

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

**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 17th DAY OF JULY, 2014 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. **Recognition** of Veterans that participated for the 4th of July Parade. *Gloria M. Rodriguez*
6. **Presentation** by Livability.com representatives regarding website and magazine promotions. *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

7. *Excuse* absent Council Members. *Sandra Hernandez*
8. *Approval* of Regular Council Meeting Minutes of July 3, 2014 and Special City Council Meeting Minutes of July 3, 2014. *Sandra Hernandez*
9. *Approval* of the unaudited financial reports for the period ending June 30, 2014. *Willie Norfleet, Jr.*

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.

ORDINANCES

10. *Introduction, First Reading and Calling for a Public Hearing* Ordinance 342, an Ordinance adopting and enacting a new code for the City of Socorro, Texas; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective. *Sandra Hernandez*

FINANCE DEPARTMENT

11. ***Discussion and action*** on approving the proposal from White, Samaniego, & Campbell to conduct agreed upon procedures for capital assets.

Karina Hagelsieb

HUMAN RESOURCES DEPARTMENT

12. ***Discussion and action*** on Chief of Police outstanding balance on the necessary expenses of moving to Socorro.

Adriana Rodarte

PARKS DEPARTMENT

13. ***Discussion and action*** on approving the use of Las Lunas park/pond for a wedding on October 25, 2014. The Municipal Parks Advisory Board recommends approval with provisions.

Jessica Diaz

POLICE DEPARTMENT

14. ***Discussion and action*** to allow the Socorro Police Department to enter into a Memorandum of Understanding (MOU) with various law enforcement agencies for the purpose of a joint task force and to have the Chief of Police sign the Memorandum of Understanding and any other necessary documents.

Chief Carlos Maldonado

PLANNING AND ZONING DEPARTMENT

15. ***Discussion and action*** to revoke the certificate of appropriateness to demolish the adobe building located at Tract 2A, Block 21, Socorro Grant (10226 Socorro Road). The Historical Landmark Commission recommends to revoke.

Sam Leony

16. ***Discussion and action*** on approval of certificate of appropriateness for new business related to storage and distribution of vehicles on Tract 7-E and 7-F, Block 19, Socorro Grant (10369 Socorro Road). Historical Landmark Commission recommends denial.

Sam Leony

17. ***Discussion and action*** on approval of certificate of appropriateness for a wall sign for Metro PCS on Lot 1, Block 6, El Campestre Subdivision (11500 Socorro Road). Historical Landmark Commission recommends approval.

Sam Leony

CITY MANAGER

18. ***Discussion and action*** regarding Socorro Health Realty, LLC. Request for grant/assistance of \$50,000 for a “bridge” over the canal between Alameda and City of Socorro’s property.

Willie Norfleet, Jr.

MAYOR AND COUNCIL

19. ***Discussion and action*** approving evaluation procedures for City Manager, Willie Norfleet.
Mayor Jesus Ruiz
20. ***Discussion and action*** to direct City Manager to present to City Council a list of events coordinated by Parks and Recreation Departments for FY 2015.
Mayor Jesus Ruiz
21. ***Discussion and action*** approving the funding for the Chili War Festival.
Mayor Jesus Ruiz
22. ***Discussion and action*** to direct city staff to prepare an amendment to Ordinance 186, Amendment, No. 4, an Ordinance of Civil Services Rules and Regulations for Civil Service and for the Civil Service Commission for the City of Socorro. ***Mayor Jesus Ruiz***
23. ***Discussion and action*** regarding starting a scholarship program for students living in the Socorro, Texas.
Mayor Jesus Ruiz
24. ***Discussion and action*** to direct staff to prepare an amendment to include Ordinance 320, Amendment No. 3, an Ordinance of the City of Socorro, establishing Procedures and Rules for City Council meetings and agendas as provided by Section 3.08 of the Socorro City Charter, and establishing procedures and rules for conduct of the Socorro City Council and all of the City of Socorro Boards and Commissions. The amendment is to create a process for recording executive session items.
Rene Rodriguez
25. ***Discussion and action*** on a proposal to have Mr. Willie Norfleet, City Manager, enter into negotiations with the County of El Paso on obtaining ownership of Range War Street located in District 1. Currently two thirds of the street is owned by the County and one third is owned by the City. This street has never been paved and is in need of attention.
Sergio Cox
26. ***Discussion and action*** to direct staff to prepare an ordinance to prohibit the use of wireless communication devices while operating a motor vehicle and to create an offense.
Gloria M. Rodriguez

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:

27. 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.***

28. 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.***

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

30. Adjourn

DATED THIS 14TH DAY OF JULY 2014.

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 14TH DAY OF JULY 2014.

By: 
Sandra Hernandez, City Clerk

Agenda posted: 7-14-14 @ 11:00 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: 07/10/2014

TO: Sandra Hernandez

FROM: Jesus Ruiz

SUBJECT: Presentation by Livability.com representatives

SUMMARY

Representatives from Livability.com would like to give a presentation regarding promoting Socorro in their website and magazine

BACKGROUND

See above

STATEMENT OF THE ISSUE

None

FINANCIAL IMPACT

None

ALTERNATIVE

There is no alternative

COUNCIL MEMBER RECOMMENDATION

Allow the representatives to give a presentation

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

REGULAR COUNCIL MEETING MINUTES JULY 3, 2014 at 6:00 P.M.

MEMBERS PRESENT:

Mayor Jesus Ruiz
Rene Rodriguez
Joseph E. Bowling
Sergio Cox
Gloria M. Rodriguez

MEMBERS ABSENT:

Victor Perez

STAFF PRESENT:

Willie Norfleet, Jr., City Manager
Sandra Hernandez, City Clerk
Jim Martinez, City Attorney
Sam Leony, Planning and Zoning Director
Carlos Maldonado, Police Chief
Adriana Rodarte, HR Director
Victor Perez, Recreation Centers Supervisor
Jessica Diaz, Parks Supervisor
Douglas Lobdell, Public Works Director

1. CALL TO ORDER

The meeting was called to order at 6:13 p.m.

2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE

Pledge of Allegiance was recited.

3. ESTABLISHMENT OF QUORUM

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

4. PUBLIC COMMENT

No speakers for Public Comment.

PRESENTATIONS

5. PRESENTATION BY CITY MANAGER WILLIE NORFLEET, JR. REGARDING FLOOD CONTROL PLAN. WILLIE NORFLEET, JR.

Willie Norfleet, Jr., Lt. Montoya, Doug Lobdell, Sam Leony, Victor Reta, and Jessica Diaz, spoke on this item.

CONSENT AGENDA

6. EXCUSE ABSENT COUNCIL MEMBERS. SANDRA HERNANDEZ

7. APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF JUNE 19, 2014 AND SPECIAL CITY COUNCIL MEETING MINUTES OF JUNE 18, 2014. SANDRA HERNANDEZ

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

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

Nays

Abstain:

REGULAR AGENDA

ORDINANCES

8. PUBLIC HEARING OF ORDINANCE 334 AMENDMENT NO. 1, AN ORDINANCE AMENDING ORDINANCE 334 OF THE CITY OF SOCORRO, ESTABLISHING PROCEDURES FOR THE OPERATION OF TOW TRUCKS IN THE CITY OF SOCORRO; ESTABLISHING FEES AND PENALTIES; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE AND REPEALING ORDINANCE NO. 222 AS AMENDED.

GLORIA M. RODRIGUEZ

Public Hearing Opened at 6:50 p.m.

No Speakers

Public Hearing Closed at 6:50 p.m.

9. SECOND READING AND ADOPTION OF ORDINANCE 334 AMENDMENT NO. 1, AN ORDINANCE AMENDING ORDINANCE 334 OF THE CITY OF SOCORRO, ESTABLISHING PROCEDURES FOR THE OPERATION OF TOW TRUCKS IN THE CITY OF SOCORRO; ESTABLISHING FEES AND PENALTIES; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE AND REPEALING ORDINANCE NO. 222 AS AMENDED.
GLORIA M. RODRIGUEZ

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number nine (9)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *take up items ten (10) and twelve (12) together*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

10. INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING ON ORDINANCE 295, AMENDMENT NO. 7, AN ORDINANCE OF THE CITY OF SOCORRO AMENDING THE ORGANIZATIONAL CHART FOR THE CITY OF SOCORRO.
ADRIANA RODARTE

HUMAN RESOURCES DEPARTMENT

12. DISCUSSION AND ACTION ON AMENDING JOB DESCRIPTIONS AND SALARIES FOR MUNICIPAL COURT CLERK AND COURT CLERK.
ADRIANA RODARTE

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *delete items ten (10) and twelve (12)*. Motion passed.

Adriana Rodarte spoke on these items.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

CITY MANAGER

11. DISCUSSION AND ACTION REGARDING SOCORRO HEALTH REALTY, LLC. REQUEST FOR GRANT/ASSISTANCE OF \$50,000 FOR A “BRIDGE” OVER THE CANAL BETWEEN ALAMEDA AND CITY OF SOCORRO’S PROPERTY. WILLIE NORFLEET, JR.

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

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

PLANNING AND ZONING DEPARTMENT

13. DISCUSSION AND ACTION ON THE PROPOSED CLEANUP AND DEMOLITION PROJECT ON 741 GRIJALVA DRIVE, 9982 MELISSA CIRCLE, AND 10228 HATCHETT ROAD, AS PER ORDINANCE NO. 25 OF THE CITY OF SOCORRO, TEXAS RELATING TO VACANT AND DILAPIDATED PROPERTIES. SAM LEONY

A motion was made by Sergio Cox seconded by Rene Rodriguez to *approve item number thirteen (13)*. Motion passed.

Sam Leony spoke on this item.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

14. DISCUSSION AND ACTION ON THE PROPOSED TEMPORARY CONSTRUCTION LICENSE FOR TEXAS DEPARTMENT OF TRANSPORTATION TO UTILIZE A PORTION OF CITY OF SOCORRO’S PROPERTY LOCATED AT TRACT 16, BLOCK 9, SOCORRO GRANT (BEHIND WALGREEN’S- NO ADDRESS AVAILABLE). SAM LEONY

A motion was made by Gloria M. Rodriguez seconded by Victor Perez to *approve item number fourteen (14)*. Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

MAYOR AND COUNCIL

15. DISCUSSION AND ACTION APPROVING EVALUATION PROCEDURES FOR CITY MANAGER, WILLIE NORFLEET. MAYOR JESUS RUIZ

A motion was made Gloria M. Rodriguez to *evaluate Mr. Norfleet twice a year.*

Gloria M. Rodriguez withdrew her motion

A motion was made by Gloria M. Rodriguez seconded by Victor Perez to *postpone for the next meeting of July.* Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

16. DISCUSSION AND ACTION REGARDING IMPLEMENTING QUARTERLY BUDGET AMENDMENTS. MAYOR JESUS RUIZ

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

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

17. DISCUSSION REGARDING IMPLEMENTING A BUDGET FOR CITY COUNCIL FOR FY 2015. MAYOR JESUS RUIZ

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *delete item number seventeen (17).* Motion passed.

Ayes: Victor Perez, Rene Rodriguez, Joseph B. Bowling, Sergio Cox, and Gloria M. Rodriguez
Nays
Abstain:

18. DISCUSSION AND ACTION TO DIRECT CITY MANAGER TO PRESENT TO CITY COUNCIL A LIST OF EVENTS COORDINATED BY PARKS AND RECREATION DEPARTMENTS FOR FY 2015. MAYOR JESUS RUIZ

Jessica Diaz spoke on this item.

A motion was made by Rene Rodriguez seconded by Sergio Cox to *for the next Regular Meeting*. Motion passed.

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

Nays

Abstain:

19. DISCUSSION AND ACTION TO DIRECT CITY MANAGER TO COORDINATE A SCHOOL FAIR FOR CITY OF SOCORRO EMPLOYEES. MAYOR JESUS RUIZ

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

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

Nays

Abstain:

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

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

Nays

Abstain:

THE CITY COUNCIL CONVENED INTO EXECUTIVE SESSION AT 7:44 P.M.

EXECUTIVE SESSION

THE CITY COUNCIL RECONVENED IN OPEN SESSION AT 8:08 P.M.

11. DISCUSSION AND ACTION REGARDING SOCORRO HEALTH REALTY, LLC. REQUEST FOR GRANT/ASSISTANCE OF \$50,000 FOR A "BRIDGE" OVER THE CANAL BETWEEN ALAMEDA AND CITY OF SOCORRO'S PROPERTY. WILLIE NORFLEET, JR.

A motion was made by Victor Perez seconded by Rene Rodriguez to *postpone for Regular Meeting and allow legal staff to do appropriate research on this item*. Motion passed.

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

Nays

Abstain:

20. 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.

21. 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.

22. 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 numbers twenty (20), twenty-one (21), and (22) twenty-two*. Motion passed.

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

Nays

Abstain:

23. ADJOURN

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *adjourn at 8:09 p.m.* Motion passed.

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

Nays

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

Victor Perez
District 3 / Mayor-Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

SPECIAL COUNCIL MEETING MINUTES JULY 3, 2014 at 4:00 P.M.

MEMBERS PRESENT:

Mayor Jesus Ruiz
Rene Rodriguez
Joseph E. Bowling
Sergio Cox
Gloria M. Rodriguez

MEMBERS ABSENT:

Victor Perez

STAFF PRESENT:

Willie Norfleet, Jr., City Manager
Sandra Hernandez, City Clerk
David Mirazo, City Attorney
Sam Leony, Planning and Zoning Director
Carlos Maldonado, Police Chief
Adriana Rodarte, HR Director
Victor Perez, Recreation Centers Supervisor
Jessica Diaz, Parks Supervisor
Douglas Lobdell, Public Works Director

1. CALL TO ORDER

The meeting was called to order at 4:05 p.m.

2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE

Pledge of Allegiance was led by Sam Leony.

3. ESTABLISHMENT OF QUORUM

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

4. PUBLIC COMMENT

No speakers for Public Comment.

5. DISCUSSION AND ACTION APPROVING ON FINALIZING A BUDGET FOR ALL CITY OF SOCORRO DEPARTMENTS INCLUDING REVENUE PROJECTIONS FOR FISCAL YEAR 2014-2015. WILLIE NORFLEET, JR.

No action on this item.

6. 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.

7. 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.

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

WILLIE NORFLEET, JR.

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *delete items number six (6), seven (7), and eight (8)*. Motion passed.

Ayes: Rene Rodriguez, Joseph E. Bowling, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

9. ADJOURN

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *adjourn at 5:58 p.m.* Motion passed.

Ayes: Rene Rodriguez, Joseph E. Bowling, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

Jesus Ruiz, Mayor

Olivia Navarro
Assistant City Clerk

Date minutes approved

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Victor Perez
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: JULY 17, 2014

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: WILLIE NORFLEET, JR.

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE UNAUDITED FINANCIAL REPORTS FOR THE PERIOD ENDING JUNE 30, 2014.

-

SUMMARY

This action approves the Financial Reports for the period ending June 30, 2014.

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.



**June 2014
City of Socorro
Un-Audited
General Fund
Revenue & Expenditures**

**Schedule of Un-Audited Expenditures
For Capital & Special Revenue
Funds**

Presented by:

Willie Norfleet, Jr.
July 17, 2014

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Revenues
as of June 30, 2014

GL Code	GL Title	Revised Budget	Ytd May	June Revenues	Ytd June	Budgeted Balance	Percent of Budget
04201	Property Taxes	3,842,166	3,582,121.43	29,715.74	3,611,837.17	(230,328.83)	94%
04202	Sales Taxes	1,453,000	951,791.12	86,750.18	1,038,541.30	(414,458.70)	71%
04203	Franchise Taxes	415,000	191,144.87	0.00	191,144.87	(223,855.13)	46%
04206	Delinquent Prop Tax Rev	100,000	169,973.78	20,581.93	190,555.71	90,555.71	191%
04404	Interest Earned	1,200	0.00	0.00	0.00	(1,200.00)	0%
04500	Other Planning Fees(Fireworks)	0	1,952.50	655.00	2,607.50	2,607.50	
04501	Building Permits	154,000	152,532.00	68,553.07	221,085.07	67,085.07	144%
04502	Business Registration Permits	47,000	32,667.64	3,676.07	36,343.71	(10,656.29)	77%
04503	Rezoning Fees	0	37,911.93	1,900.00	39,811.93	39,811.93	
04504	AdmMisc-Copies,City Clrk Prmt	3,000	20.20	0.00	20.20	(2,979.80)	1%
04505	Mobile Home Permits	0	1,620.00	432.50	2,052.50	2,052.50	
04506	City Clerk Fees/Permits	460,000	270.00	0.00	270.00	(459,730.00)	0%
04507	Muni. Court Judgements/Fines	0	314,345.08	35,617.45	349,962.53	349,962.53	
04510	Municipal Court Warrants	0	740.72	0.00	740.72	740.72	
04511	Juvenile Case Management Fee	0	10,247.69	(36.00)	10,211.69	10,211.69	
04512	Municipal Court Technology	0	2,242.64	(24.00)	2,218.64	2,218.64	
04604	Police Fees	0	5,699.01	665.00	6,364.01	6,364.01	
04701	Rental Income	10,370	2,505.00	0.00	2,505.00	(7,865.00)	24%
04704	Other Revenue	50,000	7,715.05	0.00	7,715.05	(42,284.95)	15%
04707	Auction Revenue	16,000	0.00	0.00	0.00	(16,000.00)	0%
04713	Reimbursed cost	0	5,856.30	0.00	5,856.30	5,856.30	
04714	Park Fees	1,000	660.00	330.00	990.00	(10.00)	99%
04903	Miscellaneous Income	4,000	7,409.01	0.00	7,409.01	3,409.01	185%
04999	Prior Years Revenue	1,555,275	0.00	0.00	0.00	(1,555,275.00)	0%
		8,112,011	5,479,425.97	248,816.94	5,728,242.91	(2,383,768.09)	71%
	Total Expenditures (pg 13)				5,115,838.75		
	Excess (Deficit)				612,404.16		

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
As of June 30,2014

00002 - City Manager

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	193,478	126,720.57	14,925.38	141,645.95	51,832.05	73%
05103	Overtime	1,800	1,568.89	316.23	1,885.12	(85.12)	105%
05111	FICA/Medicare Taxes	14,861	8,194.35	1,165.99	9,360.34	5,500.66	63%
05112	T.W.C. Payroll Taxes	810	767.63	-	767.63	42.37	95%
05113	Health Insurance Premiums	18,181	11,188.35	1,545.54	12,733.89	5,447.11	70%
05114	Workers Compensation Insurance	780	304.00	38.00	342.00	438.00	44%
05115	Deferred Compensation Benefits	7,200	4,413.20	519.20	4,932.40	2,267.60	69%
05116	Life Insurance	382	110.08	33.28	143.36	238.64	38%
05117	Dental Insurance Expense	564	411.03	56.10	467.13	96.87	83%
05118	Vision Insurance Expense	180	95.85	12.78	108.63	71.37	60%
05201	Office Expense and Supplies	10,000	6,161.16	221.84	6,383.00	3,617.00	64%
05211	Postage	2,000	1,031.05	-	1,031.05	968.95	52%
05310	Building Modifications/A.D.A.	500	-	-	-	500.00	0%
05311	Building & Property Maintenan	7,118	2,246.28	298.00	2,544.28	4,573.72	36%
05313	Utilities	5,000	5,046.37	383.71	5,430.08	(430.08)	109%
05314	Telephone	11,000	5,942.69	1,372.96	7,315.65	3,684.35	67%
05411	Legal Fees	100,000	56,605.09	18,358.87	74,963.96	25,036.04	75%
05510	Property Insurance	3,000	1,320.00	165.00	1,485.00	1,515.00	50%
05516	Dues/Subscriptions	4,935	514.88	-	514.88	4,420.12	10%
05518	Liability Insurance	63,300	9,541.00	972.00	10,513.00	52,787.00	17%
05520	Service Contracts	90,786	17,326.50	2,624.00	19,950.50	70,835.50	22%
05521	Support Activities	5,000	2,544.36	-	2,544.36	2,455.64	51%
05523	Equipment Rental/Lease	6,000	3,338.73	1,446.78	4,785.51	1,214.49	80%
05527	Seminars/Training/Workshops	600	640.00	240.00	880.00	(280.00)	147%
05546	Marketing Exp	20,000	-	-	-	20,000.00	0%
05613	Equipment Repair & Maintenance	6,000	754.05	-	754.05	5,245.95	13%
05711	Travel/Mileage/Per Diem	12,000	9,454.79	1,426.80	10,881.59	1,118.41	91%
05810	Property and Equipment	10,000	-	-	-	10,000.00	0%
05900	Emergency Aid and Assistance	5,000	-	-	-	5,000.00	0%
05911	Contingency	5,000	-	-	-	5,000.00	0%
08000	Settlements	37,615	37,615.00	-	37,615.00	-	100%
Total-City Manager		643,090	313,855.90	46,122.46	359,978.36	283,111.64	56%

City of Socorro
Detail Budget/Actual Transactions
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00003 - Public Works

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	525,000	285,487.60	40,110.28	325,597.88	199,402.12	62%
05103	Overtime	17,000	15,001.54	1,700.52	16,702.06	297.94	98%
05111	FICA/Medicare Taxes	41,464	22,987.44	3,198.53	26,185.97	15,278.03	63%
05112	T.W.C. Payroll Taxes	4,590	3,821.64	134.16	3,955.80	634.20	86%
05113	Health Insurance Premiums	103,027	59,951.90	7,327.77	67,279.67	35,747.33	65%
05114	Workers Compensation Insurance	42,173	21,088.00	2,636.00	23,724.00	18,449.00	56%
05115	Deferred Compensation Benefits	705	97.84	10.79	108.63	596.37	15%
05116	Life Insurance	1,801	453.40	156.40	609.80	1,191.20	34%
05117	Dental Insurance Expense	4,420	2,213.40	265.98	2,479.38	1,940.62	56%
05118	Vision Insurance Expense	1,020	521.02	60.59	581.61	438.39	57%
05201	Office Expense and Supplies	6,000	4,271.88	847.89	5,119.77	880.23	85%
05212	Tools and Supplies	13,000	13,077.00	1,464.89	14,541.89	(1,541.89)	112%
05213	Uniforms	14,100	8,431.26	1,219.40	9,650.66	4,449.34	68%
05311	Building & Property Maintenance	4,000	3,628.70	890.16	4,518.86	(518.86)	113%
05312	Street Maintenance	20,000	14,946.53	1,684.03	16,630.56	3,369.44	83%
05313	Utilities	176,000	105,904.44	21,638.90	127,543.34	48,456.66	72%
05314	Telephone	3,000	1,959.26	457.11	2,416.37	583.63	81%
05325	Recycling Center	4,000	3,118.10	260.25	3,378.35	621.65	84%
05411	Legal Fees	-	-	450.00	450.00	(450.00)	-
05510	Property Insurance	7,604	5,928.00	741.00	6,669.00	935.00	88%
05516	Dues/Subscriptions	500	412.80	-	412.80	87.20	83%
05518	Liability Insurance	7,460	5,672.00	709.00	6,381.00	1,079.00	86%
05523	Equipment Rental/Lease	4,000	1,096.12	-	1,096.12	2,903.88	27%
05527	Seminars/Training/Workshops	1,000	60.00	-	60.00	940.00	6%
05532	Miscellaneous Expense	500	51.00	-	51.00	449.00	10%
05611	Radio Communications and Maint	4,300	4,251.26	-	4,251.26	48.74	99%
05612	Vehicle Repair & Maintenance	24,000	9,751.35	1,985.57	11,736.92	12,263.08	49%
05613	Equipment Repair & Maintenance	20,000	9,262.12	615.80	9,877.92	10,122.08	49%
05614	Vehicle Fuel	44,900	30,093.69	2,660.11	32,753.80	12,146.20	73%
05711	Travel/Mileage/Per Diem	2,500	-	-	-	2,500.00	0%
05810	Property and Equipment	2,000	1,849.90	-	1,849.90	150.10	92%
05900	Emergency Aid and Assistance	-	-	2,458.50	2,458.50	(2,458.50)	-
07100	Street Improvements	48,000	6,124.41	361.18	6,485.59	41,514.41	14%
Total-Public Works		1,148,064	641,513.60	94,044.81	735,558.41	412,505.59	64%

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00005 - Police Department

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	1,878,897	982,645.07	116,947.67	1,099,592.74	779,304.26	59%
05103	Overtime	145,000	87,239.05	9,241.92	96,480.97	48,519.03	67%
05105	Settlement-Salary Exp	5,000	5,000.00	-	5,000.00	-	100%
05111	FICA/Medicare Taxes	154,447	82,228.83	9,653.53	91,882.36	62,564.64	59%
05112	T.W.C. Payroll Taxes	11,879	9,623.73	105.58	9,729.31	2,149.69	82%
05113	Health Insurance Premiums	254,535	128,586.82	16,173.01	144,759.83	109,775.17	57%
05114	Workers Compensation Insurance	51,740	27,208.00	3,401.00	30,609.00	21,131.00	59%
05115	Deferred Compensation Benefits	600	121.00	16.00	137.00	463.00	23%
05116	Life Insurance	7,118	1,511.77	483.20	1,994.97	5,123.03	28%
05117	Dental Insurance Expense	10,920	4,642.16	568.36	5,210.52	5,709.48	48%
05118	Vision Insurance Expense	2,520	1,088.24	129.48	1,217.72	1,302.28	48%
05201	Office Expense and Supplies	20,000	13,181.74	754.73	13,936.47	6,063.53	70%
05202	Medical Supplies	500	185.21	-	185.21	314.79	37%
05211	Postage	1,000	620.99	-	620.99	379.01	62%
05212	Tools and Supplies	10,000	6,108.78	-	6,108.78	3,891.22	61%
05213	Uniforms	20,000	6,205.31	699.20	6,904.51	13,095.49	35%
05311	Building & Property Maintenan	15,000	13,541.14	365.60	13,906.74	1,093.26	93%
05313	Utilities	22,000	14,986.93	2,444.58	17,431.51	4,568.49	79%
05314	Telephone	15,000	13,076.99	2,900.39	15,977.38	(977.38)	107%
05411	Legal Fees	2,000	716.95	-	716.95	1,283.05	36%
05510	Property Insurance	5,010	4,064.00	508.00	4,572.00	438.00	91%
05516	Dues/Subscriptions	1,100	795.00	-	795.00	305.00	72%
05517	Bank Charges	-	-	664.06	664.06	(664.06)	-
05518	Liability Insurance	37,100	19,448.00	3,431.00	22,879.00	14,221.00	62%
05520	Service Contracts	35,000	5,705.93	1,156.36	6,862.29	28,137.71	20%
05521	Support Activities	1,300	496.65	-	496.65	803.35	38%
05523	Equipment Rental/Lease	10,000	3,065.80	356.23	3,422.03	6,577.97	34%
05527	Seminars/Training/Workshops	9,000	1,893.50	139.50	2,033.00	6,967.00	23%
05610	Office Furniture	-	13,572.23	154.99	13,727.22	(13,727.22)	-
05611	Radio Communications and Maint	10,000	8,485.38	417.60	8,902.98	1,097.02	89%
05612	Vehicle Repair & Maintenance	40,000	16,129.75	2,029.27	18,159.02	21,840.98	45%
05613	Equipment Repair & Maintenance	10,000	394.30	-	394.30	9,605.70	4%
05614	Vehicle Fuel	52,000	44,564.18	4,612.53	49,176.71	2,823.29	95%
05711	Travel/Mileage/Per Diem	8,000	1,833.93	176.60	2,010.53	5,989.47	25%
08000	Settlements	70,000	70,000.00	-	70,000.00	-	100%
Total-Police		2,916,666	1,588,967.36	177,530.39	1,766,497.75	1,150,168.25	61%

City of Socorro
Detail Budget/Actual Transactions
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00006 - Municipal Court

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	147,021	61,448.77	5,404.12	66,852.89	80,168.11	45%
05103	Overtime	11,550	11,360.70	1,332.67	12,693.37	(1,143.37)	110%
05105	Settlement-Salary Exp	38,923	38,923.00	-	38,923.00	-	100%
05111	FICA/Medicare Taxes	14,885	8,547.54	515.37	9,062.91	5,822.09	61%
05112	T.W.C. Payroll Taxes	1,080	746.28	-	746.28	333.72	69%
05113	Health Insurance Premiums	24,242	9,681.53	1,030.36	10,711.89	13,530.11	44%
05114	Workers Compensation Insurance	571	304.00	38.00	342.00	229.00	60%
05116	Life Insurance	695	104.64	23.04	127.68	567.32	18%
05117	Dental Insurance Expense	1,040	358.76	37.40	396.16	643.84	38%
05118	Vision Insurance Expense	240	85.04	8.52	93.56	146.44	39%
05201	Office Expense and Supplies	4,750	4,370.58	26.30	4,396.88	353.12	93%
05211	Postage	2,750	500.00	-	500.00	2,250.00	18%
05213	Uniforms	270	-	-	-	270.00	0%
05311	Building & Property Maintenan	3,650	1,161.03	374.79	1,535.82	2,114.18	42%
05314	Telephone	12,950	8,239.95	2,303.48	10,543.43	2,406.57	81%
05411	Legal Fees	15,000	10,553.24	3,237.50	13,790.74	1,209.26	92%
05510	Property Insurance	3,940	1,968.00	246.00	2,214.00	1,726.00	56%
05511	Advertising/Drug Testing	7,500	-	5,197.10	5,197.10	2,302.90	69%
05516	Dues/Subscriptions	425	51.00	-	51.00	374.00	12%
05518	Liability Insurance	450	288.00	1,616.82	1,904.82	(1,454.82)	423%
05520	Service Contracts	61,800	34,380.12	5,194.05	39,574.17	22,225.83	64%
05521	Support Activities	200	-	-	-	200.00	0%
05523	Equipment Rental/Lease	6,000	2,003.61	152.54	2,156.15	3,843.85	36%
05527	Seminars/Training/Workshops	1,250	-	10.00	10.00	1,240.00	1%
05533	Travel/Mileage-Council	850	-	-	-	850.00	0%
05613	Equipment Repair & Maintenance	1,000	35.00	-	35.00	965.00	4%
05711	Travel/Mileage/Per Diem	2,250	1,290.35	569.02	1,859.37	390.63	83%
08000	Settlements	-	26,077.00	-	26,077.00	(26,077.00)	-
Total-Municipal Court		365,282	222,478.14	27,317.08	249,795.22	115,486.78	68%

City of Socorro
Detail Budget/Actual Transactions
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00007 - Planning and Zoning

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	352,856	157,866.03	20,341.31	178,207.34	174,648.66	51%
05103	Overtime	14,320	10,918.56	763.43	11,681.99	2,638.01	82%
05111	FICA/Medicare Taxes	28,091	12,912.00	1,614.47	14,526.47	13,564.53	52%
05112	T.W.C. Payroll Taxes	2,700	1,930.97	58.81	1,989.78	710.22	74%
05113	Health Insurance Premiums	60,603	23,052.74	2,575.90	25,628.64	34,974.36	42%
05114	Workers Compensation Insurance	2,043	2,728.00	341.00	3,069.00	(1,026.00)	150%
05115	Deferred Compensation Benefits	300	117.65	15.00	132.65	167.35	44%
05116	Life Insurance	1,432	221.76	85.12	306.88	1,125.12	21%
05117	Dental Insurance Expense	2,600	850.29	93.50	943.79	1,656.21	36%
05118	Vision Insurance Expense	600	199.82	21.30	221.12	378.88	37%
05201	Office Expense and Supplies	10,000	5,604.71	997.10	6,601.81	3,398.19	66%
05211	Postage	2,500	1,000.00	-	1,000.00	1,500.00	40%
05212	Tools and Supplies	700	685.45	-	685.45	14.55	98%
05213	Uniforms	1,500	-	-	-	1,500.00	0%
05311	Building & Property Maintenan	23,000	535.00	-	535.00	22,465.00	2%
05313	Utilities	4,000	2,474.12	313.46	2,787.58	1,212.42	70%
05314	Telephone	12,000	3,324.20	777.55	4,101.75	7,898.25	34%
05411	Legal Fees	55,530	35,018.44	17,820.60	52,839.04	2,690.96	95%
05510	Property Insurance	610	352.00	44.00	396.00	214.00	65%
05511	Advertising/Drug Testing	3,000	842.84	766.29	1,609.13	1,390.87	54%
05516	Dues/Subscriptions	2,000	918.00	-	918.00	1,082.00	46%
05518	Liability Insurance	2,040	1,352.00	169.00	1,521.00	519.00	75%
05520	Service Contracts	5,560	5,720.29	1,588.45	7,308.74	(1,748.74)	131%
05521	Support Activities	100	-	-	-	100.00	0%
05523	Equipment Rental/Lease	2,500	1,991.03	-	1,991.03	508.97	80%
05527	Seminars/Training/Workshops	4,000	224.00	-	224.00	3,776.00	6%
05612	Vehicle Repair & Maintenance	2,000	622.00	-	622.00	1,378.00	31%
05613	Equipment Repair & Maintenance	1,700	-	-	-	1,700.00	0%
05614	Vehicle Fuel	5,300	3,015.31	196.40	3,211.71	2,088.29	61%
05711	Travel/Mileage/Per Diem	2,500	6.95	-	6.95	2,493.05	0%
Total-Planning & Zoning		606,085	274,484.16	48,582.69	323,066.85	283,018.15	53%

City of Socorro
Detail Budget/Actual Transactions
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00008 - Health Department

GL Code	GL Title	Revised Budget	YTD	Expenditures	YTD	Budgeted Balance	Percent of Budget
			May	June	June		
05525	Health Contract	466,000	308,666.33	76,495.37	385,161.70	80,838.30	83%
	Total-Health	466,000	308,666.33	76,495.37	385,161.70	80,838.30	83%

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
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00010 - Grants and Special Projects

GENERA

GL Code	GL Title	Revised Budget	YTD	Expenditures	YTD	Budgeted	Percent of
			May	June	June	Balance	Budget
05201	Office Expense and Supplies	800	749.49	-	749.49	50.51	94%
05211	Postage	300	126.66	-	126.66	173.34	42%
05314	Telephone	1,000	-	-	-	1,000.00	0%
05516	Dues/Subscriptions	250	199.00	-	199.00	51.00	80%
05520	Service Contracts	80,000	52,307.64	6,153.84	58,461.48	21,538.52	73%
05527	Seminars/Training/Workshops	2,000	-	-	-	2,000.00	0%
05711	Travel/Mileage/Per Diem	500	182.82	273.69	456.51	43.49	91%
06440	Grant Expense	118,948	30.00	-	30.00	118,918.00	0%
Total-Grants & Special Projects		203,798	53,595.61	6,427.53	60,023.14	143,774.86	29%

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Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
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00012 - Human Resources

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	91,000	56,425.00	6,682.76	63,107.76	27,892.24	69%
05103	Overtime	2,756	669.00	9.30	678.30	2,077.70	25%
05111	FICA/Medicare Taxes	7,173	4,367.66	511.93	4,879.59	2,293.41	68%
05112	T.W.C. Payroll Taxes	540	551.98	-	551.98	(11.98)	102%
05113	Health Insurance Premiums	12,121	6,560.70	1,030.36	7,591.06	4,529.94	63%
05114	Workers Compensation Insurance	285	152.00	19.00	171.00	114.00	60%
05115	Deferred Compensation Benefits	300	0.47	-	0.47	299.53	0%
05116	Life Insurance	329	57.60	25.60	83.20	245.80	25%
05117	Dental Insurance Expense	520	240.67	37.40	278.07	241.93	53%
05118	Vision Insurance Expense	120	55.97	8.52	64.49	55.51	54%
05201	Office Expense and Supplies	1,500	1,680.44	142.69	1,823.13	(323.13)	122%
05211	Postage	210	186.28	-	186.28	23.72	89%
05314	Telephone	350	308.00	51.36	359.36	(9.36)	103%
05411	Legal Fees	78,000	73,110.06	16,202.80	89,312.86	(11,312.86)	115%
05511	Advertising/Drug Testing	10,000	4,629.53	1,312.36	5,941.89	4,058.11	59%
05516	Dues/Subscriptions	1,950	427.00	-	427.00	1,523.00	22%
05518	Liability Insurance	-	-	1,352.00	1,352.00	(1,352.00)	-
05520	Service Contracts	15,000	10,000.00	1,250.00	11,250.00	3,750.00	75%
05521	Support Activities	4,000	305.72	-	305.72	3,694.28	8%
05527	Seminars/Training/Workshops	7,500	1,411.68	-	1,411.68	6,088.32	19%
05613	Equipment Repair & Maintenance	550	208.70	-	208.70	341.30	38%
05711	Travel/Mileage/Per Diem	11,000	6,896.56	207.20	7,103.76	3,896.24	65%
Total-Human Resources		245,204	168,245.02	28,843.28	197,088.30	48,115.70	80%

City of Socorro
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00013 - Mayor and City Council

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	65,021	37,658.66	4,231.24	41,889.90	23,131.10	64%
05111	FICA/Medicare Taxes	4,974	2,880.94	323.72	3,204.66	1,769.34	64%
05112	T.W.C. Payroll Taxes	1,620	711.93	119.75	831.68	788.32	51%
05114	Workers Compensation Insurance	212	-	-	-	212.00	0%
05201	Office Expense and Supplies	800	361.43	4,159.15	4,520.58	(3,720.58)	565%
05311	Building & Property Maintenan	-	244.84	-	244.84	(244.84)	-
05314	Telephone	3,300	2,240.39	208.16	2,448.55	851.45	74%
05411	Legal Fees	10,000	-	-	-	10,000.00	0%
05511	Advertising/Drug Testing	-	364.63	-	364.63	(364.63)	-
05516	Dues/Subscriptions	4,100	6,660.00	-	6,660.00	(2,560.00)	162%
05527	Seminars/Training/Workshops	1,000	882.00	480.00	1,362.00	(362.00)	136%
05533	Travel/Mileage-Council	-	-	248.50	248.50	(248.50)	-
05534	Seminars-Council	-	-	-	-	-	-
05539	Discretionary Fund/Mayor	1,000	-	-	-	1,000.00	0%
05540	Discretionary District 2	1,000	-	-	-	1,000.00	0%
05541	Discretionary District 1	1,000	-	-	-	1,000.00	0%
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	-	-	-	1,000.00	0%
05610	Office Furniture	-	-	8,979.00	8,979.00	(8,979.00)	-
05612	Vehicle Repair & Maintenance	500	-	-	-	500.00	0%
05613	Equipment Repair & Maintenance	-	396.90	-	396.90	(396.90)	-
05614	Vehicle Fuel	800	-	-	-	800.00	0%
05711	Travel/Mileage/Per Diem	7,500	6,356.69	100.00	6,456.69	1,043.31	86%
Total-Mayor & Council		105,827	58,758.41	18,849.52	77,607.93	28,219.07	73%

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
As of June 30,2014

00014 - City Clerk

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	83,000	54,803.85	6,384.00	61,187.85	21,812.15	74%
05103	Overtime	4,500	904.58	141.68	1,046.26	3,453.74	23%
05111	FICA/Medicare Taxes	6,390	4,261.74	499.22	4,760.96	1,629.04	75%
05112	T.W.C. Payroll Taxes	540	506.76	-	506.76	33.24	94%
05113	Health Insurance Premiums	12,121	7,459.99	915.11	8,375.10	3,745.90	69%
05114	Workers Compensation Insurance	143	72.00	9.00	81.00	62.00	57%
05115	Deferred Compensation Benefits	50	23.29	2.71	26.00	24.00	52%
05116	Life Insurance	291	89.60	25.60	115.20	175.80	40%
05117	Dental Insurance Expense	520	275.25	33.22	308.47	211.53	59%
05118	Vision Insurance Expense	120	64.68	7.57	72.25	47.75	60%
05201	Office Expense and Supplies	4,000	3,708.69	-	3,708.69	291.31	93%
05211	Postage	200	-	-	-	200.00	0%
05314	Telephone	600	359.26	51.36	410.62	189.38	68%
05411	Legal Fees	17,000	7,411.62	840.00	8,251.62	8,748.38	49%
05511	Advertising/Drug Testing	30,000	10,763.32	2,005.04	12,768.36	17,231.64	43%
05515	County Elections	21,050	11,734.15	-	11,734.15	9,315.85	56%
05516	Dues/Subscriptions	600	363.50	-	363.50	236.50	61%
05520	Service Contracts	17,000	6,956.18	50.00	7,006.18	9,993.82	41%
05521	Support Activities	500	-	-	-	500.00	0%
05527	Seminars/Training/Workshops	3,000	460.50	-	460.50	2,539.50	15%
05711	Travel/Mileage/Per Diem	3,000	1,585.00	-	1,585.00	1,415.00	53%
Total-City Clerk		204,625	111,803.96	10,964.51	122,768.47	81,856.53	60%

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
As of June 30,2014

00015 - Finance Department

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	140,000	92,120.88	10,812.51	102,933.39	37,066.61	74%
05103	Overtime	3,500	2,623.07	154.44	2,777.51	722.49	79%
05111	FICA/Medicare Taxes	10,787	7,248.00	838.98	8,086.98	2,700.02	75%
05112	T.W.C. Payroll Taxes	810	719.14	-	719.14	90.86	89%
05113	Health Insurance Premiums	18,181	12,532.29	1,545.54	14,077.83	4,103.17	77%
05114	Workers Compensation Insurance	423	232.00	29.00	261.00	162.00	62%
05115	Deferred Compensation Benefits	84	59.50	7.00	66.50	17.50	79%
05116	Life Insurance	441	123.20	35.20	158.40	282.60	36%
05117	Dental Insurance Expense	780	462.27	56.10	518.37	261.63	66%
05118	Vision Insurance Expense	180	108.63	12.78	121.41	58.59	67%
05201	Office Expense and Supplies	4,500	3,179.49	(19.13)	3,160.36	1,339.64	70%
05314	Telephone	308	154.07	51.36	205.43	102.57	67%
05411	Legal Fees	2,500	810.00	-	810.00	1,690.00	32%
05512	Audit Fees	160,000	156,842.92	-	156,842.92	3,157.08	98%
05513	Central Appraisal Fees	60,000	29,169.90	17,302.60	46,472.50	13,527.50	77%
05516	Dues/Subscriptions	1,000	125.00	-	125.00	875.00	13%
05517	Bank Charges	16,000	5,778.33	731.52	6,509.85	9,490.15	41%
05520	Service Contracts	5,000	6,867.00	-	6,867.00	(1,867.00)	137%
05522	Tax Collector Fees	11,000	10,612.91	-	10,612.91	387.09	96%
05527	Seminars/Training/Workshops	2,500	1,008.25	369.00	1,377.25	1,122.75	55%
05538	Late Charge	100	10.38	-	10.38	89.62	10%
05547	Fees & Penalties	-	6,356.12	(4,995.44)	1,360.68	(1,360.68)	-
05711	Travel/Mileage/Per Diem	2,000	355.00	21.15	376.15	1,623.85	19%
Total-Finance		440,094	337,498.35	26,952.61	364,450.96	75,643.04	83%

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
As of June 30,2014

00016 - Recreation Centers

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	129,700	94,164.31	13,010.61	107,174.92	22,525.08	83%
05103	Overtime	2,000	1,221.93	246.37	1,468.30	531.70	73%
05111	FICA/Medicare Taxes	10,304	7,297.09	1,014.15	8,311.24	1,992.76	81%
05112	T.W.C. Payroll Taxes	1,620	1,241.52	144.67	1,386.19	233.81	86%
05113	Health Insurance Premiums	18,181	12,397.89	1,545.54	13,943.43	4,237.57	77%
05114	Workers Compensation Insurance	423	232.00	29.00	261.00	162.00	62%
05116	Life Insurance	345	93.82	36.48	130.30	214.70	38%
05117	Dental Insurance Expense	780	459.03	56.10	515.13	264.87	66%
05118	Vision Insurance Expense	180	108.63	12.78	121.41	58.59	67%
05201	Office Expense and Supplies	8,000	2,343.32	393.13	2,736.45	5,263.55	34%
05213	Uniforms	500	-	478.00	478.00	22.00	96%
05311	Building & Property Maintenance	20,330	7,908.47	2,810.12	10,718.59	9,611.41	53%
05313	Utilities	18,000	9,226.91	1,056.26	10,283.17	7,716.83	57%
05314	Telephone	4,500	2,791.81	607.21	3,399.02	1,100.98	76%
05510	Property Insurance	3,925	2,632.00	329.00	2,961.00	964.00	75%
05518	Liability Insurance	1,885	1,248.00	156.00	1,404.00	481.00	74%
05520	Service Contracts	21,500	4,527.24	166.96	4,694.20	16,805.80	22%
05521	Support Activities	8,000	1,295.31	-	1,295.31	6,704.69	16%
05527	Seminars/Training/Workshops	1,400	221.66	-	221.66	1,178.34	16%
05612	Vehicle Repair & Maintenance	2,000	220.44	-	220.44	1,779.56	11%
05613	Equipment Repair & Maintenance	2,500	1,610.26	238.14	1,848.40	651.60	74%
05614	Vehicle Fuel	2,000	1,237.68	109.39	1,347.07	652.93	67%
05711	Travel/Mileage/Per Diem	2,200	36.40	-	36.40	2,163.60	2%
05810	Property and Equipment	4,000	-	-	-	4,000.00	0%
Total-Recreation Centers		264,273	152,515.72	22,439.91	174,955.63	89,317.37	66%

City of Socorro
Detail Budget/Actual Transactions
Un-audited General Fund Expenditures
As of June 30,2014

00017 - Recreation Parks

GL Code	GL Title	Revised Budget	YTD May	Expenditures June	YTD June	Budgeted Balance	Percent of Budget
05101	Salaries	269,460	130,712.68	12,531.61	143,244.29	126,215.71	53%
05103	Overtime	6,000	1,790.66	57.69	1,848.35	4,151.65	31%
05111	FICA/Medicare Taxes	20,844	10,136.50	963.06	11,099.56	9,744.44	53%
05112	T.W.C. Payroll Taxes	2,970	1,822.12	22.59	1,844.71	1,125.29	62%
05113	Health Insurance Premiums	48,483	23,295.05	2,833.49	26,128.54	22,354.46	54%
05114	Workers Compensation Insurance	17,891	968.00	121.00	1,089.00	16,802.00	6%
05115	Deferred Compensation Benefits	60	42.50	5.00	47.50	12.50	79%
05116	Life Insurance	790	256.80	79.68	336.48	453.52	43%
05117	Dental Insurance Expense	2,080	859.90	102.85	962.75	1,117.25	46%
05118	Vision Insurance Expense	480	202.35	23.43	225.78	254.22	47%
05201	Office Expense and Supplies	3,000	2,428.48	-	2,428.48	571.52	81%
05212	Tools and Supplies	5,000	642.19	-	642.19	4,357.81	13%
05213	Uniforms	6,000	2,671.44	-	2,671.44	3,328.56	45%
05311	Building & Property Maintenance	15,000	268.26	-	268.26	14,731.74	2%
05314	Telephone	1,500	1,107.42	178.70	1,286.12	213.88	86%
05317	Park Maintenance	24,000	17,706.09	3,004.32	20,710.41	3,289.59	86%
05411	Legal Fees	16,000	7,926.50	-	7,926.50	8,073.50	50%
05510	Property Insurance	1,015	680.00	85.00	765.00	250.00	75%
05516	Dues/Subscriptions	130	45.00	-	45.00	85.00	35%
05518	Liability Insurance	6,000	1,184.00	148.00	1,332.00	4,668.00	22%
05520	Service Contracts	36,000	20,089.84	10,026.77	30,116.61	5,883.39	84%
05521	Support Activities	80,000	32,540.85	1,700.00	34,240.85	45,759.15	43%
05527	Seminars/Training/Workshops	1,000	221.66	-	221.66	778.34	22%
05612	Vehicle Repair & Maintenance	4,000	715.80	26.75	742.55	3,257.45	19%
05613	Equipment Repair & Maintenance	3,000	2,458.36	1,578.00	4,036.36	(1,036.36)	135%
05614	Vehicle Fuel	5,000	3,470.75	373.10	3,843.85	1,156.15	77%
05711	Travel/Mileage/Per Diem	2,300	588.59	193.20	781.79	1,518.21	34%
Total-Parks		578,003	264,831.79	34,054.24	298,886.03	279,116.97	52%
Grand Total-All Departments		8,187,011	4,497,214.35	618,624.40	5,115,838.75	3,071,172.25	62%

City of Socorro
Detail Budget/Actual Transactions-
Un-audited Capital Projects
Expenditures
As of June 30,2014

GL Code	GL Title	Revised Budget	Ytd May	June Expenditures	Ytd June	Budgeted Balance	Percent of Budget
		-					
07150	01CO's Rio Vista Renov Exp.	83,257.00	2,678.40	-	2,678.40	80,578.60	0.03
07550	Certificate of Obligations 2012	2,613,575.00	720,205.29	299,952.55	1,020,157.84	1,593,417.16	0.39
	Total	2,696,832.00	722,883.69	299,952.55	1,022,836.24	1,673,995.76	0.38

City of Socorro
Detail Budget/Actual Transactions
Special Revenue Un-audited
Expenditures
as of June 30, 2014

Grant Program/Title	GL Title	Revised Budget	Ytd	June	Ytd	Available Budget	Percent of
			May	Expenditures	June		Budget
Local Border Security	Overtime	53,841	32,769.10	12,641.09	45,410.19	8,430.81	0.84
Local Border Security	FICA/Medicare Taxes	4,267	2,506.81	967.02	3,473.83	793.17	0.81
Local Border Security	T.W.C. Payroll Taxes	1,500	44.38	9.15	53.53	1,446.47	0.04
TDHCA	Program Development	50,000	1,350.00	-	1,350.00	48,650.00	0.03
TDHCA	Service Contracts	340,000	-	-	-	340,000.00	-
TDHCA	Travel/Mileage/Per Diem	1,000	493.50	-	493.50	506.50	0.49
TDHCA	General Administration Costs	9,000	-	-	-	9,000.00	-
Local Law Chp 59	Radio Communications	50,000	71,069.40	(35,534.70)	35,534.70	14,465.30	0.71
JAG CJD 274850	Property and Equipment	5,500	5,476.20	-	5,476.20	23.80	1.00
TBRA-DR Disaster	Grant Expense	70,000	-	12,365.30	12,365.30	57,634.70	0.18
Grant Expense	Grant Expense	1,055,817	8,860.00		-	1,055,817.00	-
		1,640,925	122,569.39	(9,552.14)	104,157.25	1,536,767.75	0.06

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: July 7, 2014

TO: Mayor and Council

FROM: Sandra Hernandez, City Clerk

SUBJECT: Codification

SUMMARY

Introduction, First Reading and Calling for a Public Hearing Ordinance 342, an Ordinance adopting and enacting a new code for the City of Socorro, Texas; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.

BACKGROUND

N/A

STATEMENT OF THE ISSUE

Municipal Code Corporation has consolidated all city ordinances. Ordinance 342 adopts the code as the official Municipal Code for the city.

FINANCIAL IMPACT

None

ALTERNATIVE

None

RECOMMENDATION

Approve the ordinance.

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

ORDINANCE 342

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF SOCORRO, TEXAS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE CITY COUNCIL:

Section 1. The Code entitled "Code of Ordinances, City of Socorro, Texas" published by Municipal Code Corporation, consisting of chapters 1 through 46, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before May 15, 2014, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or

issued in pursuance thereof shall be punished by a fine up to the maximum permitted or required by state law. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the city council may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the city council to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after May 15, 2014, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall become effective August 7, 2014.

READ, APPROVED AND ADOPTED this _____ day of _____ 2014.

CITY OF SOCORRO, TEXAS

Jesus Ruiz, Mayor

ATTEST:

Sandra Hernandez, City Clerk

APPROVED AS TO FORM:

James A. Martinez
Socorro City Attorney

APPROVED AS TO CONTENT:

Willie Norfleet, Jr., City Manager

Introduction and First Reading: July 17, 2014
Second Reading and Adoption: August 7, 2014

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the August 7, 2014.

City Clerk

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1 / Mayor Pro Tem



Gloria M. Rodríguez
District 2

Victor Perez
District 3

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: JULY 17, 2014

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: KARINA HAGELSIEB

SUBJECT: DISCUSSION AND ACTION ON APPROVING THE PROPOSAL FROM WHITE, SAMANIEGO, & CAMPBELL TO CONDUCT AGREED UPON PROCEDURES FOR CAPITAL ASSETS.

-

SUMMARY

This action approves the proposal for the capital assets Agreed Upon Procedures from the audit firm White, Samaniego, & Campbell.

STATEMENT OF THE ISSUE

The City Administration is working to resolve audit finding **2011-03: Proper Identification and Inventory of Capital Assets Not Maintained-Material Weakness.**

FINANCIAL IMPACT

The proposal ranges from services costing from \$6,200 to \$19,900. The administration is requesting approval on Option #3 for \$11,600.

ALTERNATIVE

The alternative is to hire a temporary employee. Due to the time sensitive nature of this issue, the administration is requesting approval for the outside firm to conduct the agreed upon procedures to help resolve the audit finding. The time allotted for this service would

be as follows:

	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

STAFF RECOMMENDATION

The Staff is recommending the approval of this item.



**Proposal to Provide
Agreed Upon Procedures
Capital Assets
to**



Contact Person:

Roxie Samaniego, CPA

810 E. Yandell, Drive

El Paso, Texas 79902

(915) 532-8400

rsamaniego@cpawsc.com

June 13, 2014

Ms. Karina Hagelsieb
Chief Financial Officer
City of Socorro, Texas
124 South Horizon Blvd
Socorro, Texas 79927

Re: Agreed Upon Procedures – Capital Assets

Dear Ms. Hagelsieb:

I am pleased to present our qualifications to provide services for the City of Socorro (the City) for the fiscal years listed in the respective procedures below. We take pride in our service and are confident that you will find our services to be of the highest degree of professionalism and quality. I believe that with our experience with government auditing standards, and overall knowledge and audit experience, we are an excellent choice for the City of Socorro. We affirm that we have the qualifications and ability to provide the services requested, and we will comply with the contract terms and conditions set forth in this request for proposal, if awarded the contract.

We recognize that management is challenged every year to control costs, and that fees from auditors must also be challenged. White + Samaniego + Campbell will provide the necessary level of assurance for reasonable and affordable fees. We will challenge our approach to ensure that we implement the latest technology and minimize audit fees while ensuring that our procedures address any concerns management may have.

We have built solid, long-standing relationships with the clients we serve that can be characterized by enthusiastic, quality service. We look forward to building such a relationship with you. If you have any questions, please contact me at 915-532-8400 or by e-mail at rsamaniego@cpawsc.com. Roxie Samaniego is authorized to make representations for White + Samaniego + Campbell, LLP and to bind our firm to a contract.

Very truly yours,

Roxie Samaniego, CPA
Partner

Option 1

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 Assets by obtaining a fixed asset listing as of FY2013 and judgmentally selecting a sample of 10% of assets. Test assets by tracing and vouching to verify the following:
 - a. existence of assets listed;
 - b. inventory numbers (TAG) are assigned to individual pieces of equipment and affixed securely to the asset; and
 - c. assets purchased with federal fund are identifiable.
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.
5. 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.
6. Issue preliminary report to management for their comments, and for their determination of action-item implementation timing and who will be responsible for the implementation
7. Validate the accuracy of the report with the Management. This is an on-going step, with open communication occurring throughout the review.

	Staff	Senior	Supervisor	Partner	Total
Planning	0	0	10		10
Testwork	0	25			25
Report	0	15			15
Supervision	0	0		10	10
Total	0	40	10	10	60
Rate	\$ 80	\$ 90	\$ 110	\$ 150	
Total Cost	\$ -	\$ 3,600	\$ 1,100	\$ 1,500	\$ 6,200

Option 2

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 FY2012 - 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; and
 - h. assets purchased with federal fund are identifiable.
4. Review Capital Asset Disposal & Retirement policies are followed by obtaining a fixed asset disposal listing for FY2012 - 2013 and judgmentally selecting 10% of disposals to verify the following:
 - a. written authority is obtained for removing assets from facility premises;
 - b. asset retirement approved properly and timely per facility policy;
 - c. asset retirement properly removed from the general ledger on a timely basis;
 - d. retired or abandoned asset policies are followed;
 - e. assets that are physically disposed of/transferred have adequate documentation; and
 - f. review the accounting of retirement/disposal/transfer is adequate.
5. 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.
6. 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 rollforward from the prior year audit; and
 - c. complete analytical procedures to identify anomalies.
7. 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.

8. Validate the accuracy of the report with the Management. This is an on-going step, with open communication occurring throughout the review.

	Staff	Senior	Supervisor	Partner	Total
Planning	0	0	10		10
Testwork	30	25			55
Report	0	15			15
Supervision	0	0		10	10
Total	30	40	10	10	90
Rate	\$ 80	\$ 90	\$ 110	\$ 150	
Total Cost	\$ 2,400	\$ 3,600	\$ 1,100	\$ 1,500	\$ 8,600

Option 3

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 FY2007 to FY2013 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 rollforward 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.

	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

Option 4

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. Provide 80 hours of clerical assistance to compile a fixed asset listing at the instruction of management following the steps below (by department):
 - a. document the assets that should be found in a capitalized asset listing;
 - b. document assets that have been expense, and are in an inventory listing;
 - c. document a list of employees who have access to all assets and limited access if any.
4. Identify and document the internal controls implemented by management as follows:
 - a. city-wide
 - b. by department; and
 - c. identify who is accountable for reconciling assets in their position (reconciliation should be provided to finance on a quarterly basis).
5. Review Capital Asset Procurement policies by obtaining a fixed asset additions listing for FY2007 to FY2013 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).
6. 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.

7. Test repair and maintenance accounts for FY 2007 to FY 2013 to identify expenses that should be capitalized.
8. 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.
9. 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 rollforward from the prior year audit; and
 - c. complete analytical procedures to identify anomalies.
10. 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.
11. Validate the accuracy of the report with the Management. This is an on-going step, with open communication occurring throughout the review.
12. Assist management with implementing a corrective action plan.

	Clerical	Staff	Senior	Supervisor	Partner	Total
Planning	0	0	0	15	5	20
Testwork	80	80	20	0	0	100
Report	0	0	20	0	0	20
Supervision	0	0	0	25	5	30
Total	80	80	40	40	10	250
Rate	\$ 50	\$ 80	\$ 90	\$ 110	\$ 150	
Total Cost	\$ 4,000	\$ 6,400	\$ 3,600	\$ 4,400	\$ 1,500	\$ 19,900

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodríguez
District 2

Victor Perez
District 3/ Mayor Pro Tem

J.E. "Chito" Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: July 10, 2014

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: Adriana Rodarte / Carlos Maldonado

**SUBJECT: DISCUSSION AND ACTION ON CHIEF OF POLICE
OUTSTANDING BALANCE ON THE NECESSARY EXPENSES OF MOVING
TO SOCORRO**

SUMMARY

Amount of \$3500.00 was approved by Council for the necessary expense of moving our Chief of Police to the City of Socorro. However Chief of Police was billed 7358.00 for the move from Laredo to El Paso. Outstanding Balance of 3,858.00

STATEMENT OF THE ISSUE

All My Sons Moving & Storage estimate from Laredo, TX to El Paso, TX is \$7,358. This estimate include 2/26ft trucks, four men for the labor, travel, and fuel. Provide free quilt pad wrapping, We are also licensed and insured, so the items that we move for you are covered with basic protection at no cost to you.

FINANCIAL IMPACT

Account Code (GF/GL/Dept): 001 / 05520 / 00002

Funding Source: General Fund

Amount: \$3858.00

Quotes (Name/Commodity/Price) N/A

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

ALTERNATIVE

Deny to pay outstanding balance

STAFF RECOMMENDATION

HR is recommending a reasonable amount for the expenses of hiring our new Chief of Police C. Maldonado.

REQUIRED AUTHORIZATION

1. City Manager William Meyer Date 7-10-14
2. CFO _____ Date _____
3. Attorney _____ Date _____

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: 7/10/14

TO: City Clerk, Sandra Hernandez

FROM: Jessica Diaz

SUBJECT: Agenda Item for Recreational Parks Department

SUMMARY

Please add a ***Discussion and Action*** on approving a wedding for October 25, 2014 at Las Lunas Subdivision park/pond with provisions, as recommended by Municipal Parks Advisory Board Commission.

BACKGROUND

Ms. Laura Escorza requested the use of the park for a wedding to take place on October 25, 2014. Municipal Parks Advisory Board Commission has approved the request with a \$150 charge and a \$100 deposit for the use of the park. In addition, Ms. Escorza must provide one security guard per every 50 guests, notify all residents in Las Lunas Subdivision and oblige by all City Ordinances and Policies.

STATEMENT OF THE ISSUE

Facility Request

FINANCIAL IMPACT

The constituent will pay \$150 for the use of the park, and leave an additional \$100 deposit for damage and cleanup.

ALTERNATIVE

Decline the Request

STAFF RECOMMENDATION

Approve the facility request with the provisions provided by Municipal Parks Advisory Board Commission on May 12, 2014

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1

Sandra Hernandez
City Clerk



Gloria M. Rodriguez
District 2

Victor Perez
District 3/Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet
City Manager

REQUEST FOR FACILITY USE

All requests must be submitted at least two weeks prior to the date being requested. Only one party or event per day, per park will be approved. All reservations are subjected to first come first serve basis. The attached facility usage guidelines are incorporated into this agreement.

Organization/Club/Group Name: _____

Responsible Party Name: Laura Escorza

Address: 10228 Valle De Oro Dr

City, State, Zip: Socorro TX 79927

Phone: (915) 328-6566 E-mail: Laura-denise 20@Yahoo.com

Facility Requested: Las Lunas (pond/park)

Desired Date/Time: ~~8/11/14~~ 10/25/14

Describe activity:
Resident (Luis Quiñones) 1035 Callisto Ct, Socorro TX 79927
would like to use the Pond/Park (Las Lunas) for a wedding
reception. Guest: 200 No Alcohol will be served & a tent
needs to be anchored & portable potties will also
be set up.

Any special arrangements, uses outside normal and reasonable activities, or unusual requests will be documented on this request form and requires the approval of the Department Director.

Today's Date: 3/11/14 Verifying ID: TKDL 00898413 exp. 7/25/2015
10228 Valle De Oro
Socorro, TX 79927

INDEMNIFICATION AGREEMENT

The undersigned organization, its officers and agents hereby indemnify, release and discharge the City of Socorro, its representative officers, directors, agents and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered or which may arise out of the use of City property and services.

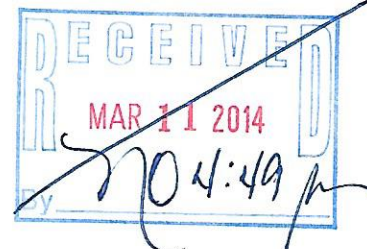
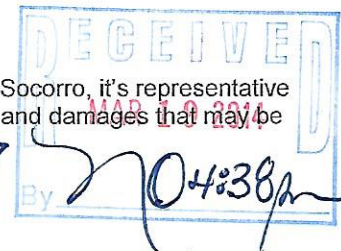
I agree to the attached guidelines and regulation.

Laura Escorza
User Name (printed)

[Signature]
User Signature

Norma E. Olague
Received By: (Printed)

[Signature]
Received Signature



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: July 17, 2014

TO: MAYOR AND CITY COUNCIL

FROM: CHIEF CARLOS MALDONADO

SUBJECT: DISCUSSION AND ACTION TO ALLOW THE SOCORRO POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH VARIOUS LAW ENFORCEMENT AGENCIES FOR THE PURPOSE OF A JOINT TASK FORCE AUTHORIZING THE CHIEF OF POLICE TO SIGN THE MOU AND ANY OTHER NECESSARY DOCUMENTS.

SUMMARY

Socorro Police Department and other local law enforcement agencies have identified crimes which met the criteria for task force investigations. The outside law enforcement agencies are asking Socorro Police Department to participate in their investigations by entering into an MOU with them to address these violent crimes.

BACKGROUND

None

STATEMENT OF THE ISSUE

This would be a great opportunity for the Police Department to bring in resources from other agencies to combat violent crimes in our community.

FINANCIAL IMPACT: None

Account Code (GF/GL/Dept):

Funding Source:

Amount:

Quotes (Name/Commodity/Price)

Co-op Agreement (Name/Contract#)

ALTERNATIVE

No participation.

STAFF RECOMMENDATION

Chief Maldonado recommends approval to sign MOU.

REQUIRED AUTHORIZATION

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

❖ Mr. Martinez has already reviewed and approved the MOU

Jesus A. Ruiz
Mayor
Rene Rodriguez
At Large
Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

DATE: July 17, 2014

TO: MAYOR AND CITY COUNCIL

FROM: Sam Leony, Planning and Zoning Director

CC: Willie Norfleet, City Manager.

SUBJECT: Recommendation to revoke the Certificate of Appropriateness to demolish the adobe structure located on Tract 2A, Block 21, Socorro Grant, City of Socorro, Texas.

LOCATION: The property is located at 10226 Socorro Rd., southerly located at 150 feet from the intersection of Socorro Rd. and Buford Rd., and it has an approximate area of 14,192 sq. ft. (0.3258 acres).

OWNER: Socorro Independent School District.

REPRESENTATIVE: Rafael Padilla

REMARKS: The property owner requested a permit to demolish the adobe structure located in this property stating that it represents a safety hazard, its load bearing walls have collapsed as well as part of the roof rafters, affecting the integrity of the building. The case was presented before the HLC on April 9, 2014, the Commission accepted the request and sent its recommendation to Council for approval. City Council accepted the recommendation and approved the COA to demolish the property on April 17, 2014.

After the approval was granted, numerous calls were received at the Planning Dept. asking to stop the demolition, the calls included the Mission Trail Assoc., HLC members, and Socorro residents.

Due to the controversy raised for the demolition of this property, on May 21, 2014, the P&Z Director wrote a letter to the SISD requesting the temporary suspension of any demolition activity on the property, making it clear that I was not cancelling the permit but bringing the case to the HLC to re-evaluate the case. Although the property has been used as local jail, office for the first Constable in Socorro, medical clinic, bank institution, etc, the Texas Historical Commission confirmed that the property in question is not considered as a Historical Site, however based on past history it could be of historical value based on the time built and the construction material used.

The case was discussed before the HLC on June 11, and July 9, 2014, resulting in sending a new recommendation to City Council to revoke the demolition permit

given to the SISD in order to preserve the history of Socorro.

ALTERNATIVE:

There is no alternative.

STAFF RECOMMENDATION:

The Historical Landmark Commission recommends TO REVOKE the Certificate of Appropriateness to demolish the property.

FINANCIAL IMPACT:

Not applicable.

AUTHORIZATION:

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

These are the resources I have used to gather what information I can find on the proposed site that SISD has requested to demolish. Physical address being 10226 Socorro Tract 2A Block 21 Socorro Grant.

I initially contact a local resident that owns a book titled THE HISTORY OF SOCORRO. In that book it states the building was originally built as the private home of Juan Armendariz. After his passing it became a local jail primarily used to house drunks that either got in fights or caused misconduct until they sobered up. If it was a more serious crime they were transferred to the County Jail. It was also the office of the 1st Constable in Socorro - Martin Apodaca. In this same book it states it then became the only medical clinic in Socorro and remained as that until the mid 1970s. At one time it was also the site of EL Paso Teachers Federal Credit Union. It has been empty for many years.

I then contacted Justin Kockritz with the Texas State Historical Commission who referred me to Greg Smith that is in charge of such information. His response is that he could find no information on this building that would be of any historical significance. He advised me to contact the El Paso Historical Commission to see if they can assist. However he did state based on past history it could be of historical value based on the time built and the structure materials used.

I have contacted the local Historical commission in El Paso and at this time am waiting for a reply.

In addition I have talked to a lot of older people who relay that same history of use. I was not the site of the first school in the area. They were located a little further down.

I will continue to research any other areas possible and if anyone has any additional information please advise either myself or Mr. Leony.

Thank You.

A handwritten signature in black ink, appearing to read 'Cathe' followed by a stylized flourish.

Cathe ApodACA

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

May 21, 2014

Rafael Padilla
Maintenance and Operations
Socorro Independent School District
12440 Rojas Dr.
El Paso, TX 79928

**RE: DEMOLITION ACTIVITIES ON 10226 SOCORRO RD. (TRACT 2A, BLOCK 21,
SOCORRO GRANT)**

Dear Mr. Padilla:

The Planning and Zoning Department is requesting your immediate action in suspending any demolition activities on the above referenced property.

Although your request to demolish that property has been presented before the Historical Landmark Commission (HLC), and City Council as well, giving both boards their approval to proceed, this Department has received numerous calls from different interested people and organizations about the history of the aforementioned property.

This is not a cancellation of an already given authorization, it is just a temporary suspension of any demolition activity in order to re-evaluate the project. This case will be discussed on our next HLC meeting to be held on June 11, 2014, at 6:00 pm at City Hall Chambers located at 860 N. Rio Vista Rd.

Should you have questions please contact the undersigned.

Sincerely yours,

City of Socorro Department of Planning

By: _____

Samuel A. Leony, Director
860 N. Rio Vista Rd.
Socorro, Texas 79927
Tel. (915) 872-8531 Fax (915) 872-8673
email: sleony@ci.socorro.tx.us

cc: W. Norfleet, City Manager
J. Martinez, City Attorney

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

DATE: July 17, 2014.
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director.
CC: Willie Norfleet, City Manager

SUBJECT:

Certificate of Appropriateness for the proposed business related to storage and distribution of vehicles on Tracts 7-E and 7-F, Block 19, Socorro Grant.

SUMMARY:

The property matter of this request is located at 10369 Socorro Rd., southeasterly located at 450 feet from the intersection of Socorro Rd. and Holguin Rd., and it has an estimated area of 29,185 sq. ft.

BACKGROUND:

The property was detected transporting and storing non-operable vehicles in a residential zone with no business permit. The owner was informed about the procedures to register the business, the zoning and historical regulations involved in this case, being the Certificate of Appropriateness for the nature of business the first step to comply with.

STATEMENT OF THE ISSUE:

This type of business requires to storage several vehicles at a time, those vehicles are intended to be transported to Mexico. Although the intension of this business is not to dismantle or repair the vehicles, most of those vehicles are considered for salvage and they need to be parked for several days or weeks on the property, giving the impression of a junk yard, which is an adverse impact to the historical appearance the City is trying to achieve for our Historical Corridor.

ALTERNATIVE:

There is no alternative.

STAFF RECOMMENDATION:

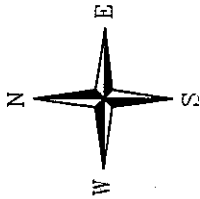
The Historical Landmark Commission recommends DENIAL.

FINANCIAL IMPACT:

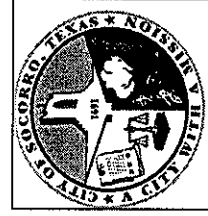
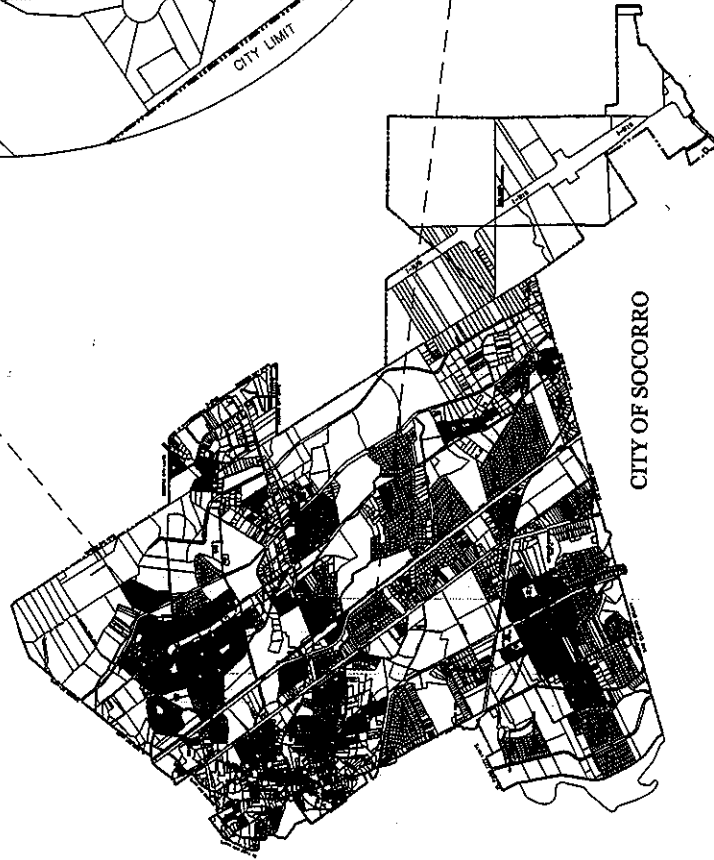
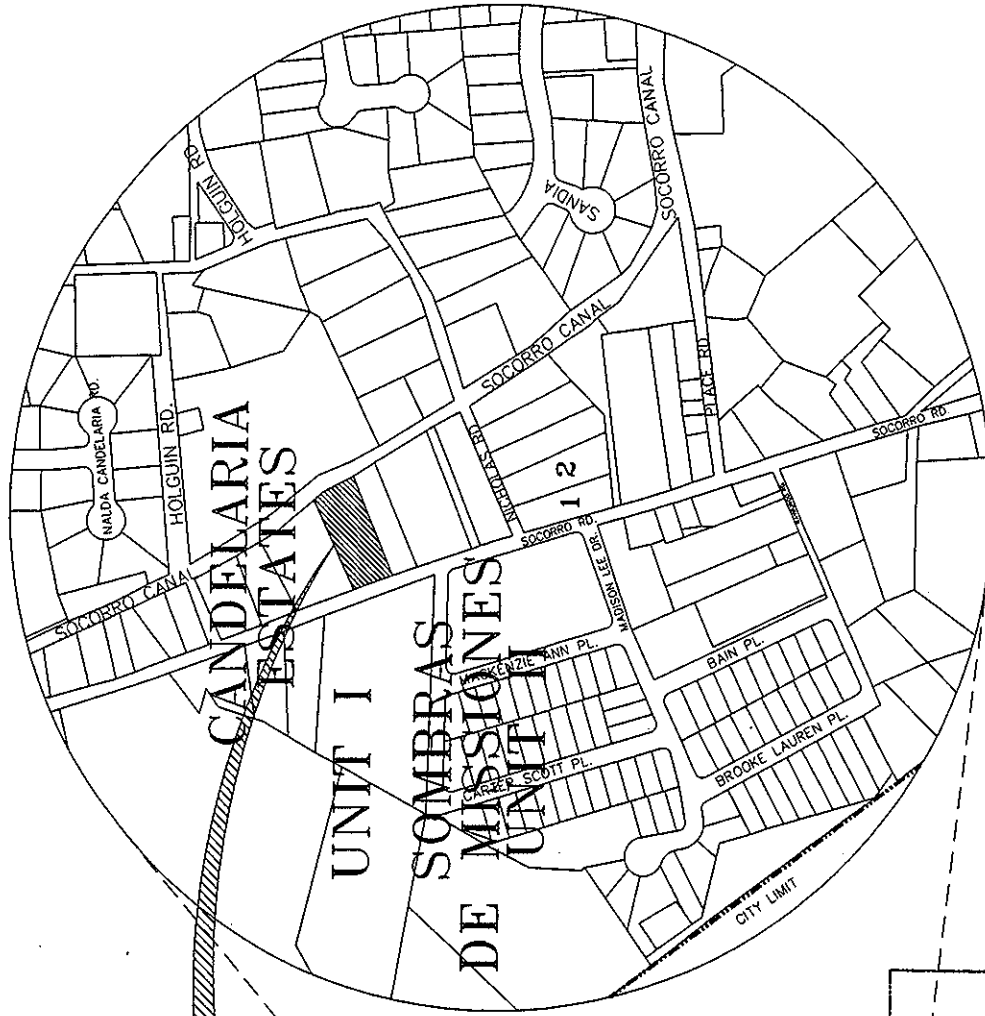
Not applicable.

AUTHORIZATION:

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



PROJECT SITE:
10369 SOCORRO RD.
TR 7-E, BLOCK 19
SOCORRO GRANT



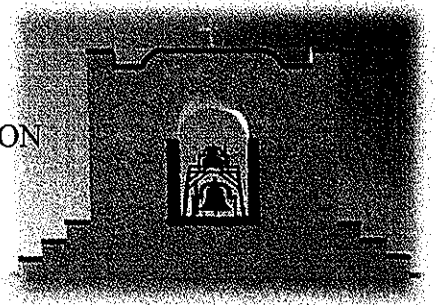
Planning and Zoning Department
100 N. New Mexico, Suite 1000
Socorro, NM 87785
Tel: (505) 835-1000 Fax: (505) 835-1001

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: Ruben Lara Email Address: _____
Address: 10369 Socorro Rd Phone: (915) 471-2563
Name of Representative: _____
Address: 10369 Socorro Rd. Phone: _____
Reason for request: New business related to storage and distribution of vehicles
Legal Description: Block 19, TR. 7-E & 7-F Socorro Grant
Plans included: YES _____ NO _____ Color Selection: _____

Ruben 6/30/14
Applicant's or Representative's Signature Date

Commission Use

Zoning District R-1, SFR District No. 3

Field Investigation

Inspector: _____ Date: _____
Comments: _____

Approved: _____ Denied: _____

HLC Signature

HLS Signature

Jesus A. Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2

Victor Perez
District 3 / Mayor Pro-Tem

Joseph E. Bowling
District 4

Willie Norfleet Jr.
City Manager

DATE: July 17, 2014.
TO: MAYOR AND CITY COUNCIL
FROM: Sam Leony, Planning and Zoning Director.
CC: Willie Norfleet, City Manager

SUBJECT:

Certificate of Appropriateness for the proposed wall mounted Commercial Sign for Lot 1, Block 6, El Campestre Subdivision.

SUMMARY:

The property matter of this request is located at 11500 Socorro Rd. Ste. "B", right at the intersection with Dindinger Rd., it has an estimated area of 13,585 sq. ft.

BACKGROUND:

The applicant, Metro PCS, submitted an application to install a wall mounted commercial sign on the referenced property, being necessary to obtain the approval from the HLC.

STATEMENT OF THE ISSUE:

The request was reviewed by the Planning and Zoning Department and by the Historical Landmark Commission, and it was determined that the proposed design is in full compliance with our historical and zoning regulations.

ALTERNATIVE:

There is no alternative.

STAFF RECOMMENDATION:

The Historical Landmark Commission recommends APPROVAL.

FINANCIAL IMPACT:

Not applicable.

AUTHORIZATION:

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



SIGN PERMIT APPLICATION

Permit Fee: \$ _____ Permit: _____ Date Paid: _____

SIGN LOCATION

Project address: metroPCS 11500 Socorro Rd. Ste. B Socorro, TX 79927

Legal description: Subdivision: _____

Block: _____ Lot/Tract: _____ Subdivision: _____

SIGN CONTRACTOR

Name: Dynamic Signs & Lighting License No.: B0412-2279

Address: 7007 Commerce Ave. Phone: 775-0773

BUILDING SIGN(S) / WALL, CANOPY, AWNING, OTHERS:

Sign Type	Dimensions	Sign Area	Sign Height	Ground Clearance	Number of Faces	Electrical / Not Elect.	UL Number
<i>Wall</i>	3'-0" H x 11'-0"	33 Sq. Ft.	12'-0"	9'-0"	One (1)	<i>Illuminated</i>	

FREESTANDING SIGN(S) / POLE, MONUMENT, BILLBOARD, OTHERS:

Sign Type	Dimensions	Sign Area	Sign Height	Ground Clearance	Number of Faces	Electrical / Not Elect.	UL Number

Zoning Approval: _____ Date: _____

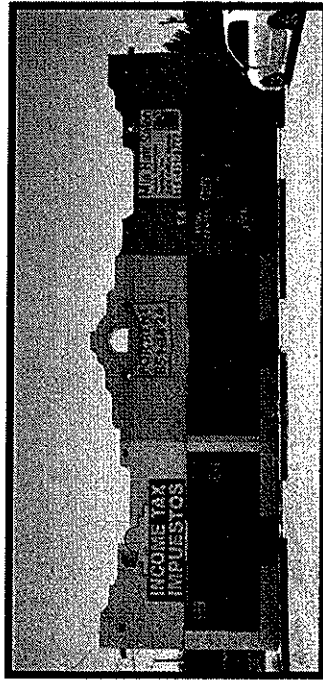
Traffic Control Approval: _____ Date: _____

Special Conditions: _____

I hereby certify that all information for this application is true and correct. I understand that the license holder assumes full responsibility for the removal of any sign structure not installed in accordance with an approved application and that signs erected prior to obtaining the required permits will be subject to removal and other enforcement actions.


Applicant's Signature

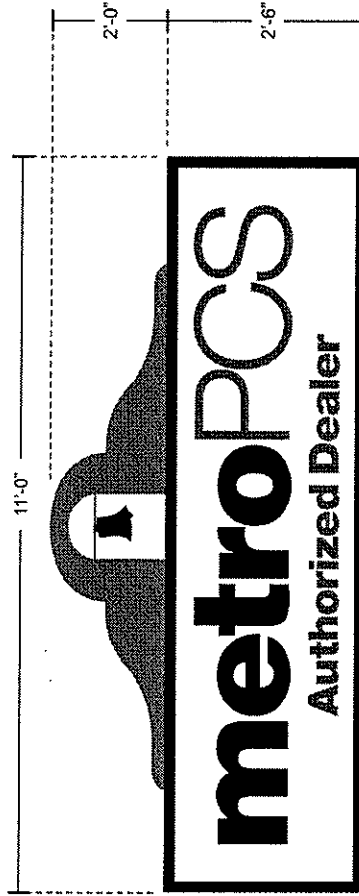
Proposed Illuminated S/F Cabinet Box
49.5 Sq. Ft.



Existing Elevation



Proposed Wall Sign



S/F Illuminated Cabinet (Box) Sign

SCOPE OF WORK:
MANUFACTURE & INSTALL ONE (1) S/F ALUMINUM WALL SIGN CABINET
W/ WHITE FILLER & RETAINERS.

FACE TO BE #2447 FLAT WHITE ACRYLIC. W/ VINYL GRAPHICS ON FIRST
SURFACE. "METRO" TO BE ARLON#2500-3412 PURPLE VINYL.
"PCS" AND "AUTHORIZED DEALER" LETTERS TO BE
ARLON #2500-3411 ORANGE VINYL.

SIGN IS INTERNALLY ILLUMINATED W/ H.O. FLUORESCENT LAMPS.

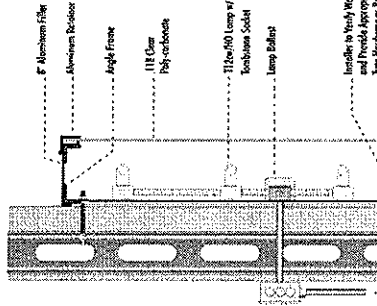
COLOR SCHEDULE

- White Substrate (Material May Vary)
- Arton #2500-3411 Orange Vinyl
- Arton #2500-3412 Purple Vinyl

DEDICATED CIRCUITS REQUIRED
ALL BRANCH CIRCUITS SHALL BE DEDICATED TO
SIGN(S) INCLUDING GROUND AND NEUTRAL AND
SHALL NOT BE SHARED WITH OTHER LOADS

INSTALLER REQUIREMENTS
ALL AMOUNTING HARDWARE, SECONDARY
WIRING AND CONDUITS ARE TO BE PROVIDED
BY THE INSTALLATION CONTRACTOR.
ALL PENETRATIONS IN THE WALL ARE TO BE
SEALED WITH SILICONE AND TO BE WATERTIGHT.

NEW & REMODEL CONSTRUCTION
ADEQUATE BEHIND THE WALL BACKING AND
ACCESS IS REQUIRED FOR THE INSTALLATION
OF NEW SIGNAGE. CUSTOMER TO FORWARD
APPROVED SIGNAGE DRAWINGS TO THE ON
SITE CONTACT TO INSURE THAT THE REQUIRED
PROVISIONS ARE MADE DURING CONSTRUCTION,
PRIOR TO THE SIGN INSTALLATION.
INSTALLER REQUIREMENTS FOR EPS WALLS
IT IS THE RESPONSIBILITY OF THE INSTALLATION
CONTRACTOR TO PROVIDE ANY WALL SPACERS
REQUIRED TO KEEP THE EPS MATERIAL FROM
BEING COMPACTED DURING INSTALLATION OF
ANY AMOUNTING BOLTS REQUIRED FOR SIGNAGE.



NEW ELECTRICAL PERMIT TO SIGN LIGHTING AND
FALL TROOP-UP BY CUSTOMER'S E.C. ELECTRICIAN

TYPICAL SECTION

Scale:

**Plot Plan for
metroPCS
11500 Socorro Rd. Ste. B
Socorro, TX 79927**



**Wall Sign
Location**

Scale: _____

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Signature: _____	
Address: _____ _____ _____	
City: _____	State: _____
Zip: _____	Phone: _____
Project Name: _____	
Project Address: _____ _____ _____	
City: _____	State: _____
Zip: _____	Phone: _____

2014

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: 03/26/2014

TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Agenda item regarding evaluation procedures for City Manager Willie Norfleet

SUMMARY

The contract for City Manager Willie Norfleet was just approved and I feel that we need to put in a procedure on how to evaluate Mr. Norfleet. The extension of the contract will allow Mr. Norfleet to be with the City of Socorro through 2016. This means that this Council will hopefully remain the same one until then. We need to determine a way to evaluate the performance that Mr. Norfleet has over the next two years so that we can make a sound decision in two years. We can go ahead and evaluate Mr. Norfleet twice a year or four times a year.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

We currently do not have a procedure in place on how to evaluate the performance of Mr. Norfleet.

FINANCIAL IMPACT

None

ALTERNATIVE

Continue to not have a procedure on how to evaluate Mr. Norfleet

COUNCIL MEMBER RECOMMENDATION

I recommend that Council votes to either approve an evaluation of Mr. Norfleet and that we do this either semi annually or quarterly.

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: 06/15

TO: Council

FROM: Mayor Jesus Ruiz

SUBJECT: Discussion and action to direct City Manager to present to Council a list of events coordinated by Parks and Recs Departments for FY 2014

SUMMARY

The City of Socorro had several events for the community this year and we should continue to plan ahead for next year. The City Manager should meet with the Parks and Recs directors to put together a list of events with budgets for the FY 2014. The City Manager should present the list to Council for comments and final approval by the July 17th Council Meeting.

BACKGROUND

n/a

STATEMENT OF THE ISSUE

The City of Socorro needs to have a schedule of events for FY 2014

FINANCIAL IMPACT

none

ALTERNATIVE

none

COUNCIL MEMBER RECOMMENDATION

Direct City Manager to present a list of events to Council for approval by the July 17th Meeting

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: 07/08/2014

TO: Sandra Hernandez

FROM: Jesus Ruiz

SUBJECT: Discussion and action on funding for Chili War Festival

SUMMARY

The Chili War Festival is an annual event that is hosted by the Mission Trail Association and they have reached out to us about the possibility of returning the event to Socorro. City Manager Willie Norfleet has advised me that there is around \$20000 available for this event. We can go ahead and discuss what the best way to utilize that money is.

BACKGROUND

See above

STATEMENT OF THE ISSUE

None

FINANCIAL IMPACT

The use of approximately \$20,000

ALTERNATIVE

Not approve the money to be used for the Chili War Festival

COUNCIL MEMBER RECOMMENDATION

Discuss the best way to use the \$20,000. We could either sponsor the event or take on the responsibility of planning the event.

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: 07/08/2014

TO: Sandra Hernandez

FROM: Jesus Ruiz

SUBJECT: Discussion and action on amending Ordinance 186

SUMMARY

Over the past year, there have been several concerns raised about the inconsistencies in Ordinance 186. There are several contradictions within the ordinance and with the charter as well. Our CSC has brought other issues with it, but the main priority should be for it to be consistent throughout. We should direct our attorney to review the Ordinance and make any needed changes.

BACKGROUND

See above

STATEMENT OF THE ISSUE

None

FINANCIAL IMPACT

None

ALTERNATIVE

There is no alternative

COUNCIL MEMBER RECOMMENDATION

Direct our City Attorney to review Ordinance 186 and make any needed changes to make it consistent throughout.

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: 07/08/2014

TO: Sandra Hernandez

FROM: Jesus Ruiz

SUBJECT: Discussion and action regarding starting a scholarship program for City of Socorro students

SUMMARY

In our last Council meeting, Council approved hosting a school fair for our employees so that they can explore their options in continuing their education. Overall, only about 7% of the residents of Socorro have a college degree. Although the municipal government is not responsible for our local schools, we can take more action to improve this number. I believe that one thing that we can do is begin a scholarship program where we award scholarships to Socorro students. We can award the scholarship to students in HS or current college students. The money would not be from our funds, but rather from donations. Council members can donate a certain amount each month and we can look for sponsors for it. The cost of college has soared incredibly over the years and this is something great that we can do to contribute to minimize that cost.

BACKGROUND

See above

STATEMENT OF THE ISSUE

None

FINANCIAL IMPACT

None

ALTERNATIVE

There is no alternative

COUNCIL MEMBER RECOMMENDATION

Approve the start of the scholarship program

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Maria Reyes
District 1 / Mayor Pro-Tem



Gloria M. Rodríguez
District 2

Mary B. García
District 3

Joseph E. Bowling
District 4

Willie Norfleet, Jr.
City Manager

DATE: July 11, 2014

TO: Mayor and Council Members

FROM: Rene Rodriguez

SUBJECT: Recordings of Executive Session Meetings

**Discussion and action to direct staff to prepare an amendment to Ordinance 320
Amendment No. 4**

SUMMARY

**Ordinance 320 Amendment No. 4 to include a process of recordings for Executive
Session Meetings.**

STATEMENT OF THE ISSUE

FINANCIAL IMPACT

n/a

ALTERNATIVE

Keep the same process of recording to cassette

STAFF RECOMMENDATION

n/a

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: May 28, 2014

TO: City Clerk, Sandra Hernandez

FROM: City Representative District 1, Sergio Cox

SUBJECT: Range War Street

SUMMARY

Range War Street is in need of paving, but the City is unable to work on this street as a major part of it belongs to El Paso County. The city needs to enter into negotiations with the County to obtain complete ownership of this street which is in District 1.

BACKGROUND

Two thirds of Range War Street, in District 1, is owned by the County of El Paso. The remaining one third of the street is owned by the City of Socorro. The one third owned by the City sits in the middle of the two thirds owned by the County.

STATEMENT OF THE ISSUE

Ownership of the entire Range War Street needs to be obtained so that the City of Socorro can begin proper maintenance of this street.

FINANCIAL IMPACT

The City would be able to pave and maintain this street for the people who live on it and who are taxpaying residents of the City of Socorro.

ALTERNATIVE

Taxpaying residents of the City of Socorro will not be properly served by the City.

COUNCIL MEMBER RECOMMENDATION

Recommend that City Manager, Mr. Willie Norfleet, enter into negotiations with the County of El Paso to obtain full ownership of Range War Street.

Request for City Council Agenda Item

Note: Regular Council meetings are held on the 1st. and 3rd. Thursday of each month. Requests **MUST** be submitted to the City Clerk by **12:00 p.m.** on the **Thursday** one week before the scheduled meeting date. Late items (**received by 5:00 p.m.) on the Friday prior the meeting will be placed as an Addendum**)
(NO AGENDA ITEMS RECEIVED AFTER 5:00 ON THE Friday prior to the Regular Agenda will be placed on the agenda)

Date submitted: May 28, 2014

Submitted by: Sergio Cox

2nd signature: *Joseph E. Bowling*

Department: City Council DISTRICT 1

Approved by: _____

Discussion and action on a proposal to have Mr. Willie Norfleet, the City Manager, to enter into negotiations with the County of El Paso on obtaining ownership of Range War Street located in District 1. Currently two thirds of the street is owned by the County and one third is owned by the City. This street has never been paved and is in need of attention.

- | | | | |
|---|---------------------|------------------------------|-------------------|
| <input checked="" type="checkbox"/> (x) | Regular Agenda | <input type="checkbox"/> () | Executive Session |
| <input type="checkbox"/> () | Presentation Agenda | <input type="checkbox"/> () | Consent Agenda |

This item is to be placed on the agenda for June 5, 2014

Received by City Clerk on time: _____

Approved to be placed on agenda _____

City Manager / City Council

ACTION TAKEN: ☐ () Approved
☐ () Not Approved
☐ () Tabled
☐ () Other _____

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: July 7, 2014

TO: Mayor and Council

FROM: Gloria M. Rodriguez, District 2 City Representative

SUBJECT: Cell Phone Usage

SUMMARY

Discussion and action to prohibit the use of wireless communication devices while operating a motor vehicle and creating an offense and for city manager to direct staff to create an ordinance for adoption.

BACKGROUND

N/A

STATEMENT OF THE ISSUE

The use of cell phones while driving creates a hazardous situation. Researchers at the Insurance Institute for Highway Safety (IIHS) say drivers who use a cell phone behind the wheel are four times more likely to get into a crash serious enough to cause injury. In addition, a study by the Texas A&M Transportation Institute (TTI) revealed almost half of Texas drivers have admitted using a cell phone while driving, and almost a quarter of drivers say they sometimes or regularly send or read text messages while driving. Distracted driving-related crashes in Texas are highest among young adults ages 16 to 24, followed by adults over the age of 44. Last year in Texas, 505 people were killed and 19,981 people were seriously injured in distracted driving crashes.

FINANCIAL IMPACT

None

ALTERNATIVE

None

RECOMMENDATION

Prohibit the use of wireless communication devices while operating a motor vehicle.

TxDOT's four goals: Maintain a safe system, address congestion, connect Texas communities, and be a Best-in-Class state agency

June 17, 2014

TxDOT HOSTS DISTRACTED DRIVING SUMMIT TO EDUCATE BUSINESS LEADERS ABOUT RISKS OF NOT HAVING EMPLOYEE SAFE-DRIVING POLICIES

As summit wraps up, TxDOT tours the state with crashed phone to raise awareness on the dangers of texting, talking while driving (Photos and video can be downloaded [here](#).)

AUSTIN — Corporate executives, small business owners and state officials today joined the Texas Department of Transportation at Circuit of The Americas raceway to consider solutions for reducing driver distractions that caused more than 95,000 traffic crashes last year in Texas.

“With distracted driving responsible for 1 in every 5 crashes in Texas, we want to help business leaders understand what they can do to protect their employees, themselves and other motorists on the road,” said John Barton, TxDOT deputy executive director. “When employees crash on company time while using a mobile device, employers can be held liable for significant damages.”

Among the Distracted Driving Summit participants were national experts who recommended steps businesses can take to improve safety and reduce financial liability. The National Highway Traffic Safety Administration reports that employers in Texas spend \$4.3 billion every year as a result of on- and off-the-job traffic crashes that can result in medical claims, absences and lost productivity. An employer’s price tag for an on-the-job crash is about \$16,000 per vehicle; \$76,000 per injury; and \$505,000 per fatality. In recent years, numerous plaintiffs have filed and won multi-million-dollar lawsuits against employers when their employee caused injuries due to a distracted driving crash.

TxDOT Tours State with Crashed Phone

In addition to raising awareness of the cost of distracted driving within the business sector, TxDOT also is educating the public on the dangers of such habits. As part of TxDOT’s “Talk, Text, Crash” campaign, the agency is hosting events across the state featuring a car-sized, 750-pound crashed phone as the backdrop for guest speakers who will offer insight about loved ones they’ve lost due to talking and texting while driving.

Researchers at the Insurance Institute for Highway Safety (IIHS) say drivers who use a cell phone behind the wheel are four times more likely to get into a crash serious enough to cause injury. In addition, a study by the Texas A&M Transportation Institute (TTI) revealed almost half of Texas drivers have admitted using a cell phone while driving, and almost a quarter of

drivers say they sometimes or regularly send or read text messages while driving. Distracted driving-related crashes in Texas are highest among young adults ages 16 to 24, followed by adults over the age of 44. Last year in Texas, 505 people were killed and 19,981 people were seriously injured in distracted driving crashes.

The Distracted Driving Summit is part of TxDOT's "Talk, Text, Crash" campaign to warn motorists of the dangers of being distracted behind the wheel. While cell phone use is the most recognizable driving distraction, any behavior that takes a motorist's attention away from the road is dangerous. Distractions can include:

- Texting
- Checking email
- Eating and drinking
- Grooming
- Reading
- Programming a navigation system
- Adjusting a radio, CD player or other audio device

For media inquiries, contact TxDOT Media Relations at MediaRelations@txdot.gov or (512) 463-8700.

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Information contained in this news release represents reportable data collected from Texas Peace Officer's Crash Reports (CR-3) received and processed by the Department as of June 3, 2014.

Texas Department of Transportation

The Texas Department of Transportation is responsible for maintaining 80,000 miles of road and for supporting aviation, rail, and public transportation across the state. TxDOT and its 11,000 employees are committed to working with others to provide safe and reliable transportation solutions for Texas by maintaining a safe system, addressing congestion, connecting Texas communities, and being a Best in Class state agency. Find out more at www.txdot.gov. "Like" us on Facebook, www.facebook.com/txdot ; and follow us on Twitter, www.twitter.com/txdot .