS 10663 SOCORRO ROAD
 SUBDIVISION SOCORRO GRANT
 BLOCK No. 20
 LOT No. 16A, 16B, 16C, 16D
 OWNER GILBERT LUTAN JR
 CONTRACTOR LUTAN TRUCKING
 PHONE NUMBER: (915) 490 6610

PERMIT FEE

SIGNATURE OF APPLICANT

PLANNING DEPARTMENT APPROVAL

DATE

EXPIRATION DATE

Note: Property owner is responsible for verifying that there are no easements within the property. If a home owner fails to verify that there are no easements and a Rockwall permit is issued, the permit may be revoked if the city or other entity proves that an easement exists and **no refund will be given.**
 860 N. Rio Vista, Socorro, Texas 79927 * Office (915) 872-8531 Fax (915) 872-8673

FOOTING INSPECTIONS: _____

FINAL INSPECTIONS: _____

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet Jr.
City Manager

DATE: March 19, 2015
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director
CC: Willie Norfleet Jr., City Manager

SUBJECT:

Proposed assumption of the Museum Commission's duties by the Historical Landmark Commission.

SUMMARY:

Due to the constant lack of quorum to hold official meetings of the Museum Commission, the HLC request authorization to assume the duties of the Museum Commission in order to follow up possible pending items and move forward on the consolidation of a museum facility for the City of Socorro.

BACKGROUND:

The HLC considers that all activities in a Museum Commission are directly related to the History of the City, therefore, the HLC would be required to participate in certifying objects, historical or archaeological artifacts, etc.

STATEMENT OF THE ISSUE:

If this recommendation is approved, those duties will be assumed starting the next HLC meeting.

ALTERNATIVE:

Not Applicable.

STAFF RECOMMENDATION:

The Historical Landmark Commission recommends APPROVAL.

FINANCIAL IMPACT:

Not Applicable.

AUTHORIZATION:

1. City Manager: _____ Date: _____
2. Attorney: _____ Date: _____
3. CFO: _____ Date: _____

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet Jr.
City Manager

DATE: March 19, 2015

TO: MAYOR AND CITY COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet Jr., City Manager

SUBJECT: Final Plat Approval for Cielo del Rio Subdivision Unit 1, being all of Tracts 1-G and 1-H, C.D. Steward 324, El Paso County, Texas.

LOCATION: The property is northwesterly located at 1.2 miles from the intersection of Horizon Blvd. and I-10, with a total area of 38.2295 acres.

OWNER: JNC Development, Inc.
12300 Montwood Dr.
El Paso, TX 79928

ENGINEER: CONDE Engineering, Inc.
6080 Surety Dr. Ste. 100
El Paso, TX 79905

HISTORY: The property matter of this request is located outside of our northeastern city limit, but within our Extra Territorial Jurisdiction (ETJ).

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 Panels # 480212 0236-B / FEMA, September 4, 1991).

REMARKS: The proposed subdivision project will have 146 Residential Lots, 2 Commercial Sites, 2 Ponding Areas, and 1 Park, as well as the following improvements: Concrete Curb and Gutters, Asphalt Pavement, Utility Services (Electricity, Sanitary Sewer, Water Lines, Fire Protection, and Public Illumination).

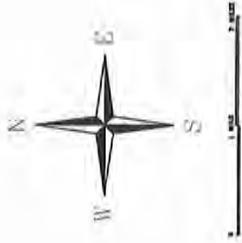
The Planning and Zoning Department has received the following information:

- 1) Proposed Subdivision Plat with complete design package;
- 2) Environmental Site Assessment Phase I of the project;
- 3) Access, Grading, and Deceleration Lane approval from TXDOT;
- 4) Geotechnical Soil Analysis for soil stability and percolation test;
- 5) Declaration of Covenants for Residential and Commercial properties;
- 6) Traffic Assessment Report, and
- 7) Construction schedule.

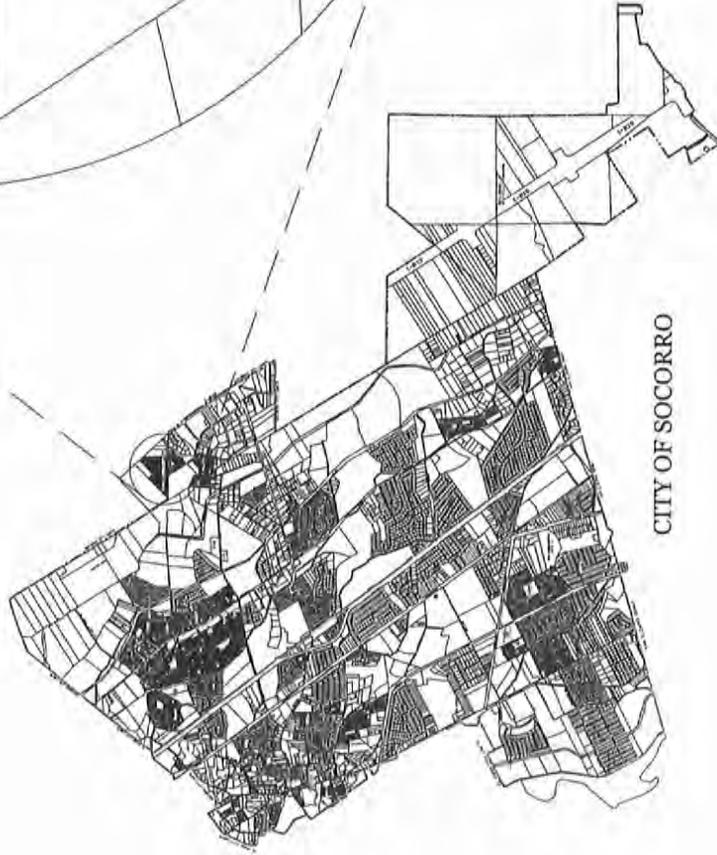
RECOMMENDATION:

The Planning and Zoning Commission recommends APPROVAL, contingent upon the following:

- 1) Applicable pending fees.



PROJECT SITE:
TR. 1G & 1H
C.D. STEWART 324
CIELO DEL RIO U-1



CITY OF SOCORRO



LOCATION MAP

Scale: N.T.S.



PLANNING AND ZONING DEPARTMENT
APPLICATION FOR SUBDIVISION APPROVAL

Date: 11-19-14

Application must be completed and validated prior to subdivision processing.

Subdivision Name: Cielo Del Rio Unit 1

1. Legal description of Area: Being Tracts 1G and 1H, C.D. Stewart 324, El Paso County, Texas

2. Proposed Land Uses:

	Acres	Sites		Acres	Sites
Single Family	22.065	146	Office		
Duplex			Street & Alley	7.646	1
Apartment			Ponding/Drainage	2.742	2
Mobile Home			Institutional		
P.U.D.			Other (Specify)		
Park/Pond	0.900	1			
School					
Commercial	4.876	2	Total No. Sites	152	
Industrial			Total Acreage	38.229	

3. What is existing zoning of the above described property? N/A

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	X	Water Lines	X
Sidewalks	X	Street Name Signs	X
Storm Sewer	X	Protective Fence	X
Flood Retention Pond	X	Guardrails	
Bridge		Street Lights	X
Survey Monuments	X	U/G Electric Lines	X
Sanitary Sewer	X	Other (Specify)	

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

7. What type of telephone easements are proposed?
 Underground X Overhead _____ Both _____
 What type of electrical easements are proposed?
 Underground _____ Overhead _____ Both X _____
 What type of cable T.V. easements are proposed?
 Underground X Overhead _____ Both _____

8. What type of drainage is proposed? _____ Remarks and/or explanation of special circumstances:
Lots to streets to drainage structures to Pond

9. Owner of record:	<u>JNC Development, Inc., 12300 Montwood, El Paso, TX 79928</u>	<u>855-1005</u>
	Name & address	Zip Phone
10. Developer:	<u>JNC Development, Inc., 12300 Montwood, El Paso, TX 79928</u>	<u>855-1005</u>
	Name & address	Zip Phone
11. Optioned by:	_____	_____
	Name & address	Zip Phone
12. Engineer:	<u>Conde, Inc. 6080 Surety Drive, Ste. 100</u>	<u>79905 592-0283</u>
	Name & address	Zip Phone

Applicant's Signature: _____
Conrad Conde

Capacity: Representative

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

Construction Inspection & Testing
Final Plat Review
Recording Fee

\$100.00 Testing Cost
\$100.00
Determined by County of El Paso

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor Pro-Tem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet Jr.
City Manager

DATE: March 19, 2015
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director
CC: Willie Norfleet Jr., City Manager

SUBJECT:

Proposed payment of \$9,100.00 to the El Paso Star Ready Mix for 2 bulks of cement used at the Leadership Project and to discontinue accepting concrete material as donation from the aforementioned supplier to the City of Socorro.

SUMMARY:

The proposed payment would alleviate, in part, the costs of the concrete they offered to donate for the project, unfortunately they miscalculated the quantities required for the project, resulting in an unexpected amount.

BACKGROUND:

El Paso Star Ready Mix offered the City of Socorro to donate the concrete needed for the non-structural concrete elements of the Leadership Bridge.

STATEMENT OF THE ISSUE:

The decision to discontinue of accepting the donation from the supplier is to avoid additional loses for the supplier.

ALTERNATIVE:

Not Applicable.

STAFF RECOMMENDATION:

The Planning and Zoning Department recommends APPROVAL.

FINANCIAL IMPACT:

Not Applicable.

AUTHORIZATION:

- 1. City Manager: _____ Date: _____
- 2. Attorney: _____ Date: _____
- 3. CFO: _____ Date: _____



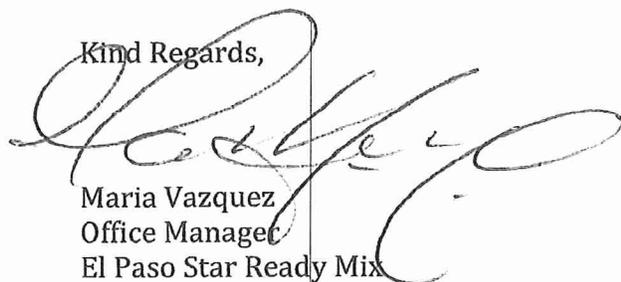
117 S. MOON ROAD • EL PASO, TX 79927
PHONE: (915) 860-8555 • FAX: (915) 860-8828

March 9, 2015

Mr. Leone

Following up on our previous conversation I have overlooked all the invoices and the amount of yardage that has up until now been used on the project. I know that when El Paso Star came on board we were willing to donate a portion of the concrete needed for the project but we did not estimate that it would be such a large amount. Thee total yardage used up until today is 140.5 yards and I believe there is still more to be poured. If those yards were sold it would be over \$28,000.00 dollars. I do not intend to charge the city for those costs and I really do plan to help I am just asking that the city help out a little. We have used about 2 bulkers of cement and that is all that I would need you to help with. We load on a C.O.D basis with GCC of America and each load is \$4,550.00 so for both loads it would be \$9,100.00 that is what I am asking from the city. Please do not see this as us not helping because we want to help we are handling the brunt of the cost employee, diesel, gravel, sand, etc. I want to continue to help the city as we have until now and on any opportunity that may arise. If you have any questions or need any supporting documentation or anything at all please let me know. I hope to hear from you soon.

Kind Regards,



Maria Vazquez
Office Manager
El Paso Star Ready Mix
Marial.vazquez@yahoo.com

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Victor Perez
District 3

Vacant
District 4

Willie Norfleet, Jr.
City Manager

DATE: MARCH 19, 2015

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: WILLIE NORFLEET JR.

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE UNAUDITED GENERAL FUND BUDGET VS REVENUES AND EXPENDITURE REPORT FOR THE PERIOD ENDING FEBRUARY 28, 2015

SUMMARY

This action approves the unaudited revenue & expenditure report for the general fund for the period ending February 28, 2015.

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

None

STAFF RECOMMENDATION

The Staff is recommending the approval of this item.



**General Fund Un-audited
Budget vs Revenues & Expenditures
for the period ending February 28, 2015**

Presented by:

**Willie Norfleet, Jr.
March 19, 2015**

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

Summary of Revenues vs Expenditures

	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
Total Revenues	7,791,479	134,679.30	198,308.42	1,614,686.10	1,090,080.53	1,535,369.99	4,573,124.34	(3,218,354.66)	59%
Total Expenditures	7,791,479	388,067.29	429,373.56	555,377.65	493,011.49	823,535.15	2,689,365.14	(5,102,113.86)	35%
Total Excess (Deficit)	-	(253,387.99)	(231,065.14)	1,059,308.45	597,069.04	711,834.84	1,883,759.20	1,883,759.20	24%

Account Code	Account Title	Revenues						YTD Actual	Budgeted Balance	Percent of Budget
		Budget	October	November	December	January	February			
04201	Property Taxes	4,217,911	47,005.09	114,177.84	1,442,336.17	887,978.00	1,173,889.41	3,665,386.51	(552,524.49)	87%
04202	Sales Taxes	1,700,000			89,515.66	85,499.14	191,030.69	366,045.49	(1,333,954.51)	22%
04203	Franchise Taxes	325,000			2.72	43,798.85	73,994.59	117,796.16	(207,203.84)	36%
04206	Property Taxes-Delinquent	150,000	13,918.46	17,331.44	25,914.23	15,604.84	10,818.20	83,587.17	(66,412.83)	56%
04404	Interest Earned	1,200	6.59	74.60			-	81.19	(1,118.81)	7%
04500	Other Plann Fees(Fireworks)	3,000	360.00	145.00	100.00		-	605.00	(2,395.00)	20%
04501	Building Permits	220,000	21,340.50	10,475.00	9,966.72	9,335.25	7,846.56	58,964.03	(161,035.97)	27%
04502	Business Registrations	47,000	1,548.38	1,120.55	4,123.40	3,720.14	7,618.42	18,130.89	(28,869.11)	39%
04503	Rezoning Fees	36,000	5,000.00	8,140.00	2,800.00	1,500.00	1,550.00	18,990.00	(17,010.00)	53%
04504	AdmMisc-Copies,City Clrk		1.10	4.50			-	5.60	5.60	
04505	Mobile Home Permits	3,000	105.00	210.00		585.00	510.00	1,410.00	(1,590.00)	47%
04507	Muni. Court Judgements	460,000	42,286.82	31,596.53	37,640.34	36,114.64	63,080.17	210,718.50	(249,281.50)	46%
04511	Juvenile Case Mgmt Fee		1,564.47	1,114.13	978.09	1,155.00	1,423.72	6,235.41	6,235.41	
04512	Municipal Court Tech		1,100.89	768.11	684.85	785.97	1,099.56	4,439.38	4,439.38	
04604	Police Fees	7,000	502.00	531.00	470.00	324.00	60.00	1,887.00	(5,113.00)	27%
04704	Other Revenue						440.00	440.00	440.00	
04710	Donations-Activities					500.00	-	500.00	500.00	
04713	Reimbursed cost			10,663.52		3,142.00	2,008.67	15,814.19	15,814.19	
04714	Park Fees	1,000	(60.00)	(180.00)	(60.00)		-	(300.00)	(1,300.00)	-30%
04903	Miscellaneous Income	4,000		2,136.20	213.92	37.70	-	2,387.82	(1,612.18)	60%
04999	Prior Years Revenue	616,368					-	-	(616,368.00)	0%
		7,791,479	134,679.30	198,308.42	1,614,686.10	1,090,080.53	1,535,369.99	4,573,124.34	(3,218,354.66)	59%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

Account Code	Expenditures Account Title	Budget	October	November	December	January	February	YTD Actual	Undeveloped Balance	Percent of Budget
05103	Overtime	193,410	12,670.84	13,736.98	18,526.56	25,652.43	16,170.33	86,757.14	106,652.86	45%
05111	FICA/Medicare Taxes	300,386	18,680.14	20,384.62	21,496.37	22,662.66	21,486.67	104,710.46	195,675.54	35%
05112	T.W.C. Payroll Taxes	28,079	350.22	380.59	563.71	9,791.88	6,791.14	17,877.54	10,201.46	64%
05113	Health Insurance Premiums	714,360	41,252.71	41,681.65	45,766.01	46,381.21	44,584.67	219,666.25	494,693.75	31%
05114	Workers Compensation	124,851	6,661.00	6,661.00	6,661.00	6,661.00	6,661.00	33,305.00	91,546.00	27%
05115	Deferred Compensation	62,320	2,795.00	3,005.28	3,004.27	3,413.93	3,678.51	15,896.99	46,423.01	26%
05116	Life Insurance	6,740	-	472.58	472.51	-	-	945.09	5,794.91	14%
05117	Dental Insurance Expense	24,115	1,497.39	1,512.96	1,324.56	1,342.36	1,290.36	6,967.63	17,147.37	29%
05118	Vision Insurance Expense	5,565	341.11	344.66	339.11	343.68	330.36	1,698.92	3,866.08	31%
	Total Personnel	5,192,732	316,946.10	349,636.34	369,352.75	386,840.12	365,693.63	1,788,468.94	3,404,263.06	34%
05201	Office Expense and Supplies	65,750	3,604.72	1,484.76	5,782.36	4,106.52	7,893.66	22,872.02	42,877.98	35%
05202	Medical Supplies	500	-	-	-	-	-	-	500.00	0%
05211	Postage	8,760	-	-	-	148.16	490.00	638.16	8,121.84	7%
05212	Tools and Supplies	53,200	1,118.67	1,859.59	1,010.36	(122.27)	218.63	4,084.98	49,115.02	8%
05213	Uniforms	39,120	-	669.70	3,867.46	4,001.68	7,950.12	16,488.96	22,631.04	42%
05310	Building Modifications	500	-	-	-	-	-	-	500.00	0%
05311	Building & Property Maint	41,400	862.10	4,087.50	1,111.19	999.80	5,062.98	12,123.57	29,276.43	29%
05312	Street Maintenance	22,000	-	3,695.82	3,020.22	1,044.00	9,764.90	17,524.94	4,475.06	80%
05313	Utilities	229,000	11,832.72	13,781.45	15,612.26	19,839.22	26,497.14	87,562.79	141,437.21	38%
05314	Telephone	62,348	3,311.31	2,194.11	6,669.54	3,067.83	4,858.42	20,101.21	42,246.79	32%
05317	Park Maintenance	24,000	306.93	1,905.21	2,421.72	1,762.96	2,439.87	8,836.69	15,163.31	37%
05325	Recycling Center	4,200	-	-	240.86	244.84	252.68	738.38	3,461.62	18%
05411	Legal Fees	375,000	-	-	40,800.59	19,735.66	59,221.23	119,757.48	255,242.52	32%
05510	Property Insurance	25,109	2,118.00	2,118.00	2,118.00	2,118.00	2,118.00	10,590.00	14,519.00	42%
05511	Advertising	40,000	(524.54)	1,784.35	3,322.56	3,471.81	2,105.97	10,160.15	29,839.85	25%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

Account Code	<i>Expenditures</i> Account Title	Budget	October	November	December	January	February	YTD Actual	Budgeted	Percent of
									Balance	Budget
05512	Audit Fees	37,000	-	-	-	-	-	-	37,000.00	0%
05513	Central Appraisal Fees	60,000	-	-	20,027.81	-	-	20,027.81	39,972.19	33%
05515	County Elections	22,600	16,939.88	-	-	987.69	-	17,927.57	4,672.43	79%
05516	Dues/Subscriptions	20,150	4,703.95	2,093.00	1,990.70	2,550.59	299.00	11,637.24	8,512.76	58%
05517	Bank Charges	5,000	147.14	793.27	1,739.63	219.38	800.00	3,699.42	1,300.58	74%
05518	Liability Insurance	86,513	4,621.00	4,621.00	4,621.00	4,621.00	4,621.00	23,105.00	63,408.00	27%
05520	Service Contracts	320,646	10,357.15	26,490.83	54,345.44	7,492.38	42,106.42	140,792.22	179,853.78	44%
05521	Support Activities	97,892	71.19	3,226.14	6,876.99	(324.28)	9,664.41	19,514.45	78,377.55	20%
05522	Tax Collector Fees	11,000	-	-	-	-	10,611.88	10,611.88	388.12	96%
05523	Equipment Rental/Lease	17,700	513.32	562.50	2,404.82	1,929.67	1,200.75	6,611.06	11,088.94	37%
05525	Health Contract	484,279	-	-	3,000.00	1,000.00	197,782.90	201,782.90	282,496.10	42%
05527	Seminars/Training	36,250	430.00	-	1,306.66	400.00	2,415.00	4,551.66	31,698.34	13%
05530	Finance Charge	-	-	-	-	94.19	-	94.19	(94.19)	
05532	Miscellaneous Expense	-	-	-	-	-	-	-	-	
05533	Travel/Mileage-Council	-	-	-	-	-	-	-	-	
05538	Late Charge	100	-	-	-	-	-	-	100.00	0%
05539	Discretionary Fund/Mayor	1,000	50.00	-	-	-	-	50.00	950.00	5%
05540	Discretionary District 2	1,000	-	-	-	-	-	-	1,000.00	0%
05541	Discretionary District 1	1,000	267.10	69.00	225.00	-	-	561.10	438.90	56%
05542	Discretionary District 3	1,000	-	-	-	-	-	-	1,000.00	0%
05543	Discretionary District 4	1,000	-	-	-	-	-	-	1,000.00	0%
05544	Discretionary District At Lrg	1,000	50.00	-	-	-	-	50.00	950.00	5%
05546	Marketing Exp	10,000	-	-	-	-	-	-	10,000.00	0%
05547	Fees & Penalties	-	-	197.27	-	-	-	197.27	(197.27)	
05610	Office Furniture	1,000	-	639.74	(949.98)	4,030.50	778.50	4,498.76	(3,498.76)	450%

City of Socorro

Unaudited General Fund

**Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

Account Code	<i>Expenditures</i> Account Title	Budget	October	November	December	January	February	YTD Actual	Budgeted	Percent of
									Balance	Budget
05611	Radio Comm & Maint	5,000	-	-	-	-	-	-	5,000.00	0%
05612	Vehicle Repair & Maint	44,200	517.76	824.24	1,077.86	3,628.90	2,095.92	8,144.68	36,055.32	18%
05613	Equipment Repair & Maint	30,050	81.46	4,160.76	1,113.79	1,389.41	3,582.38	10,327.80	19,722.20	34%
05614	Vehicle Fuel	111,600	7,397.53	-	-	14,495.95	13,037.69	34,931.17	76,668.83	31%
05711	Travel/Mileage/Per Diem	56,100	864.80	1,352.91	814.56	1,299.78	4,243.64	8,575.69	47,524.31	15%
05810	Property and Equipment	56,000	-	-	-	-	41,725.00	41,725.00	14,275.00	75%
05900	Emergency Aid and Assist	5,000	-	-	-	-	-	-	5,000.00	0%
05911	Contingency	5,000	-	-	-	-	-	-	5,000.00	0%
06440	Grant Expense	78,780	-	-	-	-	-	-	78,780.00	0%
07100	Street Improvements	-	1,479.00	1,126.07	1,453.50	1,938.00	(5,996.57)	-	-	
Total Operating		2,598,747	71,121.19	79,737.22	186,024.90	106,171.37	457,841.52	900,896.20	1,697,850.80	35%
Total Expenses		7,791,479	388,067.29	429,373.56	555,377.65	493,011.49	823,535.15	2,689,365.14	5,102,113.86	35%

City of Socorro
 Unaudited General Fund
 Budget Vs Revenues & Expenditures
 for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	% of Budget
05101	Salaries	215,988	12,695.48	14,985.36	14,928.29	14,927.40	19,904.72	77,441.25	138,546.75	36%
05103	Overtime	5,800	399.51	412.80	646.59	418.87	610.48	2,488.25	3,311.75	43%
05111	Taxes	16,965	911.17	510.28	523.80	1,174.00	1,569.41	4,688.66	12,276.34	28%
05112	Taxes	1,080	0.00	0.00	0.00	381.74	139.85	521.59	558.41	48%
05113	Premiums	28,882	1,545.54	1,545.54	1,724.82	1,724.82	1,724.82	8,265.54	20,616.46	29%
05114	Compensation Ins	896	38.00	38.00	38.00	38.00	38.00	190.00	706.00	21%
05115	Compensation	8,060	538.46	538.46	538.46	538.46	538.46	2,692.30	5,367.70	33%
05116	Life Insurance	447	0.00	16.64	16.64	0.00	0.00	33.28	413.72	7%
05117	Expense	975	56.10	56.10	49.92	49.92	49.92	261.96	713.04	27%
05118	Expense	225	12.78	12.78	12.78	12.78	12.78	63.90	161.10	28%
Total Personnel		279,318	16,197	18,116	18,479	19,266	24,588	96,647	182,671	35%
05201	Supplies	10,000	432.53	84.35	432.71	1,025.65	456.27	2,431.51	7,568.49	24%
05211	Postage	1,800	0.00	0.00	0.00	0.00	490.00	490.00	1,310.00	27%
05310	Modifications	500	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
05311	Property Maint	3,000	58.00	172.09	348.33	211.85	432.45	1,222.72	1,777.28	41%
05313	Utilities	6,000	277.85	180.44	502.39	494.64	1,116.76	2,572.08	3,427.92	43%
05314	Telephone	8,000	579.71	200.72	2,873.64	231.03	(1,152.17)	2,732.93	5,267.07	34%
05411	Legal Fees	187,400	0.00	0.00	12,990.60	4,957.50	12,976.99	30,925.09	156,474.91	17%
05510	Property Insurance	3,000	165.00	165.00	165.00	165.00	165.00	825.00	2,175.00	28%
05516	Dues/Subscriptions	5,000	0.00	2,093.00	110.00	2,535.59	0.00	4,738.59	261.41	95%
05518	Liability Insurance	36,000	972.00	972.00	972.00	972.00	972.00	4,860.00	31,140.00	14%
05520	Service Contracts	70,786	0.00	2,635.40	12,461.52	1,831.12	12,849.00	29,777.04	41,008.96	42%
05521	Support Activities	2,592	56.19	0.00	0.00	0.00	1,500.00	1,556.19	1,035.81	60%
05523	Rental/Lease	6,000	378.00	0.00	1,070.94	369.00	0.00	1,817.94	4,182.06	30%
05527	Seminars/Training	1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
05546	Marketing Exp	10,000	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
05613	& Maint	2,000	0.00	0.00	475.00	0.00	0.00	475.00	1,525.00	24%
05711	Diem	13,000	64.80	887.70	768.56	802.78	864.63	3,388.47	9,611.53	26%
05810	Equipment	10,000	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
05900	Assist	5,000	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
05911	Contingency	5,000	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
Total Operating		386,078	2,984.08	7,390.70	33,170.69	13,596.16	30,670.93	87,812.56	298,265.44	23%
Total Expenses		665,396	19,181.12	25,506.66	51,649.99	32,862.15	55,259.37	184,459.29	480,936.71	28%

Public Works

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

GL Code	GL Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	514,987	33,632.87	37,442.55	39,094.33	39,725.06	39,890.14	189,784.95	325,202.05	37%
05103	Overtime	17,000	999.53	576.52	315.12	621.80	1,899.85	4,412.82	12,587.18	26%
05111	Taxes	40,702	2,649.40	2,908.46	3,014.82	3,086.55	3,196.94	14,856.17	25,845.83	36%
05112	Taxes	4,590	0.00	0.00	0.00	1,170.04	1,148.58	2,318.62	2,271.38	51%
05113	Premiums	130,934	8,063.40	8,041.97	9,773.98	9,835.37	9,870.18	45,584.90	85,349.10	35%
05114	Compensation Ins	51,120	2,636.00	2,636.00	2,636.00	2,636.00	2,636.00	13,180.00	37,940.00	26%
05115	Compensation	8,445	614.01	624.22	641.52	691.92	833.14	3,404.81	5,040.19	40%
05116	Life Insurance	1,013	0.00	78.20	75.20	0.00	0.00	153.40	859.60	15%
05117	Expense	4,420	292.68	291.91	282.88	284.66	285.66	1,437.79	2,982.21	33%
05118	Expense	1,020	66.68	66.50	72.42	72.87	73.13	351.60	668.40	34%
Total Personnel		774,231	48,954.57	52,666.33	55,906.27	58,124.27	59,833.62	275,485.06	498,745.94	36%
05201	Supplies	2,300	669.86	148.00	252.47	101.86	279.92	1,452.11	847.89	63%
05212	Tools and Supplies	6,500	1,118.67	1,859.59	809.52	78.57	218.63	4,084.98	2,415.02	63%
05213	Uniforms	9,500	0.00	487.45	347.81	1,131.79	2,127.57	4,094.62	5,405.38	43%
05311	Property Maint	4,400	140.35	3,328.52	431.43	(0.58)	1,294.14	5,193.86	(793.86)	118%
05312	Street Maintenance	22,000	0.00	3,695.82	3,020.22	1,044.00	3,768.33	11,528.37	10,471.63	52%
05313	Utilities	180,000	9,642.23	10,436.23	12,197.12	15,680.12	20,926.92	68,882.62	111,117.38	38%
05314	Telephone	3,000	246.89	205.36	367.67	205.36	601.89	1,627.17	1,372.83	54%
05325	Recycling Center	4,200	0.00	0.00	240.86	244.84	252.68	738.38	3,461.62	18%
05411	Legal Fees	10,000	0.00	0.00	4,632.78	645.00	8,304.00	13,581.78	(3,581.78)	136%
05510	Property Insurance	7,604	741.00	741.00	741.00	741.00	741.00	3,705.00	3,899.00	49%
05516	Dues/Subscriptions	500	0.00	0.00	115.00	0.00	0.00	115.00	385.00	23%
05518	Liability Insurance	7,460	709.00	709.00	709.00	709.00	709.00	3,545.00	3,915.00	48%
05520	Service Contracts	30,000	144.56	9,657.72	10,569.56	(3,269.28)	0.00	17,102.56	12,897.44	57%
05523	Rental/Lease	1,700	0.00	0.00	0.00	40.00	300.00	340.00	1,360.00	20%
05527	Seminars/Training	1,500	0.00	0.00	0.00	0.00	995.00	995.00	505.00	66%
05530	Finance Charge	0	0.00	0.00	0.00	94.19	0.00	94.19	(94.19)	
05532	Expense	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
05547	Fees & Penalties	0	0.00	197.27	0.00	0.00	0.00	197.27	(197.27)	
05610	Office Furniture	1,000			(949.98)	0.00	0.00	(949.98)	1,949.98	-95%
05611	Communications	2,000	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
05612	Maint	18,000	17.00	79.34	226.66	864.99	(197.75)	990.24	17,009.76	6%
05613	& Maint	15,000	81.46	4,065.76	413.79	1,389.41	2,498.88	8,449.30	6,550.70	56%
05614	Vehicle Fuel	46,000	2,618.55	0.00	0.00	6,144.69	5,761.55	14,524.79	31,475.21	32%
05711	Diem	2,500	0.00	245.38	0.00	0.00	394.17	639.55	1,860.45	26%
05810	Equipment	2,000	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
07100	Improvements	0	1,479.00	1,126.07	1,453.50	1,938.00	0.00	5,996.57	(5,996.57)	
Total Operating		377,164	17,608.57	36,982.51	35,578.41	27,782.96	48,975.93	166,928.38	210,235.62	44%
Total Expenses		1,151,395	66,563.14	89,648.84	91,484.68	85,907.23	108,809.55	442,413.44	708,981.56	38%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	% of Budget
05101	Salaries	1,786,271	110,287.23	126,372.79	133,185.73	132,482.27	121,864.35	624,192.37	1,162,078.63	35%
05103	Overtime	140,000	8,034.33	8,967.45	13,510.50	22,796.31	11,759.67	65,068.26	74,931.74	46%
05111	Taxes	147,364	9,051.59	10,353.59	11,222.29	11,878.84	10,222.22	52,728.53	94,635.47	36%
05112	Taxes	11,069	33.47	138.00	369.90	4,989.79	3,232.08	8,763.24	2,305.76	79%
05113	Premiums	315,782	17,812.02	18,498.55	19,318.77	19,933.97	18,712.37	94,275.68	221,506.32	30%
05114	Compensation	55,775	3,401.00	3,401.00	3,401.00	3,401.00	3,401.00	17,005.00	38,770.00	30%
05115	Compensation	23,230	218.72	334.96	333.95	705.53	835.87	2,429.03	20,800.97	10%
05116	Life Insurance	3,262	0.00	237.76	238.59	0.00	0.00	476.35	2,785.65	15%
05117	Expense	10,660	646.54	671.46	559.12	576.92	541.56	2,995.60	7,664.40	28%
05118	Expense	2,460	147.28	152.96	143.15	147.72	138.66	729.77	1,730.23	30%
Total Personnel		2,495,873	149,632.18	169,128.52	182,283.00	196,912.35	170,707.78	868,663.83	1,627,209.17	35%
05201	Supplies	15,000	595.31	375.50	2,731.18	393.46	1,188.39	5,283.84	9,716.16	35%
05202	Medical Supplies	500	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
05211	Postage	1,000	0.00	0.00	0.00	148.16	0.00	148.16	851.84	15%
05212	Tools and Supplies	41,000	0.00	0.00	200.84	(200.84)	0.00	0.00	41,000.00	0%
05213	Uniforms	21,000	0.00	0.00	2,451.75	2,120.92	5,392.15	9,964.82	11,035.18	47%
05311	Property Maint	7,000	58.00	393.00	185.36	50.00	232.19	918.55	6,081.45	13%
05313	Utilities	22,000	682.65	2,123.14	1,783.08	2,101.56	2,869.11	9,559.54	12,440.46	43%
05314	Telephone	15,000	1,105.44	614.50	1,804.99	791.81	2,289.17	6,605.91	8,394.09	44%
05411	Legal Fees	14,000	0.00	0.00	2,947.50	2,160.00	967.50	6,075.00	7,925.00	43%
05510	Property Insurance	5,010	508.00	508.00	508.00	508.00	508.00	2,540.00	2,470.00	51%
05516	Dues/Subscriptions	1,500	630.00	0.00	510.00	0.00	0.00	1,140.00	360.00	76%
05518	Liability Insurance	37,100	2,431.00	2,431.00	2,431.00	2,431.00	2,431.00	12,155.00	24,945.00	33%
05520	Service Contracts	15,000	186.15	88.30	1,192.00	1,110.42	2,333.90	4,910.77	10,089.23	33%
05521	Support Activities	1,500	0.00	0.00	47.90	207.11	0.00	255.01	1,244.99	17%
05523	Rental/Lease	4,000	0.00	562.50	405.94	324.45	215.75	1,508.64	2,491.36	38%
05527	Seminars/Training	12,000	430.00	0.00	1,177.66	350.00	1,220.00	3,177.66	8,822.34	26%
05611	Maint	3,000	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0%
05612	Maint	20,000	368.00	744.90	479.45	2,755.91	2,226.65	6,574.91	13,425.09	33%
05613	& Maint	5,000	0.00	0.00	0.00	0.00	1,083.50	1,083.50	3,916.50	22%
05614	Vehicle Fuel	52,000	3,991.70	0.00	0.00	6,899.72	5,643.45	16,534.87	35,465.13	32%
05711	Diem	10,000	800.00	81.83	0.00	0.00	1,951.40	2,833.23	7,166.77	28%
Total Operating		302,610	11,786.25	7,922.67	18,856.65	22,151.68	30,552.16	91,269.41	211,340.59	30%
Total Expenses		2,798,483	161,418.43	177,051.19	201,139.65	219,064.03	201,259.94	959,933.24	1,838,549.76	34%

Municipal Court

**City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	95,013	5,067.44	5,654.88	5,761.00	5,671.39	6,274.90	28,429.61	66,583.39	30%
05103	Overtime	6,550	1,483.64	1,444.81	1,418.22	1,036.78	500.45	5,883.90	666.10	90%
05111	Taxes	7,778	501.17	543.11	549.22	513.17	518.32	2,624.99	5,153.01	34%
05112	Taxes	810	0.00	0.00	0.00	194.53	196.15	390.68	419.32	48%
05113	Premiums	23,106	1,030.36	1,030.36	1,149.88	1,149.88	1,149.88	5,510.36	17,595.64	24%
05114	Compensation	430	38.00	38.00	38.00	38.00	38.00	190.00	240.00	44%
05115	Compensation	1,720	0.00	0.00	0.00	0.00	0.00	0.00	1,720.00	0%
05116	Life Insurance	207	0.00	11.52	11.20	0.00	0.00	22.72	184.28	11%
05117	Expense	780	37.40	37.40	33.28	33.28	33.28	174.64	605.36	22%
05118	Expense	180	8.52	8.52	8.52	8.52	8.52	42.60	137.40	24%
Total Personnel		136,574	8,166.53	8,768.60	8,969.32	8,645.55	8,719.50	43,269.50	93,304.50	32%
05201	Supplies	4,750	0.00	20.20	755.15	546.52	20.49	1,342.36	3,407.64	28%
05211	Postage	2,750	0.00	0.00	0.00	0.00	0.00	0.00	2,750.00	0%
05213	Uniforms	270	0.00	0.00	148.00	0.00	0.00	148.00	122.00	55%
05311	Property Maint	2,000	0.00	0.00	21.53	215.88	334.65	572.06	1,427.94	29%
05314	Telephone	12,950	1,022.20	0.00	1,162.70	792.29	953.22	3,930.41	9,019.59	30%
05411	Legal Fees	15,000	0.00	0.00	2,310.00	700.00	1,085.00	4,095.00	10,905.00	27%
05510	Property Insurance	3,940	246.00	246.00	246.00	246.00	246.00	1,230.00	2,710.00	31%
05516	Dues/Subscriptions	425	0.00	0.00	15.00	0.00	0.00	15.00	410.00	4%
05518	Liability Insurance	252	36.00	36.00	36.00	36.00	36.00	180.00	72.00	71%
05520	Service Contracts	64,800	1,280.00	4,821.66	4,741.66	4,587.66	5,461.66	20,892.64	43,907.36	32%
05521	Support Activities	200	0.00	0.00	199.58	0.00	0.00	199.58	0.42	100%
05523	Rental/Lease	3,000	0.00	0.00	647.37	165.22	327.00	1,139.59	1,860.41	38%
05527	Seminars/Training	1,250	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	0%
05533	Council	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
05613	& Maint	250	0.00	0.00	225.00	0.00	0.00	225.00	25.00	90%
05711	Diem	3,100	0.00	0.00	0.00	0.00	0.00	0.00	3,100.00	0%
Total Operating		114,937	2,584.20	5,123.86	10,507.99	7,289.57	8,464.02	33,969.64	80,967.36	30%
Total Expenses		251,511	10,750.73	13,892.46	19,477.31	15,935.12	17,183.52	77,239.14	174,271.86	31%

Planning Zoning

City of Socorro
 Unaudited General Fund
 Budget Vs Revenues & Expenditures
 for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	of Budget
05101	Salaries	352,470	22,101.01	23,876.78	24,675.89	24,467.33	24,651.09	119,772.10	232,697.90	34%
05103	Overtime	6,560	336.81	722.83	186.72	282.14	445.99	1,974.49	4,585.51	30%
05111	Taxes	27,466	1,716.50	1,881.84	1,902.03	1,893.34	1,919.93	9,313.64	18,152.36	34%
05112	Taxes	2,700	113.43	92.05	50.57	980.47	673.44	1,909.96	790.04	71%
05113	Premiums	77,020	4,636.62	4,636.62	5,174.46	5,174.46	5,174.46	24,796.62	52,223.38	32%
05114	Compensation	2,603	341.00	341.00	341.00	341.00	341.00	1,705.00	898.00	66%
05115	Compensation	8,920	687.52	736.56	736.56	736.56	736.56	3,633.76	5,286.24	41%
05116	Life Insurance	667	0.00	43.18	47.68	0.00	0.00	90.86	576.14	14%
05117	Expense	2,600	168.30	168.30	149.76	149.76	149.76	785.88	1,814.12	30%
05118	Expense	600	38.34	38.34	38.34	38.34	38.34	191.70	408.30	32%
Total Personnel		481,606	30,139.53	32,537.50	33,303.01	34,063.40	34,130.57	164,174.01	317,431.99	34%
05201	Supplies	10,000	336.16	26.20	771.16	624.68	3,741.16	5,499.36	4,500.64	55%
05211	Postage	2,500	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
05212	Tools and Supplies	700	0.00	0.00	0.00	0.00	0.00	0.00	700.00	0%
05213	Uniforms	1,500	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0%
05311	Property Maint	5,000	0.00	75.00	20.00	455.00	160.00	710.00	4,290.00	14%
05313	Utilities	3,000	281.30	341.80	341.80	341.80	400.20	1,706.90	1,293.10	57%
05314	Telephone	12,000	213.43	256.70	239.40	259.39	705.68	1,674.60	10,325.40	14%
05411	Legal Fees	55,530	0.00	0.00	10,848.01	3,348.70	11,631.46	25,828.17	29,701.83	47%
05510	Property Insurance	610	44.00	44.00	44.00	44.00	44.00	220.00	390.00	36%
05511	Testing	3,000	0.00	329.82	117.86	326.03	544.47	1,318.18	1,681.82	44%
05516	Dues/Subscriptions	2,000	29.95	0.00	1,145.70	30.00	100.00	1,305.65	694.35	65%
05518	Liability Insurance	2,040	169.00	169.00	169.00	169.00	169.00	845.00	1,195.00	41%
05520	Service Contracts	5,560	0.00	0.00	5,000.00	0.00	6,214.00	11,214.00	(5,654.00)	202%
05521	Support Activities	100	0.00	0.00	0.00	0.00	2,850.00	2,850.00	(2,750.00)	2850%
05523	Rental/Lease	2,500	0.00	0.00	280.57	1,031.00	358.00	1,669.57	830.43	67%
05527	Seminars/Training	4,000	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0%
05610	Office Furniture		0.00	639.74	0.00	0.00	0.00	639.74	(639.74)	
05612	Maint	2,000	0.00	0.00	10.00	0.00	122.00	132.00	1,868.00	7%
05613	& Maint	1,700	0.00	0.00	0.00	0.00	0.00	0.00	1,700.00	0%
05614	Vehicle Fuel	5,300	240.62	0.00	0.00	472.17	497.41	1,210.20	4,089.80	23%
05711	Diem	2,500	0.00	46.00	0.00	0.00	0.00	46.00	2,454.00	2%
Total Operating		121,540	1,314.46	1,928.26	18,987.50	7,101.77	27,537.38	56,869.37	64,670.63	47%
Total Expenses		603,146	31,453.99	34,465.76	52,290.51	41,165.17	61,667.95	221,043.38	382,102.62	37%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
	Total Personnel	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
05525	Health Contract	484,279	0.00	0.00	3,000.00	1,000.00	197,782.90	201,782.90	282,496.10	42%
	Total Operating	484,279	0.00	0.00	3,000.00	1,000.00	197,782.90	201,782.90	282,496.10	42%
	Total Expenses	484,279	0.00	0.00	3,000.00	1,000.00	197,782.90	201,782.90	282,496.10	42%

Grants

**City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
Total Personnel		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
05201	Supplies	800	0.00	60.88	0.00		129.99	190.87	609.13	24%
05211	Postage	300	0.00	0.00	0.00		0.00	0.00	300.00	0%
05314	Telephone	500	0.00	0.00	0.00		0.00	0.00	500.00	0%
05516	Dues/Subscriptions	250	0.00	0.00	0.00		199.00	199.00	51.00	80%
05520	Service Contracts	80,000	6,153.84	6,153.84	6,153.84	6,153.84	9,230.76	33,846.12	46,153.88	42%
05527	Seminars/Training	1,000	0.00	0.00	0.00		0.00	0.00	1,000.00	0%
05711	Diem	500	0.00	0.00	0.00		0.00	0.00	500.00	0%
06440	Grant Expense	78,780	0.00	0.00	0.00		0.00	0.00	78,780.00	0%
Total Operating		162,130	6,153.84	6,214.72	6,153.84	6,153.84	9,559.75	34,235.99	127,894.01	21%
Total Expenses		162,130	6,153.84	6,214.72	6,153.84	6,153.84	9,559.75	34,235.99	127,894.01	21%

Human Resources

**City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	91,000	4,223.53	4,692.80	4,692.80	4,692.80	4,692.80	22,994.73	68,005.27	25%
05103	Overtime	2,000	0.00	104.26	0.00	0.00	51.48	155.74	1,844.26	8%
05111	Taxes	7,115	323.09	366.96	358.99	358.99	362.94	1,770.97	5,344.03	25%
05112	Taxes	540	0.00	0.00	0.00	136.10	114.40	250.50	289.50	46%
05113	Premiums	15,404	515.18	532.41	574.94	574.94	584.31	2,781.78	12,622.22	18%
05114	Compensation	420	19.00	19.00	19.00	19.00	19.00	95.00	325.00	23%
05115	Compensation	1,160	0.00	3.85	0.00	0.00	1.88	5.73	1,154.27	0%
05116	Life Insurance	154	0.00	8.00	8.00	0.00	0.00	16.00	138.00	10%
05117	Expense	520	18.70	19.32	16.64	16.64	16.91	88.21	431.79	17%
05118	Expense	120	4.26	4.40	4.26	4.26	4.33	21.51	98.49	18%
Total Personnel		118,433	5,103.76	5,751.00	5,674.63	5,802.73	5,848.05	28,180.17	90,252.83	24%
05201	Supplies	1,500	0.00	0.00	0.00	0.00	168.80	168.80	1,331.20	11%
05211	Postage	210	0.00	0.00	0.00	0.00	0.00	0.00	210.00	0%
05314	Telephone	350	0.00	51.34	0.00	51.34	102.84	205.52	144.48	59%
05411	Legal Fees	75,000	0.00	0.00	5,394.20	4,768.60	16,566.58	26,729.38	48,270.62	36%
05511	Testing	7,000	(524.34)	250.00	1,836.85	(447.77)	385.00	1,499.54	5,500.46	21%
05516	Dues/Subscriptions	2,000	0.00	0.00	35.00	0.00	0.00	35.00	1,965.00	2%
05520	Service Contracts	22,000	1,250.00	1,250.00	4,812.50	(3,562.50)	2,918.75	6,668.75	15,331.25	30%
05521	Support Activities	3,000	0.00	0.00	0.00	0.00	132.07	132.07	2,867.93	4%
05527	Seminars/Training	7,000	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	0%
05613	& Maint	600	0.00	0.00	0.00	0.00	0.00	0.00	600.00	0%
05711	Diem	5,000	0.00	0.00	0.00	0.00	944.70	944.70	4,055.30	19%
Total Operating		123,660	725.46	1,551.34	12,078.55	809.67	21,218.74	36,383.76	87,276.24	29%
Total Expenses		242,093	5,829.22	7,302.34	17,753.18	6,612.40	27,066.79	64,563.93	177,529.07	27%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	55,017	3,115.82	3,462.02	3,462.02	3,962.26	4,231.62	18,233.74	36,783.26	33%
05111	Taxes	4,207	238.38	264.83	264.85	303.11	323.72	1,394.89	2,812.11	33%
05112	Taxes	1,350	53.10	36.97	0.00	231.54	122.74	444.35	905.65	33%
05114	Compensation	247	0.00	0.00	0.00	0.00	0.00	0.00	247.00	0%
Total Personnel		60,821	3,407.30	3,763.82	3,726.87	4,496.91	4,678.08	20,072.98	40,748.02	33%
05201	Supplies	4,400	949.95	37.49	99.90	900.00	879.98	2,867.32	1,532.68	65%
05314	Telephone	3,300	0.00	308.04	0.00	308.04	617.77	1,233.85	2,066.15	37%
05411	Legal Fees	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
05511	Advertising	0					24.63	24.63	(24.63)	
05516	Dues/Subscriptions	6,700	4,044.00	0.00	0.00	0.00	0.00	4,044.00	2,656.00	60%
05517	Bank Charges	0					0.00	0.00	0.00	
05527	Seminars/Training	2,000	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
05539	Fund/Mayor	1,000	50.00	0.00	0.00	0.00	0.00	50.00	950.00	5%
05540	District 2	1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
05541	District 1	1,000	267.10	69.00	225.00	0.00	0.00	561.10	438.90	56%
05542	District 3	1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
05543	District 4	1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
05544	District At Lrg	1,000	50.00	0.00	0.00	0.00	0.00	50.00	950.00	5%
05610	Office Furniture	0				4,030.50	778.50	4,809.00	(4,809.00)	
05612	Maint	200	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0%
05614	Vehicle Fuel	300	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0%
05711	Diem	10,000	0.00	92.00	46.00	497.00	88.74	723.74	9,276.26	7%
Total Operating		32,900	5,361.05	506.53	370.90	5,735.54	2,389.62	14,363.64	18,536.36	44%
Total Expenses		93,721	8,768.35	4,270.35	4,097.77	10,232.45	7,067.70	34,436.62	59,284.38	37%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	83,000	5,980.73	6,730.08	6,384.00	6,601.74	6,576.80	32,273.35	50,726.65	39%
05103	Overtime	3,500	0.00	0.00	797.72	0.00	0.00	797.72	2,702.28	23%
05111	Taxes	6,620	457.53	514.87	549.41	505.04	503.13	2,529.98	4,090.02	38%
05112	Taxes	540	0.00	0.00	0.00	191.45	183.80	375.25	164.75	69%
05113	Premiums	15,404	952.25	956.45	1,149.88	1,088.49	1,044.31	5,191.38	10,212.62	34%
05114	Compensation	407	9.00	9.00	9.00	9.00	9.00	45.00	362.00	11%
05115	Compensation	910	97.87	98.81	115.36	103.04	94.18	509.26	400.74	56%
05116	Life Insurance	154	0.00	12.80	12.80	0.00	0.00	25.60	128.40	17%
05117	Expense	520	34.57	34.72	33.28	31.50	30.23	164.30	355.70	32%
05118	Expense	120	7.87	7.91	8.52	8.07	7.74	40.11	79.89	33%
Total Personnel		111,175	7,539.82	8,364.64	9,059.97	8,538.33	8,449.19	41,951.95	69,223.05	38%
05201	Supplies	4,500	115.23	190.18	284.30	25.00	107.49	722.20	3,777.80	16%
05211	Postage	200	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0%
05314	Telephone	600	0.00	51.34	0.00	51.34	102.84	205.52	394.48	34%
05411	Legal Fees	14,970	0.00	0.00	285.00	1,838.36	6,294.70	8,418.06	6,551.94	56%
05511	Testing	30,000	0.00	1,204.53	1,367.85	3,593.55	1,151.87	7,317.80	22,682.20	24%
05515	County Elections	22,600	16,939.88	0.00	0.00	987.69	0.00	17,927.57	4,672.43	
05516	Dues/Subscriptions	600	0.00	0.00	0.00	0.00	0.00	0.00	600.00	0%
05520	Service Contracts	6,500	50.00	50.00	1,546.48	50.00	69.95	1,766.43	4,733.57	27%
05521	Support Activities	500	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
05527	Seminars/Training	1,500	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0%
05711	Diem	3,000	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0%
Total Operating		84,970	17,105.11	1,496.05	3,483.63	6,545.94	7,726.85	36,357.58	48,612.42	43%
Total Expenses		196,145	24,644.93	9,860.69	12,543.60	15,084.27	16,176.04	78,309.53	117,835.47	40%

City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015

By Department

Gl Code	Gl Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	140,000	9,809.37	10,872.34	10,837.89	10,982.37	10,535.36	53,037.33	86,962.67	38%
05103	Overtime	4,000	437.32	1,051.00	819.78	284.44	104.47	2,697.01	1,302.99	67%
05111	Taxes	11,017	783.88	912.15	891.80	861.92	813.95	4,263.70	6,753.30	39%
05112	Taxes	810	0.00	0.00	0.00	326.75	200.64	527.39	282.61	65%
05113	Premiums	23,106	1,545.54	1,545.54	1,724.82	1,724.82	1,724.82	8,265.54	14,840.46	36%
05114	Compensation	645	29.00	29.00	29.00	29.00	29.00	145.00	500.00	22%
05115	Compensation	5,085	538.42	538.42	538.42	538.42	538.42	2,692.10	2,392.90	53%
05116	Life Insurance	212	0.00	17.60	17.60	0.00	0.00	35.20	176.80	17%
05117	Expense	780	56.10	56.10	49.92	49.92	49.92	261.96	518.04	34%
05118	Expense	180	12.78	12.78	12.78	12.78	12.78	63.90	116.10	36%
Total Personnel		185,835	13,212.41	15,034.93	14,922.01	14,810.42	14,009.36	71,989.13	113,845.87	39%
05201	Supplies	4,500	0.00	541.96	123.50	31.11	71.44	768.01	3,731.99	17%
05314	Telephone	648	0.00	51.34	0.00	51.34	102.84	205.52	442.48	32%
05411	Legal Fees	2,500	0.00	0.00	1,235.00	1,317.50	720.00	3,272.50	(772.50)	131%
05512	Audit Fees	37,000	0.00	0.00	0.00	0.00	0.00	0.00	37,000.00	0%
05513	Fees	60,000	0.00	0.00	20,027.81	0.00	0.00	20,027.81	39,972.19	33%
05516	Dues/Subscriptions	1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
05517	Bank Charges	5,000	147.14	793.27	1,739.63	219.38	800.00	3,699.42	1,300.58	74%
05520	Service Contracts	8,000	0.00	0.00	7,301.25	0.00	0.00	7,301.25	698.75	91%
05522	Tax Collector Fees	11,000	0.00	0.00	0.00	0.00	10,611.88	10,611.88	388.12	96%
05527	Seminars/Training	2,500	0.00	0.00	129.00	0.00	0.00	129.00	2,371.00	5%
05538	Late Charge	100	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0%
05711	Diem	2,000	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
Total Operating		134,248	147.14	1,386.57	30,556.19	1,619.33	12,306.16	46,015.39	88,232.61	34%
Total Expenses		320,083	13,359.55	16,421.50	45,478.20	16,429.75	26,315.52	118,004.52	202,078.48	37%

Recreation Centers

**City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	129,700	10,018.52	11,153.39	11,339.45	9,992.76	8,905.11	51,409.23	78,290.77	40%
05103	Overtime	2,000	224.59	0.00	155.96	67.80	107.29	555.64	1,444.36	28%
05111	Taxes	10,077	783.60	853.23	879.42	769.64	689.44	3,975.33	6,101.67	39%
05112	Taxes	1,620	0.00	0.00	0.00	291.75	261.37	553.12	1,066.88	34%
05113	Premiums	23,106	1,545.54	1,545.54	1,724.82	1,437.35	1,149.88	7,403.13	15,702.87	32%
05114	Compensation	585	29.00	29.00	29.00	29.00	29.00	145.00	440.00	25%
05115	Compensation Be	1,290	0.00	0.00	0.00	0.00	0.00	0.00	1,290.00	0%
05116	Life Insurance	190	0.00	18.24	15.84	0.00	0.00	34.08	155.92	18%
05117	Expense	780	56.10	56.10	49.92	41.60	33.28	237.00	543.00	30%
05118	Expense	180	12.78	12.78	12.78	10.65	8.52	57.51	122.49	32%
Total Personnel		169,528	12,670.13	13,668.28	14,207.19	12,640.55	11,183.89	64,370.04	105,157.96	38%
05201	Supplies	5,000	358.80	0.00	321.99	294.26	329.77	1,304.82	3,695.18	26%
05213	Uniforms	850	0.00	0.00	810.00	0.00	0.00	810.00	40.00	95%
05311	Property Maint	10,000	605.75	118.89	104.54	67.65	2,609.55	3,506.38	6,493.62	35%
05313	Utilities	18,000	948.69	699.84	787.87	1,221.10	1,071.81	4,729.31	13,270.69	26%
05314	Telephone	4,500	143.64	276.11	221.14	294.85	355.52	1,291.26	3,208.74	29%
05510	Property Insurance	3,925	329.00	329.00	329.00	329.00	329.00	1,645.00	2,280.00	42%
05516	Dues/Subscriptions	100			15.00	0.00	0.00	15.00	85.00	15%
05518	Liability Insurance	1,885	156.00	156.00	156.00	156.00	156.00	780.00	1,105.00	41%
05520	Service Contracts	10,000	1,292.60	1,614.19	132.95	871.80	2,757.40	6,668.94	3,331.06	67%
05521	Support Activities	8,000	15.00	0.00	2,905.51	(1,528.85)	1,792.28	3,183.94	4,816.06	40%
05523	Rental/Lease	500	135.32	0.00	0.00	0.00	0.00	135.32	364.68	27%
05527	Seminars/Training	2,500	0.00	0.00	0.00	0.00	200.00	200.00	2,300.00	8%
05612	Maintenance	2,000	0.00	0.00	105.52	0.00	0.00	105.52	1,894.48	5%
05613	& Maint	2,500	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
05614	Vehicle Fuel	3,000	122.70	0.00	0.00	201.81	231.09	555.60	2,444.40	19%
05711	Diem	2,200	0.00	0.00	0.00	0.00	0.00	0.00	2,200.00	0%
05810	Equipment	44,000	0.00	0.00	0.00	0.00	41,725.00	41,725.00	2,275.00	95%
Total Operating		118,960	4,107.50	3,194.03	5,889.52	1,907.62	51,557.42	66,656.09	52,303.91	56%
Total Expenses		288,488	16,777.63	16,862.31	20,096.71	14,548.17	62,741.31	131,026.13	157,461.87	45%

Parks

**City of Socorro
Unaudited General Fund
Budget Vs Revenues & Expenditures
for the period ending February 28, 2015**

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	269,460	15,765.69	16,213.03	16,837.25	17,085.59	17,173.70	83,075.26	186,384.74	31%
05103	Overtime	6,000	755.11	457.31	675.95	144.29	690.65	2,723.31	3,276.69	45%
05111	Taxes	21,075	1,263.83	1,275.30	1,339.74	1,318.06	1,366.67	6,563.60	14,511.40	31%
05112	Taxes	2,970	150.22	113.57	143.24	897.72	518.09	1,822.84	1,147.16	61%
05113	Premiums	61,616	3,606.26	3,348.67	3,449.64	3,737.11	3,449.64	17,591.32	44,024.68	29%
05114	Compensation	11,723	121.00	121.00	121.00	121.00	121.00	605.00	11,118.00	5%
05115	Compensation	3,500	100.00	130.00	100.00	100.00	100.00	530.00	2,970.00	15%
05116	Life Insurance	434	0.00	28.64	28.96	0.00	0.00	57.60	376.40	13%
05117	Expense	2,080	130.90	121.55	99.84	108.16	99.84	560.29	1,519.71	27%
05118	Expense	480	29.82	27.69	25.56	27.69	25.56	136.32	343.68	28%
Total Personnel		379,338	21,922.83	21,836.76	22,821.18	23,539.62	23,545.15	113,665.54	265,672.46	30%
05201	Supplies	3,000	146.88	0.00	10.00	163.98	519.96	840.82	2,159.18	28%
05212	Tools and Supplies	5,000	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
05213	Uniforms	6,000	0.00	182.25	109.90	748.97	430.40	1,471.52	4,528.48	25%
05311	Property Maint	10,000	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
05313	Utilities	0					112.34	112.34		
05314	Telephone	1,500	0.00	178.66	0.00	31.04	178.82	388.52	1,111.48	26%
05317	Park Maintenance	24,000	306.93	1,905.21	2,421.72	1,762.96	2,439.87	8,836.69	15,163.31	37%
05411	Legal Fees	600			157.50	0.00	675.00	832.50	(232.50)	139%
05510	Property Insurance	1,020	85.00	85.00	85.00	85.00	85.00	425.00	595.00	42%
05516	Dues/Subscriptions	75			45.00	(15.00)	0.00	30.00	45.00	40%
05518	Liability Insurance	1,776	148.00	148.00	148.00	148.00	148.00	740.00	1,036.00	42%
05520	Service Contracts	8,000	0.00	219.72	433.68	(280.68)	271.00	643.72	7,356.28	8%
05521	Support Activities	82,000	0.00	3,226.14	3,724.00	997.46	3,390.06	11,337.66	70,662.34	14%
05527	Seminars/Training	0				50.00	0.00	50.00	(50.00)	
05612	Maint	2,000	132.76	0.00	256.23	8.00	(54.98)	342.01	1,657.99	17%
05613	& Maint	3,000	0.00	95.00	0.00	0.00	0.00	95.00	2,905.00	3%
05614	Vehicle Fuel	5,000	423.96	0.00	0.00	777.56	904.19	2,105.71	2,894.29	42%
05711	Diem	2,300	0.00	0.00	0.00	0.00	0.00	0.00	2,300.00	0%
Total Operating		155,271	1,243.53	6,039.98	7,391.03	4,477.29	9,099.66	28,251.49	127,131.85	18%
Total Expenses		534,609	23,166.36	27,876.74	30,212.21	28,016.91	32,644.81	141,917.03	392,804.31	27%

Recreation Parks

City of Socorro
 Unaudited General Fund
 Budget Vs Revenues & Expenditures
 for the period ending February 28, 2015

By Department

GI Code	GI Title	Budget	October	November	December	January	February	YTD Actual	Budgeted Balance	Percent of Budget
05101	Salaries	269,460	15,765.69	16,213.03	16,837.25	17,085.59	17,173.70	83,075.26	186,384.74	31%
05103	Overtime	6,000	755.11	457.31	675.95	144.29	690.65	2,723.31	3,276.69	45%
05111	Taxes	21,075	1,263.83	1,275.30	1,339.74	1,318.06	1,366.67	6,563.60	14,511.40	31%
05112	Taxes	2,970	150.22	113.57	143.24	897.72	518.09	1,822.84	1,147.16	61%
05113	Premiums	61,616	3,606.26	3,348.67	3,449.64	3,737.11	3,449.64	17,591.32	44,024.68	29%
05114	Compensation	11,723	121.00	121.00	121.00	121.00	121.00	605.00	11,118.00	5%
05115	Compensation	3,500	100.00	130.00	100.00	100.00	100.00	530.00	2,970.00	15%
05116	Life Insurance	434	0.00	28.64	28.96	0.00	0.00	57.60	376.40	13%
05117	Expense	2,080	130.90	121.55	99.84	108.16	99.84	560.29	1,519.71	27%
05118	Expense	480	29.82	27.69	25.56	27.69	25.56	136.32	343.68	28%
Total Personnel		379,338	21,922.83	21,836.76	22,821.18	23,539.62	23,545.15	113,665.54	265,672.46	30%
05201	Supplies	3,000	146.88	0.00	10.00	163.98	519.96	840.82	2,159.18	28%
05212	Tools and Supplies	5,000	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
05213	Uniforms	6,000	0.00	182.25	109.90	748.97	430.40	1,471.52	4,528.48	25%
05311	Property Maint	10,000	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
05313	Utilities	0					112.34	112.34	(112.34)	
05314	Telephone	1,500	0.00	178.66	0.00	31.04	178.82	388.52	1,111.48	26%
05317	Park Maintenance	24,000	306.93	1,905.21	2,421.72	1,762.96	2,439.87	8,836.69	15,163.31	37%
05411	Legal Fees	600			157.50	0.00	675.00	832.50	(232.50)	139%
05510	Property Insurance	1,020	85.00	85.00	85.00	85.00	85.00	425.00	595.00	42%
05516	Dues/Subscriptions	75			45.00	(15.00)	0.00	30.00	45.00	40%
05518	Liability Insurance	1,776	148.00	148.00	148.00	148.00	148.00	740.00	1,036.00	42%
05520	Service Contracts	8,000	0.00	219.72	433.68	(280.68)	271.00	643.72	7,356.28	8%
05521	Support Activities	82,000	0.00	3,226.14	3,724.00	997.46	3,390.06	11,337.66	70,662.34	14%
05527	Seminars/Training	0				50.00	0.00	50.00	(50.00)	
05612	Maint	2,000	132.76	0.00	256.23	8.00	(54.98)	342.01	1,657.99	17%
05613	& Maint	3,000	0.00	95.00	0.00	0.00	0.00	95.00	2,905.00	3%
05614	Vehicle Fuel	5,000	423.96	0.00	0.00	777.56	904.19	2,105.71	2,894.29	42%
05711	Diem	2,300	0.00	0.00	0.00	0.00	0.00	0.00	2,300.00	0%
Total Operating		155,271	1,243.53	6,039.98	7,391.03	4,477.29	9,099.66	28,251.49	127,019.51	18%
Total Expenses		534,609	23,166.36	27,876.74	30,212.21	28,016.91	32,644.81	141,917.03	392,691.97	27%
Total-All Departments		7,791,479	388,067.29	429,373.56	555,377.65	493,011.49	823,535.15	2,689,365.14	5,102,113.86	35%

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2

Victor Perez
District 3 – Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: 03/10/2015
TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Discussion and action on starting the second phase of the Signalization Project.

SUMMARY

The Signalization Project was started last year and the first phase was completed. We have allocated \$40,000 for the coming for years and we need to see where the new signs or bumps will be located for this year.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

See above

FINANCIAL IMPACT

\$40,000 has been allocated

ALTERNATIVE

Not do the Signalization Project

COUNCIL MEMBER RECOMMENDATION

Direct the City Manager to meet with the Planning and Zoning Director as well as the Public Works Director. They should present Council a plan on how this project will be done this year and where the signs and bumps will be located. They should take into consideration requests presented to them by Council on behalf of constituents. They should present their report in the second meeting of April.

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2

Victor Perez
District 3 – Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: 03/10/2015
TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Update and discussion regarding the Capital Improvement Plan meetings

SUMMARY

We have started to do the projects that Council has approved under the Capital Improvement Plan. Since then, there has been modifications made to it and an update is being requested from the City Manager. Council should be made aware of how much of it has been spent, what categories have changed, and if there is funding available to be moved to other projects.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

See above

FINANCIAL IMPACT

None

ALTERNATIVE

Not receive an update.

COUNCIL MEMBER RECOMMENDATION

None at this time as this is not an action item

City of Socorro
CO Balance as of 2/25/2015

GL Code	GL Title	Budget	Actual	Encumbrance	Available Budget	Grant Code	GL Short Title
07550	2012 CO	1,507,733	5,031.70	0.00	1,502,701.30	999999	Legal Fees
07550	2012 CO	0	66.27	0.00	(66.27)	999999	Street Improve
07550	2012 CO	0	9,991.60	0.00	(9,991.60)	BASE	Street Improve
07550	2012 CO	0	953.75	0.00	(953.75)	EMUL	Street Improve
07550	2012 CO	0	31,362.70	0.00	(31,362.70)	McAdo	Street Improve
07550	2012 CO	0	24,169.46	0.00	(24,169.46)	Russ	Street Improve
07550	2012 CO	0	0.00	0.00	0.00		2012 CO's
07550	2012 CO	0	36,757.44	157,970.71	(194,728.15)	12CO	2012 CO's
07550	2012 CO	0	3,496.00	0.00	(3,496.00)	999999	2012 CO's
07550	2012 CO	0	7,603.80	0.00	(7,603.80)	BASE	2012 CO's
07550	2012 CO	0	376.25	0.00	(376.25)	EMUL	2012 CO's
07550	2012 CO	0	135,549.00	0.00	(135,549.00)	EQUIP	2012 CO's
07550	2012 CO	0	6,219.84	0.00	(6,219.84)	MOURI	2012 CO's
07550	2012 CO	0	44,640.62	0.00	(44,640.62)	NEVAR	2012 CO's
07550	2012 CO	0	14,627.66	0.00	(14,627.66)	VERA	2012 CO's
07550	2012 CO	0	9,423.38	0.00	(9,423.38)	WYNN	2012 CO's
07550	2012 CO	0	2,900.00	0.00	(2,900.00)	12CO	2012 CO's
07550	2012 CO	0	43,181.63	113,968.01	(157,149.64)	LEADERSHIP BRIDGE	2012 CO's
07550	2012 CO	0	1,000.00	0.00	(1,000.00)	ROW	2012 CO's
07550	2012 CO	0	1,000.00	0.00	(1,000.00)	LAND	2012 CO's
07550	2012 CO	0	460,234.25	0.00	(460,234.25)	LAND	2012 CO's
07550	2012 CO	0	59,558.00	0.00	(59,558.00)	MAURO (Parkhill, Smith & Cooper)	2012 CO's
07550	2012 CO	0	17,324.00	0.00	(17,324.00)	Pending area at Elyl Hart	2012 CO's
	Total 2012 CO's	1,507,733	838,585.35	348,820.72	320,326.93		
07551	Certificate of Obligation 2014	6,328,789	337,872.04	1,301,943.00	4,688,973.96	Eagle	Certificate of Obligation 2014
07551	Certificate of Obligation 2014	71,211	71,211.00	71,211.00	0.00	Pending-land purchase for Leasership	Certificate of Obligation 2014
	Total 2014 CO's	6,400,000	337,872.04	1,373,154.00	4,688,973.96		
07150	01CO's Rio Vista Renov Exp.	48,336	19,364.80	0.00	28,971.20		Rio Vista Renov
	Grand Total	7,956,069	1,195,822	1,721,975	5,038,272		

**City of Socorro
Capital Program**

Actual Captial Outlays as 2/27/2015	(CO 2012) Budget 2015
Building and Improvements	
Mauro Rosas Park	\$ 227,076
Infrastructure	
Fray Olguin	\$ 93,251
TOTAL	\$ 320,327

**City of Socorro
Capital Program**

Plan 1 May 15, 2014

	FIVE YEARS	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR	YEAR FIVE
Building and Improvements						
Old Hueco Tanks Road	\$ 1,500,000	\$ 1,500,000				
Flood Improvements	\$ 600,000	\$ 600,000				
General Park Improvements	\$ 600,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	
Repair Rio Vista Buildings	\$ 500,000	\$ 250,000	\$ 250,000			
Signalization Program	\$ 160,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	
Library	\$ 600,000		\$ 600,000			
Infrastructure						
Sidewalks	\$ 800,000	\$ 300,000	\$ 200,000	\$ 200,000	\$ 100,000	
Leadership Bridge	\$ 1,200,000	\$ 1,200,000				
Street Overlay	\$ 2,400,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	
Street Lights	\$ 240,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	
Street Projects-Local Share	\$ 1,200,000	\$ 1,200,000				
Machinery and Equipment						
Vehicles						
Software						
TOTAL	\$ 9,800,000	\$ 5,900,000	\$ 1,900,000	\$ 1,050,000	\$ 950,000	\$ -

Capital in red agreed by City Council the total is 9.8 million

**City of Socorro
Capital Program**

Capital Outlays as 2/27/2015	(CO 2014) Budget 2015
Building and Improvements	
Mauro Rosas Park	\$ 60,000
301 Place Park Improvements	\$ 50,000
Bull Dog Champ. Park-Rock Wall	\$ 40,000
Repair Rio Vista Buildings	\$ 250,000
Signalization Program	\$ 40,000
Library	\$ 600,000
Infrastructure	
Street Overlay	\$ 600,000
Sidewalks	\$ 300,000
Leadership Bridge	\$ 1,200,000
Street Lights	\$ 60,000
Street Local Share	\$ 1,200,000
TOTAL	\$ 6,500,000

**City of Socorro
Capital Program**

Actual Captial Outlays as 2/27/2015	(CO 2001) Budget 2015
Building and Improvements	
Rio Vista Buildings	\$ 28,971
TOTAL	\$ 28,971

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2

Victor Perez
District 3 – Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: 03/10/2015
TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Discussion and action on having a translator at City Council meetings

SUMMARY

We have had requests for a Spanish translator to be available during Council meetings. At the previous Council meeting, two gentlemen were unable to speak or understand English and Council was asked to speak Spanish. We have various constituents who come to the meetings and do not speak or understand English. We should provide them a service so that they can understand what is occurring during the meeting.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

See above

FINANCIAL IMPACT

TBD

ALTERNATIVE

Not provide the service

COUNCIL MEMBER RECOMMENDATION

Direct the City Manager to contract an agency or person that provides translating services and report back to Council in the second meeting of April with his findings.