

*Elia Garcia*  
Mayor  
*Rene Rodriguez*  
At Large  
*Cesar Nevarez*  
District 1



*Ralph Duran*  
District 2  
*Victor Perez*  
District 3/  
*Yvonne Colon-Villalobos*  
District 4  
*Adriana Rodarte*  
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 3<sup>RD</sup>, DAY OF OCTOBER, 2019 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

**PUBLIC COMMENT**

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.)

**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**

5. *Excuse* absent council members. ***Olivia Navarro***
6. *Approval* of Regular Council Minutes of September 19, 2019. ***Olivia Navarro***
7. *Discussion and action* on approving the Accounts Payable Transaction Report for August 2019. ***Charles Casiano***
8. *Discussion and action* on approving the Cash Receipts Report for August 2019. ***Charles Casiano***
9. *Introduction First Reading and Calling for a Public Hearing* of Ordinance 451 Amendment 3 amendment to decrease fiscal year 2018-2019 budget in the amount of \$32,296.00. ***Adriana Rodarte***

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

**PUBLIC HEARINGS/ORDINANCES**

10. *Public Hearing* of an Ordinance of the City of Socorro, Texas, Amending Ordinance No. 235 to modify Procedures and Charges for Public Records and information provided By the City of Socorro. ***Michael Medina***
11. *Second Reading and Adoption* of an Ordinance of the City of Socorro, Texas, Amending Ordinance No. 235 to modify Procedures and Charges for Public Records and information provided By the City of Socorro. ***Michael Medina***
12. *Public Hearing* of an Ordinance amending Chapter 38 of the Code of Ordinances of the City of Socorro, Texas to regulate subdivisions and include requirements for Master Planning, Subdivisions and Traffic Impact Analysis requirements. ***Job Terrazas***

- 13. *Second Reading and Adoption*** of an Ordinance amending Chapter 38 of the Code of Ordinances of the City of Socorro, Texas to regulate subdivisions and include requirements for Master Planning, Subdivisions and Traffic Impact Analysis requirements. ***Job Terrazas***

#### **RECREATIONS DEPARTMENT**

- 14. *Discussion and action*** regarding RFQ 19-05 Professional Services for Architectural Rehabilitation Design Services for the Rio Vista Community Center, including awarding the contract or identifying finalists and calling for additional information from them.

***Victor Reta***

#### **PLANNING AND ZONING**

- 15. *Discussion and action*** on the final plat approval for Leonor Estates Unit 1 Replat A, being all Pinecrest Estates Unit 1 Replat A and Leonor Estates Unit 1 Amending Plat.

***Job Terrazas***

- 16. *Discussion and action*** to authorize the City Manager or her designee to sign the Final Acceptance Letter for the Nuevo Hueco Tanks Roadway.

***Michael Medina***

- 17. *Discussion and action*** to amend the Parks Master Plan to include the Green Infrastructure Plan from the 2014 Comprehensive Plan.

***Michael Medina***

#### **CITY MANAGER**

- 18. *Discussion and action*** on the approval of the Interlocal - Agreement between the City of Socorro and Texas Department of Public Safety to implement the provisions of Texas Transportation Code 706 and to authorize the City Manager or her designee to execute contract.

***Adriana Rodarte***

- 19. *Discussion and action*** to approve the Memorandum of Understanding between the City of Socorro and Ysleta Del Sur for partnership regarding the Ambulance Services in the City of Socorro and Ysleta Del Sur.

***Adriana Rodarte***

- 20. *Discussion and action*** on claim made by Tomas Gandarilla for damage to his property.

***Adriana Rodarte***

- 21. *Discussion and action*** to renew Delgado Acosta Spencer Linebarger & Perez, LLP (DASLP) contract for fines and fees collection Services and to authorize the acting city manager or her designee to execute the services agreement and other documents necessary to engage the company.

***Adriana Rodarte***

#### **MAYOR AND COUNCIL**

- 22. *Discussion and action*** to approve Representative At-Large, Rene Rodriguez and any other Council Member to attend TML Region IV Meeting in Town of Horizon City, TX on November 1, 2019.

***Rene Rodriguez***

**23. Discussion and action** to authorize Representative At- Large Rodriguez to receive or participate in classes on continuing education programs for the MPO. ***Rene Rodriguez***

**24. Discussion action and ratification** to approve Representative Rodriguez and any other council members who want to attend the 3<sup>rd</sup> Annual Mentorship Benefit in the amount of 500.00. ***Rene Rodriguez***

## **WORKSHOP**

**25. Discussion and action** on Charter Amendments Sections VII, VIII, IX, pages 28 through 39 for the 2020 Election. ***Adriana Rodarte***

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:***

**26. 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. ***Adriana Rodarte***

**27. 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. ***Adriana Rodarte***

**28. Discussion and action** regarding pending litigation and receive status report regarding pending litigation. ***Adriana Rodarte***

**29. Adjourn**

**DATED THIS 30<sup>th</sup> DAY OF SEPTEMBER, 2019**


By:   
\_\_\_\_\_  
**Olivia Navarro, 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 30<sup>TH</sup> DAY OF SEPTEMBER, 2019**

By:   
**Olivia Navarro, City Clerk**

Agenda posted: 9-30-19 @ 2:14 pm   
Removed: \_\_\_\_\_ Time: \_\_\_\_\_ by: \_\_\_\_\_

# AMENDMENT

## NOTICE OF A PUBLIC MEETING

Notice Is hereby given that a Regular Meeting of the City Council of the City of Socorro, will be held on Thursday October 3, 2019 at 6:00 pm at City Hall Chambers, 860 Rio Vista Rd., Socorro, Texas for the purpose of considering and taking action on all matters on the agenda for the meeting, including approval of an agreement with the law firm of Delgado Acosta Spencer Linebarger & Perez, LLP, (DASLP as special counsel to perform all legal services necessary to collect unpaid fines and court costs as provided in Tx Code of Criminal Procedure Art. 103.0031 and authorizing the executing of such agreement.

The Agreement to be considered is necessary for the unpaid fines, fees and court costs owed to the City of Socorro, Texas (City, to be collected I the most effective manner. The city desires that such unpaid fines, fees and court costs be collected as provided in the Texas Code of Criminal Procedure.

DASLP is fully qualified to provide this representation, being part of the largest law firm specializing in the collection of governmental receivables in the State of Texas, as well as the United States, and having been engaged in this specialized legal service for more than 40 years. In addition, DASLP possesses infrastructure and technology, such as call center technology, that the City does not currently possess.

DASLP has represented the City for the past four years with competence and professionalism, in the collection of unpaid fines, fees and court costs beginning on October 12, 2015.

The specialized legal services required by this agreement cannot be adequately performed by the attorneys and supporting personnel of the City due to the high cost of implementing the appropriate infrastructure and technology and employing sufficient in-house attorneys and staff with the level of experience and competence necessary to perform these activities.

DASLP will be compensated on a contingent fee basis as provided in Tx Code of Criminal Procedure Art. 103.0031. This Article specifically provides for an additional collection fee in the amount of 30 percent in certain cases to compensate collection attorneys. A contract to pay inside or outside attorneys on an hourly basis would represent an additional cost to the City.

Entering into the proposed agreement is in the best interests of the residents of the City because the unpaid fines, fees and court costs will be professionally and competently collected without the additional costs to the City of implementing infrastructure and technology, and employing in-house personnel or paying outside counsel on an hourly fee basis which would otherwise be required.

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/Mayor Pro Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

**REGULAR COUNCIL MEETING MINUTES  
SEPTEMBER 19, 2019 @ 6:00 P.M.**

**MEMBERS PRESENT:**

Mayor Elia Garcia  
Rene Rodriguez  
Cesar Nevarez  
Ralph Duran

**MEMBERS ABSENT:**

Victor Perez (Arrived at 6:09 pm)  
Yvonne Colon-Villalobos (Arrived at 6:51 pm)

**STAFF PRESENT:**

Adriana Rodarte, City Manager  
Olivia Navarro, City Clerk  
Jim Martinez, City Attorney

Alex Alvarez  
Alejandra Valadez, Grants Coordinator  
Estevan Gonzales, IT Director  
Lt. C. Rey  
Diana Rodriguez, Recreation Leader  
Job Terrazas, Building Official  
Julie Franco, City Auditor  
Victor Reta, Rec Ctrs. Director  
Michael Medina, City Planner  
Officer David De Santiago  
Isela Gonzalez, Court Coordinator

**1. CALL TO ORDER**

The meeting was called to order at: 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**

Pledge of Allegiance was led by Michael Medina.

**3. ESTABLISHMENT OF QUORUM**

A quorum was established with four members present.

### **PUBLIC COMMENT**

#### **4. PUBLIC COMMENT**

Miriam Cruz spoke during Public comment.

### **PRESENTATION**

#### **5. PRESENTATION BY PIO REGARDING NATIONAL SAFETY COUNCIL AWARD NAMES CITY OF SOCORRO COMMUNITY ADVANCEMENT AWARD RECIPIENT. *VICTOR RETA***

Presentation made by Victor Reta.

Victor Perez arrived to the meeting at 6:09 pm.

#### **6. PRESENTATION BY CITY MANAGER, REGARDING AUGUST 2019 MONTHLY REPORT. *ADRIANA RODARTE***

Presentation made by Adriana Rodarte.

### **CONSENT AGENDA**

#### **7. EXCUSE ABSENT COUNCIL MEMBERS. *OLIVIA NAVARRO***

#### **8. APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF SEPTEMBER 5 AND SPECIAL SEPTEMBER 11, 2019. *OLIVIA NAVARRO***

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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

### **REGULAR AGENDA**

### **PUBLIC HEARINGS / ORDINANCES**

#### **9. INTRODUCTION, FIRST READING AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS, AMENDING ORDINANCE NO. 235 TO MODIFY PROCEDURES AND CHARGES FOR PUBLIC RECORDS AND INFORMATION PROVIDED BY THE CITY OF SOCORRO. *MICHAEL MEDINA***



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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**10. PUBLIC HEARING OF AN ORDINANCE AMENDING CHAPTER 38 OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO REGULATE SUBDIVISIONS AND INCLUDE REQUIREMENTS FOR MASTER PLANNING, SUBDIVISIONS AND TRAFFIC IMPACT ANALYSIS REQUIREMENTS. *JOB TERRAZAS***

Public Hearing opened at 6:20 pm

No speakers

Public Hearing closed at 6:20 pm

**11. SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING CHAPTER 38 OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO REGULATE SUBDIVISIONS AND INCLUDE REQUIREMENTS FOR MASTER PLANNING, SUBDIVISIONS AND TRAFFIC IMPACT ANALYSIS REQUIREMENTS. *JOB TERRAZAS***

A motion was made by Victor Perez seconded by Cesar Nevarez to *postpone items ten (10) and eleven (11)*.

An amended motion was made by Victor Perez seconded by Ralph Duran to *postpone item number ten (10)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

A motion was made by Victor Perez seconded by Ralph Duran to *postpone item number eleven (11)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**12. PUBLIC HEARING OF AN ORDINANCE AMENDING SECTIONS 42-67 SECTIONS 42-69, 42-102 AND 46-633(C) OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO RESTRICT LARGE COMMERCIAL VEHICLE PARKING AND STORAGE WITHIN RESIDENTIAL AND AGRICULTURAL ZONING DISTRICTS. *JOB TERRAZAS***

Public Hearing opened at 6:24 pm  
Miriam Cruz spoke during Public Hearing  
Public Hearing closed at 6:26 pm

**13. SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING SECTIONS 42-67 SECTIONS 42-69, 42-102 AND 46-633(C) OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO RESTRICT LARGE COMMERCIAL VEHICLE PARKING AND STORAGE WITHIN RESIDENTIAL AND AGRICULTURAL ZONING DISTRICTS.**

***JOB TERRAZAS***

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

Miriam Cruz spoke on this item.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**GRANTS DEPARTMENT**

**14. DISCUSSION AND ACTION TO APPROVE THE APPOINTMENT OF A NEW DIRECTOR TO THE CITY OF SOCORRO COMMUNITY INITIATIVE'S BOARD OF DIRECTORS.**

***ALEJANDRA VALADEZ***

A motion was made by Rene Rodriguez seconded by Victor Perez to *appoint Jazmin Vasquez to the City of Socorro Community Initiative Board of Directors*.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**15. DISCUSSION AND ACTION TO APPROVE RESOLUTION 585 PROCLAIMING THE MONTH OF SEPTEMBER 2019 AS STORMWATER POLLUTION PREVENTION MONTH IN THE CITY OF SOCORRO, TEXAS TO RAISE AWARENESS ABOUT THE IMPORTANCE OF CLEAN STORMWATER TO OUR COMMUNITY AND THE RIO GRANDE WATERSHED.**

***ALEJANDRA VALADEZ***

A motion was made by Rene Rodriguez seconded by Victor Perez to *approve item number fifteen (15)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**16. DISCUSSION AND ACTION TO APPROVE THE SUBMISSION OF A GRANT APPLICATION TO THE HOGGS FOUNDATION FOR MENTAL HEALTH TEXAS COMMUNITIES COUNT REQUEST FOR PROPOSALS FOR THE CITY OF SOCORRO'S COMPLETE COUNT COMMITTEE CENSUS 2020 OUTREACH CAMPAIGN. THERE IS NO MATCH REQUIREMENT FOR THIS GRANT. ALEJANDRA VALADEZ**

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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**17. DISCUSSION AND ACTION TO AUTHORIZE A RESOLUTION 586 DESIGNATING SIGNATORIES FOR TXCDBG CONTRACT NO 7218460 - PHASE II SPARKS ARROYO IMPROVEMENT PROJECT. ALEJANDRA VALADEZ**

A motion was made by Victor Perez seconded by Cesar Nevarez to *approve item number seventeen (17)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**18. DISCUSSION AND ACTION TO AUTHORIZE THE SUBMISSION AND PAYMENT OF DRAW REQUESTS IN ACCORDANCE WITH THE GRANT BUDGET FOR TXCDBG CONTRACT NO 7218460 - PHASE II SPARKS ARROYO IMPROVEMENT PROJECT. ALEJANDRA VALADEZ**

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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**19. DISCUSSION AND ACTION TO APPROVE RESOLUTION 587 ADOPTING TXCDBG POLICIES AND PLANS FOR CONTRACT NO 7218460 - PHASE II SPARKS ARROYO IMPROVEMENT PROJECT. ALEJANDRA VALADEZ**

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

**20. DISCUSSION AND ACTION TO APPOINT A LABOR STANDARDS OFFICER AND CIVIL RIGHTS OFFICER FOR TXCDBG CONTRACT NO 7218460 - PHASE II SPARKS ARROYO IMPROVEMENT PROJECT.**

**ALEJANDRA VALADEZ**

A motion was made by Rene Rodriguez seconded by Cesar Nevarez to *approve the appointment of Mayela Granados as Labor Standards Officer and Alejandra Valadez as the Civil Rights Officer for TxCDBG contract 72-18460 for item number twenty (20).* Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez

Nays:

Absent: Yvonne Colon-Villalobos

**CITY MANAGER**

**21. DISCUSSION AND ACTION TO APPROVE THE RE-STRUCTURING OF THE HUMAN RESOURCES DEPARTMENT BY OUTSOURCING SERVICES VS AN INTERNAL POSITION.**

**ADRIANA RODARTE**

A motion was made by Ralph Duran seconded by Rene Rodriguez to *approve item number twenty-one (21).* Motion passed.

Yvonne colon-Villalobos arrived to the meeting at 6:51 pm.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent:

**22. DISCUSSION AND ACTION ON APPROVING JOB DESCRIPTION FOR GRANT ASSISTANT.**

**ADRIANA RODARTE**

A motion was made by Rene Rodriguez seconded by Victor Perez to *approve and change title to Grant Technician.* Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent:

**MAYOR AND COUNCIL**

**23. DISCUSSION AND ACTION TO DIRECT STAFF TO PROVIDE RECOMMENDATION (2) TO AMEND EXTANT ORDINANCES THAT PROHIBIT OR LIMIT THE OPERATION (2) OF FARMER'S MARKET.**

**RENE RODRIGUEZ**



A motion was made by Rene Rodriguez seconded by Ralph Duran to *approve item number twenty-three (23)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent:

### **WORKSHOP**

#### **24. DISCUSSION AND ACTION ON CHARTER AMENDMENTS SECTIONS VII, VIII, IX, PAGES 28 THROUGH 39 FOR THE 2020 ELECTION.**

***ADRIANA RODARTE***

A motion was made by Victor Perez seconded by Cesar Nevarez to *postpone item twenty-four (24) for the next regular meeting*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent

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

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

***ADRIANA RODARTE***

#### **27. DISCUSSION AND ACTION REGARDING PENDING LITIGATION AND RECEIVE STATUS REPORT REGARDING PENDING LITIGATION.**

***ADRIANA RODARTE***

A motion was made by Rene Rodriguez seconded by Victor Perez to *delete items twenty-five (25), twenty-six (26) and twenty-seven (27)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent

**28. *ADJOURN***

A motion was made by Victor Perez seconded by Ralph Duran to *adjourn at 7:19 pm*.  
Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, and Victor Perez and Yvonne  
Colon-Villalobos

Nays:

Absent

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**Elia Garcia, Mayor**

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Olivia Navarro, City Clerk

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Date minutes were approved

**ITEM 7**

*Elia Garcia*  
Mayor

*Rene Rodriguez*  
At Large

*Cesar Nevarez*  
District 1



*Ralph Duran*  
District 2

*Victor Perez*  
District 3 /Mayor Pro Tem

*Yvonne Colon-Villalobos*  
District 4

*Adriana Rodarte*  
City Manager

**DATE:** September 26, 2019

**TO:** MAYOR AND CITY COUNCIL MEMBERS

**FROM:** Charles Casiano, Finance Director

**SUBJECT:** DISCUSSION AND ACTION ON APPROVING THE ACCOUNTS PAYABLE TRANSACTION REPORT FOR AUGUST'S 2019.

**SUMMARY**

The accounts payable report summarizes all of the checks which have been issued for August 2019. This report does not include any accruals entered as journal entries or any cash disbursements for credit card purchases.

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**ALTERNATIVE**

**STAFF RECOMMENDATION**

City of Socorro  
Accounts Payable  
for August 2019

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/14/2019	A.Q.J. Washes, LLC	PO99905-CAR WASH FOR PD UNITS	05612	Vehicle Repair & Maintenance	400.00	Police Department	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	170.10	City Manager	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	102.96	Finance Department	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	109.98	Human Resources	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	209.34	Public Works	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	223.83	Information Technology	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	229.50	Municipal Court	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	513.00	Planning and Zoning	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	2,291.22	Police Department	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	1,181.88	Public Works	GENERAL FUND
8/31/2019	AFLAC	AFLAC E4810 Billing Period: AUG 2019	02005	AFLAC Sup Ins. Withheld (Emp)	479.16	Recreation Centers	GENERAL FUND
8/15/2019	AFSCME Local 59	AFSCME LOCAL 59-EMPLOYEE LIST ATTACHED PPE 8/10/19	02608	Local 59-AFL-CIO	136.00	Public Works	GENERAL FUND
8/1/2019	AFSCME Local 59	AFSCME LOCAL 59-EMPLOYEE LIST ATTACHED PPE 7/27/19	02608	Local 59-AFL-CIO	136.00	Public Works	GENERAL FUND
8/8/2019	APACHE BARRICADE & SIGNS	PO99903-TRAFFIC CONTROL SIGNS RENTAL-ZEBU/BOVEE	05312	Street Maintenance	272.50	Public Works	GENERAL FUND
8/21/2019	APACHE BARRICADE & SIGNS	PO99903-TRAFFIC CONTROL FOR STREET CLOSURE-ANDERSON	05312	Street Maintenance	160.00	Public Works	GENERAL FUND
8/23/2019	APACHE BARRICADE & SIGNS	PO99903-TRAFFIC CONTROL SVCS-WORSHAM/QUAIL MESA	05312	Street Maintenance	175.00	Public Works	GENERAL FUND
8/23/2019	APACHE BARRICADE & SIGNS	PO99903-TRAFFIC CONTROL-198 NEVAREZ	05312	Street Maintenance	160.00	Public Works	GENERAL FUND
8/27/2019	APACHE BARRICADE & SIGNS	PO99903-TRAFFIC CONTROL-BOVEE/ZEBU	05312	Street Maintenance	305.00	Public Works	GENERAL FUND
8/30/2019	Armando Alegre	PO99907-PLUMBING INSPECTIONS-PZ	05520	Service Contracts	420.00	Planning and Zoning	GENERAL FUND
8/7/2019	AT & T	TELEPHONE SVC. FROM 08/07-09/06/19	05314	Telephone	127.93	City Manager	GENERAL FUND
8/7/2019	AT & T	TELEPHONE SVC. FROM 08/07-09/06/19	05314	Telephone	1,452.23	Police Department	GENERAL FUND
8/7/2019	AT & T	TELEPHONE SVC. FROM 08/07-09/06/19	05314	Telephone	140.53	Municipal Court	GENERAL FUND
8/7/2019	AT & T	TELEPHONE SVC. FROM 08/07-09/06/19	05314	Telephone	175.80	Planning and Zoning	GENERAL FUND
8/14/2019	AT&T Mobility	PD WIRELESS SVC-7/15-8/14/19	05314	Telephone	97.07	Police Department	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	30,492.51	Police Department	GENERAL FUND



Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	14,901.44	Public Works	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	5,181.68	Planning and Zoning	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	2,591.68	Recreation Centers	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	1,685.78	Information Technology	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	1,086.77	Grants and Special Projects	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	647.92	City Clerk	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	6,873.61	City Manager	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	2,382.61	Finance Department	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	647.92	Human Resources	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	2,591.68	Mayor and City Council	GENERAL FUND
8/1/2019	Blue Cross Blue Shield of TX	HEALTH.INS.ACCT#000111535-000171773 AUG'19	05113	Health Insurance Premiums	1,943.76	Municipal Court	GENERAL FUND
8/7/2019	Britton Insurance Agency, Inc.	PO99905-APPMT AS TX NOTARY PUBLIC-TRINITY JARA	05201	Office Expense and Supplies	71.00	Police Department	GENERAL FUND
8/1/2019	Brunson Pump Service	PO99903-HC/REG PORTABLE TOILET RENTAL-MOON CTY PK-AUG'19	05520	Service Contracts	150.00	Public Works	GENERAL FUND
8/1/2019	Brunson Pump Service	PO99903-PORTABLE RENTAL AUG'19-PARADISE PK	05520	Service Contracts	120.00	Public Works	GENERAL FUND
8/1/2019	Brunson Pump Service	PO99903-PORTABLE TOILET RENTAL VALLE DL SOL PK AUG'19	05520	Service Contracts	90.00	Public Works	GENERAL FUND
8/10/2019	Burnett Staffing	Temp Services-Receptionist	05520	Service Contracts	201.60	City Manager	GENERAL FUND
8/10/2019	Burnett Staffing	PO99916-TEMP SVCS WE 8/10	05520	Service Contracts	72.60	Recreation Centers	GENERAL FUND
8/23/2019	Burnett Staffing	Temp Services-Receptionist	05520	Service Contracts	504.00	City Manager	GENERAL FUND
8/24/2019	Burnett Staffing	PO99916-TEMP SVCS WE 8/17, 8/24	05520	Service Contracts	171.60	Recreation Centers	GENERAL FUND
8/24/2019	Burnett Staffing	PO24595-TEMP SVCS WE 08/24-CM	05520	Service Contracts	504.00	City Manager	GENERAL FUND
8/31/2019	Burnett Staffing	Service Contract	05520	Service Contracts	218.73	Human Resources	GENERAL FUND
8/31/2019	Burnett Staffing	Service Contract	05520	Service Contracts	117.27	Human Resources	GENERAL FUND
8/31/2019	Burnett Staffing	Temp Services-Receptionist	05520	Service Contracts	163.80	City Manager	GENERAL FUND
8/7/2019	Cardinal Tracking, Inc.	Service Contract	05520	Service Contracts	5,191.20	Municipal Court	GENERAL FUND
8/7/2019	Cardinal Tracking, Inc.	Service Contract	05520	Service Contracts	5,191.20	Municipal Court	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/7/2019	Cardinal Tracking, Inc.	PO25006-CREDIT-ANNUAL FEES FY2020	05520	Service Contracts		Municipal Court	GENERAL FUND
8/1/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	276.88	Public Works	GENERAL FUND
8/1/2019	Cintas Corporation No. 2	PO99903-CREDIT UNIFORMS SVC	05213	Uniforms		Public Works	GENERAL FUND
8/22/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	276.88	Public Works	GENERAL FUND
8/22/2019	Cintas Corporation No. 2	PO99903-CREDIT-UNIFORM SVCS	05213	Uniforms		Public Works	GENERAL FUND
8/29/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	276.88	Public Works	GENERAL FUND
8/15/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	276.88	Public Works	GENERAL FUND
8/8/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	276.88	Public Works	GENERAL FUND
8/1/2019	Cintas Corporation No. 2	PO99903-UNIFORM SVCS	05213	Uniforms	552.40	Public Works	GENERAL FUND
8/31/2019	CITY OF EL PASO	ANIMAL SHELTER SVCS-AUGUST'19	05525	Health/Ambulance Contract	7,626.00	Health Department	GENERAL FUND
8/15/2019	CLEAT ADMIN. OFC.	CLEAT DUES EMPLOYEE LIST ATTACHED PPE 8/10/19	02604	Cleat Dues	207.75	Police Department	GENERAL FUND
8/28/2019	CLEAT ADMIN. OFC.	CLEAT DUES EMPLOYEE LIST ATTACHED PPE 8/24/19	02604	Cleat Dues	207.75		GENERAL FUND
8/1/2019	CLEAT ADMIN. OFC.	CLEAT DUES EMPLOYEE LIST ATTACHED PPE 7/27/19	02604	Cleat Dues	193.90	Police Department	GENERAL FUND
8/9/2019	Code Compliance Inspections PC	PO99907-PLUMBING INSPECTIONS CONDUCTED 8/5-9/19	05520	Service Contracts	828.00	Planning and Zoning	GENERAL FUND
8/16/2019	Code Compliance Inspections PC	PO99907-PLUMBING INSPECTIONS CONDUCTED 8/12-16/19	05520	Service Contracts	360.00	Planning and Zoning	GENERAL FUND
8/2/2019	Code Compliance Inspections PC	PO99907-PLUMBING INSPECTIONS CONDUCTED 7/29-8/2/19	05520	Service Contracts	648.00	Planning and Zoning	GENERAL FUND
8/30/2019	Code Compliance Inspections PC	PO99907-PLUMBING INSPECTIONS CONDUCTED 8/26-8/30/19	05520	Service Contracts	468.00	Planning and Zoning	GENERAL FUND
8/23/2019	Code Compliance Inspections PC	PO99907-PLUMBING INSPECTIONS CONDUCTED 8/19-23/19	05520	Service Contracts	972.00	Planning and Zoning	GENERAL FUND
8/10/2019	Currey Adkins	PO99925-RACKSPACE AUGUST'19	05520	Service Contracts	352.00	Information Technology	GENERAL FUND
8/6/2019	Custic, Linda	PO99905-REIMBURSEMENT-SUPPLIES FOR CITIZENS ACADEMY	05521	Support Activities	12.00	Police Department	GENERAL FUND
8/6/2019	Custic, Linda	PO99905-REIMBURSEMENT-CAKE FOR CITIZENS ACADEMY	05521	Support Activities	22.99	Police Department	GENERAL FUND
8/6/2019	David Burton	PO99905-AIRFARE-NEW CHIEF DVMNT PRG-CHIEF BURTON 10/13-18/19	05711	Travel Lodg Airf Mil	302.50	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/31/2019	Delgado Acosta et al LLP	Collection Fees MC	02617	Collection Agency COLL	5,062.21	Municipal Court	GENERAL FUND
8/31/2019	El Paso Disposal	PO99903-DISP. SVC ROLLOFF CONT. 241HuecoTanks-AUG'19	05520	Service Contracts	1,940.28	Public Works	GENERAL FUND
8/1/2019	El Paso Disposal	Monthly svc-241 Old Hueco Tanks Rd AUG'19	05311	Building & Property Maintenanc	50.00	Public Works	GENERAL FUND
8/6/2019	El Paso Electric Company	Street Maintenance	05312	Street Maintenance	928.00	Public Works	GENERAL FUND
8/12/2019	El Paso Electric Company	Electric Services Aug 2019	05313	Utilities	116.39	Public Works	GENERAL FUND
8/12/2019	El Paso Electric Company	Electric Services Aug 2019	05313	Utilities	15,692.91	Public Works	GENERAL FUND
8/12/2019	El Paso Electric Company	Electric Services Aug 2019	05313	Utilities	1,924.15	Police Department	GENERAL FUND
8/12/2019	El Paso Electric Company	Electric Services Aug 2019	05313	Utilities	341.62	Police Department	GENERAL FUND
8/23/2019	El Paso Electric Company	ELECTRIC SVC. 31 LAMPS 2045-9002-01 (VARIOS) 7/26-8/23/19	05313	Utilities	709.59	Public Works	GENERAL FUND
8/3/2019	El Paso Times, Inc.	PO99914-PUBLIC HEARING NOTICE	05511	Advertising/Drug Testing	314.68	City Clerk	GENERAL FUND
8/21/2019	El Paso Times, Inc.	PO99914-PUBLIC HEARING NOTICE	05511	Advertising/Drug Testing	396.28	City Clerk	GENERAL FUND
8/22/2019	El Paso Times, Inc.	PO99914-ADOPTION OF ORDINANCES	05511	Advertising/Drug Testing	303.45	City Clerk	GENERAL FUND
8/6/2019	Enterprise Rent-a-car Company	PO99902-CAR RENTAL-SOA COURSE-CTY ADTR FRANCO 7/30-31/19 AUS	05711	Travel Lodg Airf Mil	134.13	City Manager	GENERAL FUND
8/8/2019	FedEx 1703-7324-3	PO99905-FEDEX EXPRESS SAVER-ITEMS RETURNED	05516	Dues/Subscriptions	29.00	Police Department	GENERAL FUND
8/29/2019	FedEx 1703-7324-3	PO99915-FEDEX STD OVERNITE-GUNN CHEVROLET	05201	Office Expense and Supplies	37.97	Finance Department	GENERAL FUND
8/22/2019	FedEx 1703-7324-3	PO99902-PRIORITY OVERNITE PKG-BOND COMPANY	05211	Postage	72.40	City Manager	GENERAL FUND
8/1/2019	Flex Enterprises, LLC	PO99912-CORP WELLNESS-VARIOUS EMPLOYEES-HR	02623	EP FITNESS Withholding	411.16		GENERAL FUND
8/31/2019	Friedman Recylcing co.	PO99903-RECYCLING SVCS AUG'19	05325	Recycling Center	583.62	Public Works	GENERAL FUND
8/6/2019	Front Range Research	Capital Project RVCC NHL NOM	05520	Service Contracts	1,116.00	Capital Projects Fund	CAPITAL PROJECTS-14 CO
8/31/2019	Fusion Cloud Services, LLC	LD Telephone svc - AUG 2019	05314	Telephone	9.27	Recreation Centers	GENERAL FUND
8/31/2019	Fusion Cloud Services, LLC	LD Telephone svc - AUG 2019	05314	Telephone	90.02	Police Department	GENERAL FUND
8/31/2019	Fusion Cloud Services, LLC	LD Telephone svc - AUG 2019	05314	Telephone	87.37	City Manager	GENERAL FUND
8/1/2019	Fusion LLC	telephone-pd rvs	05314	Telephone	103.11	Police Department	GENERAL FUND
8/1/2019	Fusion LLC	telephone-pz	05314	Telephone	77.33	Planning and Zoning	GENERAL FUND
8/1/2019	Fusion LLC	telephone-rvcc	05314	Telephone	49.43	Recreation Centers	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Fusion LLC	Internet svc-cacc	05314	Telephone	923.24	Recreation Centers	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-cm	05314	Telephone	2,347.52	City Manager	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-mc	05314	Telephone	376.62	Municipal Court	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-pd poona	05314	Telephone	1,129.87	Police Department	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-pd rvs	05314	Telephone	376.62	Police Department	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-pd vineyard	05314	Telephone	263.08	Police Department	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-ppw	05314	Telephone	1,186.32	Public Works	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-pz	05314	Telephone	376.63	Planning and Zoning	GENERAL FUND
8/1/2019	Fusion LLC	Internet svc-rvcc	05314	Telephone	923.24	Recreation Centers	GENERAL FUND
8/1/2019	Fusion LLC	telephone-cm	05314	Telephone	49.43	City Manager	GENERAL FUND
8/1/2019	Fusion LLC	telephone-mc	05314	Telephone	77.33	Municipal Court	GENERAL FUND
8/1/2019	Fusion LLC	telephone-pd poona	05314	Telephone	51.77	Police Department	GENERAL FUND
8/2/2019	Greater El Paso	PO99902-2019 MEMBERSHIP RENEWAL	05516	Dues/Subscriptions	570.00	City Manager	GENERAL FUND
8/28/2019	HORIZONE CONSTRUCTION, 1 LTD	PO24982-SPARKS ARROYO PHASE I: ONION FIELD BASIN JUL'19	01251	Inter-Fund Receivable			CAPITAL PROJECTS 2019 CO's
8/28/2019	HORIZONE CONSTRUCTION, 1 LTD	Infrastructure Drainage System	05808	INFRASTRUCTURE - DRAINAGE SYS	96,542.80	Capital Projects Fund	CAPITAL PROJECTS 2019 CO's
8/28/2019	HORIZONE CONSTRUCTION, 1 LTD	PO24982-SPARKS ARROYO PHASE I: ONION FIELD BASIN JUL'19	01251	Inter-Fund Receivable	96,542.80		GENERAL FUND
8/1/2019	Interlease	Contract Lease for Copier	05523	Equipment Rental/Lease	189.00	City Manager	GENERAL FUND
8/1/2019	Interlease	PO99916-COPYLEAS-KK6203-SVN/MPC305SPF-W794P103725 RVCC-AUG19	05523	Equipment Rental/Lease	135.32	Recreation Centers	GENERAL FUND
8/1/2019	Interlease	PO99916-COPYLEAS-KK6319-SVN/MPC305SPF-W794P103936 CACC-AUG19	05523	Equipment Rental/Lease	135.32	Recreation Centers	GENERAL FUND
8/1/2019	Interlease	Copier	05523	Equipment Rental/Lease	358.00	Planning and Zoning	GENERAL FUND
8/1/2019	Interlease	PO99903-CONTRACT BASE RATE CHARGE AUG'19	05523	Equipment Rental/Lease	85.54	Public Works	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-CC	05411	Legal Fees	857.59	City Clerk	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-CM	05411	Legal Fees	1,279.03	City Manager	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-CVS	05411	Legal Fees	992.35	Human Resources	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-FNC	05411	Legal Fees	860.04	Finance Department	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-HR	05411	Legal Fees	396.94	Human Resources	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-MC	05411	Legal Fees	1,337.83	Municipal Court	GENERAL FUND



Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-MCC	05411	Legal Fees	4,927.52	City Manager	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-PD	05411	Legal Fees	617.46	Police Department	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-PW	05411	Legal Fees	2,006.75	Public Works	GENERAL FUND
8/31/2019	James A. Martinez PLLC	LEGAL FEES AUG 2019-PZ	05411	Legal Fees	14,775.57	Planning and Zoning	GENERAL FUND
8/23/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	1,160.01	Public Works	GENERAL FUND
8/20/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	1,722.99	Public Works	GENERAL FUND
8/22/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	2,162.68	Public Works	GENERAL FUND
8/26/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	4,803.51	Public Works	GENERAL FUND
8/29/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	455.00	Public Works	GENERAL FUND
8/21/2019	Jobe Materials, L.P.	Street Maintenance	05312	Street Maintenance	1,696.89	Public Works	GENERAL FUND
8/27/2019	Leedsman Construction, Inc.	PO99916-LABOR/TRAFFIC CONTROL SETUP,TxDOT PERMIT FEE	05548	Events	1,911.85	Recreation Centers	GENERAL FUND
8/30/2019	Lopez, James M.	Aquarium Maintenance/Supplie	05311	Building & Property Maintenanc	120.00	City Manager	GENERAL FUND
8/31/2019	Lower Valley Water District	WATER SVCS @317 MOON RD. ACCT# 60503001 AUG'19	05313	Utilities	29.25	City Manager	GENERAL FUND
8/31/2019	Lower Valley Water District	WATER/DISPOSAL SVC@317 VINEYARD-ACCT#60252101003 AUG19	05313	Utilities	59.12	Police Department	GENERAL FUND
8/31/2019	Lower Valley Water District	WATER/DISPOSAL SVC@317 VINEYARD-ACCT#60252101003 AUG19	05311	Building & Property Maintenanc	75.35	Police Department	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs-341 N. MOON RD-8/13-9/13/19	05313	Utilities	279.63	Recreation Centers	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs-341 N. MOON RD-8/13-9/13/19	05311	Building & Property Maintenanc	17.35	Recreation Centers	GENERAL FUND
8/31/2019	Lower Valley Water District	WATER SVC-908 CPL ANGEL MONAREZ PARK AUG'19	05313	Utilities	30.36	Public Works	GENERAL FUND
8/16/2019	Lower Valley Water District	WATER SVC 800 RIO VISTA RD. ACCT 40364102 - 7/17-8/16/19	05313	Utilities	68.79	Police Department	GENERAL FUND
8/16/2019	Lower Valley Water District	WATER SVC 800 RIO VISTA RD. ACCT 40364102 - 7/17-8/16/19	05311	Building & Property Maintenanc	58.00	Police Department	GENERAL FUND
8/20/2019	Lower Valley Water District	Water svc- 851 Rio Vista-7/23-8/20/19	05313	Utilities	40.66	Planning and Zoning	GENERAL FUND
8/20/2019	Lower Valley Water District	Water/Disposal services - Rio Vista Farm-7/23-8/20/19	05313	Utilities	108.34	Recreation Centers	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/20/2019	Lower Valley Water District	Water/Disposal services - Rio Vista Farm-7/23-8/20/19	05311	Building & Property Maintenanc	85.00	Recreation Centers	GENERAL FUND
8/13/2019	Lower Valley Water District	Water svc-700 Delhi Dr-7/15-8/13/19	05313	Utilities	35.64	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs-10664 Socorro Rd. 7/15-8/13/19	05313	Utilities	336.85	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	WATER SVC-BULLDOG PK 61221901-7/15-8/13/19	05313	Utilities	224.68	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	WATER SVC-BULLDOG PK 61222001-7/15-8/13/19	05313	Utilities	3,542.59	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	WATER SVC-BULLDOG PK 61222001-7/15-8/13/19	05311	Building & Property Maintenanc	105.00	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	Water Svc-350 Flor Morada-Mauro Rosas Park 7/15-8/13/19	05313	Utilities	309.80	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs - 10200 Calucutta Dr. 7/15-8/13/19	05313	Utilities	59.12	Police Department	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs - 10200 Calucutta Dr. 7/15-8/13/19	05311	Building & Property Maintenanc	58.00	Police Department	GENERAL FUND
8/13/2019	Lower Valley Water District	WATER/DISPOSAL SVCS@241 MOON RD. 7/15-8/13/19	05313	Utilities	80.23	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	WATER/DISPOSAL SVCS@241 MOON RD. 7/15-8/13/19	05311	Building & Property Maintenanc	35.35	Public Works	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs-341 N. MOON RD-7/15-8/13/19	05313	Utilities	225.16	Recreation Centers	GENERAL FUND
8/13/2019	Lower Valley Water District	Water/Disposal svcs-341 N. MOON RD-7/15-8/13/19	05311	Building & Property Maintenanc	17.35	Recreation Centers	GENERAL FUND
8/12/2019	Lower Valley Water District	Water/Disposal svcs- 124 S.Horizon Blvd-7/12-8/12/19	05311	Building & Property Maintenanc	408.00	City Manager	GENERAL FUND
8/12/2019	Lower Valley Water District	Water/Disposal svcs- 124 S.Horizon Blvd-7/12-8/12/19	05313	Utilities	63.34	City Manager	GENERAL FUND
8/12/2019	Lower Valley Water District	Water/Disposal svcs- 124 S.Horizon Blvd-7/12-8/12/19	05520	Service Contracts	1,600.00	Planning and Zoning	GENERAL FUND
8/5/2019	Lower Valley Water District	WATER SVC-908 CPL ANGEL MONAREZ PARK 7/8-8/5/19	05313	Utilities	30.36	Public Works	GENERAL FUND
8/12/2019	Lower Valley Water District	Water Svc-Landscape 179 Horizon Blvd 7/12-8/12/19	05313	Utilities	29.25	Public Works	GENERAL FUND
8/12/2019	Lower Valley Water District	Water Svc-Landscape 423 Horizon Blvd 7/12-8/12/19	05313	Utilities	29.25	Public Works	GENERAL FUND
8/10/2019	Martinez, Crystal	DEPOSIT REIMBURSEMENT FOR PARTIES/EVENT-RCPT31478-RP	04714	Park Fees	60.00	Planning and Zoning	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	559.97	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	152.01	Planning and Zoning	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	207.49	Public Works	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	50.14	Recreation Centers	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	9.08	Grants and Special Projects	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	8.90	Information Technology	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	61.54	City Clerk	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	152.02	City Manager	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	23.67	Finance Department	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	20.86	Human Resources	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	17.02	Mayor and City Council	GENERAL FUND
8/1/2019	Metropolitan Life Insurance Co	CITY OF SOCORRO LIFE/DENTAL INS-CUST#5924260 DIV#0001-AUG19	05116	Life Insurance	24.23	Municipal Court	GENERAL FUND
8/13/2019	Miguel Martinez	PO99907-REPLACEMENT OF CONDENSOR FAN MOTOR	05311	Building & Property Maintenanc	252.16	Planning and Zoning	GENERAL FUND
8/30/2019	Miguel Martinez	PO99905-AC REPAIR-REPLACED COMPRESSOR	05311	Building & Property Maintenanc	2,180.02	Police Department	GENERAL FUND
8/31/2019	Monique Velarde	Contract Services - Judge Moni	05520	Service Contracts	3,541.66	Municipal Court	GENERAL FUND
8/8/2019	MuniCode	PO99914-10 COPIES SUPPLMENT#6-CODE OF ORDINANCES-CC	05520	Service Contracts	2,249.38	City Clerk	GENERAL FUND
8/11/2019	Natalie Felix	DEPOSIT REIMBURSEMENT FOR PARTIES/EVENT-RCPT31405-RP	04714	Park Fees	60.00	Planning and Zoning	GENERAL FUND
8/15/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTIONS PPE 10/7/17	02602	Deferred Compensation Withheld	4,886.22		GENERAL FUND
8/15/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTIONS PPE 10/7/17	02620	Deferred Compensation Payable	4,250.08		GENERAL FUND
8/28/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTION PPE 8.24.19	02602	Deferred Compensation Withheld	4,802.00		GENERAL FUND
8/28/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTION PPE 8.24.19	02620	Deferred Compensation Payable	4,155.86		GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTIONS PPE 7/27/19	02602	Deferred Compensation Withheld	4,752.89		GENERAL FUND
8/1/2019	Nationwide Retirement Solution	NATIONWIDE RETIREMENT PAYROLL DEDUCTIONS PPE 7/27/19	02620	Deferred Compensation Payable	4,143.67		GENERAL FUND
8/1/2019	Office Depot	PO99905-PAPER,CORRECTION TAPE	05201	Office Expense and Supplies	39.97	Police Department	GENERAL FUND
8/2/2019	Office Depot	PO99905-CREDIT-PAPER	05201	Office Expense and Supplies		Police Department	GENERAL FUND
8/8/2019	Office Depot	PO99914-FILE HUTCH,LATERAL FILE CABINET	05201	Office Expense and Supplies	227.83	City Clerk	GENERAL FUND
8/15/2019	Office Depot	PO99905-INK,FORKS	05201	Office Expense and Supplies	77.17	Police Department	GENERAL FUND
8/16/2019	Office Depot	PO99905-INK	05201	Office Expense and Supplies	42.99	Police Department	GENERAL FUND
8/17/2019	Office Depot	PO99905-CREDIT-INK	05201	Office Expense and Supplies		Police Department	GENERAL FUND
8/16/2019	Office Depot	PO99912-MANILA JACKETS,POCKETS,BINDING COMBS,CERTIFICATES,	05201	Office Expense and Supplies	190.79	Human Resources	GENERAL FUND
8/1/2019	Petty Cash	PO99902-FUEL REIMB-SAO COURSE CTY ADTR FRANCO 7/30-31/19 AUS	05711	Travel Lodg Airf Mil	6.22	City Manager	GENERAL FUND
8/2/2019	Pitney Bowes	PO99906-MAILING SYS SER#0870446 MC-5/30-8/29/19	05523	Equipment Rental/Lease	310.68	Municipal Court	GENERAL FUND
8/21/2019	Praxair Distribution, Inc.	PO99903-CYLINDER RENTALS	05212	Tools and Supplies	16.03	Public Works	GENERAL FUND
8/26/2019	Premier Uniforms & Tactical	PO99905-PANTS FOR LT REY	05213	Uniforms	42.46	Police Department	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	1,219.48	Police Department	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	301.84	Planning and Zoning	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	740.51	Public Works	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	92.40	Recreation Centers	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	59.47	Grants and Special Projects	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	59.47	Information Technology	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	23.10	City Clerk	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	305.28	City Manager	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	130.31	Finance Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	23.10	Human Resources	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	227.92	Mayor and City Council	GENERAL FUND
8/1/2019	Principal Life Insurance	DENTAL INSURANCE ACCT#1099025-10001-AUG'19	05117	Dental Insurance Expense	118.58	Municipal Court	GENERAL FUND
8/15/2019	ProAction, Inc.	PO99916-MEDICAL COVERAGE-SOCORRO FIREWORKS AT COUGAR PK	05548	Events	337.50	Recreation Centers	GENERAL FUND
8/25/2019	Purchase Power	Postage Refill	05211	Postage	59.82	City Manager	GENERAL FUND
8/11/2019	Roger Alba Towing LLC	PO99905-TOWING SVCS-VW GOLF	05520	Service Contracts	386.00	Police Department	GENERAL FUND
8/5/2019	Rosa Maria Escorza	PO99916-PERFORMANCE-MOVIES UNDER THE STARS	05548	Events	75.00	Recreation Centers	GENERAL FUND
8/22/2019	Roy Lown's	PO99912-EMPLOYEE AWARD-20 YR SVC R.MARQUEZ	05201	Office Expense and Supplies	139.00	Human Resources	GENERAL FUND
8/23/2019	Rudy Aguilar	PO99905-REIMB-K9 FOOD	05212	Tools and Supplies	27.99	Police Department	GENERAL FUND
8/1/2019	Rudy Aguilar	PO99905-REIMB-K9 FOOD	05212	Tools and Supplies	27.99	Police Department	GENERAL FUND
8/31/2019	Selen Arteaga	DEPOSIT REIMBURSEMENT FOR PARTIES/EVENT-RCPT31580-RP	04714	Park Fees	60.00	Planning and Zoning	GENERAL FUND
8/6/2019	Skyridge Construction, LLC	Structural Engineering Service	05520	Service Contracts	13,400.00	Capital Projects Fund	CAPITAL PROJECTS-14 CO
8/29/2019	SOCORRO HIGH SCHOOL	PO99916-PURCHASE ADVERTISEMENT IN FOOTBALL CALENDAR	05511	Advertising/Drug Testing	150.00	Recreation Centers	GENERAL FUND
8/1/2019	Socorro Police Officers Assoc.	SPOA-EMPLOYEE LIST ATTACHED PPE 7/27/19	02597	Socorro Police Officers Assoc.	20.00	Police Department	GENERAL FUND
8/15/2019	Socorro Police Officers Assoc.	SPOA-EMPLOYEE LIST ATTACHED PPE 8/10/19	02597	Socorro Police Officers Assoc.	20.00	Police Department	GENERAL FUND
8/28/2019	Socorro Police Officers Assoc.	SPOA-EMPLOYEE LIST ATTACHED PPE 8/24/19	02597	Socorro Police Officers Assoc.	20.00		GENERAL FUND
8/2/2019	Socorro Shamrock Ser. & Towing	PO99905-TOWING SVC-UNIT 1104	05520	Service Contracts	139.50	Police Department	GENERAL FUND
8/19/2019	Socorro Shamrock Ser. & Towing	PO99905-TOWING SVC-FORD CROWN VIC UNIT 1100	05520	Service Contracts	139.50	Police Department	GENERAL FUND
8/6/2019	Socorro Shamrock Service	PO99907-SAFETY & EMISSION INSPECTIONS PZ03,01,09,08,07,04	05612	Vehicle Repair & Maintenance	111.00	Planning and Zoning	GENERAL FUND
8/22/2019	Solar Smart Living LLC	Equipment Purchases - Sp Rev.	05810	Property and Equipment	48,863.00	Police Department	SPECIAL REVENUES FUND
8/13/2019	Sparkletts & Sierra Springs	Water Delivery Services	05201	Office Expense and Supplies	168.89	City Manager	GENERAL FUND
8/13/2019	Sparkletts & Sierra Springs	Water Dispencer	05201	Office Expense and Supplies	69.96	Planning and Zoning	GENERAL FUND
8/13/2019	Sparkletts & Sierra Springs	PO99903-WATER DELIVERY SVC-JUL/AUG'19	05201	Office Expense and Supplies	187.36	Public Works	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/13/2019	Sparkletts & Sierra Springs	PO99916-WATER DELIVERY SVC CACC-JUL/AUG'19	05520	Service Contracts	37.01	Recreation Centers	GENERAL FUND
8/13/2019	Sparkletts & Sierra Springs	PO99916-WATER DELIVERY SVC RVCC-JUL/AUG'19	05520	Service Contracts	204.85	Recreation Centers	GENERAL FUND
8/13/2019	Sparkletts & Sierra Springs	PO99906-WATER DELIVERY SVC-JUL/AUG'19	05201	Office Expense and Supplies	78.97	Municipal Court	GENERAL FUND
8/13/2019	Sparkletts & Sierra Springs	PO99905-WATER DELIVERY SVC-JUL/AUG'19	05201	Office Expense and Supplies	381.19	Police Department	GENERAL FUND
8/1/2019	Stuart C. Cox	Cases 16-31238HCM, 18-30683-HCM-PPE 7/27/19	02596	Bankruptcy Withheld	212.50		GENERAL FUND
8/15/2019	Stuart C. Cox	Cases 16-31238-HCM, 18-30683-HCM-PPE 8/10/19	02596	Bankruptcy Withheld	212.50		GENERAL FUND
8/13/2019	Superior Copy Machines	PO99905-BASE/OVERAGE RATE 4390 PD POONA V9825400472 -JULY'19	05520	Service Contracts	294.23	Police Department	GENERAL FUND
8/1/2019	Superior Copy Machines	Equipment Maintenance	05613	Equipment Repair & Maintenance	169.00	Police Department	GENERAL FUND
8/31/2019	Superior Copy Machines	Contract Overage-Copies	05523	Equipment Rental/Lease	1,512.13	City Manager	GENERAL FUND
8/31/2019	Superior Copy Machines	PO99903-OVERAGE RATE 6595 C507P401312 6/1-8/31/19	05523	Equipment Rental/Lease	105.84	Public Works	GENERAL FUND
8/31/2019	Superior Copy Machines	PO24563-BASE RATE 4390 PD POONA-V9825400472-AUG'19	05523	Equipment Rental/Lease	188.00	Police Department	GENERAL FUND
8/31/2019	Superior Copy Machines	PO24563-OVERAGE RATE 4390 PD POONA-V9825400472-AUG'19	05523	Equipment Rental/Lease	10.01	Police Department	GENERAL FUND
8/31/2019	Superior Copy Machines	PO99905-OVERAGE RATE 6246 PDRV-ID#W524L800098-AUG'19	05523	Equipment Rental/Lease	40.43	Police Department	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	4.50	City Clerk	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	59.42	City Manager	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	21.16	Finance Department	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	4.50	Human Resources	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	8.55	Grants and Special Projects	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	8.55	Information Technology	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	44.13	Mayor and City Council	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	24.32	Municipal Court	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	258.81	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	133.71	Public Works	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	49.53	Planning and Zoning	GENERAL FUND
8/1/2019	Superior Vision of Texas	VISION COVERAGE-AUG'19	05118	Vision Insurance Expense	18.00	Recreation Centers	GENERAL FUND
8/22/2019	Texas Gas Service	GAS SVC 800 RVPD SUB FARM 7/24-8/22/19	05313	Utilities	147.75	Police Department	GENERAL FUND
8/22/2019	Texas Gas Service	GAS SVC 10200 CALCUTTA DR 7/24-8/22/19	05313	Utilities	143.51	Police Department	GENERAL FUND
8/21/2019	Texas Gas Service	GAS SVCS @ 241 N. MOON RD 7/24-8/21/19	05313	Utilities	143.14	Public Works	GENERAL FUND
8/21/2019	Texas Gas Service	GAS SVC 241 OLD HUECO TANKS 7/24-8/21/19	05313	Utilities	143.14	Public Works	GENERAL FUND
8/22/2019	Texas Gas Service	Gas svc - 901 Rio Vista Rd.- RVCC 7/24-8/22/19	05313	Utilities	146.21	Recreation Centers	GENERAL FUND
8/22/2019	Texas Gas Service	GAS SVC 104 HORIZON 7/24-8/22/19	05313	Utilities	146.60	City Manager	GENERAL FUND
8/23/2019	Texas Gas Service	GAS SVC 317 VINEYARD 7/22-8/23/19	05313	Utilities	57.92	Police Department	GENERAL FUND
8/30/2019	Texas Kids Dental Care	DEPOSIT REIMBURSEMENT FOR PARTIES/EVENT-RCPT31417-RP	04714	Park Fees	60.00	Planning and Zoning	GENERAL FUND
8/1/2019	Texas Municipal League	PO99914-JUL'19 DEDUCTIBLE-SANDRA HERNANDEZ	05518	Liability Insurance	1,577.16	City Clerk	GENERAL FUND
8/1/2019	Texas Municipal League	PO99915-JUL'19 DEDUCTIBLES-MARY MEDINA	05518	Liability Insurance	1,832.66	Finance Department	GENERAL FUND
8/31/2019	Thomson Reuters	PO99907-CONTRACT CHARGES FOR CLEAR FOR AUG'19	05520	Service Contracts	312.39	Planning and Zoning	GENERAL FUND
8/31/2019	Thomson Reuters	PO99905-CONTRACT CHARGES FOR CLEAR AUG'19	05520	Service Contracts	478.58	Police Department	GENERAL FUND
8/1/2019	Time Warner Cable	INTERNET/PHONE/TV SVC-317 VINEYARD PD-AUG'19	05313	Utilities	127.60	Police Department	GENERAL FUND
8/1/2019	Time Warner Cable	INTERNET/PHONE/TV SVC-317 VINEYARD PD-AUG'19	05314	Telephone	54.95	Police Department	GENERAL FUND
8/7/2019	Time Warner Cable	Internet svc-670 POONA PD-8/7-9/6/19	05313	Utilities	237.28	Police Department	GENERAL FUND
8/31/2019	U.S. Bank National Association	INTEREST PYMT REFUNDING BONDS SERIES 16 DUE 09/01/19	05528	Interest Charges	49,925.00	non item	DEBT SERVICE FUND
8/31/2019	U.S. Bank National Association	INTEREST PYMT COs SERIES 2014 DUE 09/01/19	05528	Interest Charges	171,606.25	non item	DEBT SERVICE FUND
8/31/2019	U.S. Bank National Association	INTEREST PYMT COs SERIES 2012 DUE 09/01/19	05528	Interest Charges	71,225.00	non item	DEBT SERVICE FUND
8/31/2019	U.S. Bank National Association	INTEREST PYMT COs SERIES 2011 DUE 09/01/19	05528	Interest Charges	39,475.00	non item	DEBT SERVICE FUND
8/31/2019	U.S. Bank National Association	INTERST PYMT GEN.OBLIGATN REF BONDS 2010 DUE 09/01/19	05528	Interest Charges	12,000.00	non item	DEBT SERVICE FUND
8/31/2019	U.S. Bank National Association	INTEREST PYMT COs SERIES 2010 DUE 09.01.19	05528	Interest Charges	42,675.00	non item	DEBT SERVICE FUND
8/1/2019	U.S. Bank National Association	ADMIN FEES-8/1/19-7/31/20-SOCORRO TX CT & REV COO 2014	05517	Bank Charges	440.00	Finance Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/6/2019	Unifirst Corporation	PO99905-CLEANING PRODUCTS & SVCS-PD	05520	Service Contracts	33.18	Police Department	GENERAL FUND
8/6/2019	Unifirst Corporation	PO99905-CLEANING PRODUCTS & SVCS-PD	05520	Service Contracts	27.79	Police Department	GENERAL FUND
8/13/2019	Unifirst Corporation	PO99905-CLEANING PRODUCTS & SVCS-PD	05520	Service Contracts	36.85	Police Department	GENERAL FUND
8/13/2019	Unifirst Corporation	PO99905-CLEANING PRODUCTS & SVCS-PD	05520	Service Contracts	30.92	Police Department	GENERAL FUND
8/20/2019	Unifirst Corporation	PO 99905 - DISPENSER, TOILET,ROLL,FRESHNER	05520	Service Contracts	36.85	Police Department	GENERAL FUND
8/20/2019	Unifirst Corporation	PO99905 TOILETPAPER, TOWEL,MOPS, FRESHNER	05520	Service Contracts	30.92	Police Department	GENERAL FUND
8/27/2019	Unifirst Corporation	PO 99905 DISPENSER,MAT 4X16,MAT3X10, FRESHNER, MOP	05520	Service Contracts	36.85	Police Department	GENERAL FUND
8/27/2019	Unifirst Corporation	PO99905 DISPENSER,TOWELS, MAT, FRESHNER, MOP	05520	Service Contracts	30.92	Police Department	GENERAL FUND
8/15/2019	University Medical Center EP	PO99905-SANE SERVICES PROVIDED JULY 2019	05520	Service Contracts	1,000.00	Police Department	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	418.07	Planning and Zoning	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone		Human Resources	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	408.96	Mayor and City Council	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	49.95	City Clerk	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	49.95	Finance Department	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	286.89	Recreation Centers	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	221.64	City Manager	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	208.65	Public Works	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	1,022.00	Police Department	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	49.95	Grants and Special Projects	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 WIRELESS PHONE SVC-08/02-09/01/19	05314	Telephone	49.95	Municipal Court	GENERAL FUND
8/31/2019	Verizon Wireless	Acct# 965739630-00001 CELL PHONE-CTYMGR RODARTE-CM	05201	Office Expense and Supplies	64.98	City Manager	GENERAL FUND



Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/31/2019	Verizon Wireless	Acct# 965739630-00001 CELL PHONE-LT C.REY-PD	05201	Office Expense and Supplies	63.31	Police Department	GENERAL FUND
8/22/2019	Watson Pest Control	PO99906-MONTHLY PEST CONTROL-AUG'19	05311	Building & Property Maintenanc	75.00	Municipal Court	GENERAL FUND
8/22/2019	Watson Pest Control	Service Contract	05520	Service Contracts	50.00	Police Department	GENERAL FUND
8/22/2019	Watson Pest Control	Service Contract	05520	Service Contracts	50.00	Police Department	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99916-TIRE REPAIR RC03	05612	Vehicle Repair & Maintenance	15.00	Recreation Centers	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99913-NALEO EDUCATIONAL FUND	05516	Dues/Subscriptions	100.00	Mayor and City Council	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99913-PARKING METER FEE	05711	Travel Lodg Airf Mil	4.35	Mayor and City Council	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99902-MATERIAL FOR DORMS AT VINEYARD FOR 1ST RESPONDERS	05311	Building & Property Maintenanc	1,241.33	City Manager	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99905-NEW TIRE UNIT FORD TAURUS	05612	Vehicle Repair & Maintenance	105.00	Police Department	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99905-LIFT SUPPORTS UNIT HUMMER	05612	Vehicle Repair & Maintenance	68.26	Police Department	GENERAL FUND
8/31/2019	Wells Fargo Visa Card	PO99925-ANNUAL RENEWAL OF CITY OF SOCORRO DOMAIN:@costx.us	05520	Service Contracts	12.00	Information Technology	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99916-REFUND ON AN ITEM PURCHASED	05810	Property and Equipment		Recreation Centers	GENERAL FUND
8/18/2019	Wells Fargo Visa Card	PO99916-BEST BUY TECH SUPPORT YEARLY SUBSCRIPTION	05201	Office Expense and Supplies	199.99	Recreation Centers	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99903-NON DETERGENT OIL-PW VACTORS TRK	05613	Equipment Repair & Maintenance	19.95	Public Works	GENERAL FUND
8/31/2019	Wells Fargo Visa Card	PO99916-AMBULANCE GRAPHICS	05511	Advertising/Drug Testing	500.00	Recreation Centers	GENERAL FUND
8/29/2019	Wells Fargo Visa Card	PO99903-IMPACT SOCKET SET-PW SHOP	05212	Tools and Supplies	16.98	Public Works	GENERAL FUND
8/29/2019	Wells Fargo Visa Card	PO99903-BELT-PW Z MOWER NEW HOLLAND	05613	Equipment Repair & Maintenance	11.49	Public Works	GENERAL FUND
8/29/2019	Wells Fargo Visa Card	PO99903-SCREWS,WING NUTS	05311	Building & Property Maintenanc	6.65	Public Works	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99903-TIP FOR WELDER	05613	Equipment Repair & Maintenance	12.99	Public Works	GENERAL FUND
8/18/2019	Wells Fargo Visa Card	PO99916-BEST BUY TECH SUPPORT YEARLY SUBSCRIPTION	01100	Accounts Receivable	16.50	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99905-TOLL FEE-FBI TRNG-DET VARELA 9/8-10/19 MIDLAND TX	05711	Travel Lodg Airf Mil	6.43	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/1/2019	Wells Fargo Visa Card	PO99905-PODS CONTAINER	01100	Accounts Receivable	281.45		GENERAL FUND
8/4/2019	Wells Fargo Visa Card	PO99905-PODS CONTAINER	01100	Accounts Receivable	140.73		GENERAL FUND
8/21/2019	Wells Fargo Visa Card	PO99916-CREDIT-INTERNET SECURITY YEARLY SUBSCRIPTION	05516	Dues/Subscriptions		Recreation Centers	GENERAL FUND
8/21/2019	Wells Fargo Visa Card	PO99916-CREDIT-INTERNET SECURITY YEARLY SUBSCRIPTION	01100	Accounts Receivable		Recreation Centers	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99916-IN CLASSROOM TRNG FOR NEW SOCIAL MEDIA STRATEGIES	05511	Advertising/Drug Testing	675.00	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99907-ACROBAT PREMIER PRO FOR J.TERRAZAS	05201	Office Expense and Supplies	150.60	Planning and Zoning	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99925-PRINTER RIBBON FOR CARD PRINTR,STICKY BACKS,ID SFTW	05613	Equipment Repair & Maintenance	310.24	Information Technology	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-ACROBAT AFTER EFFECTS FOR SURFACE PRO	05201	Office Expense and Supplies	302.40	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99916-DESIGN FOR SOCORRO STRONG APPAREL	05511	Advertising/Drug Testing	75.00	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99902-TAX ID FOR THE CITY OF SOCORRO COMMUNITY INITIATIVE	05520	Service Contracts	247.00	City Manager	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99916-KEY DUPLICATIONS	05201	Office Expense and Supplies	3.94	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99905-MUFFLER HANGER UNIT 1802	05612	Vehicle Repair & Maintenance	45.15	Police Department	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99903-DISCS FOR MOWER TRACTOR	05613	Equipment Repair & Maintenance	67.54	Public Works	GENERAL FUND
8/29/2019	Wells Fargo Visa Card	PO99916-LED BULBS	05311	Building & Property Maintenanc	41.76	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-CUPS,FROZEN FRUIT,YOGURT,GRANOLA,SPOONS,ICE-TML MEET	05521	Support Activities	139.96	Recreation Centers	GENERAL FUND
8/21/2019	Wells Fargo Visa Card	PO99903-NETWORK SWITCH FOR BULLDOG CAMS,PWR INJECTOR ROTATE	05317	Park Maintenance	159.70	Public Works	GENERAL FUND
8/24/2019	Wells Fargo Visa Card	PO99916-SPECIAL EVENT SUPPLIES FOR GIVEAWAYS	05548	Events	258.50	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-DECOR-TML MEETING	05521	Support Activities	6.00	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99916-FOOD-TML MEETING	05521	Support Activities	183.20	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99903-TIRE REPAIRS-Z MOWER JOHN DEERE	05613	Equipment Repair & Maintenance	30.00	Public Works	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99903-DISTRIBUTOR TACK OIL, REPAIR HOSES	05613	Equipment Repair & Maintenance	32.29	Public Works	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/28/2019	Wells Fargo Visa Card	PO99916-YOGURT-TML MEETING	05521	Support Activities	11.04	Recreation Centers	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99915-INK, WRITING PADS	05201	Office Expense and Supplies	158.35	Finance Department	GENERAL FUND
8/19/2019	Wells Fargo Visa Card	PO99903-SCHOOL/TRAINING FOR ISAAC ZAMORA	05527	Seminars/Training/Workshops	200.00	Public Works	GENERAL FUND
8/21/2019	Wells Fargo Visa Card	PO99903-LED LIGHT-PW TRAILER	05613	Equipment Repair & Maintenance	13.59	Public Works	GENERAL FUND
8/21/2019	Wells Fargo Visa Card	PO99903-MOWER BLADES, KEY, PROTECTOR-PW Z MOWER JOHN DEERE	05613	Equipment Repair & Maintenance	153.50	Public Works	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99903-SCREWS, STRANDED WIRE, ROTARY, LAWN EDGER	05212	Tools and Supplies	93.52	Public Works	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99903-PROPANE HOSE, PROPANE TANK	05613	Equipment Repair & Maintenance	127.98	Public Works	GENERAL FUND
8/29/2019	Wells Fargo Visa Card	PO99903-WATER HOSE COUPLING FOR BULLDOG PARK	05317	Park Maintenance	195.21	Public Works	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99903-WATER HOSE & SUPPLIES FOR AC MECHANIC SHOP	05311	Building & Property Maintenance	42.43	Public Works	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99903-VALVE/CORE, CAPS/SLEEVES, TORQUE TOOL-UTILITY TRAILER	05612	Vehicle Repair & Maintenance	30.34	Public Works	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99906-BILL BOOK, BILL SUMMARY BOOK	05516	Dues/Subscriptions	75.00	Municipal Court	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99903-GLASS DEFLECTOR-PW Z MOWER JOHN DEERE	05613	Equipment Repair & Maintenance	9.57	Public Works	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99903-V BELT, AXLE, WHEEL, AIR FILTER, LOCK NUT, BOLT-PW Z MOWER	05613	Equipment Repair & Maintenance	166.44	Public Works	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99903-ELECTRICAL ADAPTERS-PW VEHICLES	05612	Vehicle Repair & Maintenance	70.96	Public Works	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99903-GAS CAN-PW TRIMMERS	05613	Equipment Repair & Maintenance	23.99	Public Works	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99903-RUMBLE STRIPS, PREMIUM TWO-PART EPOXY	05312	Street Maintenance	1,393.14	Public Works	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99903-AIR FILTER, OIL FILTER-PW60 DUMP TRK	05613	Equipment Repair & Maintenance	368.18	Public Works	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99903-AC BELT, SHOP GLOVES-PW SWEEPER	05613	Equipment Repair & Maintenance	25.77	Public Works	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99903-HOSE CLAMPS-PW SHOP	05212	Tools and Supplies	15.70	Public Works	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99903-GREASE FITTINGS KIT-PW HEAVY EQUIPMENT	05613	Equipment Repair & Maintenance	44.61	Public Works	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99903-PROPANE GAS	05212	Tools and Supplies	39.18	Public Works	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/23/2019	Wells Fargo Visa Card	PO99903-BALL VALVE,BURNER,PROPANE HOSE	05312	Street Maintenance	55.63	Public Works	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99903-POWER INVERTER,FAN	05212	Tools and Supplies	58.98	Public Works	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99903-TDA ANNUAL LICENSE RENEWAL-L.NATALE	05516	Dues/Subscriptions	115.29	Public Works	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99903-SPEED UNIT LIGHT BULBS	05312	Street Maintenance	212.00	Public Works	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	01251	Inter-Fund Receivable	1,150.00		GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	05810	Property and Equipment	1,150.00	Police Department	SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	01251	Inter-Fund Receivable			SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	01251	Inter-Fund Receivable	1,400.00		GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	05810	Property and Equipment	1,400.00	Police Department	SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	01251	Inter-Fund Receivable			SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99902-SALES TAX CHARGE BACK	01100	Accounts Receivable	4.85	City Manager	GENERAL FUND
8/30/2019	Wells Fargo Visa Card	PO99905-TWO O2 SENSORS UPPER-UNIT 1403	05612	Vehicle Repair & Maintenance	258.32	Police Department	GENERAL FUND
8/31/2019	Wells Fargo Visa Card	PO99905-TIRE REPAIR UNIT 1401	05612	Vehicle Repair & Maintenance	15.00	Police Department	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	AutoZone - PD All Tahoes Motor Oil	05612	Vehicle Repair & Maintenance	69.99	Police Department	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	RODARTE TIRES - PD 1103 TIRE REPAIR (2)	05612	Vehicle Repair & Maintenance	20.00	Police Department	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	O'Reilly- PD 700 Dent Puller	05612	Vehicle Repair & Maintenance	23.98	Police Department	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	AUTOZONE-PD HUMMER AIR FILTER SERVICE KIT	05612	Vehicle Repair & Maintenance	78.92	Police Department	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	AUTOZONE - PD HUMMER LIFT SUPPORT (CREDIT)	05612	Vehicle Repair & Maintenance		Police Department	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99902-ACROBAT PRO DC FOR CITY AUDITOR	05516	Dues/Subscriptions	157.30	City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99902-SALES TAX REIMBURSEMENT	05310	Building Modifications/A.D.A.		City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99903-SCREWS	05312	Street Maintenance	5.76	Public Works	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/18/2019	Wells Fargo Visa Card	PO99916-INTERNET SECURITY YEARLY SUBSCRIPTION	05516	Dues/Subscriptions	49.99	Recreation Centers	GENERAL FUND
8/18/2019	Wells Fargo Visa Card	PO99916-INTERNET SECURITY YEARLY SUBSCRIPTION	01100	Accounts Receivable	4.12	Recreation Centers	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99916-ACROBAT PRO DC FOR SURFACE PRO	05201	Office Expense and Supplies	153.39	Recreation Centers	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99916-DRINKS,CUPS-SENIOR NUTRITION PROGRAM ACTIVITY	05521	Support Activities	13.64	Recreation Centers	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	ADOBE -Acrobat Pro DC for LT Smith	05201	Office Expense and Supplies	161.21	Police Department	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-ELECTRICAL TAPE,GALVANIZED BUSHING	05312	Street Maintenance	4.67	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99916-SEALANT	05311	Building & Property Maintenanac	65.34	Recreation Centers	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99915-EXPANSION FILE POCKETS FOR AP	05201	Office Expense and Supplies	6.37	Finance Department	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99915-ASSET ID LABELS	05201	Office Expense and Supplies	47.99	Finance Department	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-OIL FILTER-PW VACTOR TRKS	05613	Equipment Repair & Maintenance	89.42	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-CREDIT-OIL FILTER-PW VACTOR TRKS	05613	Equipment Repair & Maintenance		Public Works	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99903-OIL FILTERS,SLYDE FLASH LIGHT-PW VACTOR TRKS	05613	Equipment Repair & Maintenance	109.19	Public Works	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99902-DOOR SWEEP,HINGES,GROUT BLADE,SAND PAPER,PIPE,PLUNGE	05310	Building Modifications/A.D.A.	191.69	City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99903-SPOT MIRROR-PW FORD TRACTOR	05613	Equipment Repair & Maintenance	18.99	Public Works	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99902-CREDIT-PLUNGE BLADES,DOOR SWEEP	05310	Building Modifications/A.D.A.		City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99902-MAHOGANY WOOD STAIN FOR RECEPTION SECURITY DOOR	05310	Building Modifications/A.D.A.	20.74	City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99902-CREDIT-DOOR LOCKSET FOR RECEPTION SECURITY DOOR	05310	Building Modifications/A.D.A.		City Manager	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99902-DOOR LOCKSET FOR RECEPTION SECURITY DOOR	05310	Building Modifications/A.D.A.	105.00	City Manager	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	RoyLowns - 20YR Award Service	05201	Office Expense and Supplies	139.00	Human Resources	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	ACROBAT- AcrobatPremiere Pro for Surface Pro	05201	Office Expense and Supplies	306.87	Recreation Centers	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	AUTOZONE - PD MUSTANG HEADLINER ADHESIVE	05612	Vehicle Repair & Maintenance	20.99	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/22/2019	Wells Fargo Visa Card	OReily - PD TRAILBLAZER RADIATOR CAP	05612	Vehicle Repair & Maintenance	8.05	Police Department	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	Parking Fee for MPO TPB Meeting 8.23.19	05711	Travel Lodg Airf Mil	4.35	Planning and Zoning	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	VISTA MARKET - Bread for 08/09 Bdays and Anniversaires	05201	Office Expense and Supplies	30.00	Human Resources	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	AUTO ZONE - PD TRAIL BLAZER FANCLUTH WRENCH, WELD RADIATOR	05612	Vehicle Repair & Maintenance	33.99	Police Department	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	OReilly - PD Trail Blazer Plastic Weld	05612	Vehicle Repair & Maintenance	14.99	Police Department	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	AUTOZONE - PDMUSTANGWINDOWREGULATOR	05612	Vehicle Repair & Maintenance	245.11	Police Department	GENERAL FUND
8/21/2019	Wells Fargo Visa Card	AUTOZONE- PD TRAILER BLAZER OILFILTER ,AIR FILTER	05612	Vehicle Repair & Maintenance	31.78	Police Department	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99916-HARVEST ENTERTAINMENT-HARVEST FESTIVAL	05548	Events	1,500.00	Recreation Centers	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99916-SPECIAL EVENT SUPPLIES FOR GIVEAWAYS	05548	Events	494.06	Recreation Centers	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99916-FOOD-TML MEETING	05521	Support Activities	32.28	Recreation Centers	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99916-BEVERAGES-SENIOR OUTING	05521	Support Activities	12.50	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-BEVERAGES-TML MEETING	05521	Support Activities	13.96	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-DECOR-TML MEETING	05521	Support Activities	19.48	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-ICE BUCKET,BEVERAGE DISPENSOR-TML MEETING	05521	Support Activities	34.76	Recreation Centers	GENERAL FUND
8/26/2019	Wells Fargo Visa Card	PO99916-COFFEE,CREAMERS-TML MEETING	05521	Support Activities	22.86	Recreation Centers	GENERAL FUND
8/27/2019	Wells Fargo Visa Card	PO99916-MONTHLY PEST CONTROL SVC RVCC	05520	Service Contracts	60.00	Recreation Centers	GENERAL FUND
8/28/2019	Wells Fargo Visa Card	PO99916-MONTHLY PEST CONTROL SVCS CACC	05520	Service Contracts	40.00	Recreation Centers	GENERAL FUND
8/23/2019	Wells Fargo Visa Card	PO99916-TRIPOD,FLASH DR,CARD READR,MIC SYS,TELEPROMPTR,LENS,	05511	Advertising/Drug Testing	598.63	Recreation Centers	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99905-CYLINDER HEAD TEMPATURE SENSOR UNIT 1104	05612	Vehicle Repair & Maintenance	15.99	Police Department	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99906-DISPLAY MOUNT W/ARM EXENSION	05201	Office Expense and Supplies	34.89	Municipal Court	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99925-B-CONNECTORS,PUSH DOOR RELEASE BUTTON,CABLE	05613	Equipment Repair & Maintenance	95.92	Information Technology	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/14/2019	Wells Fargo Visa Card	PO99925-PHOTO BEAM SENSOR	05613	Equipment Repair & Maintenance	59.97	Information Technology	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	PO99906-PARKING-TRANSFER OF JUVENILE CASES	05711	Travel Lodg Airf Mil	6.95	Municipal Court	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	PO99913-AIRFARE-TML CONF-ATLRG,DIS2 DURAN,DIS4 COLON 10/9-11	05711	Travel Lodg Airf Mil	833.88	Mayor and City Council	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	PO99913-TML ANNUAL CONF-ATLRG RDGZ 10/9-11/19 SAN ANTONIO TX	05527	Seminars/Training/Workshops	320.00	Mayor and City Council	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	PO99913-TML ANNUAL CONF-DIS2 DURAN 10/9-11/19 SAN ANTONIO TX	05527	Seminars/Training/Workshops	320.00	Mayor and City Council	GENERAL FUND
8/20/2019	Wells Fargo Visa Card	PO99913-TML ANNUAL CONF-DIS4 COLON VILLALOBOS 10/9-11/19 SAN	05527	Seminars/Training/Workshops	320.00	Mayor and City Council	GENERAL FUND
8/9/2019	Wells Fargo Visa Card	PO99907-RESIDENTIAL DUCT SYSTEMS 3RD EDITION BOOK	05201	Office Expense and Supplies	93.95	Planning and Zoning	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	SAM'S CLUB - OPEN PO FOR OFFIC	05201	Office Expense and Supplies	147.62	City Manager	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO24863-CUPS,PAPER TOWELS,FACIAL TISSUE,PINESOL,COFFEE,CREAM	05201	Office Expense and Supplies	119.32	City Manager	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99902-CREDIT-RECEPTIONIST SECURITY DOOR	05310	Building Modifications/A.D.A.		City Manager	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99905-SUBWAY-CRIME AGAINST CHILD CONF-DET VALERA 8/12-15/1	05711	Travel Lodg Airf Mil	6.00	Police Department	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99905-SUBWAY-CRIME AGAINST CHILD CONF-DET VALERA 8/12-15/1	05711	Travel Lodg Airf Mil	6.00	Police Department	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99905-SUBWAY-CRIME AGAINST CHILD CONF-DET VALERA 8/12-15/	05711	Travel Lodg Airf Mil	6.00	Police Department	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99905-CAR RENTAL-CRIME AGAINST CHILD CONF-DET VALERA 8/12-	05711	Travel Lodg Airf Mil	195.50	Police Department	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99905-PARKING-CRIME AGAINST CHILD CONF-DET VALERA 8/12-15/	05711	Travel Lodg Airf Mil	72.00	Police Department	GENERAL FUND
8/15/2019	Wells Fargo Visa Card	PO99905-FUEL-CRIME AGAINST CHILD CONF-DET VALERA 8/12-15/19	05711	Travel Lodg Airf Mil	5.00	Police Department	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	05810	Property and Equipment	1,150.00	Police Department	SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99905-FREIGHT-TRANSPORT FOR VEHICLE PURCHASED	05810	Property and Equipment	1,400.00	Police Department	SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99912-BIRTHDAY CARDS FOR EMPLOYEES	05521	Support Activities	51.00	Human Resources	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99907-WATER,SNACKS-KICK OFF MEETING OF ATERIAL 1 PRJ	05521	Support Activities	21.80	Planning and Zoning	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99902-PARKING-TERMINATION NOTICE OF ANIMAL SVCS CONTRACT	05711	Travel Lodg Airf Mil	3.95	City Manager	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/6/2019	Wells Fargo Visa Card	PO99906-VGA TO HDMI CONVERTER,HDMI CABLE	05201	Office Expense and Supplies	56.92	Municipal Court	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99907-TIRE REPAIR PZ09	05612	Vehicle Repair & Maintenance	10.00	Planning and Zoning	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99916-CACC CARPET/UPHOLSTERY CLEANING	05311	Building & Property Maintenanc	466.00	Recreation Centers	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99916-IN CLASSROOM TRNG-NEW SOCIAL MEDIA STRATEGIES	05511	Advertising/Drug Testing	675.00	Recreation Centers	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99914-CORP KIT	05201	Office Expense and Supplies	277.95	City Clerk	GENERAL FUND
8/9/2019	Wells Fargo Visa Card	PO99903-AC COMPRESSOR KIT PW05	05612	Vehicle Repair & Maintenance	289.88	Public Works	GENERAL FUND
8/9/2019	Wells Fargo Visa Card	PO99903-AC DISCONNECT LINE TOOL-PW SHOP	05212	Tools and Supplies	11.99	Public Works	GENERAL FUND
8/9/2019	Wells Fargo Visa Card	PO99903-PAINT,REFRIGERANT FOR UNITS,AC OIL,BACK LIGHTS	05613	Equipment Repair & Maintenance	125.76	Public Works	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99903-WATERPROOF TAPE PW08	05612	Vehicle Repair & Maintenance	10.99	Public Works	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99903-TRIMMER HEADS	05613	Equipment Repair & Maintenance	111.96	Public Works	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99903-HOSE SPRAYER, WATER JET-PW SHOP	05212	Tools and Supplies	34.98	Public Works	GENERAL FUND
8/2/2019	Wells Fargo Visa Card	PO99903-UNIFORMS	05213	Uniforms	969.50	Public Works	GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99910-SLUGGER JERSEY AUGUSTA 1660	05213	Uniforms	28.62	Grants and Special Projects	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99903-DEODORANTS FOR ALL PW TRKS	05612	Vehicle Repair & Maintenance	36.85	Public Works	GENERAL FUND
8/9/2019	Wells Fargo Visa Card	PO99903-FANS FOR PPW OFFICE	05201	Office Expense and Supplies	101.03	Public Works	GENERAL FUND
8/10/2019	Wells Fargo Visa Card	PO99903-AC ORIFICE TUBE TOOL-PW SHOP	05212	Tools and Supplies	21.00	Public Works	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99903-IGNITION SWITCH KEY-PW Z MOWER JOHN DEERE	05613	Equipment Repair & Maintenance	5.76	Public Works	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-PVC COUPLINGS,PIPE	05317	Park Maintenance	69.93	Public Works	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-OIL/AIR FILTER,OIL PW05	05612	Vehicle Repair & Maintenance	59.17	Public Works	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-PRESSURE TANK,NIPPLE	05317	Park Maintenance	258.98	Public Works	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99905-FUEL-TCOLE COURSE-OFC DeSANTIAGO 8/5/19 MIDLAND TX	05711	Travel Lodg Airf Mil	23.24	Police Department	GENERAL FUND



Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/5/2019	Wells Fargo Visa Card	PO99905-FUEL-TCOLE COURSE-OFC DeSANTIAGO 8/5/19 MIDLAND TX	05711	Travel Lodg Airf Mil	15.17	Police Department	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99905-FUEL-TCOLE COURSE-OFC DeSANTIAGO 8/5/19 MIDLAND TX	05711	Travel Lodg Airf Mil	20.17	Police Department	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99925-DVI TO VGA ADAPTER	05613	Equipment Repair & Maintenance	14.99	Information Technology	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99905-STOP LEAK KIT,R134A OIL CHARGE UNIT 1602	05612	Vehicle Repair & Maintenance	43.57	Police Department	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99916-WINDOW SWITCH RC01	05612	Vehicle Repair & Maintenance	130.56	Recreation Centers	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99916-OIL FILTER, WINDSHIELD WASHER FLUID RC01	05612	Vehicle Repair & Maintenance	54.15	Recreation Centers	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99902/99912-PENS	05201	Office Expense and Supplies	4.00	City Manager	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99902/99912-PENS	05201	Office Expense and Supplies	6.00	Human Resources	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99916-BLEACH,CANLINERS,MOPS,BATH TISSUE,FABULOSO,PAPER TOW	05201	Office Expense and Supplies	344.04	Recreation Centers	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99925-SLUGGER JERSEY AUGUSTA 1660	05213	Uniforms	19.27	Information Technology	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99913-OTTEBOX CASE IPHONE 7-DIS4 YVONNE COLON VILLANUEVA	05201	Office Expense and Supplies	39.99	Mayor and City Council	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99916-BATTERIES,COFFEE	05201	Office Expense and Supplies	32.64	Recreation Centers	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99916-AIR PUMP REPLACEMENT HOSE-SCREEN PUMP	05810	Property and Equipment	40.48	Recreation Centers	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99906-COFFEE,FORKS,FOAM BOWLS & PLATES	05201	Office Expense and Supplies	86.51	Municipal Court	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99906-INK CARTRIDGES,PENS	05201	Office Expense and Supplies	279.92	Municipal Court	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99916-MEDIA MONITORING SERVICES 9/1/19-8/31/20	05516	Dues/Subscriptions	2,400.00	Recreation Centers	GENERAL FUND
8/2/2019	Wells Fargo Visa Card	PO99905-TRANSPORT FEE FOR VEHICLES PURCHASED	05810	Property and Equipment	1,850.00	Police Department	SPECIAL REVENUES FUND
8/2/2019	Wells Fargo Visa Card	PO99905-TRANSPORT FEE FOR VEHICLES PURCHASED	01251	Inter-Fund Receivable			SPECIAL REVENUES FUND
8/2/2019	Wells Fargo Visa Card	PO99905-TRANSPORT FEE FOR VEHICLES PURCHASED	01251	Inter-Fund Receivable	1,850.00		GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99905-AIRFARE-NEW CHIEF DVMNT PRG-CHIEF BURTON 10/13-18/19	05711	Travel Lodg Airf Mil	459.96	Police Department	GENERAL FUND
8/4/2019	Wells Fargo Visa Card	PO99905-CAR RENTAL-TCOLE COURSE-OFC DeSANTIAGO 8/5/19 MIDLAN	05711	Travel Lodg Airf Mil	42.00	Police Department	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/2/2019	Wells Fargo Visa Card	PO99903-C-4 BATTERY FOR A/C LEAK DETECTOR	05212	Tools and Supplies	9.99	Public Works	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99913-CLEANIN WIPES,LEATHR CLNER,NAILS,PCTURE KIT,LED BULB	05201	Office Expense and Supplies	52.86	Mayor and City Council	GENERAL FUND
8/5/2019	Wells Fargo Visa Card	PO99903-2 CYCLE OIL,RETAINERS-PW TRIMMERS	05613	Equipment Repair & Maintenance	106.19	Public Works	GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99925-DRYWALL ANCHORS,VELCRO	05613	Equipment Repair & Maintenance	34.04	Information Technology	GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99916-REPLACEMENT FLAGS FOR RVCC & CACC	05201	Office Expense and Supplies	444.21	Recreation Centers	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99903-OIL ABSORBENT-PW SHOP	05212	Tools and Supplies	46.94	Public Works	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99903-IGNITION COIL,FUEL INJECTOR,INTAKE VALVE CLEANR PW08	05612	Vehicle Repair & Maintenance	99.97	Public Works	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99916-CACC SECURITY SYSTEM	05520	Service Contracts	109.75	Recreation Centers	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-CREDIT-AC COMPRESSOR KIT PW05	05612	Vehicle Repair & Maintenance		Public Works	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-AC OIL CHARGE PW05	05612	Vehicle Repair & Maintenance	38.95	Public Works	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-ADHESIVE REMOVER FOR ALL EQUIPMENT	05612	Vehicle Repair & Maintenance	39.98	Public Works	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-V BELT,GLOVES,TOWELS PW05	05612	Vehicle Repair & Maintenance	61.77	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-SCREWS,BOLTS-BULLDOG PARK	05317	Park Maintenance	68.40	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-OIL/AIR FILTERS,OIL PW11	05612	Vehicle Repair & Maintenance	73.77	Public Works	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99916-WIPERS, WINDOW SWITCH CONTROL RC00	05612	Vehicle Repair & Maintenance	46.74	Recreation Centers	GENERAL FUND
8/12/2019	Wells Fargo Visa Card	PO99903-AC COMPRESSOR PW05	05612	Vehicle Repair & Maintenance	215.23	Public Works	GENERAL FUND
8/22/2019	Wells Fargo Visa Card	PO99912-CREDIT-RoyLowns - 20YR Award Service	05201	Office Expense and Supplies		Human Resources	GENERAL FUND
8/1/2019	Wells Fargo Visa Card	PO99906-CREDIT-BAILIFFS/WARRANT OFCR SMNR-ESPARZA 5/20-22/19	05527	Seminars/Training/Workshops		Municipal Court	GENERAL FUND
8/16/2019	Wells Fargo Visa Card	PO99905-CREDIT-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	05810	Property and Equipment		Police Department	SPECIAL REVENUES FUND
8/16/2019	Wells Fargo Visa Card	PO99905-CREDIT-FREIGHT-TRANSPORT FOR NEW VEHICLE PURCHASE	05810	Property and Equipment		Police Department	SPECIAL REVENUES FUND
8/19/2019	Wells Fargo Visa Card	PO99902-DB ENTRY-SALES TAX REIMBURSEMENT	05310	Building Modifications/A.D.A.	4.85	City Manager	GENERAL FUND

Date	Name	Transaction Description	Code	GL Description	Amount	Department	Fund
8/13/2019	Wells Fargo Visa Card	PO99903-FUEL INJECTOR ORINGS PW08	05612	Vehicle Repair & Maintenance	18.99	Public Works	GENERAL FUND
8/13/2019	Wells Fargo Visa Card	PO99903-VACUUM PUMP OIL PW AC UNIT	05212	Tools and Supplies	32.46	Public Works	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-WET/DRY VACUUM FOR MAINTENANCE	05212	Tools and Supplies	34.97	Public Works	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-WET/DRY VACUUM FOR MAINTENANCE	01100	Accounts Receivable	2.89	Public Works	GENERAL FUND
8/8/2019	Wells Fargo Visa Card	PO99903-SALES TAX CREDIT	01100	Accounts Receivable			GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99916-ICE,BOTTLED WATER-COUNTY NIGHT OUT SUPPLIES	05521	Support Activities	9.98	Recreation Centers	GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99916-CANDY-COUNTY NIGHT OUT SUPPLIES	05521	Support Activities	14.98	Recreation Centers	GENERAL FUND
8/6/2019	Wells Fargo Visa Card	PO99902-DOOR LATCH STRIKES METAL 12V	05310	Building Modifications/A.D.A.	59.98	City Manager	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99916-WINDOW CONTROL SWITCH RC01	05612	Vehicle Repair & Maintenance	15.29	Recreation Centers	GENERAL FUND
8/7/2019	Wells Fargo Visa Card	PO99916-CREDIT-WINDOW SWITCH RC01	05612	Vehicle Repair & Maintenance		Recreation Centers	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-PVC PIPE CONNECTORS	05317	Park Maintenance	9.06	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-PVC PIPES FOR SPRINKLERS AT BULLDOG PARK	05317	Park Maintenance	131.73	Public Works	GENERAL FUND
8/14/2019	Wells Fargo Visa Card	PO99903-PVC PIPES FOR SPRINKLERS AT BULLDOG PARK	05317	Park Maintenance	99.93	Public Works	GENERAL FUND
8/12/2019	WESTERN REFINERY	Fuel	01206	Gas Inventory	8,311.37	Public Works	GENERAL FUND
Total Accounts Payable Transactions					#####		

**ITEM 8**

*Elia Garcia*  
Mayor

*Rene Rodriguez*  
At Large

*Cesar Nevarez*  
District 1



*Ralph Duran*  
District 2

*Victor Perez*  
District 3/Mayor Pro Tem

*Yvonne Colon-Villalobos*  
District 4

*Adriana Rodarte*  
City Manager

**DATE: September 26, 2019**

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: Charles Casiano, Finance Director**

**SUBJECT: DISCUSSION AND ACTION ON APPROVING THE CASH RECEIPTS REPORT FOR AUGUST'S 2019.**

**SUMMARY**

The cash receipts report summarizes all of the departmental deposits for August 2019. This report does not include any wire transfers into our accounts or adjusting journal entries.

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**ALTERNATIVE**

**STAFF RECOMMENDATION**

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/1/2019	Centro San Vicente	2019 IND EXTRAVAGANZA	01010	Wells Fargo-M&O	001		1,000.00			GENERAL FUND
8/1/2019	Centro San Vicente	2019 IND EXTRAVAGANZA	04715	Event Sponsorships	001	00016		1,000.00	Non grant item	GENERAL FUND
8/1/2019	Level 3 Communications LLC	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		205.62			GENERAL FUND
8/1/2019	Level 3 Communications LLC	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		205.62	Non grant item	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	01010	Wells Fargo-M&O	001	00006	232.40		Non grant item	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	01010		001	00006	599.90			
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	02115	State Fees Payable	001	00006		293.60	STATE FEE	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04507	Muni. Court Judgements/Fines	001	00006		254.50	CITY FEE	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	02613	OMNI Collections	001	00006		8.15	Omnibase Fee	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04507	Muni. Court Judgements/Fines	001	00006		3.00	Court Bldg. Sec	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	02617	Collection Agency COLL	001	00006		3.93	Collection Agen	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	02126	Child Safety Seat/Belt Fines	001	00006		2.64	ChildSftySeat/B	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04507	Muni. Court Judgements/Fines	001	00006		2.63	ChildSftySeat/B	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04507		001	00006		251.80	CITY FINE	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04511	Juvenile Case Management Fee	001	00006		5.00	JUV CASE MGMT F	GENERAL FUND
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04511		001	00006		3.05	TRUANCY PREVENT	GENERAL FUND

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/1/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138374-138394	04512	Municipal Court Technology	001	00006		4.00	Court Tech Fund	GENERAL FUND
8/1/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31502-31507	01010	Wells Fargo-M&O	001	00007	572.50		Non grant item	GENERAL FUND
8/1/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31502-31507	01010		001	00007	200.00			
8/1/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31502-31507	04501	Building Permits	001	00007		550.00	Non grant item	GENERAL FUND
8/1/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31502-31507	04502	Business Registration Permits	001	00007		222.50	Non grant item	GENERAL FUND
8/2/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31508-31513	01010	Wells Fargo-M&O	001	00007	122.50		Non grant item	GENERAL FUND
8/2/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31508-31513	01010		001	00007	50.00			
8/2/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31508-31513	01010		001	00007	100.00			
8/2/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31508-31513	04501	Building Permits	001	00007		215.00	Non grant item	GENERAL FUND
8/2/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31508-31513	04502	Business Registration Permits	001	00007		57.50	Non grant item	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	01010	Wells Fargo-M&O	001	00006	1,202.00		Non grant item	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	01010		001	00006	1,866.50			
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	02115	State Fees Payable	001	00006		722.60	STATE FEE	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04507	Muni. Court Judgements/Fines	001	00006		576.39	CITY FEE	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	02613	OMNI Collections	001	00006		48.00	Omnibase Fee	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04507	Muni. Court Judgements/Fines	001	00006		27.08	Court Bldg. Sec	GENERAL FUND

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	02617	Collection Agency COLL	001	00006		425.30	Collection Agen	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04507	Muni. Court Judgements/Fines	001	00006		1,186.90	CITY FINE	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04511	Juvenile Case Management Fee	001	00006		40.13	JUV CASE MGMT F	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04511		001	00006		6.00	TRUANCY PREVENT	GENERAL FUND
8/2/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138395-138412	04512	Municipal Court Technology	001	00006		36.10	Court Tech Fund	GENERAL FUND
8/2/2019	Verizon	RENTAL INCOME, CK NO.04269829	01010	Wells Fargo-M&O	001		1,000.00			GENERAL FUND
8/2/2019	Verizon	RENTAL INCOME, CK NO.04269829	04701	Rental Income	001	99999		1,000.00	Non grant item	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	01010	Wells Fargo-M&O	001	00006	903.10		Non grant item	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	01010		001	00006	2,594.57			
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	02115	State Fees Payable	001	00006		1,023.37	STATE FEE	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04507	Muni. Court Judgements/Fines	001	00006		397.93	CITY FEE	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	02613	OMNI Collections	001	00006		36.00	Omnibase Fee	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04507	Muni. Court Judgements/Fines	001	00006		40.37	Court Bldg. Sec	GENERAL FUND
8/5/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683406-683409	01010	Wells Fargo-M&O	001	00005	130.00		Non grant item	GENERAL FUND
8/5/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683406-683409	04604	Police Fees	001	00005		130.00	Non grant item	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	02617	Collection Agency COLL	001	00006		210.84	Collection Agen	GENERAL FUND

**City of Socorro**  
**Cash Receipts Report**  
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Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04507	Muni. Court Judgements/Fines	001	00006		1,655.93	CITY FINE	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04511	Juvenile Case Management Fee	001	00006		67.28	JUV CASE MGMT F	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04511		001	00006		12.13	TRUANCY PREVENT	GENERAL FUND
8/5/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138413-138435	04512	Municipal Court Technology	001	00006		53.82	Court Tech Fund	GENERAL FUND
8/5/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31514-31520	01010	Wells Fargo-M&O	001	00007	448.36		Non grant item	GENERAL FUND
8/5/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31514-31520	01010		001	00007	100.00			
8/5/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31514-31520	04501	Building Permits	001	00007		525.00	Non grant item	GENERAL FUND
8/5/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31514-31520	04502	Business Registration Permits	001	00007		23.36	Non grant item	GENERAL FUND
8/6/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31521-31527	01010	Wells Fargo-M&O	001	00007	300.00		Non grant item	GENERAL FUND
8/6/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31521-31527	01010		001	00007	230.00			
8/6/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31521-31527	04501	Building Permits	001	00007		350.00	Non grant item	GENERAL FUND
8/6/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31521-31527	04502	Business Registration Permits	001	00007		180.00	Non grant item	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	01010	Wells Fargo-M&O	001	00006	1,594.10		Non grant item	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	02115	State Fees Payable	001	00006		488.36	STATE FEE	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04507	Muni. Court Judgements/Fines	001	00006		236.77	CITY FEE	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	02613	OMNI Collections	001	00006		30.25	Omnibase Fee	GENERAL FUND



**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04507	Muni. Court Judgements/Fines	001	00006		13.78	Court Bldg. Sec	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	02617	Collection Agency COLL	001	00006		214.42	Collection Agen	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04507	Muni. Court Judgements/Fines	001	00006		563.28	CITY FINE	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04511	Juvenile Case Management Fee	001	00006		22.97	JUV CASE MGMT F	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04511		001	00006		5.89	TRUANCY PREVENT	GENERAL FUND
8/6/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138436-138461	04512	Municipal Court Technology	001	00006		18.38	Court Tech Fund	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	01010	Wells Fargo-M&O	001	00006	486.60		Non grant item	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	01010		001	00006	257.00			
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	02115	State Fees Payable	001	00006		82.50	STATE FEE	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04507	Muni. Court Judgements/Fines	001	00006		65.05	CITY FEE	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04507		001	00006		3.91	Court Bldg. Sec	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04507		001	00006		579.40	CITY FINE	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04511	Juvenile Case Management Fee	001	00006		6.52	JUV CASE MGMT F	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04511		001	00006		1.00	TRUANCY PREVENT	GENERAL FUND
8/7/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138462-138474	04512	Municipal Court Technology	001	00006		5.22	Court Tech Fund	GENERAL FUND
8/7/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31528-31533	01010	Wells Fargo-M&O	001	00007	815.00		Non grant item	GENERAL FUND

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/7/2019	Texas Gas Service	CK NO. 106033 REF 071719-62261 98	01010		001		62,261.98			GENERAL FUND
8/7/2019	Texas Gas Service	CK NO. 106033 REF 071719-62261 98	04203	Franchise Fees	001	99999		62,261.98	Non grant item	GENERAL FUND
8/7/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31528-31533	01010	Wells Fargo-M&O	001	00007	375.00		Non grant item	GENERAL FUND
8/7/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31528-31533	04501	Building Permits	001	00007		1,000.00	Non grant item	GENERAL FUND
8/7/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31528-31533	04502	Business Registration Permits	001	00007		115.00	Non grant item	GENERAL FUND
8/7/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31528-31533	04502		001	00007		75.00	TEXAS ALCOHOL	GENERAL FUND
8/7/2019	DBA El Paso Signs	DBA ELP SIGNS, CK 1160 - REFUND OF SALES TAX	01010	Wells Fargo-M&O	001		11.55			GENERAL FUND
8/7/2019	DBA El Paso Signs	DBA ELP SIGNS, CK 1160 - REFUND OF SALES TAX	01100	Accounts Receivable	001	99999		11.55	Non grant item	GENERAL FUND
8/8/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31534-31538	01010	Wells Fargo-M&O	001	00007	57.50		Non grant item	GENERAL FUND
8/8/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31534-31538	01010		001	00007	325.00			
8/8/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31534-31538	04501	Building Permits	001	00007		325.00	Non grant item	GENERAL FUND
8/8/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31534-31538	04502	Business Registration Permits	001	00007		57.50	Non grant item	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	02617	Collection Agency COLL	001	00006		115.16	Collection Agen	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04507	Muni. Court Judgements/Fines	001	00006		773.14	CITY FINE	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04511	Juvenile Case Management Fee	001	00006		33.88	JUV CASE MGMT F	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04511		001	00006		4.30	TRUANCY PREVENT	GENERAL FUND

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8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04512	Municipal Court Technology	001	00006		27.11	Court Tech Fund	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	01010	Wells Fargo-M&O	001	00006	45.00		Non grant item	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	01010		001	00006	1,663.10			
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	02115	State Fees Payable	001	00006		372.10	STATE FEE	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04507	Muni. Court Judgements/Fines	001	00006		343.99	CITY FEE	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	02613	OMNI Collections	001	00006		18.10	Omnibase Fee	GENERAL FUND
8/8/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138475-138488	04507	Muni. Court Judgements/Fines	001	00006		20.32	Court Bldg. Sec	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	01010	Wells Fargo-M&O	001	00006	812.70		Non grant item	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04507	Muni. Court Judgements/Fines	001	00006		837.60	CITY FINE	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04511	Juvenile Case Management Fee	001	00006		29.67	JUV CASE MGMT F	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04511		001	00006		5.29	TRUANCY PREVENT	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04512	Municipal Court Technology	001	00006		23.74	Court Tech Fund	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	01010	Wells Fargo-M&O	001	00006	807.10		Non grant item	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	02115	State Fees Payable	001	00006		363.21	STATE FEE	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04507	Muni. Court Judgements/Fines	001	00006		128.39	CITY FEE	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	02613	OMNI Collections	001	00006		12.00	Omnibase Fee	GENERAL FUND

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8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	04507	Muni. Court Judgements/Fines	001	00006		17.80	Court Bldg. Sec	GENERAL FUND
8/9/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138489-138496	02617	Collection Agency COLL	001	00006		202.10	Omnibase Fee	GENERAL FUND
8/9/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31539-31541	01010	Wells Fargo-M&O	001	00007	50.00		Non grant item	GENERAL FUND
8/9/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31539-31541	01010		001	00007	115.00			
8/9/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31539-31541	04501	Building Permits	001	00007		115.00	Non grant item	GENERAL FUND
8/9/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31539-31541	04502	Business Registration Permits	001	00007		50.00	Non grant item	GENERAL FUND
8/9/2019	Administration-City of Socorro	PUBLIC RCRDS, RCPTS: 487622-24, 487627-31, 633-635, 637,639	01010	Wells Fargo-M&O	001		6.10			GENERAL FUND
8/9/2019	Administration-City of Socorro	PUBLIC RCRDS, RCPTS: 487622-24, 487627-31, 633-635, 637,639	04504	AdmMisc-Copies,City Clrk Prmt	001	00014		6.10	Non grant item	GENERAL FUND
8/9/2019	Administration-City of Socorro	COPIES, RECEIPTS 487636, 487638	01010	Wells Fargo-M&O	001		0.30			GENERAL FUND
8/9/2019	Administration-City of Socorro	COPIES, RECEIPTS 487636, 487638	04504	AdmMisc-Copies,City Clrk Prmt	001	99999		0.30	Non grant item	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04507	Muni. Court Judgements/Fines	001	00006		3,746.19	CITY FINE	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04511	Juvenile Case Management Fee	001	00006		74.95	JUV CASE MGMT F	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04511		001	00006		20.00	TRUANCY PREVENT	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04512	Municipal Court Technology	001	00006		59.95	Court Tech Fund	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	01010	Wells Fargo-M&O	001	00006	3,094.50		Non grant item	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	02115	State Fees Payable	001	00006		1,238.90	STATE FEE	GENERAL FUND

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8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04507	Muni. Court Judgements/Fines	001	00006		976.04	CITY FEE	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	02613	OMNI Collections	001	00006		84.00	Omnibase Fee	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	04507	Muni. Court Judgements/Fines	001	00006		44.96	Court Bldg. Sec	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	02617	Collection Agency COLL	001	00006		850.51	Collection Agen	GENERAL FUND
8/12/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31542-31549	01010	Wells Fargo-M&O	001	00007	567.50		Non grant item	GENERAL FUND
8/12/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31542-31549	04501	Building Permits	001	00007		510.00	Non grant item	GENERAL FUND
8/12/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31542-31549	04502	Business Registration Permits	001	00007		57.50	Non grant item	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	01010	Wells Fargo-M&O	001	00006	1,812.40		Non grant item	GENERAL FUND
8/12/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138497-138521	01010		001	00006	2,188.60			
8/12/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683410-683414	01010		001	00005	72.00			
8/12/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683410-683414	04604	Police Fees	001	00005		72.00	Non grant item	GENERAL FUND
8/13/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31550-31559	01010	Wells Fargo-M&O	001	00007	458.00		Non grant item	GENERAL FUND
8/13/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31550-31559	01010		001	00007	197.50			
8/13/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31550-31559	04501	Building Permits	001	00007		408.00	Non grant item	GENERAL FUND
8/13/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31550-31559	04502	Business Registration Permits	001	00007		247.50	Non grant item	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	01010	Wells Fargo-M&O	001	00006	174.10		Non grant item	GENERAL FUND

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8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	01010		001	00006	1,356.10			
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04511	Juvenile Case Management Fee	001	00006		30.00	JUV CASE MGMT F	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04511		001	00006		6.00	TRUANCY PREVENT	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04512	Municipal Court Technology	001	00006		24.00	Court Tech Fund	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	02115	State Fees Payable	001	00006		484.70	STATE FEE	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04507	Muni. Court Judgements/Fines	001	00006		208.60	CITY FEE	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04507	Muni. Court Judgements/Fines	001	00006		18.00	Court Bldg. Sec	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	02617	Collection Agency COLL	001	00006		261.56	Collection Agen	GENERAL FUND
8/13/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138522-138543	04507	Muni. Court Judgements/Fines	001	00006		473.34	CITY FINE	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	01010	Wells Fargo-M&O	001	00006	189.60		Non grant item	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	01010		001	00006	448.65			
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	02115	State Fees Payable	001	00006		267.30	STATE FEE	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04511	Juvenile Case Management Fee	001	00006		3.00	TRUANCY PREVENT	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04512	Municipal Court Technology	001	00006		12.00	Court Tech Fund	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04507	Muni. Court Judgements/Fines	001	00006		95.80	CITY FEE	GENERAL FUND

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8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04507	Muni. Court Judgements/Fines	001	00006		9.00	Court Bldg. Sec	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	02617	Collection Agency COLL	001	00006		8.91	Collection Agen	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04507	Muni. Court Judgements/Fines	001	00006		203.24	CITY FINE	GENERAL FUND
8/14/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138544-138561	04511	Juvenile Case Management Fee	001	00006		15.00	JUV CASE MGMT F	GENERAL FUND
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	01010	Wells Fargo-M&O	001	00007	1,400.00		Non grant item	GENERAL FUND
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	01010		001	00007	3,592.30			
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	04501	Building Permits	001	00007		1,050.00	Non grant item	GENERAL FUND
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	04502	Business Registration Permits	001	00007		350.00	Non grant item	GENERAL FUND
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	04503	Rezoning Fees	001	00007		3,392.30	Non grant item	GENERAL FUND
8/14/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31560-31569	04500	Other Planning Fees(Fireworks)	001	00007		200.00	Non grant item	GENERAL FUND
8/15/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31570-31574	01010	Wells Fargo-M&O	001	00007	450.00		Non grant item	GENERAL FUND
8/15/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31570-31574	01010		001	00007	3,757.84			
8/15/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31570-31574	04501	Building Permits	001	00007		4,207.84	Non grant item	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	01010	Wells Fargo-M&O	001	00006	706.00		Non grant item	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	01010		001	00006	1,783.17			

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8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	02115	State Fees Payable	001	00006		564.21	STATE FEE	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04507	Muni. Court Judgements/Fines	001	00006		488.62	CITY FEE	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04512	Municipal Court Technology	001	00006		28.23	Court Tech Fund	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	02613	OMNI Collections	001	00006		48.00	Omnibase Fee	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04507	Muni. Court Judgements/Fines	001	00006		21.16	Court Bldg. Sec	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	02617	Collection Agency COLL	001	00006		400.17	Collection Agen	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04507	Muni. Court Judgements/Fines	001	00006		905.12	CITY FINE	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04511	Juvenile Case Management Fee	001	00006		27.66	JUV CASE MGMT F	GENERAL FUND
8/15/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138562-138570	04511		001	00006		6.00	TRUANCY PREVENT	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	01010	Wells Fargo-M&O	001	00006	387.40		Non grant item	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	01010		001	00006	1,176.10			
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	02115	State Fees Payable	001	00006		574.61	STATE FEE	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04507	Muni. Court Judgements/Fines	001	00006		286.09	CITY FEE	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	02613	OMNI Collections	001	00006		12.00	Omnibase Fee	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04507	Muni. Court Judgements/Fines	001	00006		23.10	Court Bldg. Sec	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	02617	Collection Agency COLL	001	00006		166.20	Collection Agen	GENERAL FUND



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8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04507	Muni. Court Judgements/Fines	001	00006		430.30	CITY FINE	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04511	Juvenile Case Management Fee	001	00006		33.69	JUV CASE MGMT F	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04511		001	00006		6.69	TRUANCY PREVENT	GENERAL FUND
8/16/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138571-138584	04512	Municipal Court Technology	001	00006		30.82	Court Tech Fund	GENERAL FUND
8/16/2019	Charter Communications	Q2 2019 FRANCHISE FEES	01010	Wells Fargo-M&O	001		19,951.25			GENERAL FUND
8/16/2019	Charter Communications	Q2 2019 FRANCHISE FEES	04203	Franchise Fees	001	99999		19,951.25	Non grant item	GENERAL FUND
8/16/2019	Charter Communications	Q2 2019 PEG FEES CK07051247	01047	Wells Fargo- Special Revenue	100		3,990.25			SPECIAL REVENUES FUND
8/16/2019	Charter Communications	Q2 2019 PEG FEES CK07051247	04205	PEG Capital Fee Revenue	100	99999		3,990.25	Time Warner Edu	SPECIAL REVENUES FUND
8/16/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31575-31580	01010	Wells Fargo-M&O	001	00007	705.00		Non grant item	GENERAL FUND
8/16/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31575-31580	01010		001	00007	90.00			
8/16/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31575-31580	04501	Building Permits	001	00007		705.00	Non grant item	GENERAL FUND
8/16/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31575-31580	04714	Park Fees	001	00007		90.00	Non grant item	GENERAL FUND
8/16/2019	Spectrum	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		3,172.46			GENERAL FUND
8/16/2019	Spectrum	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		3,172.46	Non grant item	GENERAL FUND
8/16/2019	Granite Telecommunications, LL	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		271.60			GENERAL FUND
8/16/2019	Granite Telecommunications, LL	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		271.60	Non grant item	GENERAL FUND

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8/16/2019	MetTel	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		33.60			GENERAL FUND
8/16/2019	MetTel	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		33.60	Non grant item	GENERAL FUND
8/19/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683415-683419	01010	Wells Fargo-M&O	001	00005	46.00		Non grant item	GENERAL FUND
8/19/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683415-683419	04604	Police Fees	001	00005		46.00	Non grant item	GENERAL FUND
8/19/2019	MCIMETRO ACCESS TRANSMISSION S	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		27.34			GENERAL FUND
8/19/2019	MCIMETRO ACCESS TRANSMISSION S	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		27.34	Non grant item	GENERAL FUND
8/19/2019	Southwestern Bell Telephone Co	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		4,269.14			GENERAL FUND
8/19/2019	Southwestern Bell Telephone Co	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		4,269.14	Non grant item	GENERAL FUND
8/19/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31581-31588	01010	Wells Fargo-M&O	001	00007	1,656.96		Non grant item	GENERAL FUND
8/19/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31581-31588	01010		001	00007	1,666.76			
8/19/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31581-31588	04501	Building Permits	001	00007		3,308.72	Non grant item	GENERAL FUND
8/19/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31581-31588	04502	Business Registration Permits	001	00007		15.00	TEXAS ALCOHOL	GENERAL FUND
8/19/2019	AT&T Communications of TX LLC	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		295.40			GENERAL FUND
8/19/2019	AT&T Communications of TX LLC	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		295.40	Non grant item	GENERAL FUND
8/19/2019	Fusion Telecom of TX LTD LLP	Q2 2019 ROW FEES	01010	Wells Fargo-M&O	001		9.80			GENERAL FUND
8/19/2019	Fusion Telecom of TX LTD LLP	Q2 2019 ROW FEES	04203	Franchise Fees	001	99999		9.80	Non grant item	GENERAL FUND

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8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	01010	Wells Fargo-M&O	001	00006	947.00		Non grant item	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	01010		001	00006	2,538.50			
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	02115	State Fees Payable	001	00006		1,211.11	STATE FEE	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04507	Muni. Court Judgements/Fines	001	00006		563.73	CITY FEE	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04507	Muni. Court Judgements/Fines	001	00006		47.19	Court Bldg. Sec	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	02617	Collection Agency COLL	001	00006		58.30	Collection Agen	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04507	Muni. Court Judgements/Fines	001	00006		1,424.20	CITY FINE	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04511	Juvenile Case Management Fee	001	00006		78.65	JUV CASE MGMT F	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04511		001	00006		15.39	TRUANCY PREVENT	GENERAL FUND
8/19/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138585-138616	04512	Municipal Court Technology	001	00006		62.93	Court Tech Fund	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	01010	Wells Fargo-M&O	001	00006	500.20		Non grant item	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	01010		001	00006	1,156.70			
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	02115	State Fees Payable	001	00006		474.91	STATE FEE	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04507	Muni. Court Judgements/Fines	001	00006		275.72	CITY FEE	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	02613	OMNI Collections	001	00006		9.55	Omnibase Fee	GENERAL FUND

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8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04507	Muni. Court Judgements/Fines	001	00006		17.70	Court Bldg. Sec	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	02617	Collection Agency COLL	001	00006		61.38	Collection Agen	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04507	Muni. Court Judgements/Fines	001	00006		84.27	ChildSftySeat/B	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04507		001	00006		673.70	CITY FINE	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04511	Juvenile Case Management Fee	001	00006		29.49	JUV CASE MGMT F	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04511		001	00006		6.59	TRUANCY PREVENT	GENERAL FUND
8/20/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138617-138644	04512	Municipal Court Technology	001	00006		23.59	Court Tech Fund	GENERAL FUND
8/20/2019	Texas Municipal Courts Ed Ctr.	FINES & FEES CONF. - R. ISELA GONZALEZ	01010	Wells Fargo-M&O	001		296.95			GENERAL FUND
8/20/2019	Texas Municipal Courts Ed Ctr.	FINES & FEES CONF. - R. ISELA GONZALEZ	05711	Travel Lodg Airf Mil	001	00006		296.95	Non grant item	GENERAL FUND
8/20/2019	Texas Municipal Courts Ed Ctr.	FINES & FEES CONF. - MICHELLE GOMEZ	01010	Wells Fargo-M&O	001		296.95			GENERAL FUND
8/20/2019	Texas Municipal Courts Ed Ctr.	FINES & FEES CONF. - MICHELLE GOMEZ	05711	Travel Lodg Airf Mil	001	00006		296.95	Non grant item	GENERAL FUND
8/20/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31589-31595	01010	Wells Fargo-M&O	001	00007	1,480.88		Non grant item	GENERAL FUND
8/20/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31589-31595	04501	Building Permits	001	00007		1,480.88	Non grant item	GENERAL FUND
8/21/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31596-31600	01010	Wells Fargo-M&O	001	00007	380.45		Non grant item	GENERAL FUND
8/21/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31596-31600	04501	Building Permits	001	00007		325.00	Non grant item	GENERAL FUND
8/21/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31596-31600	04502	Business Registration Permits	001	00007		55.45	Non grant item	GENERAL FUND

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8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	01010	Wells Fargo-M&O	001	00006	2,272.97		Non grant item	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	02115	State Fees Payable	001	00006		514.16	STATE FEE	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04507	Muni. Court Judgements/Fines	001	00006		258.60	CITY FEE	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04507	Muni. Court Judgements/Fines	001	00006		18.00	Court Bldg. Sec	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	02617	Collection Agency COLL	001	00006		314.07	Collection Agen	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04507	Muni. Court Judgements/Fines	001	00006		1,082.70	CITY FINE	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04511	Juvenile Case Management Fee	001	00006		30.00	JUV CASE MGMT F	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04511		001	00006		7.44	TRUANCY PREVENT	GENERAL FUND
8/21/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138645-138654	04512	Municipal Court Technology	001	00006		24.00	Court Tech Fund	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	01010	Wells Fargo-M&O	001	00006	60.00		Non grant item	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	01010		001	00006	1,097.05			
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	02115	State Fees Payable	001	00006		339.90	STATE FEE	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04507	Muni. Court Judgements/Fines	001	00006		356.69	CITY FEE	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04507	Muni. Court Judgements/Fines	001	00006		13.55	Court Bldg. Sec	GENERAL FUND

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8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	02617	Collection Agency COLL	001	00006		102.38	Collection Agen	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04507	Muni. Court Judgements/Fines	001	00006		276.87	CITY FINE	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04511	Juvenile Case Management Fee	001	00006		22.59	JUV CASE MGMT F	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04511		001	00006		3.00	TRUANCY PREVENT	GENERAL FUND
8/22/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138655-138663	04512	Municipal Court Technology	001	00006		18.07	Court Tech Fund	GENERAL FUND
8/22/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31601-31608	01010	Wells Fargo-M&O	001	00007	557.00		Non grant item	GENERAL FUND
8/22/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31601-31608	01010		001	00007	50.00			
8/22/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31601-31608	04501	Building Permits	001	00007		607.00	Non grant item	GENERAL FUND
8/23/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31609-31616	01010	Wells Fargo-M&O	001	00007	748.76		Non grant item	GENERAL FUND
8/23/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31609-31616	01010		001	00007	2,961.32			
8/23/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31609-31616	04501	Building Permits	001	00007		2,535.08	Non grant item	GENERAL FUND
8/23/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31609-31616	04502	Business Registration Permits	001	00007		75.00	Non grant item	GENERAL FUND
8/23/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31609-31616	04502		001	00007		1,100.00		
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	01010	Wells Fargo-M&O	001	00006	229.10		Non grant item	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	01010		001	00006	1,990.70			
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	02115	State Fees Payable	001	00006		842.37	STATE FEE	GENERAL FUND

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8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04507	Muni. Court Judgements/Fines	001	00006		347.90	CITY FEE	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	02613	OMNI Collections	001	00006		18.00	Omnibase Fee	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04507	Muni. Court Judgements/Fines	001	00006		27.00	Court Bldg. Sec	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	02617	Collection Agency COLL	001	00006		302.04	Collection Agen	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04507	Muni. Court Judgements/Fines	001	00006		591.16	CITY FINE	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04511	Juvenile Case Management Fee	001	00006		45.00	JUV CASE MGMT F	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04511		001	00006		10.33	TRUANCY PREVENT	GENERAL FUND
8/23/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138664-138679	04512	Municipal Court Technology	001	00006		36.00	Court Tech Fund	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	01010	Wells Fargo-M&O	001	00006	513.60		Non grant item	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	01010		001	00006	1,077.40			
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	02115	State Fees Payable	001	00006		692.41	STATE FEE	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04507	Muni. Court Judgements/Fines	001	00006		392.08	CITY FEE	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	02613	OMNI Collections	001	00006		6.00	Omnibase Fee	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04507	Muni. Court Judgements/Fines	001	00006		28.68	Court Bldg. Sec	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	02617	Collection Agency COLL	001	00006		62.52	Collection Agen	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04507	Muni. Court Judgements/Fines	001	00006		314.88	CITY FINE	GENERAL FUND

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8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04511	Juvenile Case Management Fee	001	00006		47.80	JUV CASE MGMT F	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04511		001	00006		8.39	TRUANCY PREVENT	GENERAL FUND
8/26/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138680-138702	04512	Municipal Court Technology	001	00006		38.24	Court Tech Fund	GENERAL FUND
8/26/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31617-31624	01010	Wells Fargo-M&O	001	00007	701.24		Non grant item	GENERAL FUND
8/26/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31617-31624	01010		001	00007	424.20			
8/26/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31617-31624	04501	Building Permits	001	00007		1,125.44	Non grant item	GENERAL FUND
8/26/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683420-683424	01010	Wells Fargo-M&O	001	00005	72.00		Non grant item	GENERAL FUND
8/26/2019	Police Dept-City of Socorro	PST CR FOR PD AUG 2019 683420-683424	04604	Police Fees	001	00005		72.00	Non grant item	GENERAL FUND
8/27/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31621-31627	01010	Wells Fargo-M&O	001	00007	407.50		Non grant item	GENERAL FUND
8/27/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31621-31627	01010		001	00007	50.00			
8/27/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31621-31627	04501	Building Permits	001	00007		450.00	Non grant item	GENERAL FUND
8/27/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31621-31627	04502	Business Registration Permits	001	00007		7.50	Non grant item	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	02617	Collection Agency COLL	001	00006		534.82	Collection Agen	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04507	Muni. Court Judgements/Fines	001	00006		1,382.68	CITY FINE	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04511	Juvenile Case Management Fee	001	00006		15.00	JUV CASE MGMT F	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04511		001	00006		5.26	TRUANCY PREVENT	GENERAL FUND



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8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04512	Municipal Court Technology	001	00006		16.00	Court Tech Fund	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	01010	Wells Fargo-M&O	001	00006	46.00		Non grant item	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	01010		001	00006	2,912.70			
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	02115	State Fees Payable	001	00006		619.36	STATE FEE	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04507	Muni. Court Judgements/Fines	001	00006		303.30	CITY FEE	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	02613	OMNI Collections	001	00006		70.28	Omnibase Fee	GENERAL FUND
8/27/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138703-138774	04507	Muni. Court Judgements/Fines	001	00006		12.00	Court Bldg. Sec	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	01010	Wells Fargo-M&O	001	00006	885.00		Non grant item	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04511	Juvenile Case Management Fee	001	00006		15.00	JUV CASE MGMT F	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04511		001	00006		3.00	TRUANCY PREVENT	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04512	Municipal Court Technology	001	00006		14.37	Court Tech Fund	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	01010	Wells Fargo-M&O	001	00006	75.10		Non grant item	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	02115	State Fees Payable	001	00006		217.40	STATE FEE	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04507	Muni. Court Judgements/Fines	001	00006		150.65	CITY FEE	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04507		001	00006		10.78	Court Bldg. Sec	GENERAL FUND
8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	02617	Collection Agency COLL	001	00006		4.46	Collection Agen	GENERAL FUND

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8/28/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138775-138785	04507	Muni. Court Judgements/Fines	001	00006		544.44	CITY FINE	GENERAL FUND
8/28/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31628-31630	01010	Wells Fargo-M&O	001	00007	50.00		Non grant item	GENERAL FUND
8/28/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31628-31630	01010		001	00007	50.00			
8/28/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31628-31630	04501	Building Permits	001	00007		100.00	Non grant item	GENERAL FUND
8/29/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31631-31640	01010	Wells Fargo-M&O	001	00007	1,032.75		Non grant item	GENERAL FUND
8/29/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31631-31640	01010		001	00007	838.08			
8/29/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31631-31640	04501	Building Permits	001	00007		1,470.83	Non grant item	GENERAL FUND
8/29/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31631-31640	04502	Business Registration Permits	001	00007		400.00	Non grant item	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	01010	Wells Fargo-M&O	001	00006	77.00		Non grant item	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	01010		001	00006	2,069.00			
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	02115	State Fees Payable	001	00006		241.94	STATE FEE	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04511	Juvenile Case Management Fee	001	00006		3.56	TRUANCY PREVENT	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04512	Municipal Court Technology	001	00006		17.53	Court Tech Fund	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04507	Muni. Court Judgements/Fines	001	00006		333.20	CITY FEE	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	02613	OMNI Collections	001	00006		24.00	Omnibase Fee	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04507	Muni. Court Judgements/Fines	001	00006		13.15	Court Bldg. Sec	GENERAL FUND

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

Effective Date	Name	Transaction Description	GL Code	GL Title	FUND Code	CITY DEPARTMENT Code	Debit	Credit	GRANT/PROGRAM Short Title	FUND Title
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	02617	Collection Agency COLL	001	00006		398.05	Collection Agen	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04507	Muni. Court Judgements/Fines	001	00006		1,092.65	CITY FINE	GENERAL FUND
8/29/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138786-138795	04511	Juvenile Case Management Fee	001	00006		21.92	JUV CASE MGMT F	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	01010	Wells Fargo-M&O	001	00006	1,869.50		Non grant item	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	01010		001	00006	1,055.20			
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	02115	State Fees Payable	001	00006		807.68	STATE FEE	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04507	Muni. Court Judgements/Fines	001	00006		354.71	CITY FEE	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04512	Municipal Court Technology	001	00006		24.47	Court Tech Fund	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	02613	OMNI Collections	001	00006		58.31	Omnibase Fee	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04507	Muni. Court Judgements/Fines	001	00006		18.34	Court Bldg. Sec	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	02617	Collection Agency COLL	001	00006		378.01	Collection Agen	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04507	Muni. Court Judgements/Fines	001	00006		1,242.29	CITY FINE	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04511	Juvenile Case Management Fee	001	00006		30.58	JUV CASE MGMT F	GENERAL FUND
8/30/2019	Municipal Court-City of Socorr	PST CR FOR MC AUG19 138796-138812	04511		001	00006		10.31	TRUANCY PREVENT	GENERAL FUND
8/30/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31641-31653	01010	Wells Fargo-M&O	001	00007	1,353.36		Non grant item	GENERAL FUND
8/30/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31641-31653	01010		001	00007	14,060.31			

**City of Socorro**  
**Cash Receipts Report**  
**August 2019**

<b>Effective Date</b>	<b>Name</b>	<b>Transaction Description</b>	<b>GL Code</b>	<b>GL Title</b>	<b>FUND Code</b>	<b>CITY DEPARTMENT Code</b>	<b>Debit</b>	<b>Credit</b>	<b>GRANT/PROGRAM Short Title</b>	<b>FUND Title</b>
8/30/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31641-31653	04501	Building Permits	001	00007		15,369.92	Non grant item	GENERAL FUND
8/30/2019	Planning Dept -City of Socorro	PST CR FOR PZ AUG19 31641-31653	04502	Business Registration Permits	001	00007		43.75	Non grant item	GENERAL FUND
<b>Report Total</b>							<b><u>\$188,722.27</u></b>	<b><u>\$188,722.27</u></b>		

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At-Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/ Mayor ProTem

**Yvonne Colon-Villalobos**  
District 4

**ORDINANCE NO. 451  
AMENDMENT NO. 3**

**AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS ADOPTING AN  
AMENDED BUDGET TO DECREASE FY 2019 ADOPTED BUDGET**

**WHEREAS**, it appears that it is necessary and desirable for the City Council to balance the City's General Fund Budget to decrease in the amount of \$32,296.00 (see Exhibit A); and

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

**SECTION 1. FINDINGS:**

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

**SECTION 2. AMENDED BUDGET;**

That this is the 3<sup>RD</sup> Amended Budget for 2018-19 of the City of Socorro, Texas which is attached hereto as **Exhibit "A"** and incorporated herein for all purposes, is hereby approved and adopted by the City Council to be effective immediately.

**SECTION 3. REPEAL OF CONFLICTING ORDINANCES:**

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

**SECTION 4. EFFECTIVE DATE:**

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

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
SOCORRO, TEXAS, This \_\_\_\_ day of \_\_\_\_, 2019.**

\_\_\_\_\_  
Elia Garcia, Mayor

***ATTEST:***

\_\_\_\_\_  
Olivia Navarro, City Clerk

***APPROVED AS TO FORM:***

\_\_\_\_\_  
James Martinez, City Attorney

Introduction, First Reading and Calling for a Public Hearing      October 3, 2019  
Second Reading and Adoption

***Elia Garcia***  
*Mayor*

***Rene Rodriguez***  
*At Large*

***Cesar Nevarez***  
*District 1*



***Ralph Duran***  
*District 2*

***Victor Perez***  
*District 3/Mayor ProTem*

***Yvonne Colon-Villalobos***  
*District 4*

**DATE: August 28, 2019**

**TO: Adriana Rodarte, City Manager**

**FROM: Michael Medina, City Planner**

**SUBJECT: Amendment to Ordinance 235**

**SUMMARY**

Ordinance 235 directed staff on procedures and fees for public records and information. The amendment complies with Texas Public Information Act.

**BACKGROUND**

Ordinance 235 has been in effect since 2003.

**FINANCIAL IMPACT**

There is no adverse financial impact to the city.

**STAFF RECOMMENDATION**

Staff recommends approval

**Elia Garcia**  
Mayor

**Rene Rodríguez**  
At-Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/Mayor ProTem

**Yvonne Colon-Villalobos**  
District 4

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF SOCORRO, TEXAS,  
AMENDING ORDINANCE NO. 235 TO MODIFY PROCEDURES  
AND CHARGES FOR PUBLIC RECORDS AND  
INFORMATION PROVIDED BY THE CITY OF SOCORRO

WHEREAS, various amendments have been made to the Texas Public Information Act concerning the charges for costs of copies and access to public information;

WHEREAS, the Council finds that the charges authorized in the Ordinance are reasonable;

WHEREAS, the Council finds that certain amendments be made as indicated herein, to reflect the processes established by the City of Socorro in handling open records requests and to mirror Chapter 552 of the Texas Government Code.

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

Section 1. Unless specific charges for records are set separately by applicable statutes, ordinances or resolution, the charges to be made by the City of Socorro for costs of copies of access to public information, in conformity with the provisions of the Texas Information Act and the related regulations adopted by the Texas General Services Commissions are as follows, provided however, that in the event of any conflict between this ordinance and the charges or procedures established in Texas General Service Commission regulations, the charges and procedures established in Texas General Services Commission regulations shall prevail.

Section 2. In order to preserve the City's duty under § 552.301(a) to request a ruling from the Attorney General's office, the City requires that all requests for records be submitted in writing.

Section 3. If a requester chooses to inspect public information rather than obtain copies, the requestor must complete the inspection within 10 business days after the date the City makes the information available. The City will extend the inspection period by an additional ten (10) business days upon receiving a written request for additional time. If the information is needed by the City during the inspection period, the City may interrupt the inspection of public information. When the City interrupts the requestor's inspection of public information, the period of interruption is not part of the ten (10) business day inspection period. The City will not permit the



removal of an original copy of the public record from the City and an employee of the City will be present during that inspection.

Section 4. For purposes of clarification, copies of back-up information documentation provided to Council members in their agenda packets may be provided to the general public upon the issuance of a written request to the City Clerk and subject to the fee schedules contained in this Ordinance. Information that has been provided as back up for items placed in Executive Session under Section 551.071-088 of the Texas Government Code may not be subject to public disclosure and shall be reviewed by the City Attorney prior to the release of the information as a public record.

TABLE A

A. Access to information/viewing records (when permissible)

(1) Paper records: no charge unless:

- (a) the information requested is older than five (5) years;
- (b) the information completely fills or when assembled will completely fill six (6) or more archival boxes;
- (c) it is estimated that more than five (5) hours will be required to make the public information available for inspection; or
- (d) a requested page from a paper record contains confidential information that must be edited from the record before the information can be made available.

When a request for access falls within (a), (b) or (c), personnel charges may be made. When a request for access falls under (d), charges may be made only for the cost of the copy of the edited page or pages.

(2) Electronic records: no charge unless the inspection of an electrical record requires that the City program or manipulate data or the record contains confidential information that must be edited from the records before information can be made available. In such cases, charges may be made for printing a copy of an edited page or pages, if necessary, and the personnel charge, overhead charge, computer resource charge, and programming charge, as applicable. The City Clerk ~~department head responsible for maintaining the records~~, or his or her designee, shall provide an estimate of the charges to the requestor before the information is assembled.

The City shall provide a statement of estimated costs and time to prepare the information in the requested form. The City shall provide the statement to the requestor within twenty (20) days after the date the City received the request. If, however, the City gives written notice within the twenty (20) days from the date of receipt of the request, that additional time is needed, the City has an additional ten (10) days to provide the statement. Once the City provides the statement to the requestor, the City has no obligation to provide the requestor with information in the requested form ~~until the requestor responds to the City in writing~~ or in the

form in which it is available, unless within 30 days the requestor states in writing that the requestor (1) wants the City to provide the information in the requested form according to the cost and time parameters set out in the statement or according to other terms to which the requestor and the City agree; or (2) wants the information in the form in which it is available. If the requestor does not make a timely written statement, the requestor is considered to have withdrawn the request for information.

TABLE B

B. Paper records- standard size (measuring up to 8 1/2 x 14") (50 or fewer pages requested):

\$.10 per page, per side

+ postage and shipping (if applicable)

~~or by fax:~~

~~fax charge~~

TABLE C

C. Paper records - standard size (more than 50 pages requested); or

Paper records - standard size - stored in more than one building or in a remote storage facility (any quantity):

\$.10 per page, per side

+ personnel charge

+ overhead charge

+ actual cost or miscellaneous supplies (if applicable)

+ postage and shipping (if applicable)

or by fax:

fax charge

+ personnel charge

+ overhead charge

TABLE D

D. Paper records — non-standard size:

(1) Non-standard size paper copies produced on a nonstandard copy machine or other type of reproduction machine (the below-listed charges include a calculation of the minimum personnel and overhead charges necessary to produce the copies):

(a) blueprints:

18" x 24" \$1.60

24" x 36" \$1.80

30" x 42" \$2.00

42" x 4' \$2.00

42" x 5' \$2.20

42" x 6' \$2.40

42" x 7' \$2.60

42" x 8' \$2.80

+ postage, shipping, and actual cost of miscellaneous supplies used for shipping, if applicable.

(b) large bond copies:

12" x 18"	\$1.10
18" x 24"	\$1.10
24" x 36"	\$1.70
42" x 30"	\$1.70

+ postage, shipping, and actual cost of miscellaneous supplies used for shipping, if applicable.

(c) vellum copies

24" x 36"	\$2.45
-----------	--------

+ postage, shipping, and actual cost of miscellaneous supplies used for shipping, if applicable.

(2) Other non-standard size copies:

\$.50 per page, per side

+ personnel charge

+ overhead charge

+ actual cost of miscellaneous supplies

(if applicable)

+ postage and shipping

(if applicable)

TABLE E

E. Photographs

	First print	Each additional print
4" x 5" color print	\$2.15	\$0.95
5" x 7" color print	\$2.20	\$1.00
8" x 10" color print	\$2.40	\$1.20
Polaroid color print	\$2.75	\$1.55
4" x 5" black & white print	\$3.00	\$1.80
5" x 7" black & white print	\$3.25	\$2.05
8" x 10" black & white print	\$3.50	\$2.30
4" x 5" black & white mug	\$3.20	\$2.00
Polaroid black & white print	\$2.35	\$1.15

+ postage, shipping, and actual cost of miscellaneous supplies used for shipping, if applicable.

If photographs are commercially printed, actual cost to the City for the prints.

TABLE F

F. Computer and electronic document imaging printouts:

(1) Standard documents:

\$.10 per page for standard size copy

or \$.50 per page for non-standard size copy (other than a Plotter media print)

- + personnel charge (as applicable)
- + overhead charge ( as applicable)
- + computer resource charge
- + computer programming charge (if applicable)
- + miscellaneous supplies charge (if applicable)
- + postage and shipping charges (if applicable)

or by fax:

\$.10 per page (standard size copy only)

- + fax charge
- + personnel charge (as applicable)
- + overhead charge ( as applicable)
- + computer resource charge
- + computer programming charge (if applicable)

(2) Plotter media prints:

(a) 8 1/2" x 11" print: \$.24

(b) 11" x 17" print: \$.24

(c) 18" x 24" print: \$.48

(d) 24" x 36" print: \$.72

(e) 36" x 42" print: \$.96

- + personnel charge (as applicable)
- + overhead charge ( as applicable)
- + computer resource charge
- + computer programming charge (if applicable)
- + miscellaneous supplies charge (if applicable)
- + postage and shipping charges (if applicable)

#### TABLE G

G. Non-standard copy including microfiche, microfilm and other non-paper media storage requests (not included in Table F):

(1) Paper copies from microfiche, microfilm and other non-paper media storage:

\$.10 per page for standard size copy or \$.50 per page for non-standard size copy

- + personnel charge (as applicable)
- + overhead charge ( as applicable)
- + computer resource charge
- + computer programming charge (if applicable)
- + miscellaneous supplies charge (if applicable)
- + postage and shipping charges (if applicable)

(2) Information provided on non-paper media:  
Media charge:

(a) diskette: \$1.00 each

(b) computer magnetic tape: actual cost

4-mm: ~~\$13.50 each~~  
 8-mm: ~~\$12.00 each~~  
 9-track: ~~\$11.00 each~~

- (c) data cartridge: actual cost  
 2000 series: ~~\$17.50 each~~  
 3000 series: ~~\$20.00 each~~  
 6000 series: ~~\$25.00 each~~  
 9000 series: ~~\$35.00 each~~  
 600A: ~~\$20.00 each~~
- (d) tape cartridge: actual cost  
 250 MB: ~~\$38.00 each~~  
 525 MB: ~~\$45.00 each~~
- (e) VHS video cassette: \$2.50 each
- (f) audio cassette: \$1.00 each
- (g) Mylar (36", 42" and 48")  
 3 mil.: \$.85/linear foot  
 4 mil.: \$1.10/linear foot  
 5 mil.: \$1.35/linear foot
- (h) any other medium: cost to the City for the medium  
 + personnel charge (as applicable)  
 + overhead charge  
 + computer resource charge (if applicable)  
 + computer programming charge (if applicable)  
 + miscellaneous supplies charge (if applicable)  
 + postage and shipping charges (if applicable)
- (i) Re-writable CD (CD-RW): \$1.00
- (j) Non-rewritable CD (CD-R): \$1.00
- (k) Digital video disk (DVD): \$3.00

- (3) Reproduction of microfiche, microfilm or other media not listed above or when the City does not have the capability to reproduce the medium; actual costs to the City for reproduction plus any other applicable charges such as personnel charges, overhead charge, postage charge, postage and shipping charges, and miscellaneous supplies charge.

TABLE H

H. Special publications of the City and Geographical Information Systems Data.

(1)	Planning Department demo pack	\$16.40
(2)	Zoning Map Series	\$156.00
(3)	GIS Information	
	(a) Maps - size of longest side:	
	up to 12"	\$1.00
	up to 24"	\$4.50
	up to 36"	\$9.25
	over 36'	\$13.50
	(b) Digital data	\$30.00 plus cost of disk
(4)	Street Code Book	\$29.30

Section 4. The following definitions and charges shall apply herein:

**Definitions:**

- A. **Standard size:** a photocopy on one side of a piece of paper produced on a standard copy machine not to exceed 8 1/2 by 14 inches in size or a computer printout on a paper not to exceed 8 1/2 by 14 inches in size. A piece of paper that is printed on both side is counted as two copies.
- B. **Nonstandard size:** a photocopy on one side of paper exceeding 8 1/2 by 14 inches in size that can be produced on a standard copy machine, or a computer printout on a paper exceeding 8 1/2 by 14 inches in size. A piece of paper that is printed on both sides is counted as two copies.

Charges:

- C. **Computer programming charge:** \$26.00 per hour for work done by City employees. This charge does not include the personnel time of the computer operator in connection with the execution of an existing computer program. In the event that the programming must be done by non-City employees, the charge will be the actual cost for the City.
- D. **Computer Resource Charge:** the time for executing programs to locate requested information by City employees. It does not include programming, printing time or charges incurred when the work must be done by non-City employees. If the computer work must be done by non-City employees, the charge will be the actual cost for the City. The definition for the various computer systems set forth in the Texas General Services Commission regulations shall apply to the determination of the type of computer system in use.

The rates for executing programs by City employees are as follows:

<u>Type of System</u>	<u>Rate</u>
Mainframe	\$17.50 per <u>CPU</u> minute; \$.17 per second
Midrange	\$3.00 per <u>CPU</u> minute: \$.03 per second
Client/Server	\$2.20 per hour; \$.04 per minute
PC or LAN	\$1.00 per hour; \$.02 per minute

- E. **Fax Charge:**
- |                                      |                 |
|--------------------------------------|-----------------|
| Local transmission:                  | \$1.10 per page |
| Long distance within 915 area code:  | \$.50 per page  |
| Long distance outside 915 area code: | \$1.00 per page |

- F. Miscellaneous Supplies Charge: the actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce or package the requested information.
- G. Overhead charge: The overhead charge shall be computed at 20% of the charge made to cover any labor costs associated with a particular request ~~\$3.00 per hour; \$.05 per minute~~. The overhead charge include the cost of depreciation. No other charges for the cost of depreciation may be made.
- H. Personnel Charge: \$15.00 per hour; \$.25 per minute. When applicable the cost should be prorated to recover the cost for personnel time spent to take request, locate documents and reproduce requested information, and the actual time spent deleting or separating confidential information which is excepted from disclosure under Section 552.101, Gov't Code.

Time spent locating documents shall include either the time spent to locate a file or storage box or the time spent searching through a file or storage box for a particular document, but shall not include both. Personnel time does not include time spent reviewing documents to determine whether the City will raise any exception to disclosure of the document.

- I. Postal and shipping charges: the actual costs to the City.

Section 5. Sales tax shall not be charged for the provision of public information by the City.

Section 6. When specific charges for records are set separately by applicable statutes, ordinances or resolution, the charges to be made for those records shall be as set or authorized in the applicable statute, ordinance or resolution. The charges set forth herein exclude the cost of City produced publication. Such charges shall be set forth separately by ordinance or resolution of the City Council.

Section 7. When information must be commercially reproduced due to the non-availability of City equipment to reproduce the information, the charge shall be the City's cost for the reproduction, plus any other applicable charges as set forth in the applicable table under Section 1 of this Ordinance.

Section 8. The City Clerk of the City shall be the officer of public information for the City. ~~The department heads, and their designees, are authorized to act as the agent for the officer for public information for the purpose of responding to requests for information in accordance with the provisions of the Texas Public Information Act and this Ordinance, except as provided in Sections 13 and 14 of this Ordinance.~~

Section 9. For purposes of this Ordinance, requests for public information shall not include requests for publications of the city, records from the Municipal Court Clerk, and official requests from law enforcement and criminal

justice agencies and officials for the interagency transfer of law enforcement records needed in the performance of official duties. Nothing in this Ordinance shall be interpreted to require the City to release information which is or may be exempted from disclosure under the Texas Public Information Act or other law which regulates or controls the release of particular information.

Section 10. When a particular request will involve considerable time and resources to process, when it is estimated that the costs of producing a request will exceed \$40.00, or when the request will require computer programming or the manipulation of data, the requestor must be advised of what may be involved in the processing of the request and be provided with an estimated date of completion and the charges that may result.

If it is estimated that a request for inspection or copies of public information will result in a charge of more than \$40.00, it shall be the responsibility of the ~~department head responsible for maintaining the records~~ City Clerk, or his or her designee, to provide the requestor with a written itemized statement of the charges as required by Section 552.2615 of the Public Information Act. At the time the request is made, the City Clerk, ~~department head~~ or his or her designee shall advise the requestor that he or she must provide the City with a mailing, facsimile transmission or electronic mail address to receive the itemized statement.

The statement shall include: (1) detailed estimated charges including personnel charges; and (2) information advising the requestor of less costly method of viewing the records, if one exists. The statement must advise the requestor that the request will be considered automatically withdrawn if the requestor does not respond in writing and inform the City within 10 business days after the date the statement is sent that the requestor (a) will accept the estimated charges, (b) ~~or~~ the requestor modifies his or her request, or (c) has sent to the Attorney General a complaint, alleging that the requestor has been overcharged for being provided with a copy of public information.

If the City Clerk, ~~department head~~ or his or her designee determines after the itemized statement is sent, but before the records are made available, that the estimated charges will exceed the charges set forth in the statement by 20% or more, the City Clerk, ~~department head~~ or his or her designee shall send a revised written statement to the requestor and advise the requestor that he or she has an additional 10 business days to respond in writing to the revised statement.

If the actual costs of producing the records exceeds \$40.00, charges may only be made for the actual costs not to exceed the amount estimated in a revised statement, or if no revised statement was sent, an amount not to exceed the estimated cost in the initial statement plus 20%. If no itemized



statement was sent, the maximum charge for the records cannot exceed \$40.00 irrespective of the actual cost of producing the records.

If it is estimated that the cost will exceed \$100.00, the City Clerk, ~~department head~~ responsible for maintaining the records, or his or her designee, will also notify the requestor in the written itemized statement that the requestor must deposit the amount of the estimated cost with the City before the requested information will be produced or copied. Deposits required under this section may be paid to the City through the City Clerk.

The time deadlines referenced in this section do not affect the application of the time deadlines imposed by the Public Information Act for responding to requests and seeking opinions from the Texas Attorney General.

If the request will require computer programming or the manipulation of data, it shall be the responsibility of the City Clerk, ~~department head responsible for maintaining the records~~ or his or her designee, with the assistance of designees of the City Attorney, as requested, to provide the requestor with the written statement required by Section 552.231 of the Public Information Act in addition to any itemized statement that may be required if the cost is estimated to exceed \$40.00, and to provide a copy of such statement to the City Clerk for filing of record.

Once the processing is complete, the City will refund any portion of a deposit that exceeds the actual cost of providing the information or copies as determined under the appropriate Table in Section 1 of this Ordinance. In the event that the actual cost exceeds the estimate and deposit, the requestor shall pay the balance of the amount due before the information is delivered to him or her.

If a requestor has previous unpaid amounts that exceed \$100.00 in relation to previous requests for records made by the requestor, the City Clerk shall require that a deposit be made by the requestor in that amount before preparing a copy of public information in response to a new request. The City Clerk shall fully document the existence and amount of those unpaid amounts and shall provide a copy of that document to the requestor.

Section 11. When a particular request is repetitious or redundant within the meaning of Section 552.232 of the Public Information Act, it shall be the responsibility of the City Manager, with the assistance of the City Attorney, as requested, to issue any certification required under that section.

Section 12. The officer for public information shall designate the location or locations within City facilities for the placement of the informational signs required by Section 552.205 of the Public Information Act beginning on July 7,

2003. After such designations have been made, it shall be the responsibility of each affected department head to ensure that such signs are displayed in the manner required by statute and that worn or damaged signs are replaced immediately.

Section 13. The City Manager, the City Clerk, and the City Attorney are authorized to waive charges for public records in accordance with the Texas Public Information Act when the costs to the City of collecting a charge will exceed the amount of the charge.

Section 14. The officer for public information is authorized to waive or reduce charges, for the purposes established by and in accordance with Section 552.267 of the Public Information act, as follows:

A. The cost for thirty pages or less of standard size copies of paper records or computer or electronic document imaging printouts, or fifteen pages or less of non-standard size computer or electronic document imaging printouts, or copies of Texas State Peace Officer Accident Reports, plus postage or any local fax charge, shall be waived for the following requests:

(1) official requests from the United States of America, a state, or a political subdivision of a state; or

(2) any request for copies of agendas of open meetings made prior to or on the date of the meeting.

B. The cost for ten pages or less of standard sized copies of paper records or computer or electronic document imaging printouts or for five pages or less of non-standard size computer or electronic document imaging printouts, plus postage or any local fax charge, shall be waived for request for information concerning (i) City ordinances; (ii) information about the City's budget; or (iii) agendas of past open meetings and minutes of open meetings; for the following requests:

(1) official requests from newspapers, magazines or broadcast media provided that the request is submitted on the official letterhead of the newspaper, magazine or broadcast medium or through an authorized use of the medium's e-mail address; or

(2) official requests from organizations granted 501(c)(3) status by the Internal Revenue Service, provided that the request is accompanied by proof of the granting of 501(c)(3) status to the organization and the information is requested for the purposes of dissemination to the general public.

C. The following definitions shall apply herein:

- (1) Newspaper shall mean a publication regularly printed and distributed, daily or weekly, containing news, opinions, advertisements and other items of general interest.
- (2) Magazine shall mean a publication, usually with a paper back and sometimes illustrated, that appears at regular intervals and contains stories, articles, etc., by various writers and, usually, advertisements
- (3) Broadcast media shall mean legally licensed radio and television stations and other news-reporting services that post news stories on a web page accessible through the Internet.

Section 15. The charges listed herein shall also be assessed, as appropriate and as permitted by the law, when the City must make copies or provide access to its records in response to subpoenas duces tecum or other legal process which seeks the records of the City when the City is not a party to the litigation.

The City shall assess charges for notary public services performed by its employees, as permitted by Section 406.024(a), Tex. Gov't Code, unless the services are needed by a City employee or contractor in the course of City business or when the City requires that a document being submitted to the City be notarized.

Some of the applicable notary fees in subsections (6), (7), (8), (10), and (11) of Section 406.024(a), Gov't Code, are as follows:

- |          |   |
|----------|---|
| fee of   | (6) for administering an oath or affirmation with certificate and seal, a<br>\$6;   |
|          | (7) for a certificate under seal not otherwise provided for, a fee of \$6;  |
| 50 cents | (8) for a copy of record or paper in the notary public's office, a fee of<br>for each page;                                     |
| business | (10) for swearing a witness to a deposition, certificate, seal, or other<br>connected with taking the deposition, a fee of \$6; |
|          | (11) for a notarial act not provided for, a fee of \$6.   |

Section 16. ~~This ordinance shall take effect August 21, 2003.~~ This Ordinance shall take effect and shall be in full force from and after its adoption and publication as provided by law.

Section 17. Any provision of any prior ordinance of the City of Socorro, Texas, whether codified or uncoded, which is in conflict with any provision of this Ordinance is hereby repealed to the extent of the conflict; however, all other provisions of the ordinances of the City, whether codified or uncoded, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 18. It is the intent of the City Council that each word, paragraph, sentence, subdivision, clause, phrase or section of this Ordinance be deemed severable, and should such word, paragraph, sentence, subdivision, clause, phrase or section be declared invalid or unconstitutional for any reason, such declaration of invalidity or unconstitutionality shall not be construed to affect the validity of those provisions of this Ordinance left standing, or the validity of any other ordinances of the City of Socorro, Texas.

Section 19. The City Clerk is hereby ordered to cause this Ordinance to be incorporated into the Code of Ordinances of the City of Socorro, Texas.

**READ, ADOPTED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF SOCORRO, TEXAS

\_\_\_\_\_  
Elia Ortega, Mayor

ATTEST:

\_\_\_\_\_  
Olivia Navarro, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
James A. Martinez  
Socorro City Attorney

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/Mayor Pro Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

**DATE:** September 19, 2019  
**TO:** MAYOR AND CITY COUNCIL  
**FROM:** Job Terrazas, Building Official  
**CC:** Adriana Rodarte, City Manager

### **SUBJECT**

Second Reading and Adoption of an Ordinance amending Chapter 38 of the Code of Ordinances of the City of Socorro, Texas to regulate subdivisions and include requirements for Master Planning, Subdivisions and Traffic Impact Analysis requirements.

### **SUMMARY**

Chapters 38 Subdivisions - currently has regulations for the design and process to file and develop new subdivisions. The existing Ordinance does not have regulations for a master plan or TIA requirements.

### **STATEMENT OF THE ISSUE**

There have been instances where a proposed development is not consisted with the comprehensive plan. In order to follow the City's Comprehensive Plan, it is necessary to revisit the entire Chapter 38 to ensure that future development follows and is consistent with the comprehensive plan.

The existing Ordinances also lack the requirements for a Master Plan when a developer is going to be subdividing land in phases. It is necessary to outline the requirements to maintain consistent traffic and roadway connections for future development.

Traffic Impact Analysis are reports that are also necessary to analyze and/or predict the future growth and the impact the new development will have to City infrastructure.

Finally, the process for recording subdivision plats is outlined and time frames are established in order to facilitate the development process. These provisions are created to be consistent with the new addendums to the Texas Local Government Code.

### **FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source:**

**Amount:**

**Quotes (Name/Commodity/Price)**

**Co-op Agreement (Name/Contract#)**

**ALTERNATIVE**

N/A

**STAFF RECOMMENDATION**

The Planning and Zoning Department recommends **APPROVAL** for the proposed amendment.

**BOARD RECOMMENDATION**

The Planning and Zoning Commission recommends **APPROVAL** with the corrections that were discussed in the special meeting of August 29, 2019.

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

**Elia Garcia**  
Mayor  
  
**Rene Rodriguez**  
At Large  
**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2  
  
**Victor Perez**  
District 3 Mayor Pro Tem  
  
**Yvonne Colon-Villalobos**  
District 4  
  
**Adriana Rodarte**  
City Manager

## **ORDINANCE 480**

### **AN ORDINANCE AMENDING AND RESTATING CHAPTER 38 – SUBDIVISIONS IN ITS ENTIRETY. PENALTIES IS AS PROVIDED SEC. 38-3 and 38-21.**

**The Planning and Zoning Commission on August 29, 2019 recommended approval of the amendment and restatement of Chapter 38 as set forth herein.**

**NOW THEREFORE, be it ordained by the City Council of the City of Socorro**

**That Chapter 38 – Subdivisions of the Code of Ordinances of the City be amended and restated in its entirety as follows:**

#### **ARTICLE I. - IN GENERAL**

##### **Sec. 38-1. - Applicability.**

(a) The provisions of this Chapter apply to any non-exempt (see Section 38-4.) division of land, combination of separate land parcels and/or development of land within the corporate boundaries of the City and within its extra territorial jurisdiction.

(b) No permit shall be issued for any building or structure on a property until a plat has been approved and/or filed for record in accordance with this Chapter with the following exceptions:

(1) permits for repair or remodeling of an existing structure or for site improvements (parking areas, driveways, etc.) which involve no increase in square footage; or

(2) demolition permits or permits for removal of a structure from a parcel or tract.

(c) No owner or agent of the owner of any parcel of land located in a proposed subdivision shall transfer or sell any part of the parcel before a subdivision plat is duly recorded with the El Paso County Clerk as provided within this Chapter.

(d) The subdivision of any lot or any parcel of land by the use of metes and bounds description, contract of sale, or any other legal instrument, for the purpose of sale, transfer, lease or development, is prohibited except as otherwise provided for in this Chapter.

(e) When reviewing any application for a subdivision that applies to a particular subdivision that originated prior to September 17, 1989, the applicable subdivision standards for approval shall be those county regulations for subdivisions dated July 15, 1986.

Sec. 38-2. - Purpose.

The purposes of this Chapter are:

- (a) To ensure harmonious and orderly development of the city and the surrounding area and thereby promote the health, safety, morals, and general welfare of the city and the surrounding area.
- (b) To secure equitable treatment of all subdivision plans by providing for uniform procedures and standards for observance by subdividers, the Commission and the city council.

Sec. 38-3. - Penalties and enforcement.

Any person violating any provision of this Chapter shall be subject to penalties as provided in section 1-15. In addition, the city may enjoin such sale, transfer, or agreement to sell, by action for an injunction, and may recover the said penalty through civil action. In addition to the above penalties, the city shall be entitled to recover its legal fees and costs for enforcement of this Chapter.

Sec. 38-4. - Exemptions.

The following land divisions are exempt from the requirements of this Chapter that apply to plats [provided that the subdivider has an approved exemption determination application in accordance with Section 38.9]:

(a) The combining of two or more legally recorded lots into one parcel will not be required to be replatted into one lot provided all lots are permanently joined by a structure or improvements built over the property line(s) in accordance with the zoning ordinance;

(b) The division of a legally recorded lot into two portions and the combining of the portions of the lots with the adjacent lots on each side shall be allowed without replatting, provided each new lot complies with the zoning ordinance. The parcel line dividing the middle lot shall become the new lot line and the side setbacks required by zoning shall be measured from that line;

(c) Provided, however, that on those parcels described in subsections (a) and (b) above, no additional right-of-way or public easements must be dedicated, or public utilities or roadways must be constructed;

(d) Sale, inheritance, or gift of land by metes and bounds of tracts upon which no improvements, development, subdivision or alteration is intended, provided however, that prior to construction of improvements, a plat meeting the requirements of this Chapter shall be completed and recorded;

(e) Use of existing cemeteries complying with all state and local laws and regulations;

(f) A division of land created by order of a court of competent jurisdiction, provided however, that prior to construction of improvements, a plat meeting the requirements of this Chapter shall be completed and recorded prior to the issuance of permits;

(g) Creation of a remainder tract provided such remainder tract is suitable for development in the future and does not make any other tracts undevelopable under current City of Socorro ordinances, and provided however, that prior to construction of improvements, a plat meeting the requirements of the ordinance codified in this title shall be completed and recorded prior to the issuance of permits;

(h) Any development activity associated with a plat that conforms to the subdivision requirements set forth in this Chapter;

(i) Bona fide agricultural activities;

(j) Construction of agricultural accessory structures and related development activities;

(k) The acquisition of land for the purpose of widening or extending public rights-of-way, stormwater drainage and water or wastewater infrastructure facilities;



(l) The division of a legally subdivided and recorded lot in which a duplex is constructed, located in a district where duplexes are permitted may be resubdivided by metes and bounds into two separate lots, provided that the following requirements are met:

- (1) One dwelling unit of the duplex must remain on each separate lot at the time that the division is created;
- (2) The metes and bounds survey and survey map are prepared by a licensed surveyor of the State of Texas;
- (3) No panhandle lots or lots without access are created;
- (4) The metes and bounds survey and survey map shall be duly recorded and filed with the office of the El Paso County Clerk;
- (5) A copy of the recorded instrument shall be provided with all building permit applications; and
- (6) Any future building construction of dwelling units shall comply with all provisions of the zoning code.

#### Sec. 38-5. - Definitions.

##### Chapter

(a) The following definitions are intended to provide descriptions for words and terms used within this Chapter. Absent any conflict, words and terms used in this Chapter shall have the meanings ascribed thereto in this Chapter.

(b) When words and terms are defined herein and are also defined in other Ordinances of the City, such words shall be read in harmony unless there exists an irreconcilable conflict, in which case the definition contained in this Chapter shall control.

(c) Words used in the present tense include the future; words in the singular number shall include the plural number; and words used in the plural shall include the singular number.

(d) The word shall is mandatory and not directory. The word structure includes the word building.

(e) For any definition not listed in this Section of this Chapter, the definition found within the latest edition of Webster's Dictionary shall be used.

(f) The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Alley* means a minor public way, having a right-of-way width sufficient for vehicular service access to the back or side of properties otherwise abutting on a street.

*Amending Plat* means a plat meeting the requirements of Sec. 38-12.

*Block* means an area bounded by existing or proposed streets. Under certain conditions of terrain, such as where lots back up against a steep slope or a watercourse, etc., this definition may be qualified to say "an area bounded by existing or proposed streets and outside property lines."

*Building* means an edifice, structure, or construction of any kind, which has a permanent foundation, located or proposed to be located on a lot.

*Building setback* means the distance from the lot line to the first contact with a building foundation.

*Clear sight triangle* means an area of unobstructed vision at street intersections.

*Commission* means the city planning and zoning commission.

*Comprehensive plan* means the official City of Socorro Comprehensive Master Plan and all maps, plans, (including park plans and major thoroughfare plans) data, and other descriptive matter as may be adopted, altered or revised from time to time by the city council for guiding the orderly physical development of the city and its environs or any portion thereof, including the general locations of streets, parks, or other public open spaces, public utilities, schools and other facilities.

*Covenant* means an express agreement between two or more people to do or not to do a certain thing. As used in this Chapter, the term "covenant" refers to a written legally binding agreement between two or more property owners or between one or more property owners and the city to do or not to do certain constructions on the land or to pursue or not pursue certain activities on the land or to use or not use the land in any specific or general manner.

*Crosswalk* means a public right-of-way within a block intended for pedestrian use.

*Cul-de-sac* means a dead-end street having suitable turnaround.

*Dedication* means to set apart for some specified or general use, control or ownership by the city for public use.

*Double frontage lots* means lots which have both front and back property lines fronting on parallel or approximately parallel streets.

*Drainage right-of-way* means the lands required for the installation of stormwater sewers or drainage ditches, or required along a natural street or watercourse for preserving the channel and providing for the flow of water therein to safeguard the public against flood damage.

*Dwelling, multifamily*, means a single structure containing two or more dwelling units, including, but not limited to, townhouses, condominiums, duplexes and apartments.

*Dwelling, single-family*, means a detached residential dwelling unit, other than a mobile home, designed for and occupied by one family only.

*Dwelling unit* means a structure or part of a structure intended for human occupancy.

*Easement* means a grant of beneficial use by the owner for the use by one or more persons or the public.

*Engineer* means an engineer registered in accordance with Texas law. The city engineer shall be an engineer engaged by the city.

*Family* means one or more persons occupying a single dwelling unit, provided that all members are related by blood, consanguinity, marriage, legal or equitable adoption, guardianship, or any other accepted custodial activity.

*Fee Schedule* means the schedule of fees adopted by the City Council as may be amended from time to time by resolution.

Chapter

*Final Plat* means a plat meeting the requirements of Sec. 38-9.

*Future street alignment* means a line, established by the city council, running more or less parallel to the centerline of an existing or proposed street for the purpose of delineating the future boundaries of public right-of-way.

*Lot* means a parcel of land accommodating a building or buildings of unified design.

*Lot depth* means the dimension measured from the front of the lot to the extreme rear line of the lot. In case of irregularly shaped lots, the mean depth shall be taken.

*Lot frontage* means that portion of a lot abutting on a street.

*Lot size* means the total square footage of the lot as described by the platted lot lines.

*Lot width* means average dimension between side property lines measured parallel to the street right-of-way line or tangent line. In case of irregularly shaped lots, the mean width shall be taken.

*Master Plan* means a plan complying with the provisions of Section 38.7.

*Mobile home* means a transportable structure, exceeding eight body feet in width or 32 body feet in length, built on a chassis, irrespective of whether the towing tongue has been removed, and designed to be used as a moveable dwelling with or without a permanent foundation when connected to required utilities.

*Modular home* means a factory-fabricated transportable building, which would be transported on something other than its own chassis and designed to be used by itself or to be incorporated with similar units at a building site into a modular structure. The term "modular home" is intended to apply to major assemblies, which must conform to the local building code, and does not include prefabricated panels, trusses, plumbing trees, and other prefabricated sub-elements, which are to be incorporated in a structure at the building site.

*Monument* means one or more of the following:

- (1) *Benchmark.* A brass cap, set in a base which meets city standards, with the elevation (mean sea level datum) and the land surveyor's registration number inscribed thereon.
- (2) *Permanent survey monument.* A brass cap set in a base which meets city standards, or a standard BLM monument marking sectionalized corners, containing coordinates referenced to the Texas State Plane Coordinate System and the land surveyor's registration number inscribed thereon.
- (3) *Subdivision control monument.* A metal stake or pipe which meets city standards, with the land surveyor's registration number affixed thereto.

*Owner* means any person or legal entity having a proprietary interest in the land to be subdivided but not including a mortgagee, lienor, or lessee.

*Panhandle Lot* means a lot that is platted in the shape of a flag or pan and whose principal building site is connected to a public street by a narrow strip of land.

*Plan* means a master plan, a preliminary plat, a replat, a final plat subdivision improvement plan, subdivision construction plan, site plan and site development plan.

*Plat* includes a preliminary plat, final plat, replat and amending plat certified by a Surveyor containing a description of the land to be subdivided and containing all other elements required by this Chapter and which a subdivider shall submit for approval in accordance with this Chapter.

*Preliminary Plat* means a plat meeting the requirements of Sec. 38-8.

*Proportional Share* means the subdivider's portion of a cost of an exaction or public improvement as determined and in accordance with Texas Local Government Code 212.904 and considered to be "roughly proportional share" of such exaction or public improvement that is created by a proposed development or subdivision.

*Public improvements* means the infrastructures required to provide public services to a parcel of land.

*Replat* means a plat meeting the requirements of Sec. 38-10.

*Right-of-way* means land reserved for uses as a street, alley, crosswalk, or for other public ingress and egress.

*Security* means a bond, letter of credit or escrow account in amounts and with surety and conditions satisfactory to the city attorney providing for and securing to the city the actual construction and installation of all approved subdivision improvements and utilities.

*Street* means a public way for vehicular and pedestrian traffic, whether designated as a street, drive, highway, thoroughfare, turnpike, road, avenue, boulevard, lane, place, way, or however otherwise designated.

*Street, arterial*, means a street or highway usually designed to move high volumes of through traffic.

*Street, collector*, means a street, which carries traffic from local streets to the arterial streets.

*Street, dedicated*, means a street accepted for public use and maintenance, whether by the city, county, state or federal government.

*Street, local*, means a street, which is used primarily for access to the abutting properties.

*Subdivider* means any person who undertakes the subdivision of land as defined herein. A subdivider shall be an owner or authorized agent of the owner of the land to be subdivided.

*Subdivision* means the division of any lot or tract of land into two or more parts for the purpose, whether immediate or in the future, to sell, lease, or develop.

*Subdivision improvement plans* means the plans required by the city for the construction and installation of public improvements necessary to provide required services for proper development as set forth in this Chapter.

*Surveyor* means a registered land surveyor licensed in accordance with Texas law.

*Traffic Impact Analysis (TIA)* means a report analyzing current and future traffic movements with or without a subdivision's impact and which includes an analysis of mitigation measures as set forth in Sec. 38-59..

*Vacation of plat* means to formally remove a plat from record, as recorded in the office of the county clerk.

*Variances* means modifications to this Chapter granted by the city council for a specific circumstance where strict conformance to this Chapter is not possible or would create substantial hardship on the subdivider.

## Sec. 38-6. - General information and guidance.

Sec. 38-6.1 *Generally*. Every person who desires to subdivide land into two or more parts shall comply with the requirements of this Chapter. Upon request, the city planning and zoning department shall furnish the subdivider with basic information on the requirements.

Sec. 38-6.2 *Subdivision within corporate limits of city*. Any proposed plan or plat occurring within the corporate limits of the city shall conform to the requirements of this Chapter.

Sec. 38-6.3 *Subdivision outside corporate limits of the city*. Any proposed plan or plat occurring outside the corporate limits of the city but within the extraterritorial jurisdiction of the city shall conform to the requirements of this Chapter as well as the provisions of the county subdivision regulations, and shall be submitted for concurrent review and approval hereunder.

Sec. 38-6.4 *Annexation or rezoning*. If annexation or rezoning is proposed or required to accomplish the development envisioned in connection with any plan, the Commission shall withhold approval of the plan until such time as annexation or rezoning shall be officially adopted by the city council. The city council shall have a written report from the Commission containing its recommendation prior to the public hearing on the annexation or rezoning.

Sec. 38-6.5 *Considerations for good subdivision platting.* In order to provide guidance to subdividers concerning acceptable proposed plats, the following matters are fundamental:

- (1) An area shall be suited to the purposes for which it is to be subdivided, with reference to any officially adopted plans of the city.
- (2) The availability of adequate paved streets, fire protection, police protection, garbage service, public schools, parks and recreation facilities, and utility services shall all be weighted in considering the subdividing of land. They are not all necessarily required.
- (3) Land with the following types of problems shall have subdivision approval withheld until it is demonstrated that such hazards have been or will be eliminated:
  - (a). Special drainage conditions.
  - (b). Difficult topography.
  - (c). Soil conditions which are unusually limiting.
  - (d). Other geographic hazards to life, health, or property.

Sec. 38-6.6 *Grading, Clearing and Excavation.*

- (1) No subdivider shall proceed with any grading specifically in relation to a proposed subdivision before approval has been given for the preliminary plat by the city council. Such grading shall be consistent with the recommendations of an approved grading and drainage plan.
- (2) The subdivider shall preserve major trees, scenic points, historic places, and other community landmarks wherever feasible or required.
- (3) No subdivider shall clear, excavate or grade all or any portion of its property without compliance with the provisions of Chapter 44, Article IV.

Sec. 38-7 - Master Plan

Sec. 38-7.1 *Purpose.* The purpose of a master plan is to advance the goals and objectives of the city's comprehensive plan and to address a variety of environmental and social issues in an area being proposed for future development. A master plan is considered part of the planning process in which the proposal is viewed as a conceptual tool reflecting the ideas and thoughts for future development. The master plan process is designed to achieve the following objectives:

- (1) To achieve the goals, objections and policies of the city comprehensive plan and the objectives of other city policies.
- (2) To guide future land development and transportation patterns and networks.
- (3) To provide for an efficient process in determining fiscal impacts, neighborhood concerns, the coordination of city capital improvements, and the identification and protection of significant natural features.
- (4) To ensure that all adopted city plans, rules and regulations are followed.
- (5) To ensure that proposed development is suitable and appropriate for a given parcel/parcels of land, based on its location and its environmental characteristics.

Sec. 38-7.2 - *General Guide*. This Chapter recognizes change in design criteria and the need for flexibility in land development. The master plan process permits changes that conform with the intent to provide health, safety, convenience and general welfare to the citizens of the city. Approved master plans shall be used as a general guide for land development with successive steps established for specific plans that shall be consistent with the adopted master plan.

Sec. 38-7.3 – *Required*. A master plan shall be required when any of the following criteria apply:

- (1) A development is to be divided into two (s) or more phases.
- (2) A development application is proposing multiple zoning changes, or a zoning change of property over five (5) acres in size.
- (3) A request for annexation is made.
- (4) An application is for the single development of 50 or more lots.

Sec. 38-7.4 – *Contiguous projects*. The subdivider is responsible for including on the master plan all contiguous property owned, legally controlled by, or of any development and/or financial interest to said subdivider.

Sec. 38-7.5 - *Pre-application meeting*. The proposed master plan shall first be reviewed at a pre-application meeting scheduled and held by the city staff. A representative for the subdivider shall attend the pre-application meeting and discuss the proposal in general terms, providing enough specifics to allow attending staff an opportunity to gauge and determine neighborhood and/or community impacts. In that this represents an initial and informal discussion, information provided to the representative regarding procedural nuances or other regulatory related information shall be considered preliminary feedback based on information received, and shall not represent a complete disclosure of all regulatory measures that may apply upon formal review. In no circumstances should related discussion by staff represent a final disposition on the proposed master plan.

Sec. 38-7.6 - *Application*. The subdivider shall submit to the city planning and zoning department a written application on prescribed forms together with three (3) paper copies of the master plan and one (1) copy of all required supplemental material and all fees as set forth in the Fee Schedule.

Sec. 38-7.7 - *Information*. A master plan shall include the following information:

- (1) Name of master plan.
- (2) Detailed area/vicinity map clearly showing the surrounding area and the proposal's relationship to existing road networks, and existing natural and/or man-made features that may impact the development or may be impacted by the development. Detail must be sufficient so that the subject property can be located in the field using the map.
- (3) North arrow, date of preparation, written and graphic scale.

- (4) A general legal description that shall include:
  - a. Approximate survey ties;
  - b. Approximate acreage.
- (5) Name and address of the consultant preparing the master plan.
- (6) Name and address of the subdivider.
- (7) Boundary lines of the master plan, with approximate lengths of lines.
- (8) Proposed land use, by parcel or phase. Residential parcels shall provide gross density range.
- (9) Present zoning and proposed zoning (if applicable).
- (10) Contours at 20-foot intervals. In instances whereby 20-foot intervals are not appropriate or applicable, contours may be provided at an appropriate interval that adequately presents the elevation differences of the land as determined by the planning and zoning department.
- (11) Adjacent land use and zoning district identification.
- (12) Transportation system: Proposed approximate location, length, width and point of intersection of all transportation systems, which include any and all roadways, bikeways, trails and any other transportation lines. Identify existing and proposed roads as per city design standards.
- (13) Significant natural features, such as arroyos and approximate floodplains.
- (14) Adjacent roads and other transportation routes.
- (15) Easements, existing and proposed.
- (16) Tabular information.
  - a. Land use of each phase or parcel.
  - b. Approximate acreage for each parcel or phase.
  - c. Total number of residential dwelling units, minimum and maximum range.
  - d. Dwelling units per acre for each parcel or phase.
  - e. Approximate acreage proposed for open space, facilities, and right-of-way.
  - f. Approximate additional population to be generated by development, based on census data.

- g. Approximate additional traffic estimated to be generated by development, utilizing ITE trip generation information, as amended.
- (17) Conceptual utilities plan. The conceptual utilities plan shall contain enough information to provide a general outline of the proposed utility-routing plans for the development, including locations and sizes existing and proposed utilities to be provided to the development. Actual size and location of utilities to be determined at time of development and subject to change based on utility needs of the surrounding area.
- (18) Master draining plan and report & post development drainage.
  - a. The master drainage plan and report shall contain enough information to provide an understanding of how drainage issues will be addressed by the development. The proposed development shall take into consideration drainage issues on the site of the proposed development and any issues of the adjacent properties.
  - b. Total surface street runoff from the proposed improved subdivision into existing or possible future developments shall not exceed the runoff from that area of land before development or the downstream capabilities, whichever is less. The engineer may utilize regional detention ponds, underground storm sewers, drainage channels or any other means that may be deemed appropriate in order to restrict or divert runoff to accomplish this task.

(19) Traffic Impact Analysis (TIA). A TIA will be required from the subdivider where 50 or more new inbound and/or outbound trips are generated by the subdivision during an adjacent street's peak hour or at the discretion of the city. Smaller developments may warrant a study if there are issues, as determined by the city, over traffic safety or the development is located in an already congested area. For the purposes of this section, the development of 50 single-family dwelling units; 100 multi-family dwelling units; 5,000 sq. ft. (gross) retail; 30,000 sq. ft. (gross) office; or 75,000 sq. ft. (gross) manufacturing or a combination thereof to equal or surpass 50 peak hour trips will require a study.

Sec. 38-7.8 – *Staff Review*. The application package shall be reviewed by the planning and zoning department staff and the city engineer for compliance with all regulations of this Chapter.

The staff shall recommend to the Commission either:

- (1) approval of the master plan; or
- (2) denial of the master plan; or
- (3) approval of the master plan with conditions; or
- (4) approval of the master plan with recommendations regarding any exceptions provided for in this Chapter.

Sec. 38-7.9 – *Commission Review and Recommendation*.



- (1) The Commission shall decide whether to recommend approval, approval with conditions, or deny the master plan application within thirty (30) days after the date the master plan application was filed with the planning and zoning department.
- (2) Prior to the decision, the Commission shall be provided with a full copy of the master plan and all related documents that are needed to make a decision as to compliance with this Chapter.
- (3) Where the Commission conditionally approves or disapproves a master plan application, the Commission shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
  - i. Be directly related to the requirements in this Chapter; and
  - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
  - iii. May not be arbitrary.
- (4) After the conditional approval or disapproval of the master plan, the subdivider may resubmit the master plan to the planning and zoning department along with a written response that clearly articulates how each condition for conditional approval or other reason for disapproval has been remedied.
- (5) The Commission shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved master plan within fifteen (15) days of receipt of resubmission and written response.
- (6) It shall be the responsibility of the subdivider to insure that the master plan satisfies all the requirements of the city code and any other regulatory requirement.

Sec. 38-7.10 - *Longevity*. Approval of a master plan is effective for five (5) years unless extended by the city council. An extension shall only be granted based on a finding that the delay has been unavoidable and that the extension is in the public interest.

Sec. 38-7.11 - *Changes*. Any substantial change to the master plan will require resubmittal of an application for amendment of the master plan and shall be subject to the same provisions applicable to the initial master plan application. Substantial changes shall include:

- (1) Any change in land use or use intensity;
- (2) Major modifications of vehicular traffic circulation to adjacent existing streets;
- (3) Increase in residential density;

- (4) Any change in the master plan that is determined by the planning and zoning department to be substantial.

Sec. 38-7.12 - City Council Decision.

- (a) Review and Determination. The city council shall review all master plan applications, findings of the staff, findings of the city engineer, and the Commission's recommendation and any other information available. From all such information, the city council shall determine whether the master plan as shown on the application meets the standards of this Chapter.
- (b) Approval or Denial. The city council shall decide whether to recommend approval, approval with conditions, or deny the master plan application within thirty (30) days after the application has been approved by the Commission or is approved by the inaction of the Commission. The action of the city council shall be entered in the minutes of the city council and the subdivider shall be notified of the results.
  - (1) All changes or conditions required by the city council as part of the master plan approval shall be made a part of the record and any final plat or final subdivision improvement plans shall meet those required changes or conditions.
  - (2) Where the city council conditionally approves or disapproves a master plan application, the city council shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
    - i. Be directly related to the requirements in this Chapter; and
    - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
    - iii. May not be arbitrary.
  - (3) After the conditional approval or disapproval of the master plan application, the subdivider may resubmit to the City Manager or designee the master plan along with a written response that clearly articulates how each condition for conditional approval or each reason for disapproval has been remedied.
  - (4) The city council shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved master plan within fifteen (15) days of receipt of resubmission and written response.
  - (5) It shall be the responsibility of the subdivider to insure that the master plan satisfies all the requirements of the city code, any other regulatory requirement.

Sec. 38-8. - Preliminary plat.

Sec. 38-8.1. *Application.* Following approval of a master plan (if required), the subdivider shall submit to the city planning and zoning department a written application on prescribed forms and all other supplementary material as specified herein, together with the preliminary plat fees set forth in the city's fee schedule.

Sec. 38-8.2. - Plans and data.

- (a) *Preliminary plat.* The subdivider shall submit two (2) copies of the preliminary plat to the planning and zoning department. The preliminary plat shall include all land owned or controlled by the subdivider, which is or may be suitable for or susceptible to subdivision or development, and adjoins the land proposed to be subdivided. The preliminary plat shall be drawn to a scale of one inch to 100 feet for the purposes of showing all details clearly. An adequate number of sheets, 24 inches by 36 inches in size, shall be used to show the proposed subdivision in its entirety. Where more than one sheet is required, each sheet shall be numbered in relation to the total number of sheets involved, and each sheet shall have a small key map showing its relationship to the whole.
- (b) *Information.* The preliminary plat shall contain the following information:
  - (1) Name of proposed subdivision, name and address of subdivider and agent; name and certification of surveyor and any other principal persons preparing the preliminary plat.
  - (2) Scale and north arrow.
  - (3) Proposed benchmark locations, proposed location of and method of tie to permanent survey monuments, and proposed location and type of subdivision control monuments. Descriptions of all monuments found or set.
  - (4) Plat boundary lines: bearing in degrees, minutes, and seconds, with basis for bearings noted or shown; distances in feet to nearest hundredths.
  - (5) Existing conditions of the site and its environs, including the following:
    - (a) Present site designation or subdivision name.
    - (b) Easements on site: location, width, and purposes.
    - (c) Public right-of-way and within 150 feet of the site: name, width, type and dimensions of paving.
    - (d) Utilities on and adjacent to the site: location and, if applicable, size of water wells, water reservoirs, water lines, sanitary and storm sewers; location of gas lines, fire hydrants, electric and telephone lines and poles, and streetlights.
    - (e) Ground elevation on the site based on mean sea level datum as established by the United States Coast and Geotechnical Survey.
      - (1) For land that slopes less than one percent, contour intervals shall be one foot.
      - (2) For land that slopes between one percent to five percent, contour intervals of not more than two feet.
      - (3) For land that slopes more than five percent, contour intervals of not more than five feet.
    - (f) Existing storm drainage facilities on and adjacent to the site.
    - (g) Other significant conditions: major rock outcrops, trees, structures, etc.
    - (h) Zoning on and adjacent to the site.
    - (i) Total area of the proposed plat to the nearest one-hundredth acre.
  - (6) Location map showing location of the site in relation to well known landmarks, abutting property owners, and municipal boundaries. The location map shall be drawn to a scale of one inch to 600 feet.

- (7) Proposed lot lines and public right-of-way and street widths; indicate roadways intended to be private; locations of planned water wells, reservoirs, and pump stations; location, dimensions, and purpose of all easements, public or private rights-of-way for public services or utilities, and any limitations thereof.
  - (8) Numbers to identify each proposed lot and letters to identify each proposed block.
  - (9) Locations, dimensions, approximate areas, and purposes of lots proposed to be dedicated or reserved for the public.
  - (10) Sites and approximate area for any nonresidential use.
  - (11) Proposed changes to ground elevations, to standards specified by the city.
  - (12) Draft of proposed and existing protective covenants whereby the subdivider proposes to regulate land use in the subdivision and otherwise protect the proposed or existing development.
  - (13) A title guarantee by a certified abstractor that the subdivider owns or controls the proposed property and that the property is free from any liens or other encumbrances.
- (c) *Engineering reports.*
- (1) *Storm drainage plan.* For the purpose of minimizing or eliminating damage resulting from stormwater runoff, the subdivider shall furnish a preliminary plan and report for storm drainage management. Preparation of the storm drainage plan shall be done by an engineer and shall conform to the city design standards.
  - (2) *Soils analysis.* The subdivider shall provide a preliminary soils analysis conducted by a geodetical engineer to determine the adequacy of the soil for the proposed construction.
  - (3) *Street design.* Typical cross sections and construction details of proposed streets, and other proposed improvements conforming to city design standards. Traffic volume projections for roadway layouts.
  - (4) *Schedule of development.* The subdivider shall provide an estimated schedule of lot development. In particular, the schedule shall indicate when subdivision improvements will be provided.
  - (5) *Special problems analysis.* For land with difficult topography or other geographic hazards to life, health, or *property*, a report and proposed solution shall be prepared satisfactory to the planning and zoning commission and city council.
- (d) FEMA compliance.
- The subdivider shall submit to the Federal Emergency Management Agency (FEMA) any required studies or documents required for the proposed subdivision. The subdivider shall provide the city documentation that the proposed subdivision meets all requirements of FEMA. This requirement can be done prior to the submittal of the preliminary plat.
- (e) Traffic impact analysis. prepared in accordance with Section 38-59.

Sec. 38-8.3. *Staff Review.* The application package shall be reviewed by the planning and zoning department staff and the city engineer for compliance with all regulations of this Chapter. The staff shall recommend to the Commission either:

- (1) approval of the preliminary plat; or
- (2) denial of the preliminary plat; or
- (3) approval of the preliminary plat with conditions; or
- (4) approval of the preliminary plat with recommendations regarding any exceptions provided for in this Chapter.

Sec. 38-8.4. *Commission Review and Recommendation.*

- (1) The Commission shall decide whether to recommend to the city council approval, approval with conditions, or deny the preliminary plat application within thirty (30) days after the date the preliminary plat application was filed with the Planning and Zoning department.
  - (2) Prior to the decision, the Commission shall be provided with a full copy of the preliminary plat and all related documents that are needed to make a decision as to compliance with this Chapter.
  - (3) Where the Commission conditionally approves or disapproves a preliminary plat application, the Commission shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
    - i. Be directly related to the requirements in this Chapter; and
    - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
    - iii. May not be arbitrary.
  - (4) After the conditional approval or disapproval of the preliminary plat, the subdivider may resubmit to the planning and zoning department the preliminary plat along with a written response that clearly articulates how each condition for conditional approval or other reason for disapproval has been remedied.
  - (5) The Commission shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved preliminary plat within fifteen (15) days of receipt of resubmission and written response.
- After the initial review, the preliminary plat application package shall be taken to the next available commission meeting for their consideration and the commission. The commission shall make a recommendation to the city council to (1) approve the preliminary plat, (2) disapprove the preliminary plat or (3) approve the preliminary plat with conditions.

Sec. 38-8.5. *City council decision.*

- (a) Review and Determination. The city council shall review all preliminary plat applications, findings of the staff, findings of the city engineer, and the Commission's recommendation and any other information available. From all such information, the city council shall determine whether the preliminary plat as shown on the application meets the standards of this Chapter.

- (b) Approval or Denial. The city council shall decide whether to recommend approval, approval with conditions, or deny the preliminary plat application within thirty (30) days after the application was approved by the Commission or was approved by the inaction of the Commission. The action of the city council shall be entered in the minutes of the city council and the subdivider shall be notified of the results.
- (1) All changes or conditions required by the city council as part of the preliminary plat approval shall be made a part of the record and any final plat or final subdivision improvement plans shall meet those required changes or conditions.
  - (2) Where the city council conditionally approves or disapproves a preliminary plat application, the city council shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
    - i. Be directly related to the requirements in this Chapter; and
    - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
    - iii. May not be arbitrary.
  - (3) After the conditional approval or disapproval of the preliminary plat application, the subdivider may resubmit to the planning and zoning department the preliminary plat along with a written response that clearly articulates how each condition for conditional approval or each reason for disapproval has been remedied.
  - (4) The city council shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved preliminary plat within fifteen (15) days of receipt of resubmission and written response.
  - (5) It shall be the responsibility of the subdivider to insure that the preliminary plat satisfies all the requirements of the city code, any other regulatory requirement.

Sec. 38-8.6 Criteria for approval.

The following criteria shall be used to determine whether the application for a preliminary plat shall be approved, approved with conditions or denied:

- (a) The preliminary plat is consistent with any zoning requirements for the property, and any approved development agreement, or is approved subject to any proposed zoning change submitted concurrently;
- (b) The preliminary plat conforms to the approved master plan (with minor variations as described in this Chapter ), including any phasing plan approved therein;

- (c) The proposed provision and configuration of roads, drainage and other facilities conform to the city's adopted plans for those facilities, including without limitation, transportation, drainage, and any other municipal plans;
- (d) The proposed provision and configuration of roads, drainage, park and open space facilities, easements, and rights-of-way are adequate to serve the subdivision and meet applicable standards of this Chapter;
- (e) When the proposed development is located in whole or in part in the extraterritorial jurisdiction of the city and in the county; the preliminary plat meets any County of El Paso standards.
- (f) The preliminary plat conforms to the design requirements and construction standards as set forth in this Chapter;
- (g) The preliminary plat is consistent with the adopted comprehensive plan, except where application of the plan conflicts with Texas law (e.g., land use);
- (h) The preliminary plat is consistent with the parks and open space plan and the proposed provision of parks and open space and/or fees in lieu of dedication is in conformance to this and all other ordinances;

Sec. 38-8.7. Effect of Approval of Preliminary Plat.

- (a) Right to proceed. The approval of a preliminary plat application by city council shall allow the subdivider to proceed with the development and platting process by submitting subdivision improvement plans and a final plat. The city will not require non-engineering related significant changes in the final subdivision improvement plans or final plat approval that contradict the preliminary plat approval, reserving the right to address life safety or other significant issues that the city, the design engineer or other consultants working on behalf of the subdivider should have addressed in the preliminary plat.
- (b) Installation of subdivision improvements.
  - (1) Approval of the preliminary plat by the city council shall be deemed an approval of the layout illustrated on the preliminary plat as a guide to the installation of streets, water, wastewater, parks, open space, drainage infrastructure and other improvements that are planned or required within the proposed subdivision.
  - (2) Approval of the preliminary plat by the city council shall not constitute approval of the proposed subdivision, nor shall approval of the preliminary plat by the city council be construed to mean acceptance by the public of the dedication of any roads, utilities, parks, open space, drainage ways, or other such land and improvements.
  - (3) Construction of all subdivision improvements shall be based upon approved subdivision improvement plans, and shall occur either:
    - (a) Prior to final plat approval and recordation, but after the preliminary plat and all subdivision improvement plans for public improvements have been completed and approved by the City; or
    - (b) Following final plat and subdivision improvement plan approval but prior to recordation. If improvements are delayed beyond two (2) years of the date of final plat approval, the subdivider must provide Security to the City.

- (c) *Expiration of Preliminary Plat Approval.* City council approval of a preliminary plat is effective for two (2) years unless extended by the city council. An extension shall only be granted based on a finding that the delay was unavoidable and that the extension is in the public interest.

Sec. 38-8.8. Review following approval of preliminary plat.

- (a) Submission allowed. Following the approval of a preliminary plat application by the city council, the subdivider may resubmit a revised preliminary plat along with a resubmission fee in accordance with the adopted Fee Schedule.
- (b) Minor changes. Minor changes in the design of the subdivision subject to a preliminary plat may be incorporated in an application for approval of a final plat without the necessity for submittal of a new application for approval of a preliminary plat. Minor changes may include minor adjustments in street or alley alignments, lengths, and paving details; addition or exception of utility easements; adjustment of lot lines and similar minor changes that do not result in creation of additional lots, provided that such changes are consistent with any approved prior applications.
- (c) Amendments. All other proposed changes to the design of the subdivision subject to an approved preliminary plat shall be deemed major amendments that require submittal and approval of a new application for approval of a preliminary plat before approval of a final plat. Approval of major revisions to an approved preliminary plat shall occur prior to the date any approved master plan would have expired for the same land.
- (d) Determination. The city manager or designee shall make a determination of whether changes are deemed to be minor within ten (10) days or shall require new submittal of a preliminary plat.

## Chapter

Sec. 38-9. - Final plat.

Sec. 38-9.1. *Application.* Application for approval of the final plat shall be submitted on prescribed forms to the planning and zoning department, together with the final plat fees set forth in the city's Fee Schedule *and cost of the review by the City engineer.* The final plat and all accompanying data shall conform to the preliminary plat as approved by the city council, incorporating all approved exceptions and conditions. The final plat shall be prepared by a Surveyor.

Sec. 38-9.2. - *Plans and data.* The subdivider shall provide the following plans and data for final approval.

- (a) *Final plat.* The subdivider shall submit two (2) copies of the final plat for review in accordance with the following provisions.
- (b) *Size, scale, material.* The final plat shall be drawn, or photo-reproduced in black ink on both tracing cloth and Mylar, on sheets 24 inches by 36 inches in size, and shall be at a scale of one inch to 100 feet. Enough sheets shall be used to show the subdivision in its entirety, with each sheet numbered in relation to the total number of sheets involved, and each shall have a small key map showing its relationship to the whole.
- (c) *Information.* The final plat shall contain the following information:
  - (1) Name of subdivision.



- (2) Title, scale, north arrow, and date of survey.
  - (3) Location and description of all monuments found or set within the plat area, and all these referred to, including benchmarks with elevation shown, and property corners.
  - (4) Plat boundary lines: bearing in degrees, minutes, and seconds, with basis for bearings noted or shown; distances in feet and hundredths, or other functional reference system; both the record and measured bearings and distances.
  - (5) Reference the plat to the Texas State Plane Coordinate System. Total acreage of subdivision, to four decimal places.
  - (6) Lot lines, and right-of-way lines, existing and proposed; lines to be eliminated shown as dashed lines. Names of streets, right-of-way lines, existing and proposed; lines to be eliminated shown as dashed lines. Names of streets, right-of-way widths, and centerline data and all streets and alleys, including private streets and alleys. The length, central angle, and radius of all curves. The requirements set forth in subsection (c) (4) of this section shall also be complied with.
  - (7) Location, dimensions, and areas of all lots and lot lines. Lot acreage shall be to four decimal places.
  - (8) Location, dimensions, and purpose of all easements existing or proposed, and any limitations thereof.
  - (9) Numbers to identify lots and letters to identify blocks.
  - (10) Location, dimensions, areas, and purposes of lots proposed to be dedicated or reserved for the public.
  - (11) Reference to recorded subdivision plats of adjoining platted land by recorded name, date, book, and page number in the office of the county clerk.
  - (12) Linear feet of streets created.
  - (13) Certification by the El Paso County Central Appraisal District or by a duly qualified abstract company that the previous ten years' property taxes due and payable have been paid in full.
  - (14) Statement that the subdivision is with the free consent and in accordance with the desire of the undersigned owner of the land, acknowledged in a manner required for acknowledgment of deeds.
  - (15) Signed statements by the subdivider dedicating any and all right-of-way within or adjacent to the subdivision, sites for public use, and granting the shown easements for public use.
  - (16) Certification and seal by a surveyor, in accordance Texas law, certifying the accuracy of the survey and plat, that he prepared or supervised preparation of the plat, and that he has shown all easements of record.
  - (17) Certification that all monuments are in place.
  - (18) Approval by land authorities and utility companies having franchise in the area.
  - (19) Such other certificates, affidavits, endorsements, or dedications as may be required by the city council in the enforcement of this Chapter.
- (d) Proof of Ownership. The subdivider shall furnish with the final plat application to the city a current title commitment issued by a title insurance company authorized to do business in Texas, a title opinion letter from an attorney licensed to practice in Texas or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the plat. The final plat shall be signed (on the face of the plat in plain view) by each owner, or by the representative of the owners authorized to sign legal documents for the owners, effectively denoting that they are consenting to the platting of the property and to the dedications and

covenants that may be contained in the plat. Such consent shall be subject to review and approval by the city attorney.

Sec. 38-9.3. Criteria for Approval. The following criteria shall be used to determine whether the application for a final plat shall be approved, approved with conditions or denied:

- (a) Staff and city engineer review. The final subdivision improvement plans have been submitted and reviewed by the planning and zoning department staff and city engineer. The final plat approval shall note:
  - (1) Subdivision improvement plans are complete and approved by staff;
  - (2) Subdivision improvement plans are complete and approved by staff subject to revisions; or
  - (3) Subdivision improvement plans are still being reviewed by staff and revised by the subdivider and the final plat's approval is still subject to the planning and zoning department and city engineer's determination of the subdivision improvement plan's compliance with this and all other city ordinances and the planning and zoning department and city engineer's approval of the subdivision improvement plans prior to submission of the final plat or issuance of building permits. Questions of interpretation of the ordinance or resolution of significant engineering issues shall be decided and included in the commission's conditions.
- (b) Prior Approved Preliminary Plat.
  - (1) The final plat conforms to the preliminary plat approved by city council except for minor changes authorized under Sec. 38-8.8(b) of this Chapter and that may be approved without the necessity of revising the approved preliminary plat;
  - (2) All conditions imposed by city council at the time of approval of the preliminary plat have been satisfied;
  - (3) Where public improvements have been installed, the improvements conform to the approved subdivision improvement plans and have been approved for acceptance by the city building inspector;
  - (4) The final layout of the subdivision meets all standards for adequacy of public facilities contained in this Chapter and all other applicable city ordinances;
  - (5) Where the proposed development is located in whole or in part in the extraterritorial jurisdiction of the city and in the county, the final plat meets the requirements of the County of El Paso. The subdivider or its authorized representative will be responsible for making sure the final plat meets all County of El Paso standards and is approved by the county; and
  - (6) The plat conforms to design requirements and construction standards as set forth in Article II of this Chapter.

Sec. 38-9.4 Staff Review. The staff shall review each final plat application and submit its report to the Commission. Staff shall recommend either:

- (1) Approval of the final plat;
- (2) Denial of the final plat; or
- (3) Approval of the final plat with conditions.

*Sec. 38-9.5. Commission Review and Recommendation*

- (a) Review and Determination. The Commission shall review all final plat applications, findings of the staff, and findings of the city engineer regarding compliance with staff recommendations, and any other information available. From all such information, the Commission shall determine whether the preliminary plat as shown on the application meets the standards of this Chapter.
- (b) Approval or Denial. The Commission shall decide whether to recommend approval, approval with conditions, or deny the final plat application within thirty (30) days after the date the final plat application was filed with the planning and zoning department. The action of the Commission shall be entered in the minutes of the Commission and the subdivider shall be notified of the results.
  - (1) all changes or conditions required by the Commission as part of the final plat approval shall be made a part of the record and any final plat or final subdivision improvement plans shall meet those required changes or conditions.
  - (2) Where the Commission recommends conditional approval or disapproval of a final plat application, the Commission shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
    - i. Be directly related to the requirements in this Chapter; and
    - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
    - iii. May not be arbitrary.
  - (3) After the conditional approval or disapproval of the final plat application, the subdivider may resubmit the plat to the planning and zoning department along with a written response that clearly articulates how each condition for conditional approval or each reason for disapproval has been remedied.
  - (4) The Commission shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved preliminary plat within fifteen (15) days of receipt or resubmission and written response.
  - (5) It shall be the responsibility of the subdivider to insure that the final plat satisfies all the requirements of the city code and any other regulatory requirement.

Sec. 38-9.6. City council *decision*.

- (a) Review and Determination. The city council shall review all final plat applications, findings of the staff, findings of the city engineer and recommendation of the Commission and any other information available. From all such information, the city council shall determine whether the final plat as shown on the application meets the standards of this Chapter.
- (b) Approval or Denial. The city council shall decide whether to approve, approve with conditions, or deny the final plat application within thirty (30) days after the application was approved by the Commission or was approved by the inaction of the Commission. Upon approval of the final plat, the subdivider shall correct and submit final plat copies to the planning supervisor so that required signatures can be obtained and recording completed. The reasons for any action taken by the city council, whether a final plat is approved, denied, or approved with conditions, shall be entered in the minutes of the city council.
  - (1) All changes or conditions required by the city council as part of the final plat approval shall be made a part of the record.
  - (2) On a final plat with significant changes, the city council may at the time a final plat is approved subject to conditions, require a revised final plat to be resubmitted.
  - (3) Where the city council conditionally approves or disapproves a final plat application, the city council shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval. Each condition or reason specified in the written statement must:
    - i. Be directly related to the requirements in this Chapter; and
    - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval and
    - iii. May not be arbitrary.
  - (4) After the conditional approval or disapproval of the final plat application, the subdivider may resubmit the final plat to the planning and zoning department along with a written response that clearly articulates how each condition for conditional approval or each reason for disapproval has been remedied.
  - (5) The city council shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved final plat within fifteen (15) days of receipt of resubmission and written response.
  - (6) It shall be the responsibility of the subdivider to insure that the final plat satisfies all the requirements of the city code and any other regulatory requirement.

#### Sec. 38-9.7. Revisions to Final Plat.

- (a) Following Approval or Conditional Approval. A subdivider may apply for modification of an approved or conditionally approved final plat to reflect changes listed below, provided that the approved final plat has not been recorded and that approval of the modified final plat occurs prior to expiration of approval of the initial final plat application.
  - (1) Minor changes arising from the installation of public improvements after plat approval including easement additions and adjustments may be approved by the city building official.
  - (2) Minor changes including street name and addressing changes, dimension changes that do not substantially affect the street or lot layout or other similar minor changes and meet the requirements of this Chapter may be approved by the city building official.
  - (3) Major revisions on final plats prior to recordation including those that substantially affect the street or lot layout shall be resubmitted as an amended final plat and will require re-approval by the Commission and the city council within the timeframes prescribed by this Chapter.
- (b) After Denial. Following denial of a final plat (or amending plat application), the subdivider may submit a revised final plat application, together with any revised subdivision improvement plans with a resubmission fee in accordance with the adopted Fee Schedule, for consideration by the city council, provided that the revised application is approved prior to the original expiration date of any approved preliminary plat for the same land.

#### Sec. 38-9.8. Expiration and Extension

The approval of a final plat shall remain in effect for a period of three (3) years from the date of approval by the city council, during which period the subdivider shall submit any required revisions for approval, complete all required improvements and record the plat. If the final plat has not been recorded within the three (3) year period, the final plat approval, unless extended by City Council shall expire and the applicable plat shall be deemed null and void.. An extension shall only be granted based on a finding that the delay was unavoidable and that the extension is in the public interest.

#### Sec. 38-9.9. Plat Recordation.

- (a) Procedure.
  - (1) Signatures. After approval of the final plat, the City manager or designee shall procure the signature of the chairperson of the city council on the final plat ready for recording, as well as the signature of the secretary of the city council and secretary of the Commission who shall attest to the signature of the chairperson.
- (b) Timing of recordation. The final signed copies of the final plat for recordation will be recorded within ten (10) days of the date that staff:
  - (1) Received the final, approved, corrected recordation plat;
  - (2) Received all fees, certificates and required documents for recording;
  - (3) Determines that all other recording requirements have been met;
  - (4) Received the Security (if applicable); and
  - (5) Provided that the plat may be held for recordation until a date agreed upon with the subdivider if the final signed copies of the plat for recordation meeting the requirements of this Chapter have been delivered to the city and all other recording requirements have been met.

- (c) Submittal of record plat where improvements have been installed. Where public improvements have been installed and approved for acceptance by the city prior to recording of the final plat, the property owner, shall submit a maintenance bond in accordance with Section 38-14.4, one sealed set of "as built" plans or record drawings (submitted as mylars), and an electronic copy of all plans (in a format as determined by the planning supervisor), and bearing sealed certification by an engineer that all public improvements have been constructed in compliance with all city construction standards. The property owner also shall submit copies of the approved final plat, revised to reflect the "as built" plans or record drawings, in the format and number as required by the City manager or designee.
- (d) Submittal of record plat where improvements have not been installed. Where public improvements have yet to be completed in connection with an approved final plat, the subdivider shall submit the approved final plat revised to reflect any changes required by the city council, together with required Security to the planning and zoning department
- (e) Update of owner consents. If there has been any change in the ownership prior to recordation of the approved final plat, the subdivider shall furnish to the city an updated title policy commitment issued by a title insurance company authorized to do business in Texas, a title opinion letter from an attorney licensed to practice in Texas or some other proof of ownership, identifying all persons having an interest in the property subject to the plat. If there has been any change in the owners since the filing of the final plat application, the final plat shall be signed (on the face of the plat in plain view) by each owner as of the date of submission, effectively denoting that they are consenting to the platting of the property and to the dedications and covenants that may be contained in the plat. Such consent shall be subject to review and approval by the city attorney.

Sec. 38-10. -Replats.

Sec. 38-10.1 - Applicability. A replat of all or a portion of a recorded plat may be approved without vacation of the recorded plat, if:

- (1) The replat is signed and acknowledged by only the owners of the property being replatted;
- (2) Is approved by the city council; and
- (3) The replat does not propose to amend or remove any covenants or restrictions previously incorporated in the recorded plat.

Sec. 38-10.2 - Application. The application for a replat of a subdivision shall meet all applicable requirements of a final plat.

Sec. 38-10.3 - Partial Replat Application. Any replat which adds or reduces lots must include the original subdivision and lot boundaries. If a replat is submitted for only a portion of a previously platted subdivision, the replat must reference the previous subdivision name and recording information, and must state on the replat the specific lots which have changed along with a detailed "Purpose for Replat" statement.

Sec. 38-10.4 - Criteria for Approval. The replat of the subdivision shall meet all review and approval criteria for a final plat. The replat document shall be prepared by a Surveyor.

Sec. 38-10.5 - Effect. Upon approval of the replat application by City Council, the replat may be recorded and is controlling over the previously recorded plat for the portion replatted.

Sec. 38-11 – Special Replat Requirements

Sec. 38-11.1 - Applicability. In addition to compliance with the requirements of Section 38.10 above, a replat without vacation of the preceding plat must conform to the requirements of this Section if:

- (1) During the preceding five (5) years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two residential units per lot; or
- (2) Any lot in the preceding plat was limited by deed restrictions to residential use for not more than two residential units per lot.

Sec. 38-11.2 - Procedure after approval. If a proposed replat described by Subsection 38-11.1 above does not require a variance or exception, the City Manager or designee, not later than the fifteenth day after the date the replat is approved, provide written notice by mail of the approval of the replat to each owner of a lot in the original subdivision that is within 200 feet of the lots to be replatted according to the most recent city or county tax roll.

- (1) The notice of a replat approval must include the zoning designation of the property after the replat and a telephone number and the Planning Supervisor's e-mail address an owner of a lot may use to contact about the replat.
- (2) This requirement for written notice does not apply to a proposed replat if the city council held a public hearing, in accordance with Local Government Code 212.015, and proper notice, in accordance therewith, was given.

Sec. 38-11.3 - Variance or Exception. If a proposed replat described by Subsection 38-11.1 above requires a variance or exception, a public hearing must be held by the city council and published and personal notices must be provided in accordance with Local Government Code 212.015 must be provided. Personal notice shall be accompanied by a copy of the language contained in Local Government Code 212.015(c).

Sec. 38-11.4 - Protest. If the replat application is accompanied by a variance petition and is protested in accordance with this subsection, approval of the replat shall require the affirmative vote of at least three-fourths of the members of the city council present at the meeting. For a legal protest, written instruments signed by the owners of at least twenty percent of the area of the lots or land immediately adjoining the area covered by the replat application and extending two hundred feet from that area, but within the original subdivision, must be filed with the city council prior to the close of the public hearing. In computing the percentage of land area under this Section, the area of streets and alleys shall be included.

Sec. 38-11.5 - Additional. The requirements of Subsection 38-11.2 shall not apply to any approval of a replat application for a portion of a recorded plat if all of the proposed area sought to be replatted

was designated or reserved for usage other than for single- or two-family residential usage. Such designation must be noted on the recorded plat or in the legally recorded restriction applicable to such plat.

#### Sec. 38-12 – Amending Plats

Sec. 38-12.1 - Purpose. The purpose of an amending plat shall be to provide an expeditious means of making minor revisions to a recorded plat consistent with provisions of state law.

Sec. 38-12.2 - Applicability. These procedures for amending plats shall apply only if the sole purpose of the amending plat is to achieve the following:

- (1) Correct an error in a course or distance shown on the preceding plat;
- (2) Add a course or distance that was omitted on the preceding plat;
- (3) Correct an error in a real property description shown on the preceding plat;
- (4) Indicate monuments set after the death, disability, or retirement from practice of the engineer or surveyor responsible for setting monuments;
- (5) Show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding plat;
- (6) Correct any other type of scrivener or clerical error or omission previously approved by city council, including lot numbers, acreage, street names, addresses and identification of adjacent recorded plats;
- (7) Correct an error in courses and distances of lot lines between two adjacent lots if:
  - i. Both lot owners join in the application for amending the plat,
  - ii. Neither lot is abolished,
  - iii. The amendment does not attempt to remove or modify recorded covenants or restrictions or easements, and
  - iv. The amendment does not have a material adverse effect on the property rights of the owners in the plat;
- (8) Relocate a lot line to eliminate an inadvertent encroachment of a building or other improvement on a lot line or easement;
- (9) Relocate one or more lot lines between one or more adjacent lots if:
  - i. The owners of all those lots join in the application for amending the plat,
  - ii. The amendment does not attempt to remove or modify recorded covenants or restrictions or easements, and
  - iii. The amendment does not increase the number of lots;



- (10) Make necessary changes to the preceding plat to create six (6) or fewer lots in the subdivision or a part of the subdivision covered by the preceding plat if:
  - i. The changes do not affect compliance with applicable zoning and other regulations of the city, and
  - ii. The amendment does not attempt to remove or modify recorded covenants or restrictions or easements, and
- (11) Replat one or more lots fronting on an existing street if:
  - i. The owners of all those lots join in the application,
  - ii. The amendment does not attempt to remove recorded covenants or restrictions,
  - iii. The amendment does not increase the number of lots, and
  - iv. The amendment does not create or require the creation of a new street or make necessary the extension of municipal facilities.

Sec. 38-12.3 - Effect. Upon approval by the City Manager, or designee, an amending plat may be recorded and is controlling over the recorded plat without vacation of that plat.

Sec. 38-12.4 - Application Contents. All applications shall be submitted on a form supplied by the planning and zoning department with the required information as stated on the application form. The amending plat document shall be prepared by a Surveyor.

Sec. 38-12.5 - Decision. The City Manager or designee may either approve, approve with conditions, or deny the application for an amending plat within ten (10) days.

Sec. 38-12.6 - Expiration. Approval of an amending plat shall expire if the plat is not submitted for recordation within the time period specified for recordation of a final plat.

Sec. 38-12.7 - Additional. Notice, a hearing, and the approval of other lot owners are not required for the approval and issuance of an amending plat.

#### Sec. 38-13. – Subdivision Improvement Plans.

Sec. 38-13.1 - Purpose. The purpose of subdivision improvement plans is to assure that public improvements required to be installed in order to serve a subdivision or a development are constructed in accordance with all standards of this Chapter.

Sec. 38-13.2 - Application contents. When required by this title either prior to or at the time of submission of an application for final plat approval by the Commission, the number of sets of subdivision improvement plans required to be submitted for review for code compliance. All applications shall be submitted on a form supplied with the required information as stated on the application form. The subdivision improvement plans shall be submitted for the entire area covered by the subdivision application, and shall comply with all provisions of this Chapter. The final subdivision improvement plans including paving and stormwater engineering shall be submitted in one package and be approved or approved with conditions prior to the final plat recordation. The subdivider shall provide and the subdivision improvement plans shall contain all applicable improvements required by this Chapter, including but not limited to the following details:

- (1) Grading and slope stabilization;

- (2) Drainage facilities;
- (3) Sidewalks including sidewalks on ponds and parks adjacent to public streets.
- (4) Streets and other rights-of-way (including sidewalks); on subdivisions within the city limits, sidewalks may be deferred until building permits are requested for a residential lot, except sidewalks at the rear of double frontage lots must be installed, inspected, approved and accepted by the city prior to building permits being issued;
- (5) Bikeway and transit improvements (where applicable);
- (6) Survey monuments;
- (7) Street lights;
- (8) Traffic control signs and traffic signalization; traffic calming devices (where applicable);
- (9) Curb ramps;
- (10) Street pavement markings;
- (11) Parkland and open space; and
- (12) Provisions for arroyo protection.

It is the developer and his engineer's responsibility to put the plans together into one package and follow-up on their review. Incomplete plans shall be returned to the subdivider.

Sec. 38-13.3 - The subdivider shall provide complete Lower Valley Water District approved water and wastewater design plans on or before the final plat is submitted to the Commission.

- (1) Plans will not be approved and the plat will not be recorded until water and wastewater designs meet TCEQ and Lower Valley Water District design standards.

Sec. 38-13.4 - Phasing plan. Where phasing is proposed for the construction and installation of the required subdivision improvements, approval of a phasing plan shall be required, provided, that all of the subdivision improvements are completed within the time period specified herein. The building official may approve, disapprove or conditionally approve the phasing proposed if the proposed phasing will provide for the orderly development of the subdivision with adequate access to all improvements. No phasing plan shall be approved unless each phase has a complete drainage system, or security for all improvements that are not completed in the initial phase is provided. No temporary drainage structures will be allowed. If the property contains an arroyo or flow path that requires improvements, Security shall be provided regardless of the phasing, unless the improvements to the arroyo or flow path are completed in the initial phase. Where the building official disapproves a phasing plan, the subdivider may appeal the decision to the Commission upon a written request submitted to the building official. Whether or not the building official approves phasing at the time of the construction plan submission, a subdivider may request phasing and submit a phasing plan at any time prior to the expiration of the time period for completion of the subdivision improvements, or any authorized extension. A phasing plan submitted and approved by the building official after the approval of the construction plan submission, shall be considered an authorized amendment to the subdivision improvement plans and such approved phasing plan shall be attached to and incorporated as part of the approved subdivision improvement plans.

Sec. 38-13.5 – Staff Decision.

- (1) The City Manager or designee and city engineer shall be the responsible for approval of subdivision improvement plans.
- (2) The City Manager or designee shall decide whether to approve, approve with conditions, or deny the subdivision improvement plan application within thirty days from the date the application for approval of the subdivision improvement plans is filed with the planning and zoning department.
- (3) Failure of the City Manager or designee, to approve, approve with conditions, or deny the subdivision improvement plan application within the prescribed thirty (30) days from the date of submission, shall permit the subdivider to proceed with the construction of the subdivision improvements pursuant to the plans submitted; except that a subdivider may authorize in advance, or during the review, an extension to the prescribed time period for additional review by the City Manager or designee, when applicable. The request for a time extension may be for a period not to exceed thirty days and shall be provided in writing by a subdivider prior to the expiration of the prescribed review period. . It shall be the responsibility of the subdivider to insure that the subdivision improvement plans meet or exceed all the requirements of the City Code, Lower Valley Water District requirements and any other regulatory requirements.
- (4) Distribution and Review. Once the subdivision improvement plans are approved, the subdivider shall provide additional sets of the approved plans to the city, as specified by the City Manager or designee, for use during construction. A full set of the city approved and stamped subdivision improvement plans must be available for inspection on the job site at all times.

Sec. 38.13-6 - Notification. The City Manager or designee shall notify the subdivider that the subdivision improvement plans are approved for construction.

Sec. 38-13.7 - Revised Plan Submission. In cases of conditional approval or disapproval of the subdivision improvement plan application, the process is as follows:

- (1) The City Manager or designee shall provide the subdivider a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition. Each condition or reason specified in the written statement must;
  - i. Be directly related to the requirements of this Chapter; and
  - ii. Include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and
  - iii. May not be arbitrary.
- (2) If the conditions of approval or disapproval of the plans require revision(s) to the subdivision improvement plans, one set shall be marked with objections noted (on the plans themselves) and returned to the subdivider for correction.
- (3) The subdivider's engineer shall then correct the plans as requested and resubmit the appropriate number of sets to the City Manager or designee for decision. The resubmission or the plans shall be accompanied by a written response that clearly articulates how each condition for conditional approval or each reason for disapproval has been remedied.
- (4) The City Manager or designee shall determine whether to approve or disapprove the subdivider's previously conditionally approved or disapproved subdivision improvement plans within fifteen (15) days of receipt of resubmitted plans and written response. Failure of the City Manager or designee to approve or disapprove within the prescribed period,

shall permit the subdivider to proceed with the construction of the subdivision improvement plans pursuant to the plans submitted. It shall be the responsibility of the design engineer to certify and insure that the subdivision improvement plans satisfy all the requirements of the city code, and any other regulatory requirement.

- (5) A copy of any subdivision improvement plans submitted within the extraterritorial jurisdiction, after approval by the City Manager or designee, shall be forwarded to the county road and bridge administrator.

Sec. 38-13.8 - Criteria for Approval. The building official, or designee, shall render a decision on the subdivision improvement plans in accordance with the following criteria:

- (1) The plans are consistent with the approved preliminary plat, and the proposed final plat;
- (2) The plans conform to the development standards, and standards for adequate public facilities contained in this Chapter; and
- (3) The plans conform to the specifications contained in this Chapter.

Sec. 38-13.9 - Approval Required. Approval of subdivision improvement plans authorizes the property owner to install public improvements in rights-of-way and/or easements offered for dedication or previously dedicated to the public under an approved preliminary or final plat for which site preparation and other required permits have been approved.

Sec. 38-13.10 – Force Majeure . If the city is unable to comply with the time requirements specified in this Chapter due to unforeseeable causes beyond the control and without the fault or negligence of the city, including, but not restricted to, acts of God, or of the public enemy, fires, floods, epidemics, quarantine restrictions, strikes, orders of any kind of the government of the United States or the State of Texas, operation of law, disturbances, explosions and severe weather, such time restrictions shall be suspended until such time that the inability to perform due to the unforeseeable cause no longer exists.

Sec. 38-14.4. *Maintenance bond.* Upon acceptance of the required improvements by the city council, the subdivider shall provide to the city for a period of one year from the date of acceptance of said improvements a maintenance bond in the form of a bond, cash, letter of credit, certified check, or negotiable securities in an amount equal to 50 percent of total cost of said improvements to guarantee the maintenance and repair of such improvements as may be defective in material or installation. In the event that maintenance or repair is necessary, the city shall make reasonable effort to contact the subdivider to inform him of the necessary maintenance or repair. If the subdivider cannot be contacted or fails to perform the maintenance or repair, the city shall make necessary maintenance and repair from the proceeds of the bond or other surety. Within 30 days of the scheduled expiration of the maintenance bond, the city shall conduct a final inspection of all improvements within the subdivision. Any necessary maintenance or repairs needed shall be rectified prior to release of the bond.

Sec. 38-15. - Variances.

Whenever the tract to be subdivided is of such unusual size or shape or surrounded by such development or unusual conditions that the strict application of this Chapter would result in real difficulties and substantial hardships, the city council may vary or modify the requirements, so that the subdivider is allowed to develop his property in a reasonable manner, but at the same time so that the public welfare and interests of the city are protected and the general intent and spirit of this Chapter are preserved. However, such relief may not be granted if it is detrimental to the public good or impairs the intent and purpose of this Chapter or the desirable development of the community in accordance with plans and policies of the city. Any modification granted shall be entered in the records of the city council setting forth the reasons which justified the modification. Further, in granting modifications and exceptions, the city council may place conditions which will in its judgment substantially secure the objectives of the standards or requirements involved.

Sec. 38-164. - Vacation of a plat.

Sec. 38-16.1. *Necessity.* Nothing in this section requires a vacation be undertaken if a replat, accomplishing the elimination of lot lines, is duly approved. A vacation is required when no replatting is undertaken by elimination of lot lines, right-of-way, or easement lines dividing a parcel to be accomplished.

Sec. 38-16.2. *Application.* The subdivider shall submit to the city planning and zoning department, a written application on prescribed forms and all fees as set forth in the Fee Schedule..

Sec. 38-16.3 *Procedure.*

- (1) The city clerk shall mail letters to franchised utilities and to the owners of record of all lots adjacent to the public right-of-way to be vacated, informing them of the nature of the proposed vacation, and notifying them of the date, time, and place of the hearing. At least 15 days shall be allowed for such comments before a decision is reached.
- (2) If the public right-of-way proposed for vacation is paved, or if the entire width of the right-of-way is proposed for vacation, the subdivider shall post and maintain one or more signs, as provided and where instructed by the city council at least 15 days prior to the date of the hearing. The subdivider is responsible for removing such signs within five days after the hearing is complete. Failure to properly post signs is grounds for deferral of the request. No one except the subdivider, the agent of the subdivider, or the city shall remove or tamper with any such required sign during the period it is required to be maintained under this subsection.
- (3) The rights-of-way of any public or private utility, including drainage, existing prior the vacation, total or partial, of any plat are not affected by the vacation of a plat unless an authorized representative of the utility involved agrees in writing to have the rights vacated.
- (4) In consideration of the vacation of all or part of a public right-of-way, the city council shall determine whether or not the vacation will adversely affect the interests of persons owning contiguous land or land within the subdivision being vacated.

Sec. 38-16.4. *Public hearing.* A decision on approval and endorsement shall be made at a hearing by the city council. Public notice in a newspaper of general circulation in the city shall be published at least 15 days before the date of the hearing; the notice shall indicate the location of the proposed vacation, where a map of the proposed vacation may be viewed and information on the hearing. If approved by the city council, the statement of vacation is endorsed as approved. Such endorsement shall be within ten days of the conclusion of the hearing.

Sec. 38-16.5. *Recording.* The vacation is in full force and effect only after the approved statement declaring the vacation has been recorded in the office of the county clerk and the county clerk shall be requested to mark the original plat with the words "vacated" or "partially vacated" and refer on the plat to

the volume and page or county clerk document number on which the statement of vacation is recorded. Submittal for recording is the subdivider responsibility. The subdivider shall also provide certified proof of the recording by county clerk to the city clerk.

Sec. 38-17 - Construction violations.

Construction which violates any provision of this Chapter is strictly prohibited and no building permit shall be authorized, except in those cases where modifications or exceptions have been granted by the city council prior to the start of construction. Violations without authorization by the city council shall be cause for legal action by the city to have the construction violation stopped, corrected or removed, or any penalty assessed.

Sec. 38-19. - Fees.

Sec. 38-19.1. General Subdivision Fee. Every application required to be filed under any provision of Chapter 38 shall be accompanied by the prescribed fees set forth in the Fee Schedule adopted by the city council. The prescribed fees shall not be refundable and shall be submitted no later than the date an application is filed with the city. The fee schedule may be amended from time to time by resolution of the city council.

Sec. 38-18.2. Consulting Engineer. In addition to the fees described under Subsection (a) above, the City shall be reimbursed for any third party engineering fees incurred by the City required for plan application review, required inspection, testing and approval of any subdivision. The cost of the consulting engineering review must be paid by the subdivider. Estimates of any consulting engineering fees shall be provided to and paid by the subdivider at the time of submission of an application filed under the provisions of this Chapter. The actual cost of any consulting engineer shall be paid by the subdivider prior to plat approval.

Sec. 38-19.3. *Fee waivers and reductions.* The city council has the authority to waive or reduce any fee associated with any plan so long as there is a benefit for the city and/or the public to do so. Any fee waiver or reduction request shall be considered by the city council at a public hearing.

Sec. 38-120. - Dedication of land for public use.

The subdivider shall transfer to the city 2.5 percent of the total land to be subdivided or an equivalent dollar value which shall be used by the city for parks and recreation or other city use. The option of receiving the money or land shall rest with the city. Land dedicated for public use does not necessarily need to be within the proposed subdivision development. The subdivider will only be assessed 75 percent of the total land requirements if the subdivider so chooses to participate in regional park improvements, on behalf of the city.

Sec. 38-21. - Penalties.

(a) *Transferring lots in unapproved subdivisions.* Any owner or agent of the owner of any land located within the planning and platting jurisdiction of the city, who leases, transfers, sells, agrees to sell, or negotiates to sell land by reference to or exhibition of a plat of such land before being duly approved by the city council and duly recorded in the office of the county courthouse, shall, upon conviction, be subject to a fine of \$200.00 per offense. Each and every lot or portion thereof so leased, transferred, sold, agreed to be sold, or negotiated to be sold shall be prosecuted and treated as a separate offense. The description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties.

(b) *Improper recording.* Any person who records with the county clerk any plat in violation of this Chapter shall, upon conviction, be subject to a fine not exceeding the maximum according to Texas law.

Sec. 38-22. - Appeals.

Any person aggrieved with any determination of the city council acting under this Chapter may file an appeal to the appropriate district court of the state. The district court may overrule or modify any ruling of the city council and make such findings as are not consistent with the provisions of this Chapter. When an appeal is filed with the district court notice thereof shall be filed with the city clerk.

Sec. 38-23. - Amendment procedure.

The city council may, from time to time, amend or modify this Chapter after public hearing, due notice of which shall be given as required by law.

Sec. 38-24. - Public records.

The city clerk shall keep public records of findings, decisions, and recommendations concerning all subdivision plats filed for review, including such actions as may be taken by the city council through appeals or amendments to this Chapter.

Sec. 38-25. - Repeal.

All ordinances and resolutions and all parts thereof which are in conflict with this Chapter are hereby repealed to the extent that they conflict with this Chapter.

Sec. 38-26. - Separability of provisions.

If any section, subsection, sentence, clause or phrase of this Chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Chapter, it being the intent of the city council to enact each section, subsection, sentence, clause or phrase of this Chapter separately and independently of each other section, subsection, sentence, clause or phrase.

Sec. 38-27. – Waiver of Right to Thirty-Day Action.

- (a) A subdivider may request in writing an extension to the thirty-day approval period for Commission and City Council decisions on plan and subdivision improvement plan applications to allow additional time to comply with the requirements of this Chapter and all other ordinances. The request may be for a period not to exceed thirty (30) days.
- (b) The waiver request shall contain a statement of the time for which a waiver is sought. No waiver shall be granted for a period less than the Commission's or City Council's (as applicable) next regularly scheduled meeting. All waivers and extension requests shall be for a period not to exceed thirty (30) days.
- (c) Waiver and extension requests for preliminary plats, final plats, development plats, replats, master plan and subdivision improvement plans may be received by the City Manager or designee prior to the Commission or City Council meeting agenda posting deadline at which action would have to be taken (based on the thirty-day requirement in state law) on the plan application. Waiver requests that are not received by that day shall not be considered properly submitted, and action shall be taken on the plan application at such meeting as scheduled.
- (d) The Commission or City Council shall take action on the waiver of right to thirty-day action request within the thirty-day period for action on the plan. If the waiver is granted, action on the plan application shall be waived for a certain period of time, consistent with the approved waiver.
- (e) The granting of a waiver of right to thirty-day action request shall not be deemed in any way a waiver to any requirement within this Chapter. A waiver from requirements herein is a separate and distinct process.

ARTICLE II. - SUBDIVISION DESIGN STANDARDS

Sec. 38-47. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*AASHTO* means American Association of State Highway and Transportation Officials.

*ASCE* means American Society of Civil Engineers.

*ASTM* means American Society for Testing and Materials.

*AWWA* means American Water Works Association.

*Design engineer* means a registered professional engineer in the state who has been contracted by the subdivider to perform engineering studies, reports, design, etc., for the proposed subdivision and to represent the subdivider on engineering matters.

*Design standards* means these subdivision design standards for the city, including all standard detail drawings and other documents referenced in this Article II.

*Detail standards* or *detail sections* means drawings adopted by the city and incorporated into the index of the subdivision design standards for the city.

*Standard details* means any and all standard details.

*Subdivision regulations* means this Chapter and all applicable state and federal requirements.

*WPCF* means Water Pollution Control Federation.

(Ord. No. 77, § 101, 5-1-1989)

Sec. 38-48. - Introduction.

- (a) The purpose of these standards is to promote consistently sound design of facilities having acceptable performance characteristics, to encourage innovative design, and to assert the need for exercise of sound, responsible, professional judgment of the designer.
- (b) The subdivision design standards may be revised by the city from time to time to reflect changing conditions, new construction techniques and materials and revised policies of the City to promote the health, safety and welfare of the City.

Sec. 38-49. - Compliance with requirements.

- (a) It is the responsibility of the subdivider to obtain all necessary permits, easement, and other approvals for the proposed subdivision. The subdivider must be familiar with, and comply with, any and all city, county, state, federal, and other applicable requirements, laws, ordinances, regulations, and codes related to subdivision development.
- (b) Under unusual circumstances, the subdivider has the right to request the city to waive any part or parts of the subdivision design standards on the basis of extreme or unusual hardship. A subdivider exercising such privilege shall specify in writing any and all design standards that are requested to be waived, the reasons for deviation from these standards, and the alternative proposed standard to be utilized in the development. The written request shall be submitted to the city planning and zoning department and the Commission who shall evaluate the request and make recommendations to the city council regarding the request. The subdivider may deviate from design standards only after the city council has approved such deviation and the subdivider has written permission to do so signed by the mayor.
- (c) Except where modified by the city council, all subdivision improvements shall be in conformity with the design standards set forth or referred to in this Article II.
- (d) The subdivider shall make the following minimum improvements that shall conform to these design standards except as waived by the city:
  - (1) Street grading, curbs and gutters, and drainage structures necessary for the proper use of streets for public safety.



- (2) Site grading and drainage, taking into consideration the drainage pattern of adjacent improved and unimproved property and treating upstream area, where appropriate, as though fully improved.
  - (3) All streets, easements, and pedestrian ways shall be graded and surfaced to widths shown herein. The subdivider shall improve the extension of all streets intersecting streets, including interception of drainage waters.
  - (4) Sidewalks shall be as shown on the improvement plans, if required.
  - (5) Sanitary sewer and domestic water supply facilities approved by the Texas Water Commission and El Paso County Lower Valley Water District shall be installed as shown on the improvement plans to serve the subdivision.
  - (6) Storm drainage facilities shall be designed for the subdivision and shown on the improvement plans.
  - (7) Water mains and fire hydrants shall be designed and shown on the improvement plans to provide fire protection.
  - (8) Telephone, electric power, gas, and cable television service shall be installed and available to every lot (possible exceptions: cable television or gas (if all electric)).
  - (9) Streetlights to be located at key intersections and other specific points in the subdivision as directed by the city planning and zoning department.
  - (10) Street name signs.
  - (11) Survey monuments.
- (e) It is the sole responsibility of the subdivider to ensure that all construction of all improvements is performed in compliance to federal, state, and local safety and health laws.
- (f) Before construction begins, the contractor for the subdivider shall discuss and agree with the city planning and zoning department on the times of required inspection for the project. All testing requirements noted herein shall be the minimum specified in the improvement plans and construction contract documents. During the construction phase of the subdivision, it shall be the subdivider's responsibility to provide the city planning and zoning department with current work schedules defining the various phases of work to be done and when they will be executed. It shall also be the responsibility of the subdivider to require his contractor to notify the city at least 24 hours prior to the need for inspection services. Inspection by the planning and zoning department is required at, but not limited to, the following times:
- (1) At completion of any preliminary clearing, grubbing, and site grading (cuts and fills), compaction testing of fill material may be required.
  - (2) Before backfilling any utility line ditch section, the city engineer shall inspect pipe, check grades, and approve backfill material.
  - (3) The planning and zoning department will require compaction testing of trench backfill on 12-inch lifts.
  - (4) At completion of subgrade preparation, compaction tests shall be required.
  - (5) When curb forms or string lines are set, the inspector shall check grades at 50-foot intervals.
  - (6) Upon construction of curbs, laboratory concrete strength tests will be required for every day's pour of concrete.
  - (7) Upon installation of base course in street, compaction tests shall be required.
  - (8) Upon completion of street paving, laboratory asphalt strength and gradation tests will be required for every day's placement of hot-mix.
  - (9) After final grading of lots.

- (10) Before request of acceptance to the city, a final inspection shall be performed by the city engineer, a representative of the contractor, and the subdivider. The city engineer shall list any and all corrections, replacements, clean-up work, etc., that need to be performed by the contractor prior to acceptance of the subdivision by the city. The city will not accept the subdivision until all such work is complete. The city engineer will recommend city acceptance when satisfied that all work is complete and in compliance with these subdivision design standards and specifications referred to herein.
- (11) Other testing may be required (such as street coring or asphalt compaction) at the request of the city. All testing and inspection costs are to be encumbered by the subdivider.

(b) *Format of submissions.*

- (1) Improvement plans.
  - a. Improvements plans shall be drawn in black India ink on 24-inch by 36-inch stable base polyester material.
  - b. Improvement plans shall contain title and index sheet. Title sheet shall contain the following information:
    1. Name of subdivision.
    2. Name, address, and telephone number of subdivider.
    3. Name, address, and telephone number of designing engineer.
    4. Seal and signature of responsible engineer registered in this state.
  - c. Index sheet shall contain the following information:
    1. List of plan sheets and their page numbers.
    2. Vicinity map showing location of subdivision in relation to the city.
    3. Plat to scale showing street, sewer, and water line layout, locations of manholes, valves, and fire hydrants. Scale of plat and north arrow shall be indicated.
  - d. Grading and drainage plans shall follow plat sheets.
  - e. Street, sewer, and water plan and profile sheets shall follow grading and drainage plan.
  - f. Standard detail specifications and drawings shall be last.
- (2) Reports, specifications, design analysis, and other data. All supporting documents shall meet the following criteria:
  - a. Be submitted on 8.5-inch by 11-inch sheets of paper unless oversize material required in which case 11-inch by 17-inch maximum may be used as fold-outs.
  - b. Be bound with a title sheet containing the following information:
    1. Name of subdivision.
    2. Contents of bound document.
    3. Name of designing engineer submitting the document.
  - c. Be neat, legible, typewritten, easy to reference, and logically referenced.
  - d. Bear the seal of the licensed engineer, surveyor or architect as necessary.

Sec. 38-50. - Provision of easements.

Easements shall be provided in all subdivisions for the ready provision and extension of street, utilities, and drainage facilities. Easements shall be provided for the logical extension of streets, utilities, and

drainage facilities from and through each subdivision to the areas surrounding each subdivision. Proposed new developments shall maintain properly sized and aligned necessary easements and right-of-way to facilitate extension of existing structures that require extension through said new development to accomplish its purpose. The city has the right to require the continuation of easements and right-of-way through proposed new developments if it deems necessary the extension of such easements or rights-of-way.

Sec. 38-51. - Survey monuments.

- (a) Survey monuments shall be provided for subdivisions as indicated in table 38-51.1. Found monuments which accurately locate required subdivision monument locations may be used in lieu of the type of monument indicated in table 38-52.1, but the minimum number of monuments indicated in table 38-52.1 must be provided unless otherwise approved by the city. The location and type of all new and found monuments shall be shown on the final plat along with the elevation of all benchmarks.

Table 38-51.1. Subdivision Survey Monument Location

Location	Type of monument	Notes
Subdivision boundary corners	Brass cap in concrete	Four minimum per subdivision and four minimum per 320 acres of subdivision.
Intersections of streets (centerlines), points of curvature/tangency/cusp/reverse curve/angles, center of cul-de-sac bulbs	Aluminum cap on #5 rebar	
Block corners	Aluminum cap on #5 rebar	
Lot boundary corners, points of curvature/tangency/cusp/reverse curves/angles	#5 rebar	
Elevation benchmark	Brass cap in concrete	One minimum per subdivision and one minimum per 320 acres of subdivision; may be subdivision corner monument.

- (b) The physical requirements for survey monuments are indicated in table 38-51.2.

Table 38-51.2. Minimum Physical Requirements of Survey Monuments

Type of monument	
Brass cap	<b>Brass cap:</b> 2.6 inches minimum diameter substantially rounded cap with integral anchor for placement in concrete.
	<b>Concrete base:</b> Poured in-place concrete minimum 12 inches diameter and 30 inches deep with bulb at bottom, concrete poured against undisturbed soil for bottom 18 inches minimum, brass cap anchored into base.
	<b>Marking:</b> Stamped to indicate reference point of elevation, surveyor's name and registration number, benchmark number (obtained from the city planning department) and the name of "city, Texas." See the figures in section 38-53 as a guide.
	<b>Application and elevation:</b> The surveyor shall pick up benchmark application forms at the city planning department. The surveyor shall certify the elevation of the benchmark on the city forms.

	All certified elevation forms will be kept on record in the city planning department. The elevation of all brass caps shall be tied to the datum base used by the state highway department.
Aluminum cap	<b>Aluminum cap:</b> Cap specifically designed to lock into a previously set #5 rebar when struck with a hammer.
	<b>Rebar:</b> Standard #5 deformed steel reinforcing rod/bar, two feet minimum length or longer if required for stability in particular locations.
	<b>Marking:</b> Stamped with surveyor's registration number and reference point indication.
#5 Rebar	<b>Rebar:</b> Standard #5 deformed steel reinforcing rod/bar, two feet minimum length or longer if required for stability in particular locations.
All monuments	<b>Finish elevation:</b> Between 0-0.2 feet above finished grade unless particular location dictates otherwise.
	<b>Indication on plat:</b> Indicate all monument markings on plats.

Sec. 38-52. - Street design standards.

Sec. 38-52.1 - *Generally.*

- (1) This section presents criteria established for use in design of street systems and related features. The purpose of this section is to promote consistently sound design of street systems having acceptable performance characteristics, to encourage innovation design, and to assert the need for exercise of sound, responsible, professional judgment by the engineer.
- (2) Material presented is intended for use by qualified design professionals familiar with municipal street design. A brief overview of important governing regulations is presented together with references to commonly accepted standard publications related to the subject. Designers and others using this Article II are expected to familiarize themselves fully with the following regulations, other pertinent regulations, and the standard reference publications cited herein.

Sec. 38-52.2 - *Governing regulations.*

- (1) The following are some of the most important city regulatory documents pertaining to street design. The list is not intended to be exhaustive, and the user is cautioned that this Chapter is subject to change at any time. The competent designer must maintain a constant familiarity with these and other pertinent regulations as they evolve.
- (2) In the case of conflict or discrepancy between these regulations, these documents will govern in the following order of priority:
  - a. This Chapter (city subdivision regulations).
  - b. Chapter 46 (city zoning regulations).
  - c. Major thoroughfare plan.
  - d. Subdivision Design Standards, City of El Paso, latest edition.
  - e. Paving Construction Details, City of El Paso, latest edition.
  - f. State highway department design and construction standards.
  - g. AASHTO Guidelines: A Policy on the Geometric Design of Highways and Streets, latest edition.

Sec. 38-52.3 - *General planning.*

- (1) *Street location and arrangement.*

- a. Streets must conform in character, location, and arrangement to adopted comprehensive plans. The city should be consulted for information regarding applicable plans for areas under design consideration.
  - b. Proposed street arrangements must provide for the continuation of existing principal streets or appropriate projections thereof if not otherwise governed by an adopted plan as discussed in subsection (c)(1)a of this section.
  - c. Alleys are not to be provided where other provisions can be made for adequate and suitable service access.
- (2) *Right-of-way and pavement widths minimum standards.*
- a. Required street right-of-way widths and pavement widths are established in table 38-52.1 and shown on figures 107.1 through 107.4.
  - b. Access. Private driveway access to single-family development is not permitted on minor arterial or major arterial streets.

Table 38-52.1. Street Right-of-Way and Pavement Widths

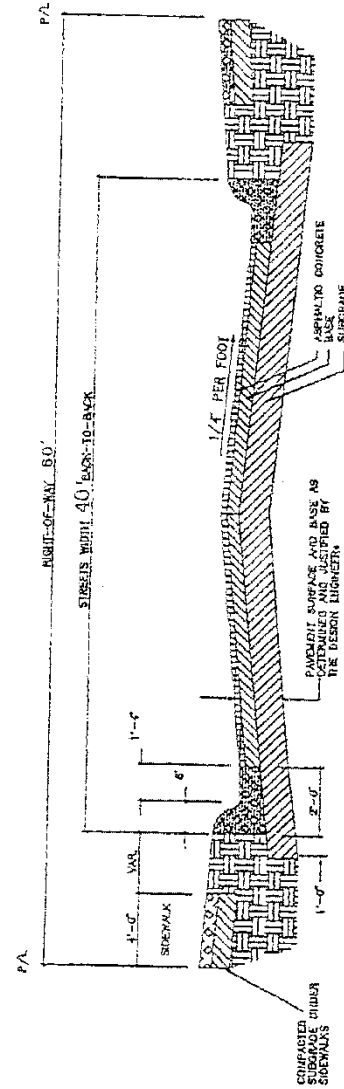
Street classification	Minimum required ROW	Minimum required pavement width *
Alleys	20 ft.	N/A (20 ft. if paved)
Local (residential) **	60 ft.	40 ft.
Collector/industrial/commercial	70 ft.	44 ft.
Minor arterial	90 ft.	64 ft.
Major artery	120 ft.	3—11 ft. lines on each side of divided median

\* Pavement width is width of pavement measured from back of curb to back of curb.

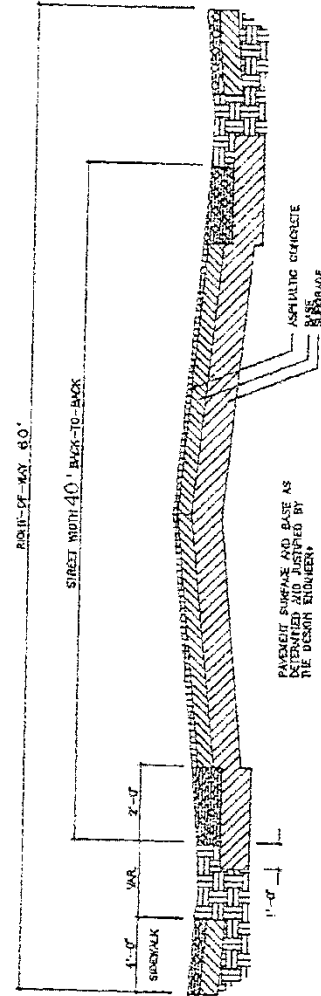
\*\* A hierarchy of residential street sections may be presented to the city engineer, and planning and zoning commission for consideration for approval.

NOTES

1. BASE MATERIAL SHALL BE COMPACTED TO NORMAL 90% DENSITY. FINISH SHALL BE DETERMINED BY ASTM D-1557.
2. TOP 12" OF SUBGRADE SHALL BE COMPACTED TO MINIMUM 90% DENSITY. FINISH SHALL BE DETERMINED BY ASTM D-1557.
3. NORMAL CROWN SHALL BE 1/4" PER FOOT SLOPE TOWARD THE CURB. ADJUSTERS, INVERTED CROWNS ARE NOT PERMITTED.



TYPICAL RESIDENTIAL STREET SECTION



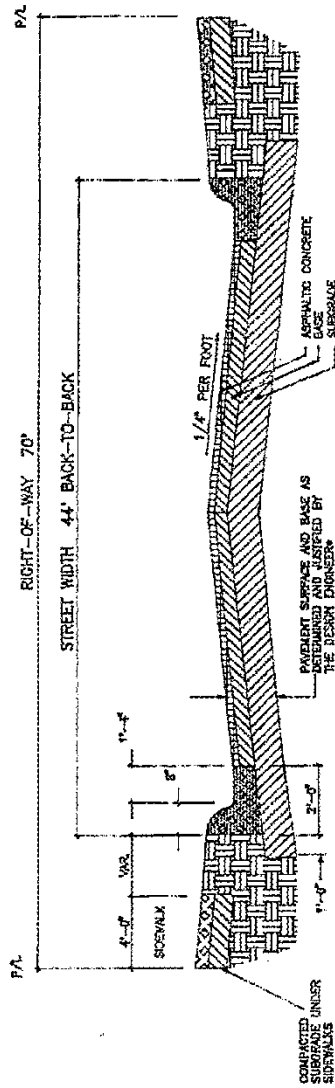
TYPICAL RESIDENTIAL STREET SECTION

FIG. 107.1

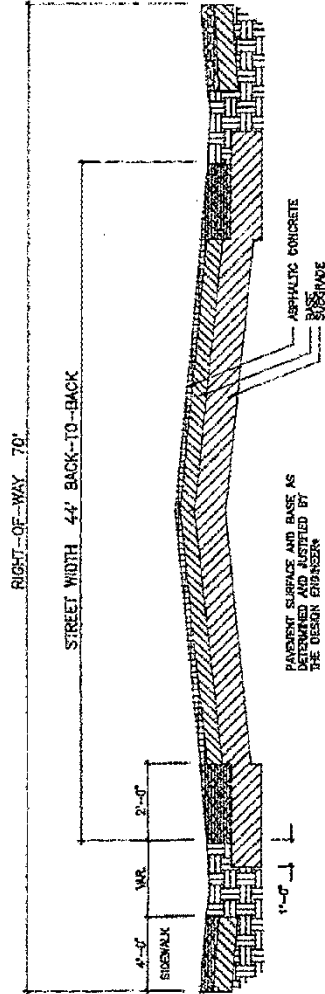
IN NO CASE SHALL THE MINIMUM PAVEMENT THICKNESS BE LESS THAN 2" COMPACTED AND IN NO CASE SHALL THE MINIMUM BASE THICKNESS BE LESS THAN 8" COMPACTED.

COMPACTION TESTS REQUIRED AT 100 MORE THAN 200 FOOT INTERVALS AS PRESENT BY THE TESTING AGENCY.

- NOTES
1. BASE MINIMUM SHALL BE COMPACTED TO MINIMUM BOX CONVENTION AS DETERMINED BY ASTM D-1557
  2. TOP 12" OF SUBGRADE SHALL BE COMPACTED TO MINIMUM BOX CONVENTION AS DETERMINED BY ASTM D-1557.
  3. MINIMUM GRAVEL SHALL BE 1/2" FOR PAVEMENT THICKNESS. FOR PAVEMENT THICKNESS, THE MINIMUM GRAVEL SHALL BE 1/2" FOR PAVEMENT THICKNESS. GRAVELS ARE NOT PERMITTED.



TYPICAL COLLECTOR STREET



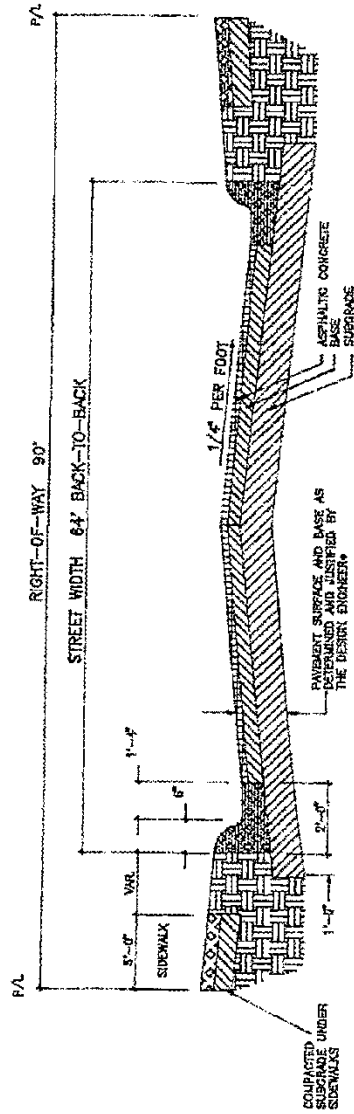
TYPICAL COLLECTOR STREET

FIG. 107.2

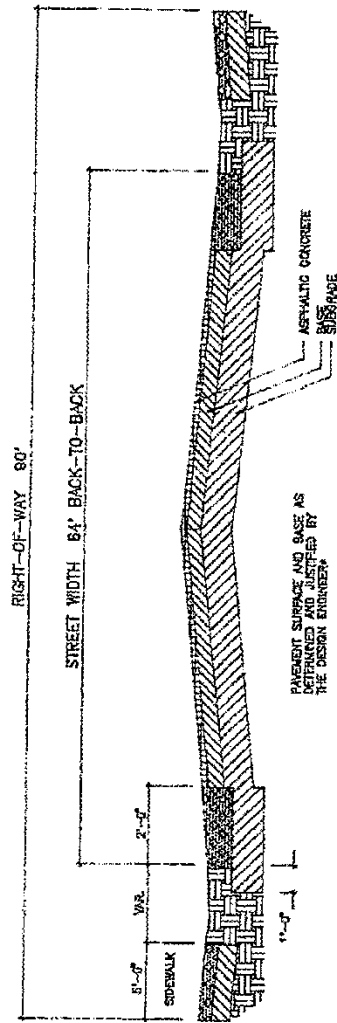
\*IN NO CASE SHALL THE MINIMUM PAVEMENT THICKNESS BE LESS THAN 2" COMPACTED AND IN NO CASE SHALL THE MINIMUM BASE THICKNESS BE LESS THAN 6" COMPACTED  
COMPACTION TESTS REQUIRED AT NO MORE THAN 200 FOOT INTERVALS AS DIRECTED BY THE TESTING AGENCY

NOTES .

1. BASE MATERIAL SHALL BE COMPACTED TO MINIMUM 90% COMPACTION AS DETERMINED BY ASTM D-1557.
2. TOP 12" OF SUBGRADE SHALL BE COMPACTED TO MINIMUM 90% COMPACTION AS DETERMINED BY ASTM D-1557.
3. NORMAL CROWN SHALL BE 1/4" PER FOOT SLAB TOWARDS THE CURB. ACUTTERED, INVERTED CROWNS ARE NOT PERMITTED.



TYPICAL MINOR ARTERIAL



TYPICAL MINOR ARTERIAL

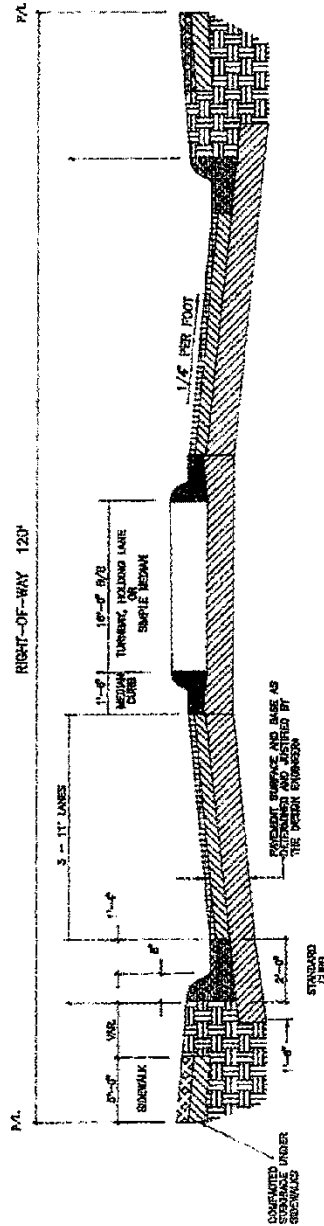
FIG. 107.3

\*IN NO CASE SHALL THE MINIMUM PAVEMENT THICKNESS BE LESS THAN 2" COMPACTED AND IN NO CASE SHALL THE MINIMUM BASE THICKNESS BE LESS THAN 6" COMPACTED

COMPACTION TESTS REQUIRED AT NO MORE THAN 200 FOOT INTERVALS AS DIRECTED BY THE TESTING AGENCY



- NOTES
1. BASE MATERIAL SHALL BE COMPACTED TO MAXIMUM DENSITY PER AASHTO METHOD T-99, AS DETERMINED BY TEST METHOD T-99.1, WITH A MINIMUM OF 95%.
  2. THE 1/2" OF BASEGRASS SHALL BE COMPACTED TO MAXIMUM DENSITY PER AASHTO METHOD T-99, AS DETERMINED BY TEST METHOD T-99.1, WITH A MINIMUM OF 95%.
  3. MINIMUM DENSITY SHALL BE 1/2" PER FOOT.
- CRACKS ARE NOT PERMITTED.



TYPICAL MAJOR ARTERIAL

COMPACTED TESTS REQUIRED AT NO GREATER THAN 500 FOOT INTERVALS AS DIRECTED BY THE TESTING AGENCY

FIG. 107.4

(3) *Cul-de-sac criteria.*

- a. Maximum length permitted is 750 feet measured from the centerline of the intersecting street to the center of the turnaround.

- b. Maximum number of dwelling units allowed to be served by a cul-de-sac is 35 unless otherwise specifically approved by the city.
- c. Turnarounds.
  1. Circular turnarounds with no center island must have minimum 50-foot radius to right-of-way and must have minimum 40-foot radius paved area, measured to the back of curb.
  2. Circular turnarounds with approved center island must have 55-foot radius to right-of-way and must have 45-foot radius paved area, measured to the back of curb, with a maximum center island radius of 15 feet, measured to the back of curb.
- (d) *Engineering design criteria.* The criteria presented herein are major controlling factors in the design of streets. It is expected that the designers will exercise careful attention to detail in the application of these criteria to design circumstances. Suitable transitional elements must be provided between changes in geometric configuration, pavement and curb character, and drainage carrying aspects of the ultimate street design.
  - (1) *General design criteria.* Table 38-52.2 summarizes criteria considered minimum in the city for various classifications of streets. Design speeds given are intended to establish levels to which facilities are to be designed; posted legal speeds are established only after appropriate examination of the completed street by the city.

Table 38-52.2. General Design Criteria for Streets

Street Classification	Minimum Centerline Radius - Feet (5)			Minimum Length Vertical Curve (feet) (1)	Vertical Curvature Design Value K (2)			Maximum Grade Change Allowed Without Vertical Curve —% (8)	Maximum Grade Allowed %
	Design Speed m.p.h.	With 0.02 ft./ft. Super-Elevation	With Normal Crown (7)		For Crest Stopping Sight Distance (5)	For Sag Stopping Sight Distance (6)	For Sag Comfort Control (3)(6)		
Major arterial	50	1,050	1,400	150	100	75	n/a	0.4	6
Minor arterial	45	900	1,100	135	80	65	n/a	0.4	7
Collector	35	450	575	100	46	45	26	0.07	8
Local residential	25	—	230 (9)	75	25	28	13	1.0	8
Cul-de-sacs and alleys	20	—	120 (9)	60	18	24	9	1.0	12
Local industrial commercial	30	300	300	90	32	35	19	1.0	8

- (1) Controlling limit only when algebraic grade difference (A) times the design value K is less than minimum shown; in all other cases,  $L=KA$  shall control.

- (2) The values of K shown are to be used in determining the minimum length of vertical curve required by the use of the relationship  $L = KA$  where:

L = Length of vertical curve in feet.

A = Algebraic difference in grades expressed in percent.

K = Design value indicative of rate of curvature.

- (3) Use of K for comfort control is strongly discouraged. Allowed only with express permission of city.
- (4) Lengths of vertical curves longer than the minimums resulting from the use of K values shown should be used wherever possible; however, K should not exceed 143 feet when curb and gutter is used.
- (5) Source: Design of Urban Streets, Federal Highway Administration, U.S. Department of Transportation.
- (6) Crest vertical curves are based on eye height of 3 feet, 3 inches, object height of 6 inches and AASHTO minimum stopping distances. SAG vertical curves are based on AASHTO standards. If AASHTO standards are revised to more restrictive values, the more restrictive values shall supersede the values in this table.
- (7) A minimum of 50 feet must be maintained between vertical points of intersection.
- (8) Local residential streets with 90° or near 90° turns may be designed with a minimum centerline radius of 75 feet with the approval of the city. Appropriate advisory signs may be required.

- (2) *Geometric criteria.* In general, criteria for the horizontal and vertical geometrics of street design given in table 38-52.2 will be the minimum acceptable values. Other factors must also be considered in a balanced design.

- a. *Vertical alignment.* Long, flat gradients are undesirable because of poor drainage characteristics. The minimum desirable gradient consistent with acceptable drainage is one-half percent and, as such, should be observed as a general design principle. Grades in valley areas and other special circumstances may be flatter than one-half percent if approved by the city. Long, steep gradients are also undesirable since such are difficult for heavier vehicles to negotiate at desirable traffic speeds. Vertical curve criteria stated in table 38-53.2 are intended to provide adequate safety consistent with applicable design speeds. In the application of these criteria, the designer will be expected to apply good judgment in combining vertical geometry with horizontal geometry. Extreme vertical undulation is not acceptable. Vertical changes in grade occurring simultaneously with horizontal alignment changes must be carefully considered to preserve the acceptable sight distance consistent with the design speed of the street. Engineering determination of safe stopping sight distance should be demonstrated in these cases. Adequate intersection sight distances must be maintained in all designs.
- b. *Balance design* Abrupt, inconsistent changes in either horizontal or vertical alignment is not acceptable. Minor streets shall be designed, however, in order to discourage excessive speeds of traffic. Major streets shall be designed to permit larger flows of traffic at design speeds.

- (3) *Intersection design.*

- a. *Angle of intersection.* Streets must be designed to intersect at right angles as nearly as practical consistent with topography and sound design. The acute angles at intersections for all streets shall be 80 degrees minimum. Intersection designs must provide for adequate clear sight distances.
- b. *Spacing of intersections.* Intersections of streets along arterial streets are to be minimized. Following are limiting values to be observed:

1. Streets intersecting arterials must generally be spaced no closer than one-sixth mile on center.
  2. Intersections of streets shall be continuous in alignment if feasible. Off-set alignment of intersecting streets is highly discouraged.
  3. Intersections of streets which are not on continuous alignment through the street intersected are to be spaced as follows:
    - (i) Intersections of noncontinuous streets must be spaced at least 125 feet between centerlines of streets on local streets.
    - (ii) At least 600 feet on collector streets.
    - (iii) At least 880 feet on all arterial streets.
  4. Variances from these criteria will require written approval of the city council.
- c. *Right-of-way return radii.* Minimum acceptable right-of-way return radius is 30 feet.
- d. *Intersection grading.* Street crown may be reduced through intersections of major streets of approximately equal classification if desirable to promote comfort. Crown reduction should not generally exceed one-half of standard crown unless special circumstances govern and the joint concurrence of the city is obtained. Intersection grading must provide for rapid drainage.
- (4) *Curb and gutter criteria.*
- a. Header curbs 24 inches wide and 12 inches deep with three strands of 5/8 inch rebar, an expansion joint every 25 feet, and a score every seven feet, and gutters with one-inch gutter depth must be used as the exterior curb section for all classes of streets. Deviation from these standards will require written approval and concurrence by the city.
  - b. If both traffic requirements and drainage requirements can be met to the satisfaction of the city, mountable roll-type curb or lay-down curb types may be used on local streets.
  - c. Concrete curbs and gutter shall be constructed of Class A, 3,000 psi Portland cement concrete.
- (5) *Pavement design criteria.* Design of pavement structures for arterial, collector, residential and private streets must be based on acceptable design procedures. Current acceptable design procedures include the most current edition of AASHTO Interim Guide for Design of Pavement Structures published by the American Association of State Highway and Transportation Officials, Washington, D.C. Subgrade soils investigation and evaluation shall be required to determine the bearing values of the proposed subgrade soils. Designing engineer shall submit report to city stating existing subgrade bearing values and proposed structural pavement design.
- (6) *Driveway design standards.* Driveways shall cross the sidewalk on the sidewalk grade line without depression of the sidewalks. However, if a driveway gradient in excess of ten percent would be required to avoid depression of the sidewalk, the sidewalk shall be transitioned to match the driveway within six feet of the edge of the driveway and the driveway gradient shall be maintained between five percent and ten percent.
- (e) *Construction criteria.*
- (1) *Generally.* Any permits or easements required for the construction of the required streets, sidewalks, or appurtenances for the proposed development shall be obtained by the subdivider.
  - (2) *Materials.*
    - a. All construction materials shall conform to the City of El Paso standard specifications for public works entitled Paving Construction Details, as amended, or replaced, unless modified by this Chapter or otherwise approved by the city.

- b. In the case of conflict or discrepancy between this Chapter and the City of El Paso standards, this Chapter and other specific ordinances of the city shall govern.
- c. Special construction methods. The use of vibratory compaction equipment in the historical district will not be allowed as possible damage to the historical structures may result.

Sec. 38-53. - Sidewalk design.

Sidewalks must be provided for in all new subdivisions within the city unless specifically waived by the city planning and zoning commission. The fundamental requirements governing sidewalk design are established by these design standards. Sidewalk designs must provide for the mobility, safety, and comfort of the pedestrian and provide for adequate pedestrian access to abutting property. Pertinent sidewalk design criteria are collected herein for the convenience of the designer.

- (1) *Sidewalk width.* Sidewalk width of residential or collector streets shall be four feet zero inches, minimum. For arterial streets, the sidewalk width shall be six feet zero inches, minimum.
- (2) *Sidewalk location; horizontal.*
  - a. Along collector and local streets, sidewalks must be located within the right-of-way with the property side edge of the sidewalk at the property line.
  - b. Variances from sidewalk standards will require the approval of the city.
  - c. Sidewalk location adjacent to curbs is discouraged.
- (3) *Transverse slope sidewalks.* Sidewalks must be provided with a transverse slope of one-fourth to one-half inch per foot, sloping toward the street.
- (4) *Historical zone.* A special architectural image of the sidewalk shall be reflected in the H-Overlay Zone District within the city. This special image shall consist of the following:
  - a. Exposed aggregate concrete.
  - b. Red brick patterned concrete.
  - c. Red tile patterned concrete

Any other image shall be approved by the city prior to inclusion in the improvement plans.

- (5) *Sidewalk location; vertical.* The sidewalk must be located vertically such that the top surface of the sidewalk will be at or above the top of curb at the lowest point on the sidewalk and must be appropriate to the overall street section design within the right-of-way.
- (6) *Sidewalk materials.* Sidewalks are to be of Portland cement concrete, Class A, 3,000 psi, of minimum four-inch thickness. Portland cement concrete reinforcing, and curing compound shall be used. Designs incorporating alternate materials must be approved by the city.

Sec. 38-54. - Sanitary sewer design criteria.

- (a) *Generally.* This section presents the criteria, standards, and regulations related to the design of sanitary sewer systems for general development service. It does not cover the criteria for design of major interceptor sewers or treatment facilities. The material is directed to the competent design professional and is not intended to be a detailed design handbook. Criteria and standards presented are those determined to be the minimum acceptable values necessary to result in system designs having satisfactory functional characteristics, durability, and operational suitability. It is expected that the designer will strive for the best design to suit the circumstances involved, and that designs will reflect sound professional judgment at all times.
- (b) *Governing regulations.* Ordinances and policies related to the design and operation of sanitary sewer systems include the following:
  - (1) This Chapter (city subdivision regulations).
  - (2) Area-wide wastewater collection and treatment facilities plan.

- (3) El Paso County Lower Valley Water District Authority subdivision design guidelines and practices.
- (4) El Paso City/County Health Department Standards.
- (c) *Engineering design criteria.*
  - (1) *Design capacity criteria.*
    - a. Off-site flows will be considered by the designer and shown in his design calculation.
    - b. Sanitary sewer design shall conform in size, location, and arrangement to adopted plans. Governing plans may include, but are not limited to, the approved master plan and city comprehensive plan. The city and the El Paso County Lower Valley Water District Authority should be consulted for information regarding applicable plans for areas under design consideration.
    - c. In residential areas, the following design flows will be used per house, apartment, townhouse, or mobile home:

	Average flow
Houses	420 gpd
Apartments, mobile homes, and townhouses	350 gpd

- d. Commercial sewage flows will be considered on a case-by-case basis by the designer. The designer will present the basis for the commercial sewage flow used in his design calculations.
- e. Design flow shall be three times average flow to accommodate daily peak factors.
- f. Design is for half-full pipe flow at the design flow.
- g. Manning's Formula is to be used for determination of pipe flow velocities and capacities using a value for Manning's where "n" = 0.013.
  - 1. Peak velocity: Velocity at peak flow conditions.
  - 2. Average velocity: Velocity at average flow conditions.
- h. Minimum peak velocity in sewer shall be two feet per second. Maximum average velocity shall be ten feet per second.
- i. Minimum collector size allowable is eight inches.
- (2) *Manhole criteria.*
  - a. Manholes must generally be located on the centerline of street right-of-way. Manholes for straight lines in curved streets may be located as much as five feet off from centerline of street or right-of-way; however, required clearances from other utilities must be maintained. The offset of such manholes is to be dimensioned from center of manhole barrel to the centerline of the street or right-of-way.
  - b. Standard minimum manhole depth is five feet, measured from rim to invert, unless otherwise approved by city.
  - c. The required inside diameter for a manhole is determined as follows:
    - 1. Minimum inside diameter is four feet.
    - 2. Six feet minimum inside diameter manholes to be used in extreme cases where multiple lines intersect or access is of concern as determined by the city.

- d. Flow will not be permitted to change in direction horizontally by more than 80 degrees in a manhole.
- e. The minimum drop through a manhole will be 0.10 foot, except in the case of a single line straight through manhole, in which case the normal slope of the line shall be maintained. Where flows converge at a manhole, the inverts should be designed to produce a smooth water surface at design flow with no backwater conditions in any of the incoming lines.
- f. The recommended maximum distance between manholes allowed is 350 feet. Manhole spacing greater than 350 feet shall be acceptable by the city only when specific variances are requested from the city planning department.
- g. Cleanouts will not be allowed in lieu of manholes on the sewer system unless approved by the city.
- h. Manholes must conform to the requirements of ASTM C478.

(3) *Line criteria.*

- a. Sanitary sewer materials and installation methods must comply with the requirements set forth in gravity sanitary sewer design and construction, ASCE Manuals and Reports on Engineering Practice, No. 60, and the WPCF Manual of Practice of ED-5, 1982.
- b. Curvilinear sewer lines will not be acceptable.
- c. Sections of line that are flat relative to the upstream line are to be avoided. As much as possible, continuous flow velocity and capacity will be provided. The energy gradient should slope generally parallel to the slope of the invert with no abrupt changes or slopes opposite to the direction of flow.
- d. Line depth should be sufficient to provide gravity service to property contiguous to the line. Additional depth may be required to provide for service. Generally, house service at the property line shall be a minimum of 4.5 feet below finished floor elevation of the house.
- e. The main lines are to be located within public right-of-way except as noted in subsection (c)(3)f of this section and are to be aligned in accordance with the primary utility locations, figure 109-1. Where the primary utility locations do not apply, the following criteria apply:
  - 1. The state department of public health policy on the proximity of water and sewer lines.
  - 2. El Paso County Lower Valley Water District Authority Regulations.
  - 3. Main lines must be located so they can be maintained without disturbing any sidewalk, curb, gutter or any other utility. The required trench must be totally within the paved roadway.
- f. Sanitary sewer main lines may be located outside public right-of-way only under the following conditions:
  - 1. Prior written approval is given by the city.
  - 2. The main line must be located as follows:
    - (i) In paved, permanent access easement; or
    - (ii) In a planned green space with access suitable for sewer line maintenance equipment.

If subsection (c)(3)f.2(i) or (ii) of this section is impossible due to prior platting, the situation will be handled as a special case.





exclusive underground easement. A minimum width easement of 20 feet for water and sewer.

Compliance with the state department of public health policy on the proximity of water and sewer lines must be achieved.

- (4) *Trenching and backfilling.* Trenching shall be of sufficient depth and width to properly install the pipe. Padding or bedding material to be placed around pipe shall be a finely graded material free of rocks in excess of one inch in diameter and shall be free of any sharp objects and deleterious material. Bedding material shall be compacted around the pipe and at least six inches above the pipe. The remainder of the backfill material shall be select material compacted to a density of at least 90 percent of the maximum density as determined by ASTM D1557. When located under roads, sidewalks, driveways, etc., the top six inches of ditch backfill shall be compacted to a minimum density of 95 percent of maximum density as determined by ASTM D1557. The above trenching and backfilling methods shall apply to all utility lines (sewer, water, gas, etc.) installed in the subdivision.
  - (5) *Service connections.*
    - a. Four-inch minimum size residential service connections must be made to the main line except at the end of cul-de-sacs where connection to a manhole is permitted.
    - b. Six-inch commercial service connections are permitted where a six-inch tee in the main exists.
    - c. Four-inch mechanical taps are permitted to tappable main lines eight inches and larger. Mechanical taps must conform to the requirements of the applicable plumbing code requirements.
    - d. All service connections shall have a minimum slope of one-fourth-inch per foot toward the main within the public right-of-way.
  - (6) *Sewage lift stations.*
    - a. Sewage lift stations shall be set pit type, with submersible, easily removable, sewage pumps.
    - b. The lift station shall have 100 percent standby capability with one pump out of service at peak flow.
    - c. Sized for a maximum of four pump starts per hour.
    - d. In order to provide standardization for maintenance and repair parts, pumps shall be of a brand consistent with all other pump equipment maintained by the El Paso County Lower Valley Water District Authority.
    - e. Lift station controls shall be supplied by pump manufacturer.
  - (7) *Sewage package plant.* The design, construction and maintenance of all wastewater treatment package plants shall be evaluated on an individual basis. The El Paso County Lower Valley Water District Authority and governing state agency shall approve the installation of all package plants prior to city review and approval.
- (d) *Construction criteria.*
- (1) *Generally.* Any special crossing permits or easements required for installation of sewer lines or appurtenances are to be obtained by the subdivider in the name of the city, at the subdivider's expense.
  - (2) *Materials.*
    - a. *Construction constituents.* All construction materials shall conform to these subdivision regulations unless otherwise approved by the city.
    - b. *Pipe installation.* Pipe installation will conform to the manufacturer's installation instructions as modified herein, unless otherwise approved by the city.

- c. *Sewer lines.*
  - 1. *Materials.*
    - (i) VCP - ASTM C700, extra strength, joints per ASTM C425.
    - (ii) DIP - ASTM/ANSI A746, push-on joints.
    - (iii) PVC - Gravity sewer lines 18 inches and larger, ASTM F679 or UNI-89, 15 inches and smaller, ASTM D3034, SDR 35
    - (iv) Force mains.
      - A. PVC - AWWA C900 pressure class 150 minimum.
      - B. DIP - AWWA C151.
  - 2. *Installation.*
    - (i) Trenching and backfilling per pipe manufacturer's instruction/recommendations, as modified in subsection (c)(4) of this section.
    - (ii) Testing: Compaction testing required every 500 feet at 12-inch minimum lifts. Backfill in road will require compaction testing every 200 feet at 12-inch lifts.
- d. *Manholes.*
  - 1. *Materials.* ASTM C478.
  - 2. *Installation.* Per manufacturer's installation instructions.
- e. *Lift stations.*
  - 1. *Type.* Wet pit manhole type with hinged cover and submersible pumps on slide rail for easy removal. Sewage piping in lift station to be ductile iron.
  - 2. *Installation.* Shutoff valves and check valves to be external to the lift station.
- f. *Service connections.*
  - 1. *Types.* In-line service tees or wyes to be provided on new sewer lines.
  - 2. *Installation.* In accordance with manufacturer's installation instructions, as modified herein.
- g. *Testing of sewer lines.*
  - 1. *Air pressure test.* Five psi for a minimum of ten minutes.
  - 2. *Lamp test.* Allowable deflection shall be no more than 75 percent horizontal and ten percent vertical.
  - 3. *Mandrell test.* Seven percent maximum deflection.
- h. *Conflict/discrepancy between regulations and guidelines.* In the case of conflict or discrepancy between various regulations and guidelines, these documents will govern in the following order of priority:
  - 1. City subdivision design standards.
  - 2. El Paso County Lower Valley Water District Authority Regulations.
  - 3. ASCE/WPCF guidelines.

Sec. 38-55. - Water system design criteria.

- (a) *Generally.* This section presents the criteria, standards, and regulations related to the design of water distribution systems for general development service. It does not cover the criteria necessary for design of major transmission lines, wells, pumping facilities or reservoirs. The material is directed to the competent design professional and is not intended to be a detailed design handbook. Criteria and

standards presented are those determined to be the minimum acceptable values necessary to result in system designs having satisfactory functional characteristics, durability, and operational suitability. It is expected that the designer will strive for the best design to suit the circumstances involved, and that designs will reflect sound professional judgment at all times.

- (b) *Governing regulations.* Ordinances and policies related to the design and operation of domestic water systems include the following:

- (1) This Chapter.
- (2) El Paso County Lower Valley Water District applicable regulations.

- (c) *Water system design criteria.*

- (1) General requirements.

- a. In calculating line sizes for main loop lines, the future development of the surrounding area will be considered and addressed in the report.
- b. Domestic water design shall conform in size, location, and arrangement to adopted plans. Governing plans may include, but are not limited to, the approved master plan and city comprehensive plan. The city and the El Paso County Lower Valley Water District should be consulted for information regarding applicable plans for areas under design consideration.
- c. Pressure zone boundaries must be considered in the design of all systems.
- d. Location of lines must be according to primary utility locations in figure 109.1. Deviations will require approval of the city.

- (2) Sizing requirements in single-family and duplex developments are as follows:

- a. Six inches minimum.
- b. An eight-inch line is required if loop lines are not provided at a maximum interval of 1,200 feet.
- c. Minimum six-inch line to any fire hydrant.
- d. Fire protection may require larger sizing.
- e. Design flow rates for subdivision line sizing are as follows:

		Average Daily	Max Hourly
(1)	Single-family dwellings		
	One-half acre and less	500 gpd	2.0 gpm
	Greater than one-half acre	500 gpd	3.5 gpm
(2)	Fire flow. See subsection (g)(1)f of this section.		
(3)	Commercial. Commercial water flow rates are highly variable. They will be considered on an individual basis by the designer in his report.		

- (3) Sizing requirements for industrial/commercial and multifamily developments are as follows:

- a. Typical eight inches minimum.
- b. Fire protection may require larger sizing.

c. Determination is made by the city and El Paso County Lower Valley Water District.

(d) *Alignment/proximity to other utilities.*

- (1) The main lines are to be located within public rights-of-way except as noted below, and aligned in accordance with the primary utility locations of figure 109-1. Water lines must be located so they can be maintained without disturbing any sidewalk, curb, gutter or any other utility. For lines within streets, the construction trench is required to be contained totally within the paved roadway.
- (2) If circumstances require location of water lines in other than the location established by the primary utility locations, written approval of the city and the utilities normally expected to occupy the revised location must be obtained. Main lines may be located outside public right-of-way only with prior written approval of the city and only within appropriate easements.
- (3) If not in public right-of-way, the distribution line must be located as follows:
  - a. In a permanent access easement, including an easement for the water line.
  - b. In a planned green space with access suitable for maintenance equipment and within an appropriate easement.
  - c. If subsection (d)(3)a or (d)(3)b of this section is impossible because of prior platting, the location will be handled as a special case.
  - d. A permanent easement must be granted for the exclusive use of water and sanitary sewer. A minimum width easement of 20 feet is required for a single utility and 25 feet for water and sewer, both within the same easement.
  - e. In private streets, primary utility locations apply where possible.

(e) *Valving and valve placement.*

- (1) Spacing shall be 1,200 feet maximum between in-line valves for lines 14 inches and smaller.
- (2) At the intersection of water lines, all but one line must be valved.
- (3) Fire hydrant legs must be valved on lines.
- (4) The system valving must be arranged so that lines may be shut down with a minimum number of valves and affecting the minimum service area. Valving of the ultimate system looping must be such that no break will disrupt service beyond the next valve location. System valving design should ensure that only the immediate area where the break occurs will suffer disruption of water supply.
- (5) Valve location. Three valves shall be placed at all water line intersections. The location shall be at a point on the waterline where the adjacent right-of-way lines intersect the water line. Possible exceptions include valves for pressure connections of branches to existing water lines which will necessarily be adjacent to the existing line.
- (6) Valve types. Valves shall be AWWA C500 NRS gate valves.
- (7) Valve sizing. Valving must be line size. Special tapping valves shall be used with tapping sleeves.
- (8) Air relief valves. Air relief valves will be provided as determined by the designer and approved by the city and the El Paso County Lower Valley Water District.
- (9) Pressure reducing stations. The city and the El Paso County Lower Valley Water District determines the need for pressure reducing stations, their location, and the need for reduction of valve sizing. The subdivider must provide any pressure reducing stations required for his subdivision.

(f) *Service lines and meters.*

- (1) The metered service line is public through the tailpiece installed on the private side of the meter. Normally, the tailpiece extends to the right-of-way line.

- (2) Sizing of the service line and meter is the responsibility of the requesting party. The city will, upon request, provide information relative to the flow characteristics of the various available metered sizes. However, single-family dwelling units will generally utilize three-fourths inch meter.
  - (3) The public portion of the service line including the meter and box may be installed by either of two methods:
    - a. The city or the El Paso County Lower Valley Water District will make the installations subsequent to formal application and payment of all appropriate charges. If so desired, and appropriate, the city will also install the meter at this time.
    - b. An approved contractor may install the service line or meter box as part of the subdivision development. This method requires an approved set of construction plans showing service line or meter box installation. The water mains and service lines must be completed, including flushing and disinfection, and accepted formally in writing before the city or the El Paso County Lower Valley Water District will install meters. In addition, unless special agreements for phasing have been made, the entire subdivision has to be formally accepted in writing by the city before the city or the El Paso County Lower Valley Water District will install a meter. Upon completion and acceptance of the project, the city will install the meter subsequent to formal application and payment of all appropriate charges.
  - (4) Typically meters two inches and smaller are located within the public right-of-way behind the street curb.
  - (5) Meters three inches and larger require a permanent easement on the landowner's property.
  - (6) Meters for any installation may only be installed by the city or the El Paso County Lower Valley Water District subsequent to formal application and payment of all appropriate charges.
  - (7) All dwelling units must be individually metered.
- (g) *Fire hydrant protection.*
- (1) *General information.*
    - a. City fire department experience, national fire codes, fire insurance regulations and waterworks practices provide the hydrant criteria which is used to determine required protection.
    - b. The city's fire prevention policies are required to:
      1. Attain adequate fire protection of life and property.
      2. Achieve orderly development of the fire hydrant protection system.
      3. Set forth guidelines and rules for development of a fire hydrant system.
    - c. Fire hydrants are generally installed on mains when water lines are extended according to spacing criteria that varies according to proposed land use adjacent to the water line. These hydrants may have to be supplemented with additional hydrants when actual development takes place. Cases also exist where water lines have been extended through undeveloped areas or unplatted land, and hydrants were not installed at the time of water line extension. Necessary hydrants must be installed at the time of adjacent development.
    - d. Fire hydrants are located within public rights-of-way where possible. The type, layout, and size of development may dictate location of fire hydrants on private property.
    - e. Each development must be analyzed for fire hydrant needs. Fire hydrant requirements vary with the size and layout of the buildings, building design and construction materials, and access from and proximity to the public right-of-way.
    - f. All required fire hydrants in residential development shall provide proper fire flow (minimum of 750 gpm at minimum 20 psi residual pressure from the four-inch outlet). Water system design shall provide minimum fire flow in residential areas of 750 gpm with minimum 20 psi

residual each from any two adjacent fire hydrants in the development (total fire flow of 1,500 gpm with minimum 20 psi residual). High density residential developments (eight units per acre or more), commercial developments, apartment developments, and industrial developments will require special studies to determine fire flow requirements.

- g. Hydrants shall be installed in accordance with the city standards and policies and shall be available for use prior to the beginning of development building construction.

(2) *General fire hydrant location requirements for fire protection.*

a. Definitions:

*Heavy use commercial* means large industrial complexes, major shopping centers, and apartment complexes over 18,000 square feet.

*Light use commercial* means light industrial and shopping centers under 18,000 square feet, and apartments over four units (includes townhouses).

*Residential* means single-family and two-family dwellings, duplexes, triplexes, and mobile homes.

b. Hydrant spacing requirements.

1. Development areas (street measurement, bonnet to bonnet).

Residential	500 feet maximum between hydrants
Light commercial	500 feet maximum between hydrants
Heavy commercial	300 feet maximum between hydrants

In residential areas and mobile home parks, there shall be one hydrant at each street intersection with intermediate hydrants so that no one home is more than 275 feet from a hydrant.

- 2. New and existing individual buildings in sparsely developed areas. Distance is measured as the fire equipment travels from the fire hydrant to the structure. All distances given are maximum.

Residential	275 feet
Light commercial	300 feet to the farthest portion of the building
Heavy commercial	300 feet to the farthest portion of the building

3. Hydrants shall be installed at the subdivider's expense, including:

- (i) Extension of El Paso County Lower Valley Water District owned water lines in accordance with their policies.
- (ii) Addition of fire hydrants to existing water lines.
- (iii) Private fire lines.
- (iv) All costs of incidental items (e.g., removal and replacement of existing improvements).

(h) *Materials.*

- (1) All construction shall conform to the provisions of AWWA C502 and these subdivision regulations unless otherwise approved by the city.
- (2) Pipe (push on type only).
  - a. Polyvinylchloride (PVC).
  - b. Ductile iron pipe (DIP).
  - c. Asbestos cement pressure pipe.
  - d. Cast iron pipe (CIP).
- (3) Valves and valve boxes and fire hydrant.
  - a. Valves shall be installed as per subsection (e) of this section.
  - b. Gate valve. Per AWWA C500 for buried service, nonrising stem double disc, bronze trim.
  - c. Valve box. Traffic type, cast iron.
  - d. Fire hydrants. Per AWWA C502 traffic type, 5.25 inch main valve size, two 2.5-inch and one 4.5-inch nozzles with national standard fire hose threads and nozzle caps. Chrome yellow, Mueller Centurion-type fire hydrants shall be used exclusively in the city, unless otherwise approved by the city planning department.
- (i) *Installation methods.*
  - (1) Trenching and backfilling per standard specifications or pipe manufacturer's recommendation, as modified in section 38-55(c)(4).
  - (2) Compaction testing. One test every 500 feet minimum. Backfill in road will require compaction tests every 200 feet.
- (j) *Testing and disinfection of water lines.*
  - (1) Testing. Pressure test and leakage test per AWWA C600.
  - (2) Disinfection. Per AWWA C601.
- (k) *Conflict or discrepancy.* In the case of conflict or discrepancy between this Chapter and regulations of the El Paso County Lower Valley Water District, those of the city shall govern.

Sec. 38-56. - Drainage and flood control.

- (a) *Generally.* This section presents criteria established for use in design of drainage structures and flood control methods. Material presented is intended for use by qualified design professionals familiar with drainage and flood control methods. Designers and others using this Article II are expected to familiarize themselves fully with the following regulations, other applicable regulations, and standard referenced publications cited herein. The purpose of this section is to promote consistently sound design of drainage structure, flood control structures, and methods, to encourage innovative design, and to assert the need for exercise of sound, responsible, professional judgment by the designer.
- (b) *Flood control.*
  - (1) Flood control studies shall be performed by the design engineer and the flood/drainage report shall be submitted to the city engineer for recommendations to the city council. The city council will approve or require additions or changes in the report. Flood control/drainage reports and design shall be approved by the city council before construction of the subdivision may begin.
  - (2) Analysis of any and all watershed areas affecting the proposed subdivision shall be incorporated into the report and design of flood control/drainage structures. Both on-site and off-site contributory watersheds shall be analyzed.
  - (3) Total surface street runoff from the proposed improved subdivision into existing or possible future developments shall not exceed the runoff from that area of land before development or the downstream capabilities, whichever is less. The engineer may utilize holding ponds, underground

storm sewers, drainage channels or any other means that may be deemed appropriate in order to restrict or divert runoff to accomplish this task.

- (4) Surface and underground drainage shall not be altered or diverted in any way which creates possible drainage or flooding problems to other existing or proposed developments or areas.
- (5) Lot ponds will not be acceptable within the city unless specifically approved by the city.

(c) *Hydrology.*

- (1) For purposes of hydrological studies and design, the design engineer shall utilize methods and procedures acceptable to the city engineer. The preferred method shall be the rational method for determination of peak runoff for land area less than 320 acres.
- (2) The design engineer's drainage studies shall show 100-year, 24-hour rainfall depth as compared to top of curb and proposed finish floor elevation of residential or commercial buildings.
- (3) Drainage detention ponds shall be sized to define the difference between the future developed runoff and the existing undeveloped runoff or sized to detain sufficient stormwater and therefore prevent a downstream hazard.

(d) *Drainage structures.*

- (1) Construction plans and details for drainage structures shall be included in the basic improvement plans for the proposed subdivision. All such plans shall be subject to review and approval by the city engineer.
- (2) The subdivider's design engineer shall be responsible for showing all necessary supporting data and criteria on plans, specifications, or in the drainage report with respect to flow capacities, structural soundness, public safety, etc.
- (3) Drainage structures and construction methods shall be indicated on the construction plans. The design engineer shall be responsible for selecting a design that is structurally sound, functional, and reasonably maintenance-free.
- (4) A minimum 6 foot tall opaque wall shall be required around all detentions ponds, drainage channels and any other surface flood control/drainage structures. Access for maintenance to flood control/drainage structures shall be provided through a minimum 12 foot wide opaque gate. WARNING / NO TRESPASSING signs shall be placed on the exterior walls of the structure advising the public of potential safety hazards if they enter the area. A water depth indicator shall also be placed within the flood control structure that will show the depth of water within the structure. The subdivider shall also provide a method of slope stabilization for any proposed surface flood control/drainage structure that shall be reviewed by the city engineer for approval.
- (5) Temporary flood control/drainage structures shall be installed at the edge of any phase of a subdivision that is to be developed in phases. The temporary structures shall be constructed to adequately detain the runoff from the adjacent improved subdivision phase. Temporary flood control/drainage structures shall provide at a minimum a method of slope stabilization. These structures shall be reviewed by the city engineer for approval.
- (6) No flood control/drainage structure shall be incorporated into a park within a proposed subdivision. A flood control/drainage structure and a part shall be kept as separate facilities within a proposed subdivision.
- (7) Surface and underground drainage shall not be altered or diverted in any way which creates possible drainage or flooding problems to other existing or proposed developments or areas.
- (8) On-lot ponding shall not be permitted for drainage and flood control purposes within the City for residential areas. On-lot ponding shall only be permitted for commercial development.



Sec. 38-57. - Electric power and natural gas systems.

(a) *Electric power.*

- (1) The city shall require that all newly platted subdivisions shall be serviced with electrical power prior to approval of the construction improvement plans. The subdivider must provide evidence that such electrical power will be provided to the subdivision from the El Paso Electric Company. The evidence may be in the form of a letter.
- (2) The subdivider must also provide evidence that a construction performance letter of credit or bond has been filed with the El Paso Electric Company. This installation assurance must be provided prior to actual construction of all subdivision improvements.

(b) *Natural gas.*

- (1) The city shall require that all newly platted subdivisions shall be serviced with natural gas prior to approval of the construction improvement plans. The subdivider must provide evidence that such gas service will be provided to the subdivision from the Southern Union Gas Company. The evidence may be in the form of a construction performance letter.
- (2) The subdivider must also provide evidence that a construction performance letter of credit or bond has been filed with the Southern Union Gas Company. This installation assurance must be provided prior to actual construction of all subdivision improvements.

Sec. 38-58. - Streetlighting and signage, and encroachments.

(a) *Lighting; signage.*

- (1) *Streetlighting.* The policy of the city is that arterial, collector and residential streets be lighted to Illuminating Engineering Society Standards for Arterial Streets if streetlighting is required. Preferred mounting height of luminaire is 30 to 35 feet. Streetlights will be required every 200 linear feet on new streets created and on existing streets adjoining the new subdivision. In new subdivisions, the subdivider shall submit a preliminary plat to the El Paso Electric Company (EPEC) for design of the streetlighting system. EPEC shall then submit their design to the city planning department for review. The city planning department and the city planning commission will recommend to the city council the location of all residential streetlights for final determination. Following city council approval, EPEC shall install the streetlights in conjunction with the installation of electrical service to the subdivision. All construction costs associated with street lighting shall be the responsibility of the subdivider. The city council will authorize the lighting of each luminaire once a minimum of four adjacent dwellings are constructed or if lighting is needed for traffic safety.
- (2) *Traffic signs.* Street name signs shall be installed by the subdivider. Traffic regulatory signs and posts shall be installed by the city at the subdivider's expense. The subdivider shall purchase and install street name signs at every intersection. The subdivider shall furnish regulatory signs and installation hardware compatible with the city's sign posts. Street name signs shall comply with Uniform Traffic Control Devices and Part II-D (2D-39) of the Manual on Uniform Traffic Control Devices, current edition.

- (b) *Fences, walls, footings, and encroachments.* Walls, footings, and fences are not permitted within the right-of-way. The city zoning ordinance shall determine the placement of fences, walls, footings and encroachments.

(Ord. No. 77, § 113, 5-1-1989; Amd. No. 3, § II, 7-18-1996)

ARTICLE III. -

Sec. 38-59 – Traffic Impact Analysis

Sec. 38-59.1 - Purposes and findings.

- (1) New development must be served and supported by an adequate network of streets and thoroughfares.
- (2) Streets and thoroughfares are an essential component of the city's street network and are necessary to accommodate the continuing growth and development of the city.
- (3) It is necessary and desirable to obtain rights-of-way for off-site, abutting and internal thoroughfares to support new development at the time of platting, rezoning or development of the land.
- (4) The purpose of the provisions within this Chapter are to ensure that both development impacts on off-site and on-site thoroughfare rights-of-way are mitigated through contributions and/or improvements of thoroughfare rights-of-way and that new development does not contribute more than their proportionate share of costs or construction of thoroughfare rights-of-way and only contribute that which is necessary and attributable to their development.
- (5) It is the city's intent to assure that dedication of thoroughfare and street rights-of-way and their construction requirements are proportional to the traffic demands created by a new development.
- (6) It is the intent of the city that a road adequacy determination be made concurrent with consideration and approval of rezoning applications and development applications.

#### Sec. 38-59.2 - Applicability.

- (1) A traffic impact analysis (TIA), in adherence to standards contained within this Chapter shall be required under the following criteria:
  - (a) For all proposed developments within the city limits and within the city's extraterritorial jurisdiction where the development is expected to generate traffic in excess of one thousand average daily trips.
  - (b) If a development project will generate more than fifty (50) peak hour trips.
- (2) The number of trips generated by the proposed development shall be based on land uses and intensities according to the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual or locally approved trip generation rates. The daily trip generation rate shall be computed based upon the maximum land use intensity allowed under the proposed new zoning.
- (3) Exceptions. A subdivider may request that the Commission waive the requirement for a TIA. The requirement for a TIA may be waived under the following criteria:
  - (a) The Commission determines that a TIA is not needed due to traffic analysis or traffic studies already completed; or
  - (b) Improvements are already, constructed that will serve and support the new development; or
- (4) An subdivider may request to the planning supervisor that the submittal of the traffic impact analysis be deferred to the subdivision stage of the development; the request shall be approved provided that the following requirements are met:
  - (a) The property proposed for rezoning has not yet been platted; and
  - (b) The proposed development generates less than five hundred peak hour trips.

#### 38-59.3 - Standards for and timing of traffic impact analysis.

- (a) TIA and update required. A TIA shall be submitted with a zoning application, a preliminary plat or with the master plan. If previously submitted, an updated TIA shall also be submitted with the final plat if substantial changes have been made from the preliminary plat, and shall be generally consistent with the TIA submitted with the preliminary plat. The initial TIA may also be updated whenever the plan for the proposed development is modified to authorize more intensive development.
- (b) Contents.

- (1) The TIA on a master plan (or preliminary plat or zoning application if no master plan is provided) shall identify or determine the following:
- (a) Trips to be generated by the proposed development trip generation shall be calculated using the latest edition of ITE's Trip Generation Manual or trip generation rates approved by the Commission;
  - (b) Distribution and assignment of such trips to the road network analyzed;
  - (c) The capacity of affected thoroughfares before and after the proposed development. Capacity shall be quantified by level-of-service based on the latest version of the Highway Capacity Manual. The volume to capacity ratio (v/c) shall be included in the level-of-service tables. The capacity analysis shall include the AM and PM peak hours, twenty-four-hour, and special times or days of the week dependant of the land use's peak traffic generating time periods as determined from the latest version of ITE's Trip Generation Manual. Additional factors such as pedestrian trips, bicycles, and mass transit as possibly mitigating vehicle trip counts shall be considered where warranted;
  - (d) Deficient thoroughfares or roadways shall be determined based upon the minimum acceptable level-of-service as put forth in the following table:

**Table 38-59. Required Minimum Acceptable Level-of-Service (Roadways)**

	Level-of-Service Without Proposed Development						
		A	B	C	D	E	F
<b>Proposed Developed Projected Level-of-Service</b>	<b>A</b>	A	-	-	-	-	-
	<b>B</b>	B	B	-	-	-	-
	<b>C</b>	B	C	C	-	-	-
	<b>D</b>	B	C	C	<sup>A</sup> D	-	-
	<b>E</b>	B	C	C	<sup>A</sup> D	<sup>AB</sup> E	-
	<b>F</b>	B	C	C	<sup>A</sup> D	<sup>AB</sup> E	<sup>AB</sup> F

<sup>A</sup> The city may choose to participate in roadway improvements to restore a minimum level-of-service C.

<sup>B</sup> In cases where the level-of-service of the roadway network without development is below a level-of-service D the proposed development shall not increase roadway intersection delay. The

Commission may deem that the proposed development cannot be supported by the existing roadway network.

- (e) The development project's proportionate share of the costs of such thoroughfares and modifications including rights-of-way.
- (2) The TIA on a preliminary plat and a zoning application (or building permit if not submitted previously, or final plat if no preliminary is provided) shall identify or determine the following:
  - (a) Turning movements at intersections, access points and median breaks;
  - (b) Analysis of median breaks, ingress and egress and all intersections, including a queue analysis, for both AM and PM peak hours and special times or days of the week dependent of the land use's peak traffic generating time periods as determined from the latest version of ITE's Trip Generation Manual;
  - (c) The capacity of affected intersections before and after the proposed development shall be reported, based on the latest version of the Highway Capacity Manual, adjusted to reflect existing signal timing plans. The volume to capacity ratio (v/c) shall be included in the intersection level-of-service tables;
  - (d) Deficient intersections and capacity. Deficient intersections shall be determined based upon the minimum acceptable level-of-service as put forth in the following table:

**Table 38.59. Required Minimum Acceptable Level-of-Service (Intersections)**

		Level-of-Service Without Proposed Development					
		A	B	C	D	E	F
<b>Proposed Developed Projected Level-of-Service</b>	<b>A</b>	A	-	-	-	-	-
	<b>B</b>	B	B	-	-	-	-
	<b>C</b>	B	C	C	-	-	-
	<b>D</b>	B	C	C	<sup>A</sup> D	-	-
	<b>E</b>	B	C	C	<sup>A</sup> D	<sup>AB</sup> E	-
	<b>F</b>	B	C	C	<sup>A</sup> D	<sup>AB</sup> E	<sup>AB</sup> F

<sup>A</sup> The city may choose to participate in roadway improvements to restore a minimum level-of-service C.

<sup>B</sup> In cases where the level-of-service of the roadway network without development is below a level-of-service D the proposed development shall not increase roadway intersection delay. The city manager or designee may deem that the proposed development cannot be supported by the existing roadway network.

- (e) Specific recommendations for thoroughfare, intersection, and roadway improvements and traffic control modifications and other traffic improvements to mitigate the traffic from the proposed development (any proposed signal timing must include the entire coordinated system not just intersections within the TIA study area);
  - (f) The development project's proportionate share of the costs of such improvements and modifications including rights-of-way; and
  - (g) Specific recommendations including but not limited to bus turnouts, auxiliary lanes, traffic calming, location of access points, location of median cuts, parking lot layout and site distance.
- (3) The method of preparing the TIA shall be as approved by the city engineer.
- (c) Capital improvements plan for roads. The capacity of a thoroughfare may be considered adequate for purposes of a TIA if a needed improvement is included, funded, and approved in the city's, county's or state's two-year capital improvements plan for roads, or, if the improvement is included, funded, and approved in the city's, county's or state's three- to five-year capital improvements plan for roads, provided that the subdivider agrees to phase development to conform to such scheduled improvement. This Chapter shall not be construed to prevent the city from requiring dedication of rights-of-way for such roads, or from assigning trips to such roads in a TIA in order to determine a development project's proportionate costs of improvements.
- (d) Use intensity table. Where a proposed plat application does not designate the land use or intensity of use proposed for the development, for purposes of ascertaining the applicability of this chapter and the trips to be generated, the city may utilize typical uses and intensities of use. For land to be developed for nonresidential or multiple-family use in the city's extraterritorial jurisdiction, the city may utilize uses and intensities of use that are typical in the most intensive zoning district that authorizes the type of use proposed in the development.

#### 38-59.4 - Criteria for determining traffic impact analysis requirements.

**Scope.** The scope of a traffic impact analysis is an analysis of the area surrounding the development that will be impacted by the development to determine the range of area that must be included in the TIA. The scope of the traffic impact analysis shall be based on the peak hour trips projected to be generated by the proposed development, as set forth in the following table. Additionally, a scoping meeting shall be coordinated with the city manager or designee in order to determine the study intersections within the scope of the TIA.

**Table 38-59.4: Criteria for Determining Traffic Impact Analysis**

Peak Hour Trips	TIA Analysis Period	TIA Scope
99 or less	1. n/a	May be required at the discretion of the City Manager or designee.
100—500	1. Existing	

	2. Opening year	The frontage of the property, all access points (including common access), and all intersections within a ½ mile radius of the proposed development.
	3. Full build-out year	
501— 1000	1. Existing	The frontage of the property, all access points (including common access), and all intersections within a 1 mile radius of the proposed development.
	2. Opening year	
	3. Full build-out year	
	4. 5 years after opening year	
1,000 or more	1. Existing	The frontage of the property, all access points (including common access), and all intersections within a 1 1/2 mile radius of the proposed development.
	2. Opening year	
	3. Full build-out year	
	4. 5 years after opening year	
	5. 10 years after opening year	
		NOTE: All measurements shall be made from property boundaries.

### 38-59.5 - City evaluation and action.

#### (a) Criteria.

- (1) The city engineer shall evaluate the adequacy of the TIA prepared by the subdivider. Based upon such evaluation, the City Manager or designee shall make recommendations concerning:
  - (a) Whether the application may be approved in the absence of dedication of rights-of-way or construction of improvements to each affected thoroughfare; and
  - (b) The extent of the subdivider's obligations to make such dedications or improvements.
- (2) The City Manager, or designee may recommend, and the decision-maker on the application may attach, conditions to the approval of the development application, based on one or more of the following performances by the subdivider:

- (a) Delay or phasing of development until thoroughfares with adequate capacity or intersection improvements are constructed;
  - (b) A reduction in the density or intensity of the proposed development sufficient to assure that the road network has adequate capacity to accommodate the additional traffic to be generated by the development;
  - (c) The dedication or construction of thoroughfares or traffic control improvements needed to mitigate the traffic impacts generated by the proposed development; or
  - (d) Any combination of techniques that assures that the traffic impacts of the development will be mitigated.
- (b) Deferral of obligation. Upon request of the subdivider, the obligation to dedicate or improve thoroughfare rights-of-way or to make intersection improvements imposed on a development application may be deferred until the city's action on a subordinate (i.e., subsequent) development application. As a condition of deferring the obligation to dedicate rights-of-way for or to improve thoroughfares, the deferral shall be at the sole discretion of the city council. The city shall require the developer to execute a subdivision improvement agreement (see Section 38-59.3) acceptable to the city attorney specifying the amount and timing of the rights-of-way dedication or improvements to thoroughfares.

#### Sec. 38-60 – Proportionality Appeal

##### Sec. 38-60.1 - Policy established appeal requirements.

#### A. Adequate Public Facilities Policy.

1. Adequate Service for Areas Proposed for Development.
  - a. Land proposed for development in the city and the city's extraterritorial jurisdiction must be served adequately by essential public facilities and services, including parks, water and wastewater, roadway and drainage facilities.
  - b. Land shall not be approved for platting or development unless and until adequate public facilities necessary to serve the development exist or provision has been made for the facilities, whether the facilities are to be located within the property being developed or off-site.
2. Responsibilities of the Subdivider to Provide Adequate Facilities. The subdivider shall be responsible for the following to ensure the facilities provided are adequate:
  - a. Phasing of development or improvements in order to ensure the provision of adequate public facilities;
  - b. Extensions of public facilities and roadways (including any necessary on-site and off-site facilities) to connect to existing public facilities or roadways;
  - c. Providing and/or procuring all necessary property interests, including rights-of-way and easements, for the facilities (whether on-site or offsite);
  - d. Providing proof to the city of adequate public facilities;
  - e. Making provisions for future expansion of the public facilities as needed to serve future developments, subject to the city's oversize participation regulations (e.g., when the city will provide for the cost of oversizing facilities), if applicable;
  - f. Providing for all operations and maintenance of the public facilities, or if the city is not the provider, providing proof that a separate entity will be responsible for the operations and maintenance of the facilities;
  - g. Providing all Security, if required, for the construction of the public facilities;
  - h. Obtaining approvals from any applicable utility providers other than the LVWD; and

- i. Complying with all requirements of utility providers, including the city or other applicable providers.
- 3. Responsibilities of the Subdivider to Conform to Adopted Plans. The subdivider shall ensure that facilities provided are in conformance with the city's adopted plans, ordinances and regulations.
  - a. Proposed facilities serving new development shall conform to and be properly related to the public facility elements of the city's adopted comprehensive plan; other adopted master plans for public facilities and services, and applicable capital improvements plans, and shall meet the service levels specified in such plans.
  - b. The design and construction of all water and wastewater facilities to serve the subdivision shall be in conformance with the city's and LVWD's master plans for water and wastewater facilities and with the city's and LVWD's technical specifications.

#### 38-60.2 - Purpose, applicability and effect.

- A. Purpose. The purpose of a proportionality appeal is to assure that the application of uniform dedication and construction standards to a proposed development projects does not result in a disproportionate burden on the property owner, taking into consideration the nature and extent of the demands created by the proposed development on the city's public facilities systems.
- B. Applicability. An appeal under this section may be submitted by a subdivider to dispute any requirement to dedicate land or to construct public improvements for dedication to the public that is imposed to a plat application or to any related development application authorized by the city, whether the requirement is under uniform standards, or attached as a condition to approval of a permit. An appeal under this section shall not be used to waive standards or exception as found in other sections of this Chapter.
- C. Effect. If the relief requested under the appeal is granted in whole or in part by the city council, the dedication, fee or construction requirement initially imposed shall be modified accordingly. In the event the original application was denied by the decision-maker based upon the property owner's failure to incorporate the dedication or construction requirement in the proposed permit or plat, the application shall be remanded to the original decision-maker for a decision consistent with the relief granted by the council.

#### Sec. 38-60.3 - Appeal requirements.

- A. Who May Apply. A subdivider may appeal when a dedication or construction requirement has been applied to a plan.
- B. Form of Appeal. The appeal shall allege that application of the standard relating to the dedication, fee or construction requirement is not roughly proportional to the nature and extent of the impacts created by the proposed development on the city's water, wastewater, stormwater, parks, or roadway system, as the case may be, or does not reasonably benefit the proposed development.
- C. Study required. The petitioner shall provide a copy of any studies submitted with the development application or plan that support the petition for relief including the following information:
  - 1. Impact of the proposed development on the capacity of the city's water, wastewater, stormwater, parks, or roadway system to be utilized by the proposed development, employing standard measures of capacity and equivalency tables relating the type of development proposed to the quantity of system capacity to be consumed by the development. If the proposed development is to be developed in phases, such information also shall be provided for the entire development proposed, including any phases already developed.
  - 2. Comparison of the capacity of the city's public facilities system(s) to be consumed by the proposed development with the capacity to be supplied to such system(s) by the proposed dedication of an interest in land or construction of capital improvements. In making this comparison, the impacts on the city's public facilities system(s) from the entire development shall be considered.



3. Any other information that shows the alleged disproportionality between the impacts created by the proposed development and the dedication or construction requirement imposed by the city.
- D. Time for filing appeal and study. An appeal shall be filed with the City manager or designee within thirty (30) business days from the date the requirement to dedicate land or to construct public improvements for dedication to the public is imposed on the subdivider. The study in support of the petition shall be filed within sixty (60) days of the initial decision, unless the petitioner seeks an extension in writing. The City Manager or designee may extend the time for submitting the study for a period not to exceed an additional thirty (30) days for good cause shown.

Sec. 38-60.4 - Processing of appeals and decision.

- A. Responsible official. The City Manager or designee is the responsible official for processing a proportionality appeal.
- B. Evaluation, recommendation. The City Manager or designee shall evaluate the appeal and supporting study and shall make a recommendation to the city council based upon the information contained in the study, any comments received from El Paso County, and the city engineer's analysis.
- C. Decision-maker. The city council shall decide the appeal.
- D. Hearing. The city council shall conduct a public hearing within thirty days after the study supporting the petition is submitted to the City Manager or designee.
- E. Burden of proof. The petitioner bears the burden of proof to demonstrate that the application of a dedication or construction requirement that is uniformly applied imposes a disproportionate burden on the petitioner.
- F. Decision. The city council shall consider the petition for relief from a dedication, fee or construction requirement based upon the following criteria:
  1. The city council shall determine whether the application of the standard or condition requiring dedication of an interest in land for public improvements or construction of capital improvements is roughly proportional to the nature and extent of the impacts created by the proposed development on such city's water, wastewater, stormwater, parks, or roadway system, and reasonably benefits the development.
  2. In making such determination, the council shall consider the evidence submitted by the subdivider, any testimony submitted by the subdivider, the city's engineer's analysis and planning supervisor's recommendation and, where the property is located within the city's extraterritorial jurisdiction, any recommendations from El Paso County.
- G. Action. Based on the criteria in subsection E above, the city council shall, within thirty (30) days following the hearing, take one of the following actions:
  1. Deny the petition for relief, and impose the standard or condition in accordance with the initial decision; or
  2. Grant the petition for relief, and waive any dedication or construction requirement to the extent necessary to achieve proportionality.
- H. Notification of decision on petition. The subdivider shall be notified of the decision on the petition for relief within ten (10) business days of the decision.
- I. Effect. The relief granted on the petition shall remain in effect for the period the plan is in effect, and shall expire upon expiration of the plan or related application.

Sec. 38-61 – Right of way dedication and capital improvements.

Sec. 38-61.1 – All plan applications are subject to findings relating to necessity for right-of-way dedication and construction as a condition of development approval.

- (a) Support for new development.
  - (1) New development must be supported by adequate public facilities and services as provided for in this title.
  - (2) It is necessary and desirable to provide for dedication of rights-of-way and easements for capital improvements to support new development at the earliest stage of the development process.
  - (3) Requirements for dedication and construction of capital improvements to serve a proposed new development shall be attached as conditions of approval of any development application that contains a specific layout of the development.
- (b) Essential Nexus. There is an essential nexus between the demand on public facilities systems created by a new development and the requirement to dedicate rights-of-way and easements and to construct capital improvements to offset such impacts.
- (c) Mitigation of development impacts; proportional share. The city desires to assure both that development impacts are mitigated through contributions of rights-of-way, easements and construction of capital improvements, and that a development project contributes not more than its proportional share of such costs in accordance with this title.

Sec. 38-61.2 – Dedication and construction of improvements. The subdivider shall dedicate all rights-of-way and easements for and shall construct, capital improvements within the rights-of-way or easements for water, wastewater, road or drainage improvements needed to adequately serve a proposed development consistent with the applicable master facilities plans and construction design standards, whether the facilities are located on, adjacent to or outside the boundaries of the property being developed, subject to the rough proportionality requirements of this ordinance. Such dedication shall be made and shown on the plat.

Sec. 38-61.3 – Facilities impact studies. The City Manager or designee may require that a property owner pay the costs including any consulting fees associated with the preparation or review of a comprehensive traffic impact analysis, drainage study or other public facilities study in accordance with this Chapter in order to assist the city in determining whether a proposed development will be supported with adequate levels of public facilities and services concurrent with the demand for the facilities created by the development.

Sec. 38-61.4 – Roadway participation policies – Improvement of roads and utilities within and or abutting the subdivision.

- (a) Improvement of the proportional share of a substandard road within or abutting the subdivision. When an area within a proposed plat, whether residential or nonresidential, abuts on one or both sides of an existing substandard road or utility facility, or a planned or future road, drainage or utility facility as shown on the city's thoroughfare plan and/or adopted plans related to water and wastewater, the subdivider shall be required to improve the development's proportional share of

the road (including appurtenant sidewalks, bike lanes, barrier-free ramps, storm drainage facilities, screening and landscaping, medians and landscaping where required, median openings, left turn lanes, and water quality or erosion controls), the traffic mitigation (including signalization, medians, access and deceleration lanes) and utility facilities, to bring the facilities to city standards, or to replace them with standard city road, traffic mitigation or utility facilities as determined by a traffic or other public facilities impact study and approved by an engineer who holds a license under Chapter 1001. Occupations Code, who is retained by the city.

(b) Calculation of minimum proportional share.

- (1) The subdivider's share of improvements to a substandard road abutting a subdivision is a minimum of twenty and a half feet of pavement in addition to the curbs, gutters, sidewalks and parkways abutting the subdivision, along the entire boundary of the subdivision, unless the traffic impact study determines that the proportional share of the development is more, in which case that shall become the minimum share of improvements.
- (2) The minimum subdivider's share of improvements to a roadway when a subdivision is to be located on both sides of a roadway is the full width of a local roadway, which is fifty-two feet of right-of-way and thirty-two feet of pavement, in addition to the curbs, gutters, sidewalks and parkways, unless the traffic impact study determines that the proportional share of the development is more, in which case that shall become the minimum share of improvements. The roadway shall be improved by the subdivider on each side of the road along the entire length of the subdivision.
- (3) The city shall participate in the costs of arterial roads within or abutting the subdivision in excess of the subdivider's proportional share obligations and where such costs are not borne by another public entity, and in cases where the application of the standards in this chapter result in a disproportional burden on the development, as determined in accordance by the city council in accordance with Proportionality Appeal Sec. 38-60. If the city council determines that funds are not adequate, the city council may choose to do one of the following;
  - (a) Defer the construction of the improvement, allowing the developer to provide for their share of the improvement at a later date in accordance with this Chapter;
  - (b) Allow the developer to install just their portion of the improvement, provided it is adequate for minimum traffic circulation and fire protection; or
  - (c) Sign an agreement with the developer, if the developer proposes to construct the entire roadway improvements and be reimbursed the city's proportional share over time with interest at the rate set in the Texas Government Code Section 2251.

**READ, APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

CITY OF SOCORRO, TEXAS

\_\_\_\_\_  
Elia Garcia, Mayor

ATTEST:

\_\_\_\_\_  
Olivia Navarro, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
James A. Martinez  
Socorro City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Adriana Rodarte, City Manager

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**ITEM 14**

**Ralph Duran**  
District 2

**Victor Perez**  
District 3/ Mayor Pro-Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

TO: Olivia Navarro; City Clerk

FROM: Victor Reta; Recreation, Special Events, & Public Relations Director; HPO

SUBJECT: Discussion & Action Re: RFQ 19-05 PROFESSIONAL SERVICES FOR ARCHITECTURAL REHABILITATION DESIGN SERVICES FOR THE RIO VISTA COMMUNITY CENTER

**SUMMARY:** The City of Socorro published a request for qualifications for an architect & engineering services for the second phase of the Rio Vista Community Center Historic Rehabilitation Project. The second phase will now focus on the architectural design and construction documents for the library and accompanying restrooms at the site. There will not be any physical construction done with this award, only planning & design services for construction plans. Our partners with the National Trust for Historic Preservation reviewed the submittals and provided their feedback and agreed with our recommendation.

**STATEMENT OF THE ISSUE:**

City Staff needs for council to make a decision in the awarding of the bids as per our purchasing procedure.

**FINANCIAL IMPACT:**

N/A

**ALTERNATIVE:**

N/A

**STAFF RECOMMENDATION:**

To approve the award for top (4) firms to compete for the final award and come back with a presentation and competitive pricing.

1. Treanor HL
2. Alvidrez Architecture
3. Architexas
4. Roots Southwest

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

# RVCC PHASE 2 FINAL SCORING SHEET

## SCORING: AVERAGES

PROPOSAL APPLICANT	TOTAL AVERAGE	RANK
TreanorHL	89.00	1
Alvidrez Architecture	86.17	2
Architexas	80.67	3
Roots Southwest	70.33	4
MNK Architects	70.00	5
ASA Architects	58.67	6
Wright & Dalbin	30.17	7

# RVCC PHASE 2 FINAL SCORING SHEET

Reviewer No: 1

	SUBMITTED 5 HARD COPIES & (1) DIGITAL	OUTLINED CONTRACT (SUMMARY, FEDERAL WORK WAGES, TIMELINE, PERFORMANCE MEASURES)	SCOPE OF WORK	PROJECT TIMELINE	LEGAL STATUS	NAMES, ADDRESSES, PHONE NUMBERS	INSURANCE	WORK SAMPLES	PORTFOLIOS, RESUMES, CURRENT PROJECTS	CIQ & W9	ENGINEER & ARCHIECTU RE LICENSE	TOTAL	Rank
	2.50	10.00	10.00	20.00	2.50	2.50	2.50	20.00	20.00	2.50	2.50	95.00	
Alvidrez Architecture	2.5	4	9	19	2.5	2.5	2.5	16	18	2.5	2	80.5	3
Architexas	2.5	4	9	12	2.5	2.5	2.5	18	19	2.5	2.5	77	4
ASA Architects	2.5	3	4	6	2.5	2.5	2.5	12	10	2.5	2	49.5	6
MNK Architects	2.5	10	8	14	2.5	2.5	2.5	17	17	2.5	2.5	81	2
Roots Southwest	2.5	3	5	16	2.5	2.5	2	15	17	2.5	2	70	5
TreanorHL	2.5	10	9	16	2.5	2.5	2.5	19	18	2.5	2.5	87	1
Wright & Dalbin	0	3	3	2	2.5	2.5	2.5	15	15	2.5	0	48	7

# RVCC PHASE 2 FINAL SCORING SHEET

Reviewer No: 2

	SUBMITTED 5 HARD COPIES & (1) DIGITAL	OUTLINED CONTRACT (SUMMARY, FEDERAL WORK WAGES, TIMELINE, PERFORMANCE MEASURES)	SCOPE OF WORK	PROJECT TIMELINE	LEGAL STATUS	NAMES, ADDRESSES, PHONE NUMBERS	INSURANCE	WORK SAMPLES	PORTFOLIOS, RESUMES, CURRENT PROJECTS	CIQ & W9	ENGINEER & ARCHIECTU RE LICENSE	TOTAL	Rank
	2.50	10.00	10.00	20.00	2.50	2.50	2.50	20.00	20.00	2.50	2.50	95.00	
Alvidrez Architecture	2.5	8	10	20	2.5	2.5	2.5	20	20	2.5	2.5	93	1
Architexas	2.5	5	10	10	2.5	2.5	2.5	20	20	2.5	2.5	80	2
ASA Architects	2.5	3	5	4	2.5	2.5	2.5	15	15	2.5	1	55.5	5
MNK Architects	2.5	10	5	8	2.5	2.5	2.5	18	15	2.5	2.5	71	3
Roots Southwest	2.5	2	5	20	2.5	2.5	2.5	10	8	2.5	2.5	60	4
TreanorHL	2.5	8	10	20	2.5	2.5	2.5	20	20	2.5	2.5	93	1
Wright & Dalbin	0.5	0	0	2	0	2.5	0	0	0	0	0	5	7



# RVCC PHASE 2 FINAL SCORING SHEET

Reviewer No: 3

	SUBMITTED 5 HARD COPIES & (1) DIGITAL	OUTLINED CONTRACT (SUMMARY, FEDERAL WORK WAGES, TIMELINE, PERFORMANCE MEASURES)	SCOPE OF WORK	PROJECT TIMELINE	LEGAL STATUS	NAMES, ADDRESSES, PHONE NUMBERS	INSURANCE	WORK SAMPLES	PORTFOLIOS, RESUMES, CURRENT PROJECTS	CIQ & W9	ENGINEER & ARCHIECTU RE LICENSE	TOTAL	Rank
	2.50	10.00	10.00	20.00	2.50	2.50	2.50	20.00	20.00	2.50	2.50	95.00	
Alvidrez Architecture	2.5	8	10	18	2.5	2.5	2.5	17	17	2.5	2.5	85	TIE
Architexas	2.5	9	10	16	2.5	2.5	2.5	17	18	2.5	2.5	85	TIE
ASA Architects	2.5	7	5	15	2.5	2.5	2.5	15	15	2.5	1.5	71	4
MNK Architects	2.5	6	6	10	2.5	2.5	2.5	10	11	2.5	2.5	58	5
Roots Southwest	2.5	8	7	17	2.5	2.5	2.5	17	17	2.5	2.5	81	3
TreanorHL	2.5	8	10	20	2.5	2.5	2.5	17	17	2.5	2.5	87	1
Wright & Dalbin	0	5	0	0	2.5	2.5	2.5	10	10	2.5	2.5	37.5	6

*Elia Garcia*  
Mayor

*Rene Rodriguez*  
Representative  
At Large

*Cesar Nevarez*  
District 1



*Ralph Duran*  
District 2

*Victor Perez*  
District 3  
Mayor Pro-Tem

*Yvonne Colon-Villalobos*  
District 4

*Adriana Rodarte*  
City Manager

**DATE:** October 3, 2019  
**TO:** MAYOR AND CITY COUNCIL  
**FROM:** Job Terrazas, Building Official  
**CC:** Adriana Rodarte, City Manager

**SUBJECT:**

Discussion and Action on the Final Plat Approval for Leonor Estates Unit 1 Replat A, being all Pinecrest Estates Unit 1 Replat A and Leonor Estates Unit 1 Amending Plat.

**SUMMARY:**

The property matter of this request is located at 2500 feet southeast from the intersection of North Loop and Bauman Rd. This property has an estimated area of 52.82 acres, owned by Bowling Brothers Development Company.

**BACKGROUND:**

Per the Flood Insurance Rate Maps, the referenced property lies within **Zone X**; Community Panel # 480212 0239-B

On September 1, 2016, a request to rezone this property from R-2 and C-1 to R-3 and C-2, was denied by City Council, leaving the property with its original zoning (R-2/C-1).

On February 21, 2019, a request to rezone the commercial zone in this property to R-2 was approved by City Council. The entire subdivision is now zoned R-2.

The new proposed subdivision will consist of 205 residential lots, 1 park and 2 ponding areas. The approximate area is 32.67 acres as described in the survey (see exhibit A).

**STAFF RECOMMENDATION:**

The Planning and Zoning Department recommends APPROVAL with conditions imposed.

1. The developer shall provide the city an Installation *assurance*. Plans for improvement shall be prepared by an engineer, registered in this state. The city is to be *assured* of the installation of these improvements in a satisfactory manner by one or more of the following methods:
  - a. Complete installation of the improvements prior to approval of the final plat; or
  - b. Submission of a satisfactory bond, either a performance bond, letter of credit, or the establishment of an escrow account in an amount and with surety and conditions satisfactory to the city attorney providing for and securing to the city the actual construction and installation of such improvements and utilities within a period not to exceed two years.

**BOARD RECOMMENDATION:**

The Planning and Zoning Commission recommends APPROVAL with staff recommendations.

**FINANCIAL IMPACT:**

Account Code (GF/GL/Dept): N/A

Funding Source: N/A

Amount: N/A

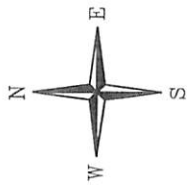
Quotes (Name/Commodity/Price): N/A

**AUTHORIZATION:**

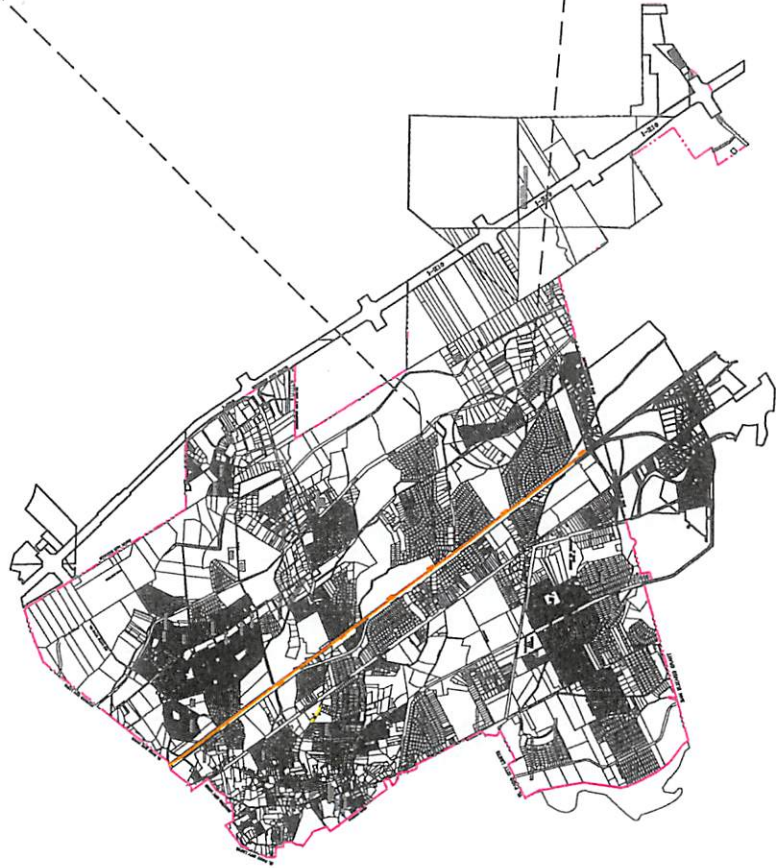
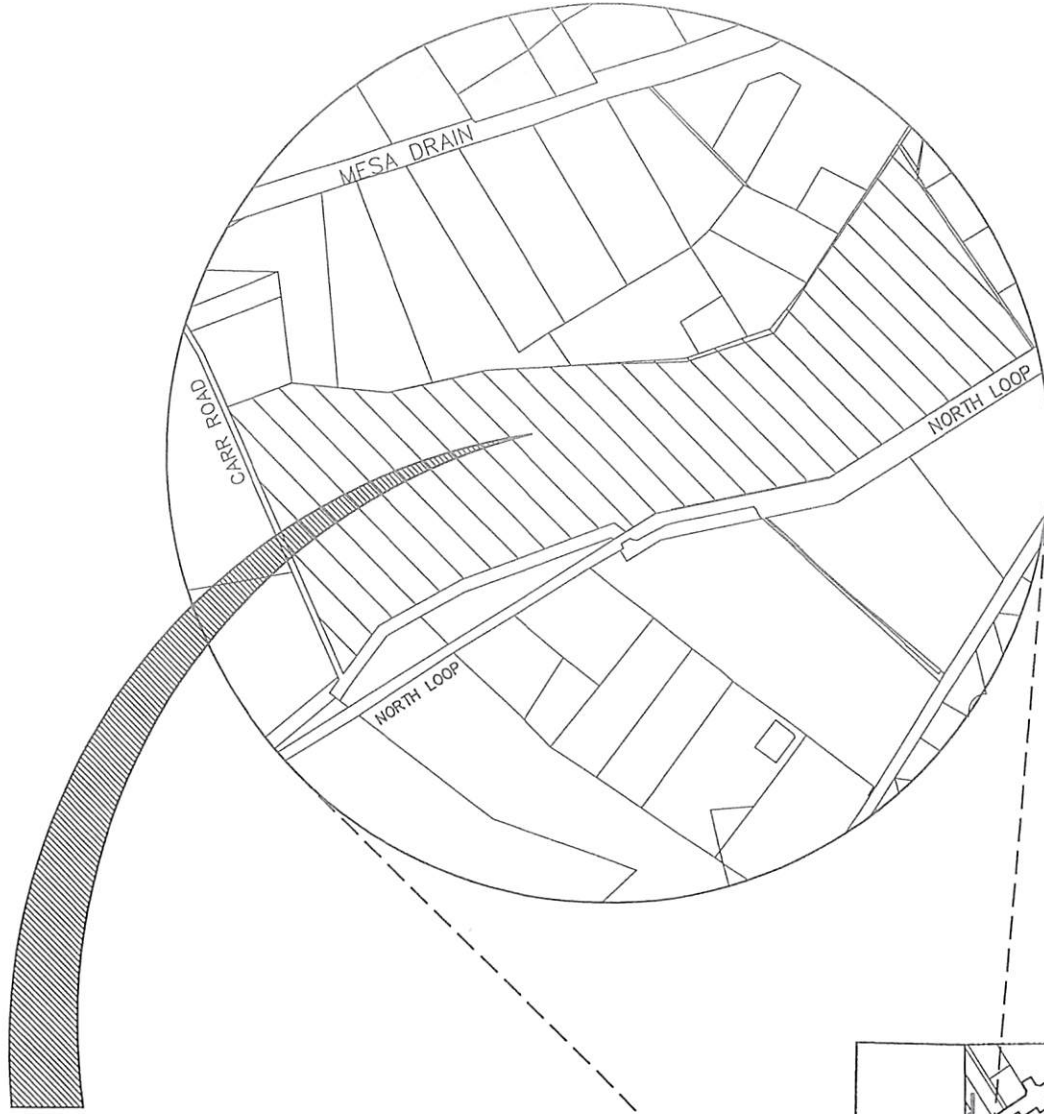
1. City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

2. Attorney: \_\_\_\_\_ Date: \_\_\_\_\_

3. CFO: \_\_\_\_\_ Date: \_\_\_\_\_



PROJECT SITE;  
Leonor Estates Unit - 1  
Replat A



CITY OF SOCORRO

## LOCATION MAP

Scale: AS SHOWN



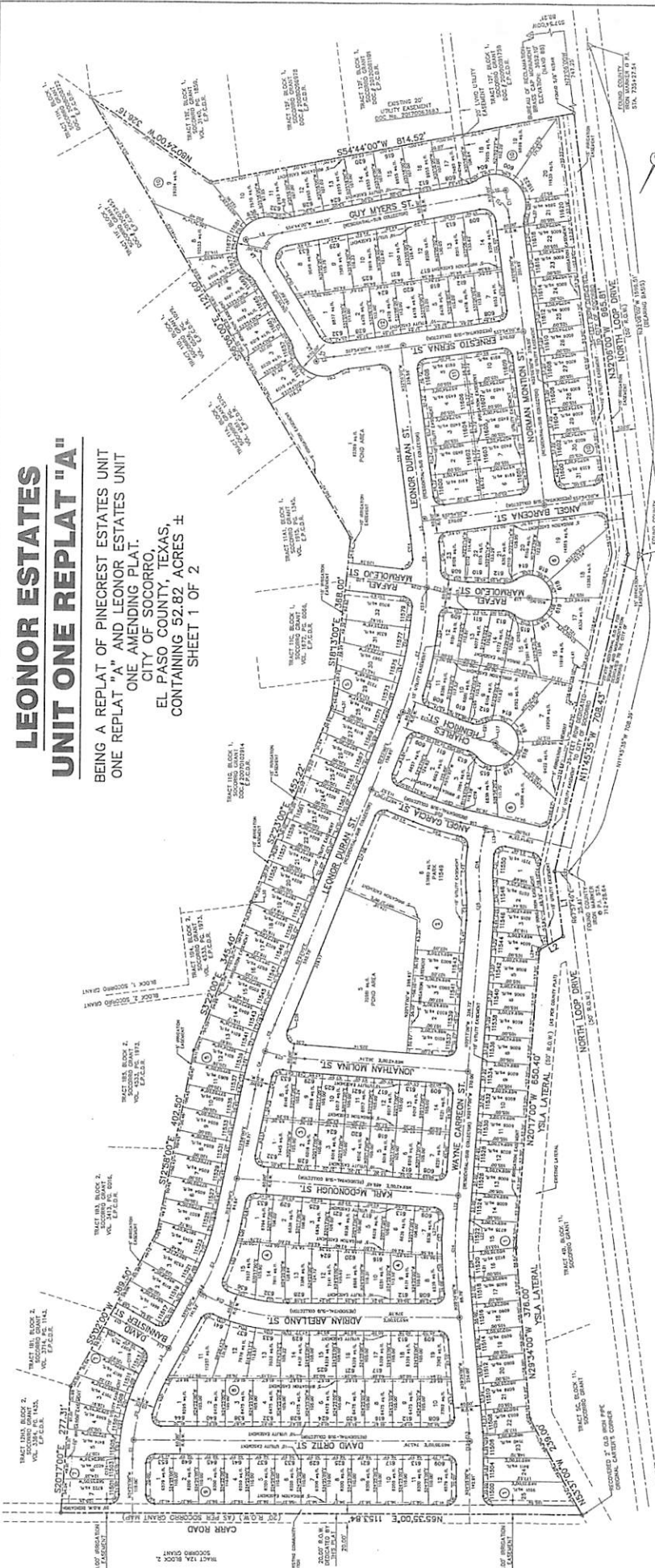
Planning and Zoning Department

860 N. Alta Vista Socorro, Texas 79927 Tel: (505) 872-4331 Fax: (505) 872-4673



# LEONOR ESTATES UNIT ONE REPLAT "A"

BEING A REPLAT OF PINCREST ESTATES UNIT  
ONE REPLAT "A" AND LEONOR ESTATES UNIT  
ONE REPLAT "A" AMENDING PLAT.  
CITY OF SOCORRO, TEXAS  
CONTAINING 52.82 ACRES ±  
SHEET 1 OF 2



## CITY OF SOCORRO CERTIFICATE OF PLAT APPROVAL

UNDER TEXAS LOCAL GOVERNMENT CODE 212.009 (c)

We the undersigned certify that this plat of Leonor Estates Unit One Replat "A" was  
prepared and submitted to the City of Socorro, on  
day of \_\_\_\_\_, 20\_\_\_\_.

Mayor of the City of Socorro \_\_\_\_\_

Attest: Secretary of the City of Socorro \_\_\_\_\_

Filed and recorded in the office of the County Clerk of El Paso County, Texas,  
the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

In File No. \_\_\_\_\_ of the Plat Records.

County Clerk \_\_\_\_\_

By Deputy \_\_\_\_\_

The plat represents a survey made on the ground  
for the purpose of subdividing land and is subject to the provisions of the Texas  
Statutes and the rules and regulations of the Surveyors' Board.

Beate Barragan, R.P.L.S. No. 5411

Beate Barragan, R.P.L.S. No. 5411

Beate Barragan, R.P.L.S. No. 5411

Beate Barragan, R.P.L.S. No. 5411

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Beate Barragan, R.P.L.S. No. 5411

Beate Barragan, R.P.L.S. No. 5411

## ACKNOWLEDGEMENT

STATE OF TEXAS  
COUNTY OF EL PASO

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public in and for the State of Texas.

My Commission Expires: \_\_\_\_\_

Address: \_\_\_\_\_

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## LOCATION MAP

SCALE: 1" = 600'



SCALE: 1" = 600'



SCALE: 1" = 600'



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SCALE: 1" = 600'





## PLANNING AND ZONING DEPARTMENT

### APPLICATION FOR SUBDIVISION APPROVAL

Date: 03/15/19

#### REQUIRED DOCUMENTS

1. Plat of proposed subdivision done by a registered engineer and land surveyor showing easements.
2. Title guarantee by a Certified Abstractor showing that the applicant owns or controls the proposed property and that the property is free from any liens or other encumbrances.
3. Property deed of proposed subdivision.
4. Property Tax Certificate.

**Application must be completed and validated prior to subdivision processing.**

Subdivision Name: Leonor Estates Unit One Replat "A"

1. Legal description of Area: Being a replat of Pinecrest Estates Unit One Replat "A" and Leonor Estates Unit One Amending plat, City of Socorro, El Paso County, Texas, Containing 52.82 Acres El Paso County, Texas.

2. Proposed Land Uses:

	Acres	Sites		Acres	Sites
Single Family	32.67	205	Office		
Duplex			Street & Alley	13.92	14
Apartment			Ponding/Drainage	3.53	2
Mobile Home			Institutional		
P.U.D.			Other (Specify)		
Park/Pond	1.24	1	35' Dedicated R.O.W.	1.46	1
School					
Commercial			Total No. Sites		223
Industrial			Total Acreage	52.82	

3. What is existing zoning of the above described property? R2

4. Will the residential sites, as proposed, permit development in full compliance with all zoning requirements of the existing residential zone(s). Yes x No

5. Which of the following public improvements will be installed in this development:

Pavement	Yes	Water Lines	Yes
Sidewalks, Curb and Gutter	Yes	Street Name Signs	Yes
Storm Sewer	Yes	Protective Fence	
Flood Retention Pond	Yes	Guardrails	Yes
Fire Protection	Yes	Street Lights	Yes
Survey Monuments	Yes	U/G Electric Lines	Yes
Sanitary Sewer	Yes	Other (Specify)	

6. Are sidewalks proposed along all dedicated streets? Yes ☒ No ☐

If only along some streets, which ones? \_\_\_\_\_

7. What type of telephone easements are proposed?

Underground ☒ Overhead ☐ Both ☐

What type of electrical easements are proposed?

Underground ☐ Overhead ☐ Both ☒

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

Underground ☒ Overhead ☐ Both ☐

8. What type of drainage is proposed?

The development will convey the storm water runoff to proposed storm sewer infrastructure that will ultimately discharged into two proposed on-site retention basins.

9. Remarks and/or explanation of special circumstances:

\_\_\_\_\_  
\_\_\_\_\_

10. Owner of record: Bowling Brothers Development Company, 300 E. Main Suite 740 79901, (915) 821-3550.

Name & address

Zip

Phone

11. Developer: Bowling Brothers Development Company, 300 E. Main Suite 740 79901, (915) 821-3550.

Name & address

Zip

Phone

12. Engineer: CEA Group, 4712 Woodrow Bean Dr. Ste. F 79924, (915) 544-5232.

Name & address

Zip

Phone

Applicant's Signature: \_\_\_\_\_

Capacity: \_\_\_\_\_

ENGINEER

## **SUBDIVISION FEES**

Application Fee	\$150.00 or \$5.00 per lot (whichever is greater)
Preliminary Plat Review	\$100.00
Variance Request	\$100.00
Eng. Report Review	\$200.00
Construction Plans & Spec. Review	\$100.00
Construction Inspection & Testing	\$100.00
Final Plat Review	\$100.00
Capital Improvement Fee	\$400.00 per lot (Ord. 77-7)
Parkland Fee (if no physical park is provided)	2.5% of the total project cost



## ITEM 16

*Elia Garcia*  
Mayor

*Rene Rodriguez*  
At Large

*Cesar Nevarez*  
District 1



*Ralph Duran*  
District 2

*Victor Perez*  
District 3/Mayor Pro Tem

*Yvonne Colon-Villalobos*  
District 4

**DATE:** September 26, 2019

**TO:** Adriana Rodarte, City Manager

**FROM:** Michael Medina, City Planner

**SUBJECT:** Nuevo Huevo Tanks Roadway

D&A

To authorize the City Manager to sign the Final Acceptance Letter for the Nuevo Hueco Ranks Roadway.

### **SUMMARY**

The City and the Camino Real Regional Mobility Authority (RMA) entered into an interlocal agreement to develop the Nuevo Huevo Tanks Roadway. The RMA has completed said project and as per the agreement the City is responsible for the maintenance of the roadway. The Nuevo Huevo Tanks Roadway provides new accessibility, connectivity, and mobility to I-10 via North Loop Drive (FM 76). The roadway is classified by the El Paso MPO as regional significant therefore eligible for federal and state aid.

### **BACKGROUND**

The Nuevo Huevo Tanks Roadway project was included in the El Paso MPO planning documents and funded via a combination of federal, state and/or local funds.

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

JOYCE A. WILSON  
CHAIR

JOE D. WARDY  
VICE CHAIR

LES PARKER  
TREASURER

JOE R. FERNANDEZ  
SECRETARY



JAMES L. (JIM) SMITH  
ALTERNATE SECRETARY

JUSTIN CHAPMAN  
BOARD MEMBER

MICHAEL NORWICH, JR.  
BOARD MEMBER

RAYMOND L. TELLES  
EXECUTIVE DIRECTOR

---

September 18, 2019

***Via: Hand Delivery***

Director of Public Works  
City of Socorro  
124 S. Horizon Boulevard  
Socorro, Texas 79927

***Re: Notice of Final Acceptance  
Old Hueco Tanks Road Project; TxDOT CSJ 0924-06-111***

Public Works Director,

This letter serves as notice to the City of Socorro, Texas (Socorro) that the Camino Real Regional Mobility Authority (CRRMA) has issued Final Acceptance of the Old Hueco Tanks Road Project (Project). The CRRMA had previously procured International Eagle Enterprises, Inc. (Contractor) to complete the construction activities required for the Project, which were completed in accordance with all specifications, plans and approved changes as of August 21, 2019 (Completion Date). As of the Completion Date, the Contractor had also completed a warranty period of one (1) year for the roadway and six (6) months of Plant and Irrigation System Operation maintenance. Therefore, the CRRMA has provided the attached notice of Final Completion to the Contractor.

This notice is being provided pursuant to and in accordance with Section II.E. of the *Interlocal Agreement – Old Hueco Tanks Road Project* entered into by and between Socorro and the CRRMA dated February 1, 2018, as amended. The CRRMA hereby assigns to Socorro all contractor warranties, guarantees and bonds which it possesses related to the Project that extend beyond the date of this notice, if any. As also noted in Section II.E. of the Interlocal Agreement, Socorro shall hereafter be responsible for all maintenance responsibilities of the Project.

If you have questions or require any further information, please do not hesitate to contact me.

Sincerely,

Raymond L. Telles

Acknowledged:

\_\_\_\_\_  
City of Socorro, Texas

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

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

EL PASO COUNTY       )  
                                  )  
STATE OF TEXAS       )

**INTERLOCAL AGREEMENT  
OLD HUECO TANKS ROAD PROJECT**

This **INTERLOCAL AGREEMENT** (the "Agreement") is made and entered into effective as of the 1<sup>st</sup> day of February, 2018, by and between the **CITY OF SOCORRO, TEXAS** (the "City") and the **CAMINO REAL REGIONAL MOBILITY AUTHORITY** ("Authority"), (collectively, the "Parties"), for the purposes described herein.

**WITNESSETH:**

**WHEREAS**, the City is a political subdivision of the State of Texas; and

**WHEREAS**, the Authority is a regional mobility authority operating pursuant to Chapter 370 of the Texas Transportation Code (the "RMA Act") and 43 TEX. ADMIN. CODE §§26.1 *et seq.* and is a body politic and corporate and political subdivision of the State; and

**WHEREAS**, Chapter 791 of the Texas Government Code provides that any one or more public agencies may contract with each other for the performance of governmental functions or services in which the contracting parties are mutually interested; and

**WHEREAS**, Section 370.033 of the RMA Act permits the Authority to enter into an agreement under which the Authority may acquire, plan, design, construct, maintain, repair, or operate a transportation project on behalf of another governmental entity if the transportation project is located in the Authority's area of jurisdiction or in a county adjacent to the Authority's area of jurisdiction; and

**WHEREAS**, the Authority and City, in coordination with the Texas Department of Transportation ("TxDOT") and El Paso County ("County"), are working together on the development of the Old Hueco Tanks Road Project, a new four (4) lane urban collector with raised medians extending from Eastlake Boulevard to FM 76 (North Loop Road), as shown on **EXHIBIT A**, which is attached hereto and made a part hereof (the "Project"); and

**WHEREAS**, the Authority has entered into a Local Transportation Project Advance Funding Agreement for a Strategic Priority New Location Project Off-System ("LPAFA") for the Project with the State of Texas, acting by and through TxDOT; and

**WHEREAS**, the LPAFA provides that TxDOT shall provide partial funding to the Authority for construction of the Project, while also providing that the City is responsible for various other project activities, per separate agreements between the State and City.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the undersigned Parties agree as follows:

## **I. FINDINGS**

**A. Recitals.** The recitals set forth above are incorporated herein for all purposes and are found by the Parties to be true and correct. It is further found and determined that the Parties have authorized and approved this Agreement by resolution or order adopted by their respective governing bodies, and that this Agreement will be in full force and effect when approved by both parties.

**B. Overview of the Project.** TxDOT has completed the engineering services and design of the Project. The City acquired certain parcels necessary and utility relocations required for the Project. The Authority is responsible for the construction of the Project. The responsibilities of each party for the development of the Project are more fully enumerated within **EXHIBIT B**, which is attached hereto and made a part hereof to this Agreement.

## **II. DUTIES AND RESPONSIBILITIES OF AUTHORITY**

**A. Construction Responsibilities.** Subject to the terms of this Agreement, the Authority agrees that it shall be responsible for the construction and completion of the Project in accordance with the Project plans developed by TxDOT ("Plans"), as may be amended from time to time by TxDOT. The Authority shall also be responsible for the construction of certain improvements requested by the City consisting of a new left turn median opening.

**B. Construction Agreement.** The Authority has solicited, awarded and executed a contract for the construction of the Project ("Construction Agreement") and will complete the Project using a qualified contractor, in a good and workmanlike manner, in accordance with the Plans and all federal, state and local laws, statutes, codes, rules, regulations, orders, decrees, judicial decisions or judgments applicable to the Project.

**C. Timeline for Commencement and Completion of Work.** Commencement of construction work on the Project began when the Authority issued a written Notice to Proceed to the Contractor dated November 23, 2016. Project-related services, including any applicable phasing of such work, will be completed in accordance with the schedule developed between the City, TxDOT and the Authority.

**D. Project Budget.** The initial project budget is set forth in **EXHIBIT B** to this Agreement ("Project Budget"). The Parties will work together and in conjunction with TxDOT and the County to attempt to minimize the actual costs as reflected in the Project Budget.

**E. Final Acceptance, Warranties and Maintenance.** The Authority shall notify the City and TxDOT in writing upon Final Acceptance of the Project. To the extent required by the LPAFA, and upon Final Acceptance of the Project, the Authority will assign to the City all contractor warranties, guarantees, and bonds which it possesses with respect to the Project and which extend beyond the date of such Final Acceptance. At that time, the City shall commence

all maintenance responsibilities for the Project; provided, however, that the City may transfer such maintenance responsibilities to TxDOT or any other interested agency. Unless otherwise agreed by the Authority, the Authority shall have no further obligation with respect to the Project after Final Acceptance.

**F. Reports to the City.** The Authority shall, at such times and in such form as the City may reasonably request, furnish periodic information concerning the status of the Project and the performance of the Authority's obligations under this Agreement. To the extent requested by the City, the Authority shall make an annual report on the Project to the City Council of the City. Such annual report shall include information on the current construction and financial status of the Project and the state of the Authority as a public entity in general.

**G. Limitations on Project Development.** Notwithstanding anything herein to the contrary, the Authority shall not be obligated to pursue or complete development of the Project, if the Project Budget together with other lawfully available and designated funds, are insufficient to pay all costs associated with the Project and the City, County or TxDOT fail to provide additional funding to cover the amount of any such deficiency.

### **III. DUTIES AND OBLIGATIONS OF THE CITY**

**A. Right of Way Acquisition.** The City shall be responsible for all costs of right-of-way acquisition (or donation) and crossing licenses (the "Licenses") required for the Project, including but not limited to licenses from the El Paso County Water Improvement District #1 (the "District") for the Project.

**B. Financial Obligations of the City.** The City's financial obligations for the Project are set forth in the Project Budget identified in **EXHIBIT B** to this Agreement.

**C. Access to City Property and Rights of Way.** The City hereby grants access to the Authority to City property and rights of way purchased for the Project or previously owned by the City that are within the Project limits, as noted in **EXHIBIT A**, for the Authority and its contractors and consultants to construct the Project.

**D. Additional Construction Activities.** The City has requested a new left turn median opening and has provided the plans and funds for such additional work. The City may request the Authority to construct additional improvements as part of the Project from time to time; provided that the City provides the plans and funds necessary for completion of such additional activities.

**E. Limitation of Responsibility.** Except for compliance with the requirements listed in paragraphs A and B of this Article, the City shall have no financial obligation to make any payment, in whole or in part, to or on behalf of the Authority, or otherwise, unless specifically provided in accordance with the terms of this Agreement, its exhibits or amendments.

**VI.**  
**GENERAL AND MISCELLANEOUS**

**A. Term and Termination.** Subject to the following, this Agreement shall be effective as of the date first written above and shall continue in full force and effect until the completion of the services to be provided. Notwithstanding the foregoing, and without limitation on any other remedy identified in the Agreement or available at law or in equity:

1. either party may terminate this Agreement in the event of a material breach of its terms, which may include, but is not limited to, failure to make timely payments of amounts owed and failure of services to be provided in accordance with this Agreement, provided that the party seeking to terminate the Agreement has provided written notice to the other of the alleged default and the default has not been cured within thirty (30) days of receipt of such notice; and
2. the parties may mutually agree to terminate this Agreement.

**B. Legal Notices:** Any and all notices and communications under this Agreement shall be in writing and mailed by first-class mail, or hand delivered, addressed to the following designated officials, unless otherwise provided in writing by a Party:

**City:**

Director of Public Works  
124 S. Horizon Blvd.  
Socorro, Texas 79927

**Authority:**

Executive Director  
300 N. Campbell, 2<sup>nd</sup> Floor  
El Paso, Texas 79901

**C. Other Services.** Nothing in this Agreement shall be deemed to create, by implication or otherwise, any duty or responsibility of either of the Parties to undertake or not to undertake any other service, or to provide or not to provide any service, except as specifically set forth in this Agreement or in a separate written instrument executed by both Parties.

**D. Governmental Immunity.** Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either of the Parties nor to create any legal rights or claims on behalf of any third party. Neither of the Parties waives, modifies, or alters to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

**E. Amendments and Modifications.** This Agreement may not be amended or modified except in writing and executed by both Parties to this Agreement and authorized by their respective governing bodies.

**F. Venue.** For any and all disputes arising under this Agreement, venue shall be in El Paso County, Texas.



**G. Successors and Assigns.** This Agreement shall bind and benefit the respective Parties and their legal successors, and shall not be assignable, in whole or in part, by any Party hereto without first obtaining the written consent of the other Party.


**H. Severability.** If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof; but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision(s), and the rights and obligations of the Parties shall be construed and enforced in accordance therewith. The Parties acknowledge that if any provision of this Agreement is determined to be invalid or unenforceable, it is their desire and intention that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this Agreement and be deemed to be validated and enforceable.

**I. Execution in Counterparts.** This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall be considered fully executed as of the date first written above, when both Parties have executed an identical counterpart, notwithstanding that all signatures may not appear on the same counterpart.

**IN WITNESS WHEREOF,** the Parties have executed and attested this Agreement by their officers thereunto duly authorized.

**CITY OF SOCORRO, TEXAS**

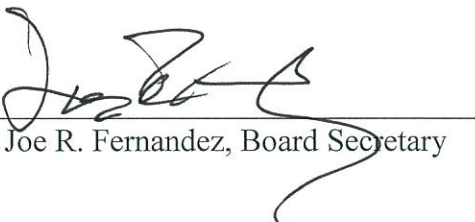
By:   
Elia Garcia, Mayor

Attest:   
By: \_\_\_\_\_  
Olivia Navarro, City Clerk

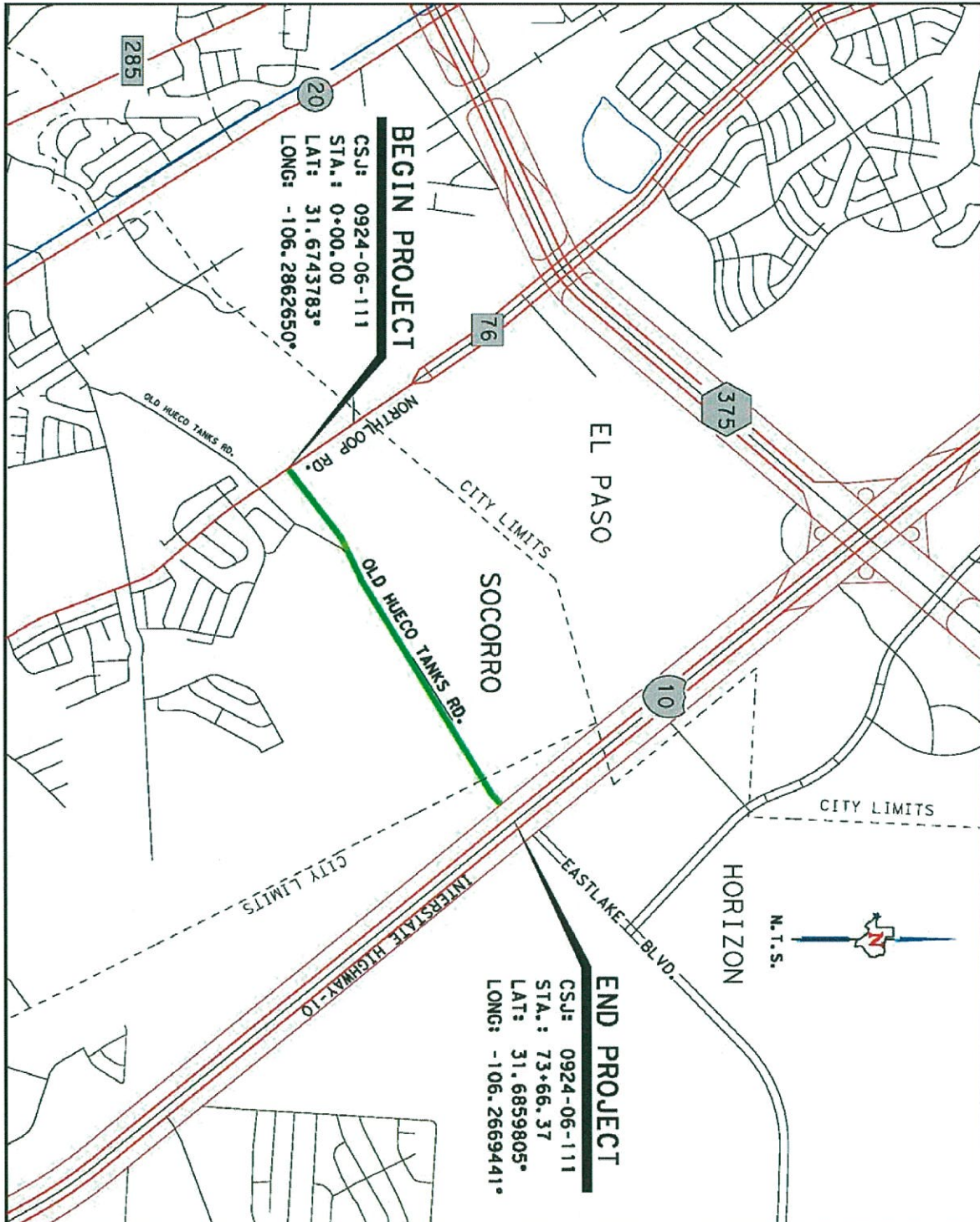


**CAMINO REAL REGIONAL  
MOBILITY AUTHORITY**

By:   
Susan A. Melendez, Chair

Attest: \_\_\_\_\_  
By:   
Joe R. Fernandez, Board Secretary

# EXHIBIT A PROJECT LOCATION MAP



[END OF EXHIBIT]



## **EXHIBIT B**

### **PARTY RESPONSIBILITIES**

**PLANNING, DEVELOPMENT & DESIGN:**

TxDOT (complete)

**ENVIRONMENTAL PERMITTING:**

TxDOT (complete)

**RIGHT-OF-WAY ACQUISITION:**

CITY (complete)

**UTILITY RELOCATIONS:**

CITY (complete)

**CONSTRUCTION PROCUREMENT:**

AUTHORITY (complete)

**CONSTRUCTION:**

AUTHORITY (in progress)

**PROJECT BUDGET\*:**

AUTHORITY (\$2,757,807.00)

TXDOT (\$8,870,742.90)

CITY (\$2,535.00)

CITY (\$41,652.50)

Local Match (Paid)

Additional Construction

(Due upon execution of this Agreement)

**PROJECT REPORTING:**

AUTHORITY (as requested)

\*NOTE: Project Budget figures consist of not to exceed authorized amounts.

[END OF EXHIBIT]

**EL PASO COUNTY            )**

**STATE OF TEXAS         )**

**AMENDMENT TO THE**

**INTERLOCAL AGREEMENT**

**OLD HUECO TANKS ROAD PROJECT**

This **AMENDMENT TO THE INTERLOCAL AGREEMENT – OLD HUECO TANKS ROAD PROJECT** (the “Amendment”) is made and entered into effective as of the 7th day of FEBRUARY, 2019, by and between the **CITY OF SOCORRO, TEXAS** (the “City”) and the **CAMINO REAL REGIONAL MOBILITY AUTHORITY** (“Authority”), (collectively, the “Parties”), for the purposes described herein.

**WITNESSETH:**

**WHEREAS**, the City and the Authority entered into an Interlocal Agreement for the Old Hueco Tanks Project dated February 1, 2018 (“Interlocal Agreement”) for the development of the Old Hueco Tanks Project; and

**WHEREAS**, the majority of funding for this project is from federal sources, however, subsequent to the commencement of construction, the City changed the name of the Old Hueco Tanks Road to Nuevo Hueco Tanks Blvd., which required certain changes to signage that was designed with the original roadway name; and

**WHEREAS**, the City desires to fund such name change no project signage and the parties desire to memorialize such payment through this Amendment.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the undersigned Parties agree as follows:

**I.  
REVISION TO THE  
INTERLOCAL AGREEMENT**

**A. Replacement of EXHIBIT B.** The Parties agree to delete **EXHIBIT B** in its entirety and replace it with **EXHIBIT B-1**, which is attached hereto for all purposes. Such revision includes additional funding from the City to provide for the name change on project signage from Old Hueco Tanks Road to Nuevo Hueco Tanks Blvd.

**B. Ratification.** Except as expressly modified by this Amendment, the Interlocal Agreement and its exhibits shall remain in full force and effect.

**[SIGNATURES BEGIN ON THE FOLLOWING PAGE]**

IN WITNESS WHEREOF, the Parties have executed and attested this Amendment by their officers thereunto duly authorized.

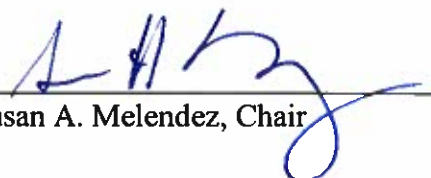
**CITY OF SOCORRO, TEXAS**

By:   
Elia Garcia, Mayor

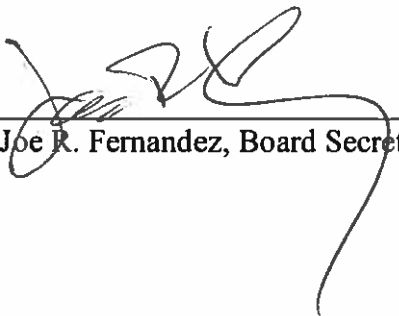
Attest:

By:   
Olivia Navarro, City Clerk

**CAMINO REAL  
REGIONAL MOBILITY AUTHORITY**

By:   
Susan A. Melendez, Chair

Attest:

By:   
Joe R. Fernandez, Board Secretary



## **EXHIBIT B-1**

### **PARTY RESPONSIBILITIES**

#### **PLANNING, DEVELOPMENT & DESIGN:**

TxDOT (complete)

#### **ENVIRONMENTAL PERMITTING:**

TxDOT (complete)

#### **RIGHT-OF-WAY ACQUISITION:**

CITY (complete)

#### **UTILITY RELOCATIONS:**

CITY (complete)

#### **CONSTRUCTION PROCUREMENT:**

AUTHORITY (complete)

#### **CONSTRUCTION:**

AUTHORITY (in progress)

#### **PROJECT BUDGET\*:**

AUTHORITY (\$2,757,807.00)

TXDOT (\$8,870,742.90)

CITY (\$2,535.00)

CITY (\$41,652.50)

CITY (\$10,509.74)

Local Match (Paid)

Additional Construction (Paid)

New Signage for Name Change

(Due upon Execution of this Amendment)

#### **PROJECT REPORTING:**

AUTHORITY (as requested)

\*NOTE: Project Budget figures consist of not to exceed authorized amounts.

[END OF EXHIBIT]

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, Victor Perez, and Yvonne Colon-Villalobos

Nays:

Abstain:

## **PLANNING AND ZONING**

### **18. DISCUSSION AND ACTION ON THE PROPOSED CONDITIONAL USE PERMIT FOR AN AUTOMOTIVE BODY SHOP ON TRACT 4C1A, BLOCK 3, SOCORRO GRANT, 896 HORIZON BOULEVARD. ADAM OCHOA**

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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, Victor Perez and Yvonne Colon-Villalobos

Nays:

Absent:

### **19. DISCUSSION AND ACTION FOR APPROVAL OF POOLE SUBDIVISION REPLAT D, BEING A REPLAT OF LOT 23, BLOCK 4, POOLE SUBDIVISION, SOCORRO, TEXAS, 10966 ODEN DRIVE. ADAM OCHOA**

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

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, Victor Perez and Yvonne Colon-Villalobos

Nays:

Abstain:

### **21. DISCUSSION AND ACTION ON AUTHORIZING THE TO SIGN AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF SOCORRO AND CAMINO REAL REGIONAL MOBILITY AUTHORITY (CRRMA) TO ESTABLISH THE DUTIES AND RESPONSIBILITIES OF THE CITY OF SOCORRO, TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) AND THE CRRMA. ADAM OCHOA**

A motion was made by Victor Perez seconded by Rene Rodriguez to *approve item number twenty-one (21)*. Motion passed.

Ayes: Rene Rodriguez, Cesar Nevarez, Ralph Duran, Victor Perez and Yvonne Colon-Villalobos

Nays:

Abstain:

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/ Mayor Pro-Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

Mr. Robert Bielek, DPA, PE  
District Engineer  
Texas Dept. of Transportation  
13301 Gateway West  
El Paso, TX 79928-5410

Dear Mr. Bielek,

On behalf of the City of Socorro, I would like to thank you and the Texas Department of Transportation for its partnership with the City of Socorro to implement the City's Nuevo Hueco Tanks Roadway project. The City, in partnership with TxDOT, County of El Paso and the Camino Real Regional Mobility Authority, is close to completing construction on Nuevo Hueco Tanks Boulevard, a much needed arterial to serve the growing Mission Valley.

The project was designed by TxDOT and funded through Proposition 14 State Highway Fund Revenue Bonds. This long-term capital improvement will have economic effects, enhance safety and increase mobility for the community. When funding was programmed to this project, it was agreed upon that Nuevo Hueco Tanks Road would remain on TxDOT's highway system and that the state would be responsible for maintaining the roadway. The north-south roadway provides connectivity between two state highway facilities: Interstate 10 and North Loop (FM 76). All such connections in East El Paso between State facilities are maintained by TxDOT.

Please let me know if there is anything that we need to complete in order to expedite this request.

Once again, thank you for your support and we hope to continue partnering with TxDOT to make our community a better place to live.

Respectfully,

Elia Garcia  
Mayor  
City of Socorro





13301 GATEWAY WEST BLVD, EL PASO, TEXAS 79928 | 915.790.4200 | WWW.TXDOT.GOV

May 16, 2018

Elia Garcia  
Mayor, City of Socorro  
124 S. Horizon Blvd.  
Socorro, Texas 79927

Project: STP 95(322) MM  
CSJ: 0924-06-111  
County: El Paso  
Highway: CS (Nuevo Hueco Tanks)

Dear Ms. Garcia,

The construction of the Nuevo Hueco Tanks Roadway Project by the Camino Real Regional Mobility Authority (CRRMA) is near completion. A field inspection and a material testing audit have been conducted. There are a number of deficiencies found that do not comply with the 2014 Texas Department of Transportation Standard Specifications for Construction and Maintenance Highways, Streets and Bridges, as designated in the project's Construction Proposal.

Nuevo Hueco Tanks is not a roadway facility of the Texas Department of Transportation. In order to continue your request to add Nuevo Hueco Tanks to our State's system, all of the deficiencies must be corrected.

If you should have any further questions or concerns, please feel free to give us a call.

Sincerely,

DocuSigned by:

*Robert Bielek*

9EA4CCAA534B441...

Bob Bielek, DPA, P.E.  
El Paso District Engineer

OUR VALUES: People • Accountability • Trust • Honesty

OUR MISSION: Through collaboration and leadership, we deliver a safe, reliable, and integrated transportation system that enables the movement of people and goods.

An Equal Opportunity Employer

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3/Mayor Pro Tem

**Yvonne Colon-Villalobos**  
District 4

**DATE: September 26, 2019**

**TO: Adriana Rodarte, City Manager**

**FROM: Michael Medina, City Planner**

**SUBJECT: Amendment to the Parks Master Plan**

D&A to amend the Parks Master Plan to include the Green Infrastructure Plan from the 2014 Comprehensive Plan.

**SUMMARY**

The Park Master Plan (PMP) was originally approved in February 2017. The PMP was last amended on May 9, 2019 to include the Paso del Norte Health Foundation's Trail Master Plan. The 2014 Comprehensive Plan includes a Green Infrastructure Plan (GIP) however the Parks Master Plan (PMP) does not. Staff recommends inclusion of this GIP into the PMP.

**BACKGROUND**

The 2014 Comprehensive Plan includes a Green Infrastructure Plan (GIP) which promotes the creation of linear parks/trails system.

**FINANCIAL IMPACT**

N/A.

**STAFF RECOMMENDATION**

N/A



## VIII. GREEN INFRASTRUCTURE AND RURAL CHARACTER

More and more communities are planning to retain and enhance their green infrastructure as they become aware of its benefits. Green infrastructure can be defined as “an interconnected network of protected land and water that supports native species, maintains natural and ecological processes, sustains air and water resources and contributes to the health and quality of life for America’s communities and people” (President’s Council, May 1999). It can include greenways (trails and other connections), parks, drainage ponds, wetlands, forests and other natural areas that help manage stormwater, reduce the risk of flooding, improve water quality, and provide other ecological and recreational services (1000 Friends of Florida, 2011).

Green infrastructure protects areas from the impacts of flooding, storm damage and drought by helping slow runoff and allowing it to percolate into the soil and recharge the groundwater. Plants and trees also have significant capacity to absorb noise, filter air pollution from motor vehicles, and take up carbon (a prominent greenhouse gas). For example, 100 acres of woodland can absorb emissions equivalent to 100 family cars (1000 Friends Florida, 2011).

Green infrastructure contributes much to the health and well-being of a community’s citizens. Accessible green space and natural habitats create opportunities for recreation and exercise which promotes creative play, social skills, concentration span and mental health. The active use of green spaces also can encourage greater social interaction and contribute to a lively public realm. Trees shade people from the sun’s harmful ultraviolet rays and provide natural “air conditioning.” A single large tree, for example, can be equivalent to five room air conditioners and will supply enough oxygen for 10 people (ESA 2000 and Biodiversity by Design, 2004).

Green infrastructure also cycles and moves nutrients, decomposes and detoxifies wastes, controls agricultural pests and pollinates crops and natural vegetation.

### A. GREEN INFRASTRUCTURE IN SOCORRO

Socorro already has a natural network of green infrastructure. The historic and current nature of the existing landscape and green infrastructure in Socorro is that of a rural character with scattered subdivisions among agricultural fields. A number of pecan orchards and cotton farms keep the rural nature of this community alive. Existing parks are located in the older areas and newer subdivisions in the western (true north) part of the city.

Since Socorro lies in the valley bed of the Rio Grande, a number of large trees such as valley cottonwoods formerly lined the streets and the river’s edge. Many trees in these areas have been removed but not replaced as commercial





development and subdivisions have been developed. In contrast, the city's edge along Interstate 10 contains a high desert scrub of native honey mesquite and three-wing salt bush due to the sand hills that dominate the area.

## **B. PRESERVING AND ENHANCING GREEN INFRASTRUCTURE**

The challenge facing Socorro is how to preserve and enhance its green infrastructure in the face of continued and even increasing development pressure. This comprehensive master plan already identifies locations for future new parks both small and large that could be created in the eastern (true south) part of the city, which is underserved. These locations were selected based on vacant parcels that the City owns or, where no City-owned land is available, general areas where vacant land is plentiful and could be acquired by the city for parkland. The Housing chapter also includes suggestions for planning and approving conservation subdivisions that cluster housing closer together in order to preserve surrounding open space and minimize the cost of infrastructure such as roads, and water and sewer lines. There are other steps the City could take, however, to protect and conserve its natural green heritage.

### **1. MULTI-USE TRAILS NETWORK**

An interconnected network of trails would be a great amenity for the city in places where large numbers of citizens walk, ride bicycles or ride horses. While an informal network of dirt roadways along irrigation ditches now exists, the legality of their formal use by the general public remains unclear. The large rural population and the many horse owners, currently restricted to asphalt streets and irrigation ditch roads, would benefit from multi-use trails. There are also many students who walk to and from school and activities and would appreciate a connection to the city's amenities. Connections could be made to public use spaces such as parks in other areas, green spaces in the City of El Paso and to other nearby municipalities such as Clint, San Elizario, and Horizon City, as well as county and state facilities. Providing connections to urban and rural green spaces maintains a balance between the built and natural environment.

Multi-use trails should include pedestrian, bicycle, and equestrian (horse) trails. A system of formal and informal trails could be planned and upgraded for all of the identified users. This might also provide an additional source of economic development for businesses engaged in horse-related commerce such as horse riding lessons, open horse riding on trails, or housing developments that allow for horse riding as a special amenity.



### C. LANDSCAPING IN THE PUBLIC RIGHT-OF-WAY

Providing green cover such as tree-lined streets and trails would be a great asset to the community. Street trees, which provide needed shade for pedestrians, planted parkways and vegetative swales can all provide a buffer between pedestrians and busy streets.

The landscape ordinance, which applies to commercial properties, and the subdivision ordinance, which addresses landscape and drainage in subdivisions, could be revised to include: permeable pavement, vegetative swales, bio-infiltration landscape areas, and rain gardens. In addition, preservation of existing trees, reuse of gray water, and installation of green roofs and small community gardens should be encouraged, perhaps through incentives, rebates or discounts.

More stringent requirements for commercial properties to introduce trees and landscaping along the streets in conjunction with the landscape ordinance will greatly aid in the creation of Green Streets. Trees in and around pavement such as parking lots reduce air temperature and reduce heat island effect and can begin to reinstate the original tree cover that was indigenous to the area. Trees also reduce energy usage costs and create clean air if installed with forethought to sun angles – one tree planted in the correct place can provide a greater benefit than 10 trees in the wrong place even on a very small lot.

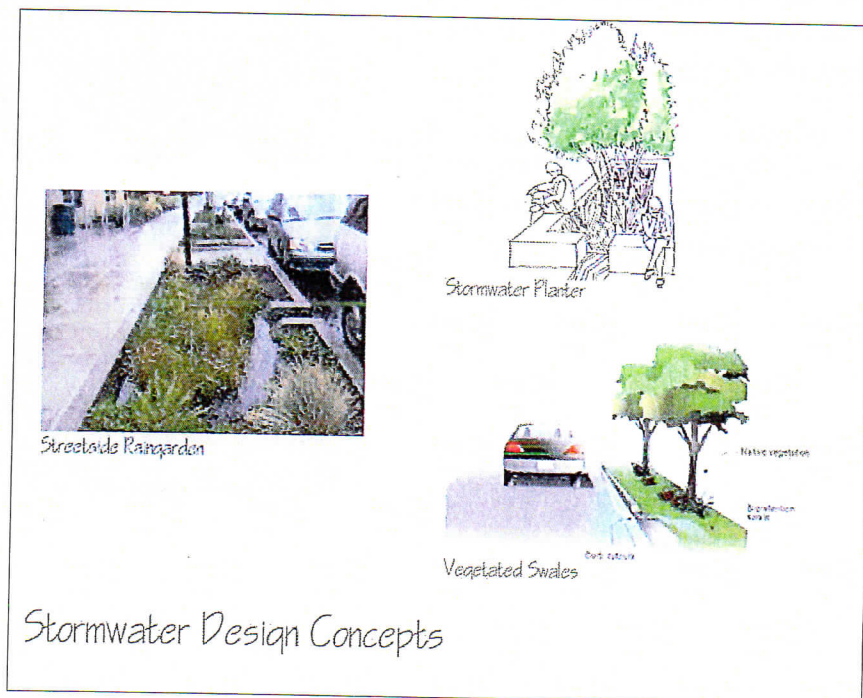


Figure 19. Water Harvesting



Landscaped medians and roundabouts would provide more attractive streets and help calm traffic. Landscaped parkways provided by commercial developers or the City, in cases where properties are not yet purchased, would buffer pedestrians from traffic. Pedestrians now are restricted to Socorro's very narrow sidewalks and often must walk on the street single file very close to traffic.

## 1. WILDLIFE CORRIDORS

The introduction of wildlife corridors and the preservation of existing wetlands and wildlife corridors such as Feather Lake and Rio Bosque provide increased natural habitat and natural open space. These help reduce air temperatures and cleanse the air through natural means. As development swallows more of the existing rural landscape, fewer and fewer natural landscapes will be available for the wildlife that use corridors for migration. These should be mapped and protected.

## 2. STORMWATER MANAGEMENT/IRRIGATION

With its heavy clay soils that retain water and its relatively flat existing land form, Socorro must address its storm water management at various levels. On-site ponding and storm water mitigation can aid in flood control if all properties replicate a site's predevelopment hydrologic function. This can be done with vegetative swales and other low impact development tactics to slow storm water runoff and use it to irrigate new landscape areas.

There are a few properties that are watered by flood irrigation. The City could begin a tree farm on one of its properties, starting with very small inexpensive trees and growing them until they are mature enough to be installed on public lands. Grants might be available for this type of activity.



## D. GREEN INFRASTRUCTURE GOALS

### Green Infrastructure Goal 1.

**Conserve, protect and enhance the City of Socorro's green infrastructure while respecting private property rights.**

- Strategy a. Preserve forested areas by publicizing and taking advantage of federal and state programs that offer incentives for keeping private land forested or in agriculture.*
- Strategy b. Emphasize compact development over sprawling development. Allow and encourage conservation/cluster residential subdivision design that conserves remaining land permanently in conservation easements.*
- Strategy c. Look for joint use opportunities between green infrastructure and recreation, for example, drainage pond areas that can be used as recreation areas such as soccer fields or establishing a City tree farm irrigated by storm water, and maintaining the acequia ditch roads as public trail corridors.*
- Strategy d. Look for opportunities to harvest storm water in street-side rain gardens, storm water planters, vegetated swales and other features.*

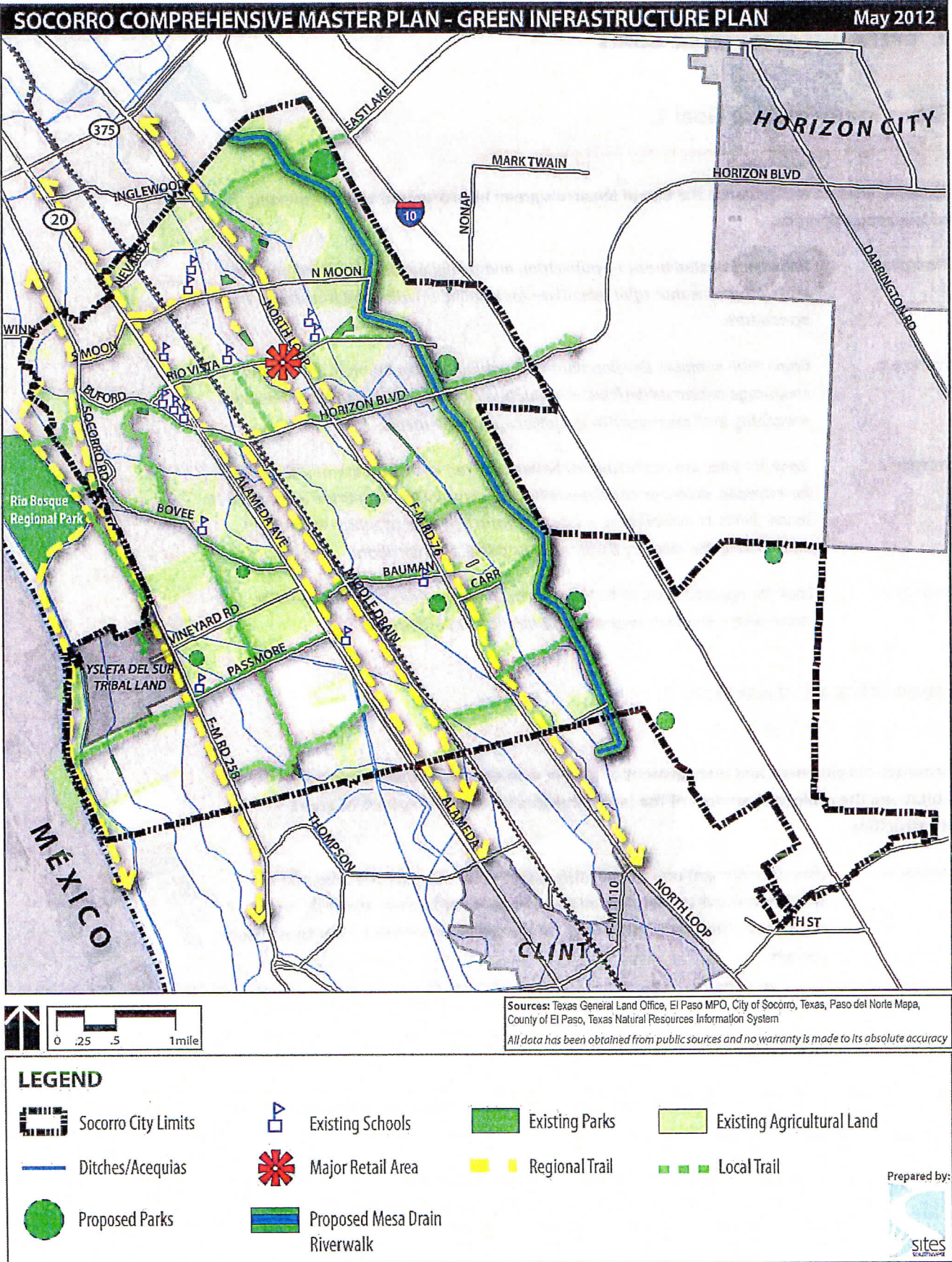
### Green Infrastructure Goal 2.

**Encourage development and management of land in a manner that sustains local wildlife, their habitat and the ecological services of the land through an integrated system of green infrastructure.**

- Strategy a. Plan development and conservation together to allow for the provision of wildlife corridors and decreased fragmentation of habitat. Maintain large patches of natural vegetation and wide vegetation corridors along major water courses.*
- Strategy b. Strive to incorporate existing or restored natural habitats and green linkage opportunities into storm water management planning, design and maintenance functions.*
- Strategy c. Preserve a background vegetation of predominately native plants and habitat types.*
- Strategy d. Strive to link community open spaces, storm water facilities and buffers to create planned separation of human and wildlife communities.*



Figure 20. Green Infrastructure Plan



**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3 / Mayor Pro Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: Adriana Rodarte**

**SUBJECT: Discussion and action on the approval of the Interlocal - Agreement between the City of Socorro and Texas Department of Public Safety to implement the provisions of Texas Transportation Code 706 and to authorize the City Manager or her designee to execute contract.**

**SUMMARY**

**Please see attached agreement**

**STATEMENT OF THE ISSUE**

**\$30.00 are collected from the defendant  
Out of the \$30.00**

**\$ 20.00 go to the State**

**\$ 6.00 to the vendor**

**\$ 4.00 to the City**

**FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source: General Fund**

**Amount:**

**Quotes (Name/Commodity/Price) N/A**

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

**ALTERNATIVE**

N/A

**STAFF RECOMMENDATION**

N/A

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_



## **Interlocal Cooperation Contract For the Failure to Appear Program**

**STATE OF TEXAS**

§

§

**COUNTY OF \_\_\_\_\_**

§

### **I. Parties**

This Interlocal Cooperation Contract ("this Contract") is made and entered into between the Texas Department of Public Safety ("TXDPS"), an agency of the State of Texas, and the \_\_\_\_\_ Court of the City or County of \_\_\_\_\_, a political subdivision ("Political Subdivision") of the State of Texas, which shall be referred to herein as "the Parties".

### **II. Overview**

The purpose of this Contract is to implement the provisions of Texas Transportation Code, Chapter 706. The Political Subdivision is contracting with TXDPS to provide information necessary to deny renewal of the driver license of a person who fails to appear for a complaint or citation or fails to pay or satisfy a judgment ordering payment of a fine and cost in the manner ordered by the court in a matter involving any offense that a court has jurisdiction of under Chapter 4, Texas Code of Criminal Procedure.

TXDPS has a contract with a private vendor ("Vendor") pursuant to Texas Transportation Code §706.008. The Vendor shall provide the necessary goods and services to establish an automated system (referred to herein as the "FTA System") whereby information regarding violators subject to the provisions of Texas Transportation Code, Chapter 706, may be accurately stored and accessed by TXDPS. Utilizing the FTA System as a source of information, TXDPS may deny renewal of a driver license to a person who is the subject of an FTA System entry.

The Political Subdivision contracting with TXDPS shall pay monies to the Vendor based on a fee established by this Contract. TXDPS shall make no direct or indirect payments to the Vendor. The Vendor shall ensure that accurate information is available to TXDPS, the Political Subdivision and persons seeking to clear their license at all reasonable times.

### **III. Definitions**

"Complaint" means the notice of an offense as defined in Article 27.14(d) or Article 45.019, Texas Code of Criminal Procedure.

"Department" or "TXDPS" means the Texas Department of Public Safety.

"Failure to Appear Program" or "FTA Program" means the implementation efforts of all parties, including those system components provided by TXDPS, political subdivisions and the Vendor, including the FTA System.

“Failure to Appear Report” or “FTA Reports” means a notice sent by the political subdivision requesting person(s) be denied renewal in accordance with this Contract.

“Failure to Appear System” or “FTA System” means the goods and services, including all hardware, software, consulting services, telephone and related support services, supplied by the Vendor.

“FTA Software” means the computer software developed or maintained now or in the future by the Vendor to support the FTA System.

“Originating Court” means the court in which an applicable violation has been filed for which a person has failed to appear or failed to pay or satisfy a judgment and which has submitted an appropriate FTA Report.

“State” means the State of Texas.

“Political subdivision” means a municipality or county of the State of Texas.

Unless otherwise defined, terms used herein shall have the meaning assigned by Texas Transportation Code, Chapter 706, or other relevant statute. Terms not defined in this Contract or by other relevant statutes shall be given their ordinary meanings.

#### **IV. Application and Scope of Contract**

This Contract applies to each FTA Report submitted to and accepted by TXDPS or the Vendor by the Political Subdivision pursuant to the authority of Texas Transportation Code, Chapter 706.

#### **V. Required Warning on Citation for Traffic Law Violations**

A peace officer authorized to issue citations within the jurisdiction of the Political Subdivision shall issue a written warning to each person to whom the officer issues a citation for a traffic law violation. This warning shall be provided in addition to any other warnings required by law. The warning must state in substance that if the person fails to appear in court for the prosecution of the offense or if the person fails to pay or satisfy a judgment ordering the payment of a fine and cost in the manner ordered by the court, the person may be denied renewal of the person’s driver license. The written warning may be printed on the citation or on a separate instrument.

#### **VI. FTA Report**

If a person fails to appear or fails to pay or satisfy a judgment as required by law, the Political Subdivision may submit an FTA Report to the Vendor containing the following information:

- (1) the jurisdiction in which the alleged offense occurred;
- (2) the name of the Political Subdivision submitting the report;
- (3) the name, date of birth and Texas driver license number of the person who failed to

- appear or failed to pay or satisfy a judgment;
- (4) the date of the alleged violation;
- (5) a brief description of the alleged violation;
- (6) a statement that the person failed to appear or failed to pay or satisfy a judgment as required by law;
- (7) the date that the person failed to appear or failed to pay or satisfy a judgment; and
- (8) any other information required by TXDPS.

There is no requirement that a criminal warrant be issued in response to the person's failure to appear. The Political Subdivision must make reasonable efforts to ensure that all FTA Reports are accurate, complete and non-duplicative.

## **VII. Clearance Reports**

The Political Subdivision that files the FTA Report has a continuing obligation to review the FTA Report and promptly submit appropriate additional information or reports to the Vendor or TXDPS. The clearance report shall identify the person, state whether or not a fee was required, advise TXDPS to lift the denial of renewal and state the grounds for the action. All clearance reports shall be submitted immediately, but no later than two (2) business days, from the time and date that the Political Subdivision receives appropriate payment or other information that satisfies the person's obligation to that Political Subdivision.

To the extent that a Political Subdivision utilizes the FTA Program by submitting an FTA Report, the Political Subdivision shall collect the statutorily required \$30.00 administrative fee. If the person is acquitted of the underlying offense for which the original FTA Report was filed, the Political Subdivision shall not require payment of the administrative fee.

A clearance report shall be submitted for the following circumstances:

- (1) the perfection of an appeal of the case for which the warrant of arrest was issued or judgment arose;
- (2) the dismissal of the charge for which the warrant of arrest was issued or judgment arose;
- (3) the posting of a bond or the giving of other security to reinstate the charge for which the warrant was issued;
- (4) the payment or discharge of the fine and cost owed on an outstanding judgment of the court; or
- (5) other suitable arrangement to pay the fine and cost within the court's discretion.

TXDPS will not continue to deny renewal of the person's driver license after receiving notice from the Political Subdivision that the FTA Report was submitted in error or has been destroyed in accordance with the Political Subdivision's record retention policy.

## **VIII. Quarterly Reports and Audits**

The Political Subdivision shall submit to TXDPS quarterly reports in a format established by

TXDPS.

The Political Subdivision is subject to audit and inspection at any time during normal business hours and at a mutually agreed upon location by the State Auditor, TXDPS, and any other department or agency, responsible for determining that the Parties have complied with the applicable laws. The Political Subdivision shall provide all reasonable facilities and assistance for the safe and convenient performance of any audit or inspection.

If any of the transactions performed by the Political Subdivision do not conform to this Contract or to TXDPS standards, TXDPS may require the Political Subdivision to perform the transactions again at its own cost until acceptable to TXDPS.

The Political Subdivision shall keep all records and documents regarding this Contract for the term of this Contract and for four (4) years after the termination of this Contract.

#### **IX. Accounting Procedures**

The Political Subdivision collecting fees pursuant to Texas Transportation Code §706.006 shall keep separate records of the funds and shall deposit the funds in the appropriate municipal or county treasury. The Political Subdivision may deposit such fees in an interest-bearing account and retain the interest earned thereon for the Political Subdivision. The Political Subdivision shall keep accurate and complete records of funds received and disbursed in accordance with this Contract and the governing statutes.

The Political Subdivision shall remit \$20.00 of each fee collected pursuant to Texas Transportation Code §706.006 to the Comptroller on or before the last day of each calendar quarter and retain \$10.00 of each fee to be allocated as follows: \$6.00 is for payment to the Vendor; and \$4.00 is credited to the general fund of the municipal or county treasury.

#### **X. Payments to Vendor**

TXDPS has contracted with a Vendor to assist with the implementation of the FTA Program.

The Political Subdivision shall pay the Vendor a fee of \$6.00 per person for each violation which has been reported to the Vendor and for which the Political Subdivision has subsequently collected the statutorily required \$30.00 administrative fee. In the event that the person has been acquitted of the underlying charge, no payment shall be made to the Vendor or required of the Political Subdivision.

The Political Subdivision agrees that payment shall be made by the Political Subdivision to the Vendor no later than the last day of the month following the close of the calendar quarter in which the payment was received by the Political Subdivision.

TXDPS shall have no responsibility to pay the Vendor for any fees collected by the Political Subdivision.

## **XI. Non-Waiver of Fee**

The Political Subdivision shall not waive the \$30.00 administrative fee for any person that has been submitted on an FTA Report, even if the person is deemed to be indigent, unless (i) the person is acquitted of the charges for which the person failed to appear or (ii) the FTA Report was submitted in error.

Failure to comply with this section shall result in (i) termination of this Contract for cause and (ii) the removal of all outstanding entries of the Political Subdivision in the FTA Report, resulting in the lifting of any denied driver license renewal status from TXDPS.

## **XII. General Terms and Conditions**

### **A. Compliance with Law**

The Political Subdivision understands and agrees that it shall comply with all local, state and federal laws in the performance of this Contract, including administrative rules adopted by TXDPS.

### **B. Governing Law**

This Contract is entered into pursuant to Texas Government Code, Chapter 791, and is subject to the laws and jurisdiction of the State of Texas and shall be construed and interpreted accordingly.

### **C. Venue**

Except as otherwise provided by Chapter 2260 of the Texas Government Code, venue for any litigation between the Parties shall be Travis County, Texas.

### **D. Chapter 2260, Texas Government Code**

The Political Subdivision shall use the dispute resolution process provided for in Chapter 2260 of the Texas Government Code and the applicable TXDPS administrative rules to attempt to resolve all disputes or contract claims arising under this Contract.

### **E. Litigation and Liability**

In the event that the Political Subdivision is aware of litigation in which this Contract or Texas Transportation Code, Chapter 706 is subject to constitutional, statutory, or common-law challenge, or is struck down by judicial decision, the Political Subdivision shall make a good faith effort to notify TXDPS immediately.

Each Party to this Contract agrees that it shall have no liability whatsoever for the actions and/or omissions of the other Party's employees and officers, regardless of where the individual's actions and/or omissions occurred. Each Party is solely responsible for the actions and/or omissions of its employees and officers; however, such responsibility is only to the extent

required by Texas law. Where injury or property damage result from the joint or concurring acts and/or omissions of the Parties, any liability shall be shared by each Party in accordance with the applicable Texas law, subject to all defenses, including governmental immunity. These provisions are solely for the benefit of the Parties hereto and not for the benefit of any person or entity not a Party hereto; nor shall any provision hereof be deemed a waiver of any defenses available by law.

#### **F. No Joint Enterprise**

TXDPS is associated with the Political Subdivision only for the purposes and to the extent set forth herein, and with respect to the performance hereunder, the Political Subdivision is and shall be an independent contractor and shall have the sole right to supervise, manage, operate, control, and direct the performance of the details incident to its duties hereunder. Nothing contained herein shall be deemed or construed to create a partnership or joint venture, to create the relationships of an employer-employee or principal-agent, or to otherwise create any liability for TXDPS whatsoever with respect to the indebtedness, liabilities, and obligations of the Political Subdivision or any other party.

#### **G. No Apparent Agency**

Neither Party has authority for or on behalf of the other except as provided in this Contract. No other authority, power, partnership, or rights are granted or implied.

#### **H. Contract Modification**

No modifications, amendments or supplements to, or waivers of, any provision of this Contract shall be valid unless made in writing and signed by both Parties to this Contract.

#### **I. Severability**

If any provision of this Contract is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable. This Contract shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part hereof, and the remaining provisions shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance therefrom.

#### **J. Non-Waiver of Defaults**

Any failure of TXDPS, at any time, to enforce or require the strict keeping and performance of any provision of this Contract, shall not constitute a waiver of such provision, and shall not affect or impair same or the right of TXDPS at any time to avail itself of same. Any acceptance, payment, or use by TXDPS shall not constitute a waiver or otherwise impair or prejudice any right, power, privilege, or remedy available to TXDPS to enforce its rights, as such rights, powers, privileges, and remedies are specifically preserved.

## **K. Non-Incorporation**

This Contract constitutes the entire agreement between the Parties with regard to the matters made the subject of this Contract. There are no verbal representations, inducements, agreements, understandings, representations, warranties, or restrictions between the Parties other than those specifically set forth herein.

## **L. Non-Assignment**

Neither party shall assign its rights nor delegate its duties under this Contract without prior written consent of the other Party.

## **M. Headings**

The headings, captions, and arrangements used in this Contract are, unless specified otherwise, for convenience only and shall not be deemed to limit, amplify, or modify the terms of this Contract, nor to affect the meaning thereof.

## **N. Interpretation Against the Drafter**

Regardless of which Party drafted this Contract or the language at issue, any ambiguities in this Contract or the language at issue will not be interpreted against the drafting party.

## **O. Multiple Counterparts**

This Contract may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes. In making proof of this Contract, it shall not be necessary to produce or account for more than one such counterpart.

## **P. Effective Date of Contract**

This Contract shall be in effect from and after the date that the final signature is set forth below. This Contract shall automatically renew on a yearly basis.

## **Q. Termination**

1. Termination for Cause. Either Party may terminate this Contract if the other Party neglects or fails to perform or observe any of its material obligations herein, and such default continues for thirty (30) days following receipt of written notice of such default.
2. Termination for Convenience. Either Party, upon thirty (30) days written notice, may terminate this Contract in whole or in part.
3. Mutual Termination. This Contract may be terminated by mutual agreement and consent, in writing, of both Parties.

After termination, the local political subdivision has a continuing obligation to report dispositions and collect fees for all violators in the FTA System at the time of termination.

Failure to comply with this continuing obligation to report shall result in the removal of all outstanding entries of the Political Subdivision in the FTA Report, resulting in the lifting of any denied driver license renewal status from TXDPS.

#### **R. Notice**

Any notice required or permitted under this Contract shall be directed to the respective Parties at the addresses shown below and shall be deemed given: (1) when delivered in hand and a receipt granted; (2) when received if sent by certified mail, return receipt requested; (3) upon three business days after deposit in the U.S. mail; or (4) when received if sent by confirmed facsimile or confirmed email.

Political Subdivision

Texas Department of Public Safety

Attn: \_\_\_\_\_

Attn: Enforcement & Compliance Service

Address: \_\_\_\_\_

5805 North Lamar Boulevard

Address: \_\_\_\_\_

Austin, Texas 78752-0001

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

(512) 424-5311 [fax]

Email: \_\_\_\_\_

[Driver.Improvement@dps.texas.gov](mailto:Driver.Improvement@dps.texas.gov)

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

Either of the Parties may change its address or designated individual(s) to receive notices by giving the other Party written notice as provided herein, specifying the new address and/or individual and the date upon which it shall become effective.

#### **XIII. Signature Authority**

The signatory for the Political Subdivision hereby represents and warrants that he/she has full and complete authority to enter into this Contract on behalf of the Political Subdivision.

#### **XIV. Certifications**

The Parties certify that each Party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party.

The Parties certify that this Contract is authorized by the governing body of the Parties.

The Parties certify that each has the authority to enter into this Contract by authority granted in Texas Transportation Code, Chapter 706.



**TEXAS DEPARTMENT OF  
PUBLIC SAFETY**

**POLITICAL SUBDIVISION\***

\_\_\_\_\_  
Driver License Division Director  
Or Designee

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*An additional page may be attached if more than one signature is required to execute this Contract on behalf of the Political Subdivision. Each signature block must contain the person's title and date.

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3 / Mayor Pro-Tem

**Yvonne Colon-Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: Adriana Rodarte**

**SUBJECT: Discussion and Action to approve the Memorandum of Understanding between the City of Socorro and Ysleta Del Sur for partnership regarding the Ambulance Services in the City of Socorro and Ysleta Del Sur.**

**SUMMARY**

Please see attached

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source:**

**Amount:**

**Quotes (Name/Commodity/Price) N/A**

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

**ALTERNATIVE**

**N/A**

**STAFF RECOMMENDATION**

**City Manager recommends approval.**

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_



## **MEMORANDUM OF UNDERSTANDING B E T W E E N**

**THE CITY OF SOCORRO, TEXAS**

**AND**

**YSLETA DEL SUR PUEBLO / TIGUA INDIANS**

This Agreement is entered into by and between the YSLETA DEL SUR PUEBLO, a U.S. Federally recognized Native American Tribe and Sovereign Nation and the CITY OF SOCORRO, TEXAS, a home-rule municipal corporation (the "City") by and through their duly authorized officials, pursuant to the Interlocal Cooperation Act.

### **RECITALS**

**WHEREAS**, the Ysleta Del Sur Pueblo and the City are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code; and

**WHEREAS**, Ysleta del Sur Pueblo and the City are local governments as defined in Texas Government Code, Section 791.003(4), have the authority to enter into this agreement, and have each entered into this agreement by the action of its governing body in the appropriate manner prescribed by law; and

**WHEREAS**, Ysleta del Sur Pueblo authorizes the City of Socorro, and its contracted EMS provider, to enter onto any land, property, or territory within its control, and designated as sovereign or other, offeror the purpose of providing Emergency Medical Services including the use of an Ambulance where required; and

**WHEREAS**, this Agreement is made for the purposes of City cooperation with the Ysleta del Sur Pueblo to provide emergency medical and ambulance services to Ysleta del Sur Pueblo which are necessary for the mutual advancement of the health and general welfare of the citizens of all jurisdictions concerned; and

**FOR THESE REASONS**, and in consideration of the mutual promises contain in this Agreement, Ysleta del Sur Pueblo and the City mutually agree to the following:



## SCOPE OF SERVICES

Elite Medical Transport of Texas, LLC, the City's licensed EMS provider, agrees to provide emergency ambulance services (the "Services") to those persons of Socorro, Texas, requiring such service in the city limits of the City of Socorro (the "Clients"). Elite shall provide the Services to Clients "Full Time", defined as three hundred and sixty-five (365) days a year for twenty-four (24) hours a day. Elite agrees to provide Full Time back-up emergency ambulance service anywhere in El Paso County in the event of a disaster, or in the event the Socorro Police Department requests back-up emergency ambulance service. Elite agrees to maintain a Full-Time dispatch center at 1000 Texas Avenue, El Paso, Texas.

## RENEWAL

This agreement will automatically renew yearly on the 1<sup>st</sup> day of October unless cancelled by either Party.

## TERMINATION

This Agreement may be terminated by either Party, without cause, by written notice received via certified mail at least forty-five (45) days in advance of the effective date of termination.

**IN WITNESS WHEREOF**, the Parties have executed and attested this memorandum of by their officers thereunto duly authorized.

## MISCELLANEOUS

Notice. Unless otherwise provided herein, all notices or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand or sent by certified mail, return receipt requested, postage prepaid and addressed to the appropriate party at the following address or to any other person or address as may be designated in writing by the Parties. Notices are effective upon receipt.

YDSP:

Attn: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City:

City of Socorro  
Attn: Elia Garcia, Mayor  
124 Horizon Blvd.  
Socorro, Texas 79927

(Signatures provided on the next page.)



**MEMORANDUM OF UNDERSTANDING B E T W E E N**  
**THE CITY OF SOCORRO, TEXAS**  
**AND**  
**YSLETA DEL SUR PUEBLO / TIGUA INDIANS**

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**CITY OF SOCORRO**

**YSLETA DEL SUR PUEBLO**

\_\_\_\_\_

Elia Garcia, Mayor

\_\_\_\_\_

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

**ATTEST:**

**ATTEST:**

\_\_\_\_\_

Olivia Navarro, City Clerk

\_\_\_\_\_

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

**APPROVED AS TO FORM:**

\_\_\_\_\_

James A. Martinez, City Attorney

\_\_\_\_\_

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

## **City of Socorro Claim Information**

**THE CITY OF SOCORRO REQUIRE WRITTEN NOTICE BEFORE ANY CLAIM FOR INJURY OR DAMAGE MAY BE CONSIDERED.**

**ACCEPTING THE FILING OF A CLAIM DOES NOT CONSTITUTE AN ADMISSION OF LIABILITY BY THE CITY OF SOCORRO. THE CITY IS LEGALLY IMMUNE FROM LIABILITY, FOR MANY CLAIMS, BY COMMON LAW OF THE STATE OF TEXAS.**

**File this claim within 30 (thirty) days of the injury or property damage with the City Clerk.**

**If mailing or delivering:**

City Clerk City of  
Socorro 124 S.  
Horizon Socorro, TX  
79927



File No.

# CLAIM FORM

Personal Injury - Property Damage

RECEIPT OF THIS FORM BY THE CITY OF SOCORRO IS NOT AN ADMISSION OR ACCEPTANCE OF LIABILITY. (PLEASE FILL OUT ONLINE OR PRINT AND FILL OUT IN INK)

Address: 11201 Rankin Dr. Work Phone: \_\_\_\_\_  
City, State: Socorro TX Zip Code: 79927

Location of incident: \_\_\_\_\_ Date of incident: \_\_\_\_\_

Name: Tomas Gandarilla

Describe in your own words WHERE, WHEN, and HOW the damage or injury occurred.  
Attach additional pages if necessary. Give names and addresses of others involved if known.

On Tuesday 9/16/19 at 5:10.30 AM. ANDABAN LOS  
TRABAJADORES DE OBRAS PUBLICAS, CORTANDO  
LA HIERBA. EN LA CALLE RANKIN, Y EL  
TRACTOR LEVANTÓ UNA PIEDRA Y QUEBRÓ  
EL VIDRIO DE LA VENTANA DE MI CASA

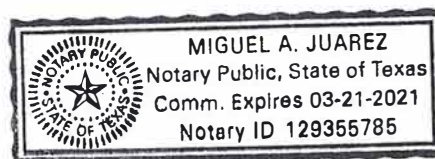
ALL OF THE STATEMENTS MADE IN THIS CLAIM ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE:

Date: 9/16/19

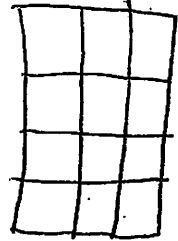
Signature of Claimant: Tomas Gandarilla

SWORN AND SUBSCRIBED BEFORE ME a Notary Public in and for the State of Texas, this 16<sup>th</sup> day of September 2019.

[Signature]  
Notary Public in and for the State of Texas

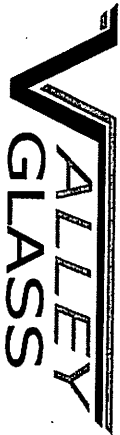




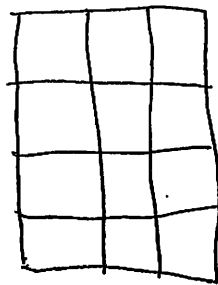


36x46 220<sup>sq</sup>  
Insolado  
Colonial

- Screens
- Table Tops
- Store Fronts
- Mirrors
- Auto Glass
- Shower Doors



Jose Espinoza (915) 251-2615  
11319 Alameda "A" El Paso, TX 79927



36x46  
Insolado.  
Colonial.  
\$250

# CASTRO GLASS

Residential & Commercial

- Screens
- Shower Doors
- Table Tops
- Custom Wall Mirror
- Plate & Safety Glass
- Flat Glass For Machinery

14211 Montana Ave. Sp. C  
El Paso, TX, 79938

FREE ESTIMATES

*Victor Castro*  
(915) 637-1073

# J & L Glass

Since 1987

QUOTE NO. 20003

197 N. Moon Rd., Suite B

DATE 9-16-2019

El Paso, TX 79927

915-858-1179 - Fax 915-858-0991 - email: jandlglassco@att.net

www.jandlglassco.com

TO:

Tomas Gandrilla

11201 Ranking

667-8192

JOB NAME:

SAME

## DESCRIPTION

REPLACE LOWE E INSULATED GLASS UNIT WITH WHITE GRIDS ON WINDOW.

1 ea. - 35"x45" - 5/8" RLE LOWE W/WHITE GRIDS

ALL PRICES ARE PLUS TAX.

**\$379.00**

THREE HUNDRED SEVENTY NINE AND NO CENTS, PLUS TAX

WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION, VALID FOR 30 DAYS.

PAYMENT TERMS: PREPAY

AUTHORIZATION TO PROCEED:

SIGN: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

CREDIT CARD PAYMENTS ACCEPTED

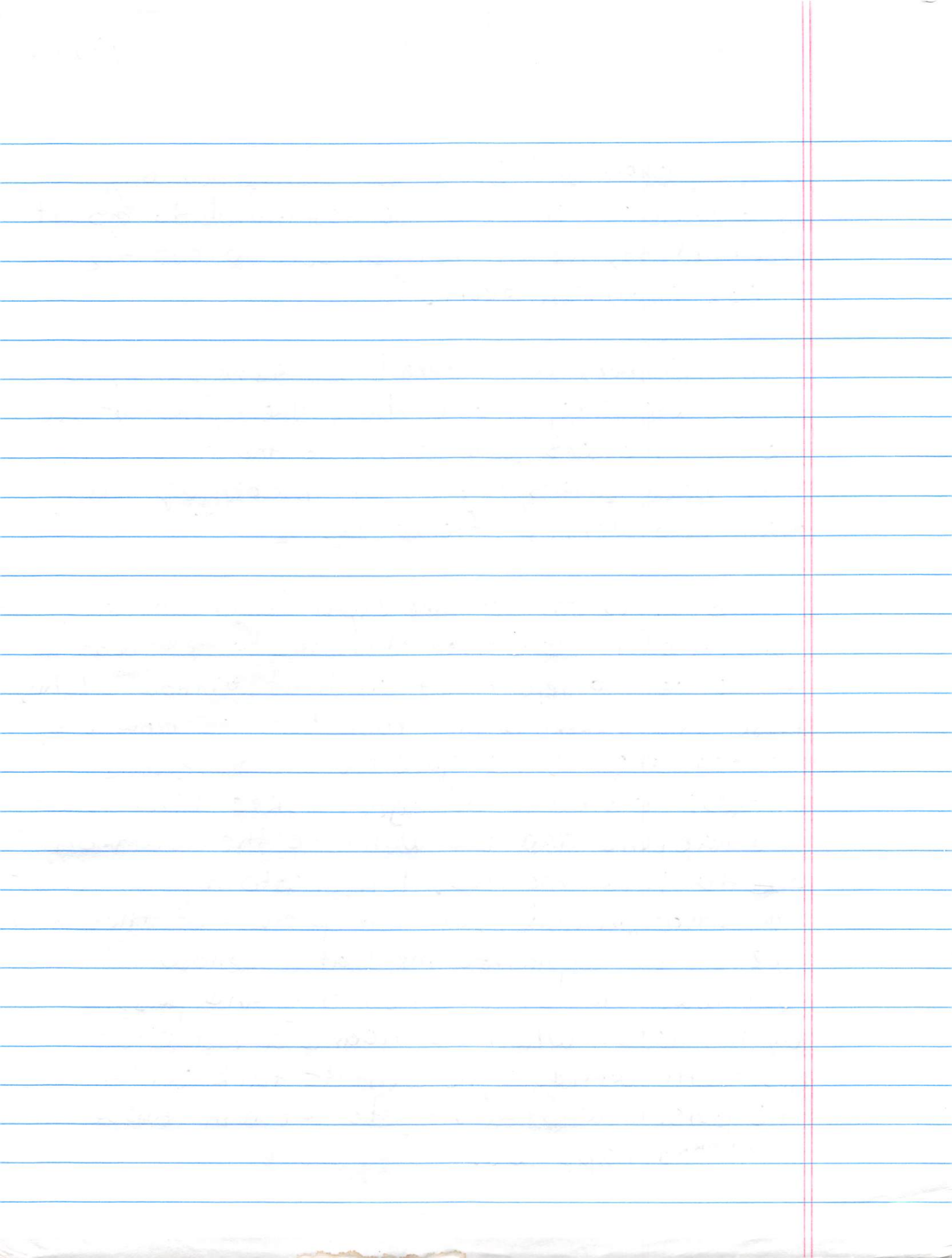
SUBMITTED BY: LORENZO SEGURA

9/7/19

On September 10<sup>th</sup>, 2019 we started our day at 6:00 am, we received the assignment to go at Sheffield St, and all neighborhood to cut the weeds and clean debris.

My coworkers has different job assignments, as we go cleaning and cutting, the operator use the seat mowers, some labors do the cut with the weed eaters, and us we picking up all trash and debris afterwards.

Around 10:45 am, at same day a Senior Citizen aproach of my coworker Mr. Monoz to tell him tha he want to report that his front window of his house was broken with a rock that was thrown by the seat mower. He gave me his name and address to see the damage, I asked him what had happend, and we went to the location and to take pictures. I reported to my supervisor the situation, and I sent him pictures of the window. The citizen explained to me that a yellow seat mower tractor was cutting and passing by his house when he heard a crack on his front window, he went to talk with the person was driving to let him know what had happened.



The driver stopped to work right away to check the window, then he asked for personal information in order to report it.

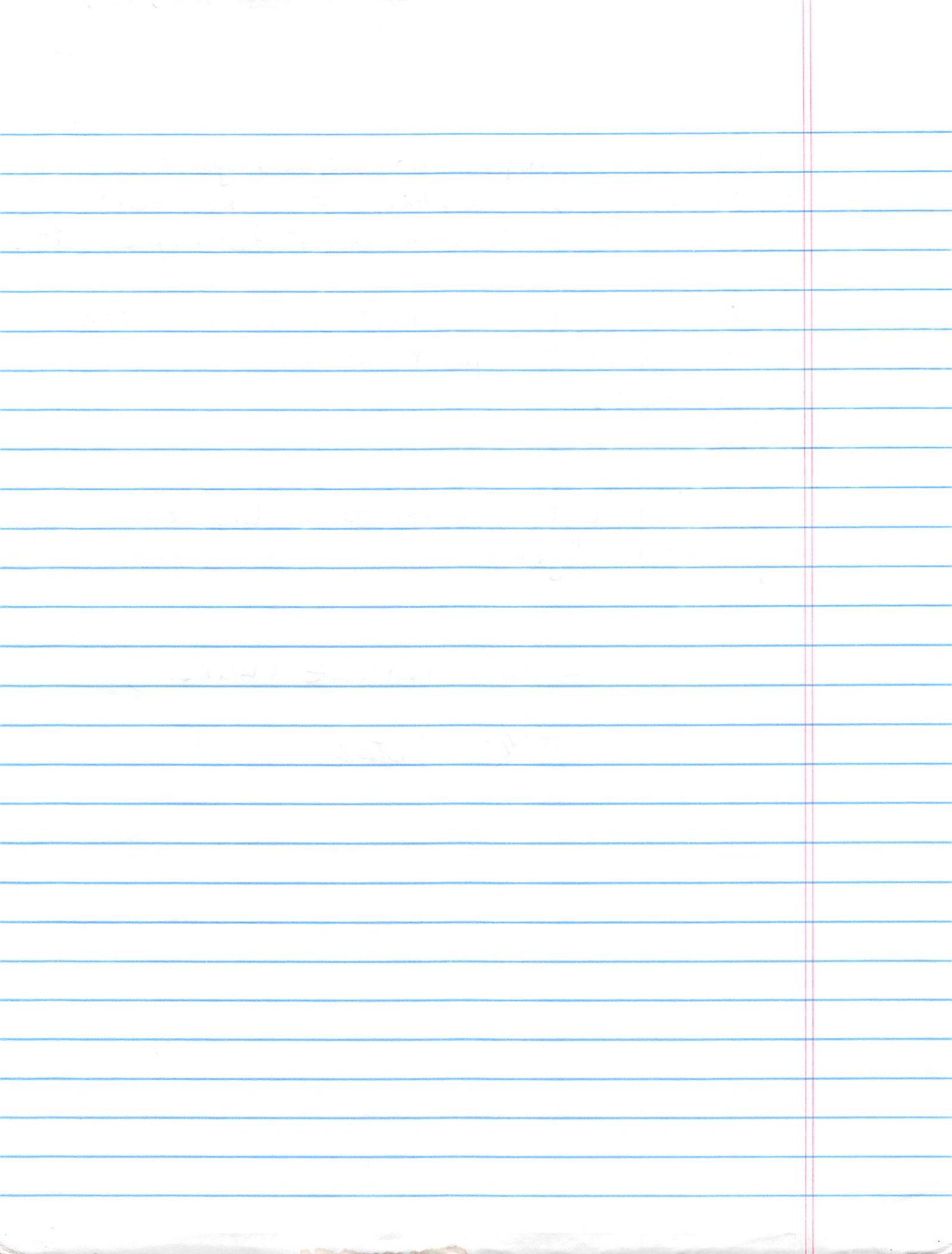
After hearing his statement, I told him that I was going to report the incident to my Supervisor.

This statement is made to the best of my knowledge.

Liliana Natale (Labor)

*Liliana Natale*





Hector Rodante

On 9/10/19 We started working on our systematic approach around 10:30 A.M.

A gentleman approached me stating that his front window was hit by a rock, I don't know if I was the one that damaged the window, or if it was someone else. The window has damage on a high angle our C-mowers have guards to prevent objects from flying at high angles.

Incident happened at 11201 Rankin Rd.

I immediately notified my supervisor

Hector Rodante  
H-Rodante




9-10-19

Ese día empezamos a trabajar, un señor le notifico a Hector Rodarte que una de sus ventanas sufrió un daño con una piedra, del cual yo desconosco el daño por que yo no estaba presente en el lugar y hora del daño.

Lupul A. V. S.

9-10-19 Empezamos a trabajar  
un señor notifico a Hector que su ventana  
tenia un daño con una piedra  
Yo desconosco si sea porque llo no vino  
y no ~~se~~ se si es cierto Enrique Herrero

9-10-19 Empesamos a trabajar un señor  
le notifico a Hector que su Ventana  
tenia un daño con una piedra  
Yo desconosco si sea cierto o no  
Porque el golpe esta muy arriba  
y la maquina no avienta los objetos  
tan arriba.

Ramon Marquez  


**Elia Garcia**  
Mayor  
**Rene Rodriguez**  
At Large  
**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2  
**Victor Perez**  
District 3/ Mayor Pro-Tem  
**Yvonne Colon-Villalobos**  
District 4  
**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: City Manager Adriana Rodarte**

**SUBJECT: Discussion and action TO renew Delgado Acosta Spencer Linebarger & Perez, LLP (DASLP) contract for fines and fees collection Services and to authorize the acting city manager or her designee to execute the services agreement and other documents necessary to engage the company.**

**SUMMARY**

**This action approves City of Socorro to hire Delgado Acosta Spencer Linebarger & Perez, LLP (DASLP) to collect delinquent warrant collections**

**STATEMENT OF THE ISSUE**

**City of Socorro has about \$3 million dollars in outstanding warrants. Hiring Delgado Acosta Spencer Linebarger & Perez, LLP (DASLP) for collections of these outstanding warrants.**

**FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source:**

**Amount:**

**Quotes (Name/Commodity/Price) N/A**

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

**ALTERNATIVE**

**Decline Proposal request an alternative option**

**STAFF RECOMMENDATION**

**Recommends to approve proposal for Delgado Acosta Spencer Linebarger & Perez, LLP (DASLP) delinquent account collection services.**

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

## **Contract for Fines and Fees Collection Services**

STATE OF TEXAS

COUNTY OF EL PASO

THIS CONTRACT (hereinafter "AGREEMENT") is made and entered into by and between City of Socorro, acting herein by and through its governing body, hereinafter styled "CLIENT", and Delgado Acosta Spencer Linebarger & Perez, LLP, hereinafter styled "FIRM".

### **Article I**

#### *Nature of Relationship and Authority for Contract*

1.01 The parties hereto acknowledge that this AGREEMENT creates an attorney-client relationship between CLIENT and FIRM.

1.02 The CLIENT hereby employs the FIRM to provide the services hereinafter described for compensation hereinafter provided.

1.03 This AGREEMENT is entered into pursuant to and as authorized by Subsection (a) of ART. 103.0031, Texas Code of Criminal Procedure.

### **Article 2**

#### *Scope of Services*

2.01 CLIENT agrees to employ and does hereby employ FIRM to provide specific legal services provided herein and enforce the collection of delinquent court fees and fines that are subject to this AGREEMENT, pursuant to the terms and conditions described herein. Such legal services shall include but not be limited to recommendations and legal advice to CLIENT to take legal enforcement action; representing CLIENT in any dispute or legal challenge over authority to collect such court fees and fines; defending CLIENT in litigation or challenges of its collection authority; and representing CLIENT in collection interests in bankruptcy matters as determined by FIRM and CLIENT. This AGREEMENT supersedes all prior oral and written agreements between the parties regarding court fees and fines, and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

2.02 The CLIENT may from time-to-time specify in writing additional actions that should be taken by the FIRM in connection with the collection of the fines and fees that are subject to this AGREEMENT. CLIENT further constitutes and appoints the FIRM as CLIENT's attorneys to sign all legal instruments, pleadings, demand letters, and discovery, and similar documents as attorney-at-law for CLIENT as shall be reasonably necessary to pursue collection of the CLIENT's claims for fines and fees subject to Agreement, as well as such other document reasonable necessary to pursue collection of

particular such claims as specifically and expressly authorized hereafter by CLIENT in writing.

2.03 Fines and fees that are subject to this AGREEMENT are those that are more than sixty (60) days past due as of the effective date hereof and those that become more than sixty (60) days past due during the term hereof. As used in this section, "more than 60 days past due" has that meaning assigned by Subsection (f) of Art. 103.0031, Texas Code of Criminal Procedure [as amended by Senate Bill 782, 78th Legislature (2003), effective June 18, 2003].

2.04 The CLIENT agrees to provide to the FIRM certain data regarding any fines and fees that are subject to this AGREEMENT. The data shall be provided by electronic medium in a file format specified by the FIRM. The CLIENT and the FIRM may from time-to-time agree in writing to modify this format. The CLIENT shall provide the data to the FIRM not less frequently than weekly.

2.05 The FIRM, in all communications seeking the collection of fines and fees, shall direct all payments directly to the CLIENT at an address designated by the CLIENT. If any fines and fees are paid to the FIRM, said payments shall be expeditiously turned over to the CLIENT.

### **Article 3**

#### ***Compensation***

3.01 The CLIENT agrees to pay the FIRM as compensation for the services required hereunder thirty (30%) percent of total amount of all the fines and fees [exclusive of any collection fee assessed by the CLIENT pursuant to Subsection (b) of Article 103.0031, Texas Code of Criminal Procedure] subject to the terms of this AGREEMENT as set forth in Section 2.03 above that are assigned to the FIRM for collection and are then actually collected by the CLIENT during the term of this AGREEMENT; provided, however, that, when calculating such collections, they shall not include any collections from persons or entities from whom collection fee [i.e. – the compensation to the FIRM] cannot be legally collected pursuant to ART. 103.0031 (d), TEXAS CODE OF CRIMINAL PROCEDURE or other law. All compensation shall become the property of the FIRM at the time payment of the fines and fees is made to the FIRM. The CLIENT shall calculate such compensation. The parties acknowledge and agree that the FIRM has no authority to compromise any fines and fees subject to his AGREEMENT without the consent of the CLIENT, and that the court in questions may reduce, waive, or eliminate any previously-awarded fines and fees.

3.02 The CLIENT shall pay the FIRM by the twentieth day of each month all compensation earned by the FIRM for the previous month as provided in this Article 3. The CLIENT shall provide an accounting showing all collections for the previous month with the remittance.

## **Article 4**

### *Intellectual Property Rights*

4.01 The CLIENT recognizes and acknowledges that the FIRM owns all right, title and interest in certain proprietary software that the FIRM may utilize in conjunction with performing the services provided in this AGREEMENT. The CLIENT agrees and hereby grants to the FIRM the right to use and incorporate the data provided by the CLIENT hereunder ("CLIENT Information") to update the databases in this proprietary software, and, notwithstanding that CLIENT Information has been or shall be used to update the databases in this proprietary software, further stipulates and agrees that the CLIENT shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the CLIENT shall be entitled to obtain a copy of such data that directly relates to the CLIENT's accounts at any time.

4.02 The FIRM agrees that it will not share or disclose any specific confidential CLIENT Information with any other company, individual, organization or agency, without the prior written consent of the CLIENT, except as may be required by law or where such information is otherwise publicly available. It is agreed that the FIRM shall have the right to use CLIENT Information for internal analysis, improving the proprietary software and database, and generating aggregate data and statistics that may inherently contain CLIENT Information. These aggregate statistics are owned solely by the FIRM and will generally be used internally, but may be shared with the FIRM's affiliates, partners or other third parties for purposes of improving the FIRM's software and services.

## **Article 5**

### *Costs*

5.01 The FIRM and CLIENT recognize that certain costs may be incurred in the process of providing any additional services contemplated in Section 2.02 above. The CLIENT agrees that all such costs shall be billed to the CLIENT, but that the FIRM will either (i) advance such costs on behalf of the CLIENT or, (ii) when possible, arrange with the vendor or agency providing the service that the costs of services will not be paid unless and until such costs are recovered by the CLIENT from the debtor.

5.02 The CLIENT acknowledges that the FIRM may provide such services with its own employees or with other entities or individuals who may be affiliated with the FIRM subject to compliance with applicable ethical standards, but the FIRM agrees that any charges for such services will be reasonable and consistent with what the same services would cost if obtained from an independent third party and that it shall seek and obtain pre-approval from the CLIENT for any such third-party costs in advance..

5.03 The CLIENT agrees that upon the recovery of such costs, the CLIENT will (i) pay the FIRM for any such costs that have been advanced by the FIRM or performed by the FIRM and (ii) subject to the requirements of Section 5.02, pay any third party agency or vendor owed for performing such services.



**Article 6**  
*Term and Termination*

6.01 This AGREEMENT shall be effective October \_\_\_\_, 2019 (the "Effective Date") and shall expire on \_\_\_\_\_ (the "Expiration Date") unless extended as hereinafter provided.

6.02 By mutual written agreement of the parties, this AGREEMENT may be extended for one or more additional, successive one year periods

6.03 If, at any time during the initial term of this AGREEMENT or any extension hereof, the CLIENT determines that the FIRM's performance under this AGREEMENT is unsatisfactory, the CLIENT shall notify the FIRM in writing of the CLIENT's determination. The notice from the CLIENT shall specify the particular deficiencies that the CLIENT has observed in the FIRM's performance. The FIRM shall have sixty (60) days from the date of the notice to cure any such deficiencies. If, at the conclusion of that sixty (60) day remedial period, the CLIENT remains unsatisfied with the FIRM's performance, the CLIENT may terminate this AGREEMENT immediately, effective upon the date of written notice to the FIRM of such termination ("Termination Date").

6.04 Whether this AGREEMENT expires or is terminated, the FIRM shall be entitled to continue to collect any items and to pursue collection of any claims that were referred to and placed with the FIRM by the CLIENT prior to the Termination Date or Expiration Date for an additional ninety (90) days following termination or expiration. The CLIENT agrees that the FIRM shall be compensated as provided by Article 3 for any such item or pending matters during the ninety (90) day period.

6.05 The CLIENT agrees that the FIRM shall be reimbursed for any costs advanced and shall be paid for any services performed pursuant to Article 5 when such costs are recovered by or on behalf of the CLIENT, regardless of the date recovered. It is expressly agreed that neither the expiration nor the termination of this AGREEMENT constitutes a waiver by the FIRM of its entitlement to be reimbursed for such costs and to be paid for such services. It is further expressly agreed that the expiration of any ninety (90) day period under Section 6.04 does not constitute any such waiver by the FIRM.

**Article 7**  
*Miscellaneous*

7.01 Subcontracting. The FIRM may from time-to-time obtain co-counsel or subcontract some of the services provided for herein to other law firms or entities; provided, however, that the FIRM then complies with applicable ethical rules. In such cases, the FIRM will retain supervisory control and responsibility for any services provided by such co-counsel or subcontractors and shall be responsible to pay any compensation due to any such co-counsel or subcontractor.

7.02 Arbitration. Any controversy between the parties to this AGREEMENT involving the construction or application of any of the terms, covenants, or conditions of this AGREEMENT shall, on the written request of one party served on the other, be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the Texas General Arbitration Act. Any such arbitration shall be before a mutually acceptable arbitrator, or absent such agreement by an arbitrator chosen by the Texas Arbitration Mediation Services firm, and shall be held in El Paso County, Texas. This AGREEMENT is governed by Texas law, and venue of any dispute relating to this AGREEMENT shall be in El Paso County, Texas.

7.03 Integration. This AGREEMENT contains the entire AGREEMENT between the parties hereto and may only be modified in a written amendment, executed by both parties.

7.04 Representation of Other Governmental Entities. The CLIENT acknowledges and consents to the representation by the FIRM of other governmental entities that may be seeking the payment of fines and fees or other claims from the same person(s) as the CLIENT.

7.05 Notices. For purposes of sending any notice under the terms of this contract, all notices from CLIENT shall be sent to FIRM by certified United States mail, or delivered by hand or by courier, and addressed as follows:

Delgado Acosta Spencer Linebarger & Perez, LLP  
Attention: Carmen Perez, Partner  
221 N. Kansas Street, Suite 1400  
El Paso, Texas 79901

and

Client Management Services  
The Terrace II  
2700 Via Fortuna Drive, Ste. 400  
Austin, TX 78746

All notices from the FIRM to the CLIENT shall be sent to CLIENT by certified United States mail, or delivered by hand or by courier, and addressed as follows:

Adriana Rodarte  
City Manager  
City of Socorro, Texas  
124 S. Horizon Blvd.  
Socorro, TX 79927  
(915) 858-2915  
(915) 858-9288 fax  
arodarte@ci.socorro.tx.us

7.06. *Compliance with Tx. Govt. Code §2270.002.* In order to comply with Tx. Govt. Code §2270.002, the Firm verifies that it does not boycott Israel and will not boycott Israel during the term of the contract.

EXECUTED ON the \_\_\_\_\_ day of \_\_\_\_\_, 2017

City of Socorro

By: \_\_\_\_\_  
Adriana Rodarte, City Manager

Delgado Acosta Spencer Linebarger & Perez, LLP

By: \_\_\_\_\_  
Partner – Delgado Acosta Spencer Linebarger & Perez, LLP  
For the FIRM

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3 / Mayor Pro-Tem

**Yvonne Colon - Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: Mayor and City Council Members**

**FROM: At-Large Representative, Rene Rodriguez**

**SUBJECT: Discussion and action to approve Representative At-Large, Rene Rodriguez and any other Council Member to Attend TML Region IV Meeting in Town of Horizon City, TX on November 1, 2019.**

**SUMMARY**

As the President of the Region IV for TML, I am requesting approval for authorizing Representative At - Large, Rene Rodriguez and any other Council Representative to attend meeting in Town of Horizon City, Texas.

**STATEMENT OF THE ISSUE**

Texas Municipal Regional 4 Meeting in Town of Horizon City, Texas

**FINANCIAL IMPACT**

Account Code (GF/GL/Dept): 05527/ 13

Funding Source: N/A

Amount: \$35.00 per attendee (up to \$210.00 for Mayor and Council to attend)

Quotes (Name/Commodity/Price) N/A

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

**ALTERNATIVE**

N/A

**STAFF RECOMMENDATION**

N/A

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_



**Texas Municipal League Region IV Quarterly Meeting  
Friday, November 1, 2019  
Moonlight Bar and Grill  
16000 Ashford Street  
Horizon City, TX 79928**

## **AGENDA**

5:30 pm – 6:00 pm	Registration
6:00 pm – 6:15 pm	Call to Order Pledge of Allegiance
6:15 pm – 6:20 pm	Welcome, Town of Horizon City Mayor Introduction of City Officials and Staff
6:20 pm – 6:30 pm	TML Welcome/Remarks TML President John Love III
6:30 pm – 7:00 pm	Invocation & Dinner
7:00 pm	Introduction of Featured Presenter
7:00 pm – 7:20 pm	Horizon City Police Chief, Mike McConnell – Certification
7:20 pm – 7:30 pm	Paulina Lopez, United States Census 2020
7:30 pm – 8:30 pm	Business Meeting - Rene Rodriguez, TML Region IV President Approval of Meeting Minutes Nomination of New Officers Oath of Office for New Officers (Horizon City Clerk Elvia Schuller) Old Business Other Business New Business
8:30 pm – 8:45 pm	Giveaways
8:45 pm – 9:00 pm	Next Meeting & Closing Remarks New TML Region IV President

**Texas Municipal League Region IV Quarterly Meeting  
Friday, November 1, 2019  
Moonlight Bar and Grill  
16000 Ashford Street  
Horizon City, TX 79928**

**Registration - RSVP - Friday, October 18, 2019**

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CITY/ORGANIZATION

---

ADDRESS

CITY

STATE

ZIP

---

CONTACT

PHONE NUMBER

EMAIL

**ATTENDEES**

---

NAME/TITLE

EMAIL

---

NAME/TITLE

EMAIL

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NAME/TITLE

EMAIL

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NAME/TITLE

EMAIL

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NAME/TITLE

EMAIL

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NAME/TITLE

EMAIL

**TOTAL**\_\_\_\_\_ x \$35.00\* = \_\_\_\_\_

Please make additional copies if necessary. Email to [eschuller@horizoncitylorg](mailto:eschuller@horizoncitylorg).

**Make check or money order payable to: Town of Horizon City, 14999 Darrington Road, Horizon City, TX 79928.**

**\*Check, money order and cash payments accepted at the door but cost per person is \$40.00 if opting to pay night of meeting.**

## Lodging Info

Best Western East El Paso Inn (5.2 Miles)

Rate: \$86/Night (No group code)

1570 Clint Cut-Off Rd, Clint, TX 79836

(915) 851-2882

[https://www.bestwestern.com/en\\_US/book/clint/hotel-rooms/best-western-east-el-paso-inn/propertyCode.44697.html](https://www.bestwestern.com/en_US/book/clint/hotel-rooms/best-western-east-el-paso-inn/propertyCode.44697.html)

Hampton Inn & Suites – East El Paso

Rate: \$97/Night

12055 Gateway Blvd W, El Paso, TX 79936

Phone: (915) 872-1215

[https://secure3.hilton.com/en\\_US/hp/reservation/book.htm?execution=els5](https://secure3.hilton.com/en_US/hp/reservation/book.htm?execution=els5)

\*Courtyard by Marriott El Paso

Rate: \$97/Night

12065 Gateway West Blvd., El Paso, TX

(915) 859-3336

<https://www.marriott.com/reservation/rateListMenu.mi>

\*These are Gov't Rates – Govt ID Required



**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3 / Mayor Pro-Tem

**Yvonne Colon - Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: RENE RODRIGUEZ, AT-LARGE REPRESENTATIVES**

**SUBJECT:** Discussion and action to authorize Representative At- Large Rodriguez to receive or participate in classes on continuing education programs for the MPO

**SUMMARY**

This will help continue Representative Rodriguez to represent the City of Socorro in the MPO. There is a requirement of 5 hrs of training.

MPO has a requirement of 5 hrs of training in order to represent any organization or entity at the TPAC or TPB. If no compliance then the city of Socorro will not have a vote.

Cost: no more than \$300

If no action: the result of no action, the city will not be represented with a vote and will be hard to receive funding for any project that we need for the city. The City of Socorro will have to depend on others to see if they would want to sponsor our projects if not action is taken.

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source: General Fund**

**Amount: 300.00**

**Quotes (Name/Commodity/Price) N/A**

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

**ALTERNATIVE**

N/A

**STAFF RECOMMENDATION**

N/A

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
  2. CFO \_\_\_\_\_ Date \_\_\_\_\_
  3. Attorney \_\_\_\_\_ Date \_\_\_\_\_
- .

**ITEM 24**

**Elia Garcia**  
Mayor

**Rene Rodriguez**  
At Large

**Cesar Nevarez**  
District 1



**Ralph Duran**  
District 2

**Victor Perez**  
District 3 / Mayor Pro-Tem

**Yvonne Colon - Villalobos**  
District 4

**Adriana Rodarte**  
City Manager

September 27, 2019

**TO: MAYOR AND CITY COUNCIL MEMBERS**

**FROM: At-Large Representative, Rene Rodriguez**

**SUBJECT: *Discussion action*** and ratification to approve Representative Rodriguez and any other council member s who want to attend the 3<sup>rd</sup> Annual Mentorship Benefit in the amount of 500.00.

**SUMMARY**

From: **Perez, Georgina** <[Georgina.Perez@tea.texas.gov](mailto:Georgina.Perez@tea.texas.gov)>

Date: Thu, Sep 19, 2019, 5:11 PM

Subject: Invitation ~ 3rd Annual Mentorship Benefit

To: [Pcc.rene@gmail.com](mailto:Pcc.rene@gmail.com) <[Pcc.rene@gmail.com](mailto:Pcc.rene@gmail.com)>

Dear Socorro City Council,

We are excited to invite you to the 3rd Annual Mentorship Benefit. In addition to this networking opportunity, the Class of 2020 Mentees have access to new leadership conferences and more scholarships. In order to make this happen, we need your support.

Here are 3 ways you can participate:

1. **Purchase your Leadership Tables and Attend the Benefit.**  
1 Table / 10 seats / \$50 each ~ Support our future leaders in person!
2. **Sponsor Class of 2020 Graduating Seniors.** This leadership conference is ideal for students whose GPA is between 75% - 89%, who need exposure to the opportunities available to them in order to develop a smooth transition into life after high school.
3. **Donate to a Mentorship Program Scholarship.**

Click here for details:

<https://www.ruralschoolseducation.org/the-mentorship-program.html>

This year's event will be on Saturday, October 5<sup>th</sup> at 6 PM, at the El Paso Community College Administration Bldg A, located at 9050 Viscount. Please RSVP by 23 Sep.

We hope to see you there!

*In service,*

*Georgina Cecilia Pérez  
Texas State Board of Education District 1  
[www.ginaTXSBOE1.com](http://www.ginaTXSBOE1.com)*

### **STATEMENT OF THE ISSUE**

### **FINANCIAL IMPACT**

**Account Code (GF/GL/Dept):**

**Funding Source: Scholarship**

**Amount: 500.00**

**Quotes (Name/Commodity/Price) N/A**

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

### **ALTERNATIVE**

**Mr. Rodriguez will reimburse the cost of the Leadership table.**

### **STAFF RECOMMENDATION**

N/A

### **REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. CFO \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

**From:** [Rene Rodriguez](#)  
**To:** [Adriana Rodarte](#)  
**Subject:** Fwd: Invitation ~ 3rd Annual Mentorship Benefit  
**Date:** Friday, September 20, 2019 6:29:14 PM

---

----- Forwarded message -----

From: **Perez, Georgina** <[Georgina.Perez@tea.texas.gov](mailto:Georgina.Perez@tea.texas.gov)>  
Date: Thu, Sep 19, 2019, 5:11 PM  
Subject: Invitation ~ 3rd Annual Mentorship Benefit  
To: [Pcc.rene@gmail.com](mailto:Pcc.rene@gmail.com) <[Pcc.rene@gmail.com](mailto:Pcc.rene@gmail.com)>

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We hope to see you there!

*In service,*

*Georgina Cecilia Pérez*  
*Texas State Board of Education District 1*  
[www.ginaTXSBOE1.com](http://www.ginaTXSBOE1.com)

915.261.8663 | c

"When I dare to be powerful, to use my strength in the service of my vision, then it becomes less and less important whether I am afraid." ~Audre Lorde

**Gina represents TXSBOE1 ~ El Paso, Hudspeth, Culberson, Jeff Davis, Presidio and 35 additional counties of West Texas, both urban, suburban, remote, and rural constituencies, more than 850 miles on the Texas-Mexico border.**

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# ***CHARTER AMENDMENTS NOVEMBER 2020 ELECTION***

## ***ARTICLES***

- Article I FORM OF GOVERNMENT AND BOUNDARIES
- Article II POWERS OF THE CITY
- Article III THE CITY COUNCIL
- Article IV CITY ADMINISTRATION
- Article V PUBLIC FINANCE
- Article VI ELECTIONS
- Article VII INITIATIVE, REFERENDUM AND RECALL
- Article VIII FRANCHISE AND PUBLIC UTILITIES
- Article IX GENERAL PROVISIONS
- Article X TRANSITIONAL PROVISIONS
- Article XI CIVIL SERVICE
- Article XII PLANNING AND ZONING COMMISSION
- Article XIII HISTORICAL LANDMARK COMMISSION
- Article XIV BORDER RELATIONS
- Article XV SUBMISSION OF CHARTER TO VOTERS

## ***AMENDMENTS***

### **Amendment No. 1**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 2**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 3**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 4**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 5**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 6**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“



**Amendment No. 7**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 8**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 9**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 10**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 11**

Article no. \_\_\_\_\_

shall be amended and shall now read

“

“

**Amendment No. 12**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 13**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 14**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 15**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 16**

Article no. \_\_\_\_\_

“

shall be amended and shall now read

Amendment No. 17

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

Amendment No. 18

Article no. \_\_\_\_\_

“

shall be amended and shall now read

“

**Amendment No. 1**

**Article no. III Sec 3.01 B**

The Mayor and council shall be elected to serve 3 year terms

shall be amended and shall now read

**The Mayor and Council shall be elected to serve 4 year terms**

**Amendment No. 2**

**Article no. III Sec 3.01 C**

Council positions will be elected to initial 3 Year terms

shall be amended and shall now read

**Council positions will be elected to 4 four year terms**

**\*\*Amendment No. 3**

**Article no. III Sec 3.02 B**

Have resided for at least 12 months preceding the election with city limits

shall be amended and shall now read

**Have resided within their district 12 months preceding the election**

**\*\*Amendment No. 4**

**Article no III Section 3.04 0.**

For, good cause, order a recall election be held for, or with respect to any, member of the City Council.

shall be amended and shall now read

**Delete**

**\*\*Amendment No. 5**

**Article no. III Sec 3.06 3rd paragraph**

All vacancies shall be filled by election for remainder of the unexpired term of the office so filled.

shall be amended and shall now read

**All vacancies shall be filled by appointment for the remainder of the unexpired term of the Office so filled.**

## Possible City of Socorro, Texas Charter Changes

- Change references from "City Secretary" to "City Clerk"

### Article I

No changes proposed

### Article II

#### Section 2.02 EMINENT DOMAIN

"... and the right to take the fee in land so condemned and..."

- What does the phrase mean? What fee?

### Article III

#### Section 3.01 NUMBER, SELECTION AND TERMS OF OFFICE

B. "... members shall be elected to serve for three (3) year terms..."

- Change to 4 year terms

C. \*Term staggering needs to be correctly restated

- City council members and mayor must win by 50% plus one of qualified votes for the district/mayorship sought.

#### Section 3.04 GENERAL POWERS AND DUTIES

P. "Appoint and remove the City Attorney,..."

- "Appoint and remove the Chief of Police, the City Attorney..."

  
7/10/19



## **THE CITY OF SOCORRO HOME RULE CHARTER**

Adopted: ?  
Amended: ???/??? etc...

# ACTA CONSTITUTIVA

## CONSTITUTIVE ACT

**MEANINGS:** The **Constitutive Act** of the African Union sets out the codified framework under which the African Union is to conduct itself.

the principles of the peaceful settlement of disputes and the non-use of force.

respects this principle.

We share the objectives and principles set out in your **Constitutive Act**.

The Peace and Security Council Protocol reinforces.

This principle, which is enshrined in article? of the **Constitutive Act**.

# **HOME RULE CHARTER FOR THE CITY OF SOCORRO, TEXAS**

## **TABLE OF CONTENTS**

<b>PREAMBLE .....</b>	<b>1</b>
-----------------------	----------

**PREAMBLE PURPOSE:** The purpose of our Federal Government, as found in the Preamble of the Constitution, is to "establish Justice, insure domestic Tranquility, provide for the common defense, promote the general Welfare, and secure the Blessings of Liberty to ourselves and our posterity."



# **THE CITY OF SOCORRO**

## **HOME RULE CHARTER**

### **PREAMBLE**

To the extent used in this Charter, any reference to "he," "him," "his," or other male gender specific pronouns should be understood to be used interchangeably with "she," "her," or "hers." The intent of these revisions to the Charter of the City of Socorro is to make the Charter gender neutral, recognizing the right of both men and women to serve as officers of the City of Socorro.

### **ARTICLE 1. – NAME, BOUNDARIES, FORM OF GOVERNMENT**

#### **Sec. 1.01 – Corporate Name or Incorporation**

That all of the inhabitants of the territory residing within its corporate limits known as the City of Socorro, TX, being more than ? thousand (?0000) in number, and all of such inhabitants and the inhabitants of the territory herein defined or as may be hereafter established, shall continue to be a Municipal and Corporate, and the same are hereby constituted a body politic, incorporated under, and to be known by the name and style of the City of Socorro, with such powers, rights, privileges, and duties as are allowed by general laws and such as are hereinafter provided as a home rule municipality under the constitution and laws of the State of Texas.

#### **Sec. 1.02 Form of Government**

The municipal government provided by this Charter shall be known as the "Council-Manager" form of government. Pursuant to its provisions and subject only to the limitations imposed by the State Constitution and by this Charter all powers of the City shall be vested in an elective City Council which shall enact local legislation, adopt budgets, determine policies, and appoint the City Manager, who shall be held responsible to the City Council for the operations of the City.

? All powers of the City be exercised in the matter prescribed by this Charter, the State Constitution or the Statues of the State of Texas.

#### **Sec. 1.03 Boundaries and Legal Description**

The boundaries of the City, at the time this Charter is adopted, are those, which have previously been legally established by the original Socorro Land Grant of 1871 less the International Boundary Commission Ratification and by the Comprehensive Planning Study of 1988. The City Council shall have power by ordinance to **CORRECT** the boundary limits of the City of Socorro by annexation or detachment of territories and to provide for the alteration and the extension of said boundary limits,

adjacent to the City, with or without the consent of the owners or inhabitants of the annexed territory subject to the procedures set forth in State law.

**Exhibit A:** The official map of the current boundaries of the City of Socorro. A copy of map is on file with the City Secretary. (if more exhibits of boundaries exist please add exhibit letter)

# ***CHARTER AMENDMENTS NOVEMBER 2020 ELECTION***

## ***ARTICLES***

Article I FORM OF GOVERNMENT AND BOUNDARIES

Article II POWERS OF THE CITY

Article III THE CITY COUNCIL

Article IV CITY ADMINISTRATION

Article V PUBLIC FINANCE

Article VI ELECTIONS

Article VII INITIATIVE, REFERENDUM AND RECALL

Article VIII FRANCHISE AND PUBLIC UTILITIES

Article IX GENERAL PROVISIONS

Article X TRANSITIONAL PROVISIONS

Article XI CIVIL SERVICE

Article XII PLANNING AND ZONING COMMISSION

Article XIII HISTORICAL LANDMARK COMMISSION

Article XIV BORDER RELATIONS

Article XV SUBMISSION OF CHARTER TO VOTERS

## ***AMENDMENTS***

### **Amendment No. 1.**

Article no. **III SECTION 3.07 D**

shall be amended and shall now read

ALL MEETINGS OF THE CITY  
COUNCIL SHALL BE HELD AT  
CITY HALL

**CHANGE LOCATION**

“

# RALPH DURAN

## *CHARTER AMENDMENTS NOVEMBER 2020 ELECTION*

### *ARTICLES*

Article I FORM OF GOVERNMENT AND BOUNDARIES

Article II POWERS OF nmCITY

Article m nmCITY COUNCIL

Article IV CITY ADMINISTRATION

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Article VIII FRANCHISE AND PUBUC UTILITIES

Article IX GENERAL PROVISIONS

Article X TRANSITIONAL PROVISIONS

Article XI CIVIL SERVICE

Article XII PLANNING AND ZONING COMMISSION

Article XIII hI HISTORICAL LANDMARK COMMISSION

Article XIV BORDER RELATIONS

Article XV SUBMISSION OF CHARTER TO VOTERS

### *AMENDMENTS*

#### Amendment No.

Article no. IV SECTION 401 D

The City Council shall be prohibited from appointing  
the City Manager a term by contract longer than 24 months

shall be amended and shall now read

*The City Council shall be prohibited from  
appointing the City Manager by contract  
longer than 48 months (4) years.*

Amendment No.

shall be amended and shall now read

Article no. IV SEC 4.04

*The appointment shall take place 30 days following the general election and will be for a term of 4 years. The municipal court judge shall be a practicing attorney*

The appointment shall take place 30 days following the general election and will be for a term of 2 years. The municipal court judge shall be qualified

Amendment No.

shall be amended and shall now read

Article no.  
IV SEC 6.05

*At any regular or special election for the city council, including the office of Mayor, the candidate for each position or place who shall receive 50% + 1 of votes shall be declared elected*

At any regular or special election for the city council, including the office of Mayor, the candidate for each position or place who shall receive the greatest number of votes shall be declared elected

Amendment No. 4

shall be amended and shall now read

Article no. \_ \_ \_ \_  
"

"

Amendment No. 5

shall be amended and shall now read

Article no. \_ \_ \_ \_  
"

"

Amendment No. 6

/

## ***CHARTER AMENDMENTS NOVEMBER 2020 ELECTION***

### ***ARTICLES***

Article I FORM OF GOVERNMENT AND BOUNDARIES

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Article XII PLANNING AND ZONING COMMISSION

Article XIII HISTORICAL LANDMARK COMMISSION

Article XIV BORDER RELATIONS

Article XV SUBMISSION OF CHARTER TO VOTERS

### ***AMENDMENTS***

#### **Amendment No. 1**

Article no. **Section 7.12 RECALL** shall be amended and shall now read

"

**No city staff to participate in recall process.**

## Article no. \_ \_ \_ \_

shall be amended and shall now read

"

## Article no. \_\_\_\_\_

shall be amended and shall now read

11

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## Article no. \_\_\_\_\_

shall be amended and shall now read

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## Article no. \_\_\_\_\_

shall be amended and shall now read

11

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## Article no. \_\_\_\_\_

shall be amended and shall now read

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11

Amendment No. 7

Article no. shall be amended and shall now read

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Amendment No. 8

Article no. \_ \_ \_ \_ shall be amended and shall now read

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Amendment No. 9

Article no. \_ \_ \_ \_ shall be amended and shall now read

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Amendment No. 10

Article no. \_ \_ \_ \_ shall be amended and shall now read

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Amendment No. 11

Article no. \_ \_ \_ \_ shall be amended and shall now read

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Amendment No. 12

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 13

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 14

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 15

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 16

Article no. \_\_\_\_\_

shall be amended and shall now read

"

City of Socorro, Texas  
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fY-

Amendment No. 17

Article no. \_ \_ \_ \_  
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shall be amended and shall now read

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"

AmendmentNo. 18

Article no. \_ \_ \_ \_  
"

shall be amended and shall now read

"

/

# ***CHARTER AMENDMENTS NOVEMBER 2020 ELECTION***

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Article XIII HISTORICAL LANDMARK COMMISSION

Article XIV BORDER RELATIONS

Article XV SUBMISSION OF CHARTER TO VOTERS

## ***AMENDMENTS***

### **Amendment No. 1**

Article no.

shall be amended and shall now read

**Add Economic Development**

"

Amendment No. 2

Article no. shall be amended and shall now read  
**STAFF TO PROVIDE RECALL PROCESS FROM OTHER CITIES**  
"

Amendment No. 3

Article no. \_ \_ \_ \_ shall be amended and shall now read  
"  
"

Amendment No. 4

Article no. \_ \_ \_ \_ shall be amended and shall now read  
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Amendment No. 5

Article no. \_ \_ \_ \_ shall be amended and shall now read  
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Amendment No. 6

Article no. \_ \_ \_ \_ shall be amended and shall now read  
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City of Socorro, Texas

/

Amendment No. 7

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 8

Article no. \_ \_ \_ \_

shall be amended and shall now read

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Amendment No. 9

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Amendment No. 10

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Amendment No. 11

Article no. \_ \_ \_ \_

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Amendment No. 12

Article no. \_ \_ \_ \_

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shall be amended and shall now read

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Amendment No. 13

Article no. \_ \_ \_ \_

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shall be amended and shall now read

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Amendment No. 14

Article no. \_ \_ \_ \_

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shall be amended and shall now read

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Amendment No. 15

Article no. \_ \_ \_ \_

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shall be amended and shall now read

"

Amendment No. 16

Article no. \_\_\_\_\_

"

shall be amended and shall now read

City of Socorro, Texas

Amendment No. 17

Article no. \_ \_ \_ \_

shall be amended and shall now read

"

.

"

AmendmentNo. 18

Article no. \_ \_ \_ \_

shall be amended and shall now read

"

"

# **CITY OF CIBOLO**

## **ARTICLE VI**

### **RECALL, INITIATIVE, AND REFERENDUM**

#### **SECTION 6.01 Scope of Recall**

Any elected City official, whether elected to office by qualified voters or appointed by the City Council to fill a vacancy, shall be subject to recall and removal from office by the qualified voters of the City on grounds of incompetency, misconduct or malfeasance in office.

#### **SECTION 6.02 Petitions for Recall**

Before the question of recall of such officer shall be submitted to the qualified voters of the City, a petition demanding such question to be so submitted shall first be filed with the person performing the duties of City Secretary. As to the Mayor said petition must contain the number of valid signatures totaling at least five percent (05%) of the qualified voters registered to vote at the last general city election. As to the councilpersons elected by District, said petition shall be signed by qualified voters in such District equal in number to at least ten percent (10%) of the qualified voters registered to vote within their respective District at the last general city election. Each signer of such recall petition shall personally sign his/her name thereto in ink or indelible pencil and shall write after his/her name his/her place of residence, giving the name of the street and the number, and shall also write thereon the day, the month and the year his/her signature was affixed.

#### **SECTION 6.03 Form of Recall Petition**

The recall petition mentioned above must be addressed to the City Council of the City, must be distinctly and specifically pointed to the grounds upon which such petition for removal is predicated, and, if there be more than one (1) ground, said petition shall specifically state each ground with such certainty as to give the officer sought to be removed notice of the matters and things with which the officer is charged. The signature shall be verified by oath in the following form:

**State of Texas**

**County of** \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn, on oath depose and say that I am one of the signers of the above petition, and that the statements made therein are true, and that each signature appearing thereto was made in my presence on the day and date it purports



to have been made, and I solemnly swear that the same is the genuine signature of the person it purports to be.

Signature \_\_\_\_\_

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

My commission expires: \_\_\_\_\_

#### **SECTION 6.04 Various Papers Constituting Petition**

The petition may consist of one (1) or more copies or subscription lists, circulated separately, and the signatures thereto may be upon the paper or papers containing the form of the petition, or upon other paper attached thereto. Verifications provided for in the preceding section of this Article may be made by one (1) or more petitioners, and the several parts of copies of the petition may be filed separately and by different persons, but no signatures to such petition shall remain effective or be counted which were placed thereon more than forty-five (45) days prior to the filing of such petition or petitions with the person performing the duties of City Secretary. All papers comprising a recall petition shall be filed with the person performing the duties of City Secretary on the same day, and the said person performing the duties of City Secretary shall immediately notify, in writing, the officer so sought to be removed, by mailing such notice to the officer's address.

#### **SECTION 6.05 Presentation of Petition to the City Council**

Within twenty-one (21) days after the date of the filing of the papers constituting the recall petition, the person performing the duties of City Secretary shall present such petition to the City Council.

#### **SECTION 6.06 Public Hearing to be Held**

The officer whose removal is sought may, within seven (7) days after such recall petition has been presented to the City Council, request that a public hearing be held to permit him/her to present the facts pertinent to the charges specified in the recall petition. In this event, the City Council shall order such public hearing to be held, not less than five (5) days nor more than fifteen (15) days after receiving such request for a public hearing.

#### **SECTION 6.07 Calling of Recall Election**

If the officer whose removal is sought does not resign, then the City Council shall order an election and set the date for holding such recall election. The date selected for the

recall election shall be in accordance with the Texas Election Code. If, after the recall election date is established, the officer vacates his/her position, the election shall be cancelled.

#### **SECTION 6.08 Ballots in Recall Election**

Ballots used at recall elections shall conform to the following requirements:

(1) With respect to each person whose removal is sought, the question shall be submitted: "Shall \_\_\_\_\_ be removed from the office of \_\_\_\_\_ by recall?"

(2) Immediately below each such question, there shall be printed the following words, one above the other, in the order indicated:

"Yes"

"No"

#### **SECTION 6.09 Result of Recall Election**

If a majority of the votes cast at a recall election shall be "No", that is against the recall of the person named on the ballot, the officer shall continue in office for the remainder of his/her unexpired term, subject to recall as before. If a majority of the votes cast at such election be "Yes", that is for the recall of the person named on the ballot, the officer shall, regardless of any technical defects in the recall petition, be deemed removed from office, and the vacancy shall be filled by the City Council as provided in this Charter and/or Texas State Law.

#### **SECTION 6.10 Recall, Restrictions Thereon**

No recall petition shall be filed against any officer of the City within three (3) months after the officer's election, nor within three (3) months after an election for such officer's recall.

#### **SECTION 6.11 Reserved**

#### **SECTION 6.12 General Power of Initiative and Referendum**

The qualified voters of the City, in addition to the method of legislation herein before provided, shall have the power of direct legislation by the initiative and referendum.

(1) Initiative: Such power shall not extend to the budget or any capital program or ordinance not subject to initiative as provided by state law, relating to appropriation of money, issuing of bonds and levy of taxes or salaries of City officers or employees.

provisions to other persons or circumstances shall not be affected thereby.

### Article X

### INITIATIVE, REFERENDUM, RECALL

#### Section 10.01. General Authority.

The powers of initiative and referendum are hereby reserved to the electors of the city. The provisions of the election law of the State of Texas, as they currently exist or may hereafter be amended or superseded, shall govern the exercise of the powers of initiative and referendum under this charter.

A. **Initiative.** The qualified voters of the city shall have the power to propose ordinances to the city council and, if the council fails to adopt an ordinance so proposed without any change in substance, to adopt or reject said ordinance at a city election, provided that such power shall not extend to the budget, or capital program or any ordinance relating to appropriation of money, levy of taxes, user fees or salaries of city officers or employees.

Such initiative power may be used to enact a new ordinance or to repeal or amend sections of an existing ordinance.

B. **Referendum:** The qualified voters of the city shall have the power to require reconsideration by the city council of any adopted ordinance and, if the council fails to repeal any ordinance so reconsidered, to approve or reject it at a city election, provided that such power shall not extend to the budget or capital program or any properly enacted emergency ordinance, ordinance relating to appropriation of money or levying of taxes or ordinance relating to the control of armed or violent insurrection, revolt, rebellion or riot.

#### Section 10.02. Initiation of Proceedings; Petitioners' Committee; Affidavit.

Any ten (10) qualified voters may begin initiative or referendum proceedings by filing with the city secretary an affidavit stating they constitute the petitioners' committee and will be responsible for circulating the petition and filing it in proper form; stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or the ordinance sought to be reconsidered.

Immediately after the affidavit of the petitioners' committee is filed, the city secretary shall issue the appropriate petition blanks to the petitioners' committee.

After the affidavit of the petitioners' committee has been filed, the ordinance sought to be amended or repealed shall not be repealed, or amended or re-enacted by the city council unless:

- A. The action taken by the city council is that which the petition requests, or
- B. The petition has not been filed within the prescribed time limit, or
- C. There is a final determination of the insufficiency of the petition, or
- D. The petition is withdrawn by the petitioners' committees, or
- E. One year has elapsed since the city council or voter action has been taken on the petition, or

F. The ordinance sought to be amended or repealed relates to the control of insurrection or riot.

**Section 10.03. Petitions.**

(a) **Number of signatures.** Initiative and referendum petitions must be signed by currently qualified voters of the city equal in number to at least ten percent (10%) of the current registered voters.

(b) **Form and Content:** All papers of petition shall be uniform in size and style and shall be assembled as one instrument for filing. To be certified, each signature shall be the same as the name of a voter appearing on the current certified list of voter registrations, shall have been personally signed by such voter in ink, and shall be followed by the address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.

(c) **Affidavit of Circulator:** When filed, each paper of the petition shall have attached to it an affidavit executed by the circulator thereof stating that she/he personally circulated the paper, the number of signatures thereon, that all the signatures were affixed in her/his presence, that she/he believes them to be the genuine signatures of the persons whose names they purport to be and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.

(d) **Time for Filing Petitions:** Referendum petitions must be initiated within thirty (30) days after adoption by the city council of the ordinance sought to be reconsidered. Initiative petitions must be filed within thirty (30) days after issuance of the appropriate petition blanks to the petitioners' committee. Additional time as specified in Section 10.04(e), shall be allowed for amending petitions.

**Section 10.04. Determination of Sufficiency.**

(a) **Certificate of city secretary:** Within ten (10) working days after the petition is filed, the city secretary shall complete a certificate as to its sufficiency, specifying, if it is insufficient, the particulars wherein it is defective and shall immediately upon completion of certification send a copy of the certificate to the petitioners' committee by registered mail.

(b) **Sufficient Petition, Final Determination:** If the petition is certified sufficient, the city secretary shall present the certificate to the city council at the next regularly scheduled council meeting and the certificate shall then be a final determination as to the sufficiency of the petition.

(c) **Insufficient Petition, Final Determination:** If a petition is certified insufficient, and the petitioners' committee does not elect to amend or request council review under sub-sections (d) and (e) of this section within the time required, the city secretary shall present a certificate to the city council at the next regularly scheduled council meeting which shall be a final determination of the sufficiency of the petition.

**(d) Insufficient Petition, Appeal:** If a petition has been certified insufficient and the petitioners' committee does not file notice of intention to amend it as in Section 10.04(e), the committee may, within two working days after receiving the copy of such certificate, file a request that it be reviewed by the city council. The city council shall review the certificate at its next meeting following the filing of such request and approve or disapprove it, and the Council's determination shall then be a final determination as to the sufficiency of the petition.

**(e) Insufficient Petition, Amending:** A petition certified insufficient for lack of required number of valid signatures may be amended once if the petitioners' committee files a notice of intention to amend it with the city secretary within two (2) working days after receiving the copy of her/his certificate, and files a supplementary petition with additional names within two weeks after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of Sections 10.03 (b) and (c).

Within five (5) working days after an amended petition is filed, the city secretary shall complete a certificate as to the sufficiency of the petition as amended and shall within twenty-four (24) hours send a copy of such certificate to the petitioners' committee by registered mail as in the case of an original petition. The final determination as to the sufficiency of an amended petition shall be determined in the same manner as prescribed for original petitions in Sections 10.04 (b), (c) and (d), and no petition, once amended, may be amended again.

**(f) Court Review; New Petition:** A final determination as to the sufficiency of a petition shall be subject to review in a county court of record and higher. A final determination of insufficiency, even if sustained upon court review, shall not prejudice the filing of a new petition of the same purpose.

#### **Section 10.05. Referendum Petitions; Suspension of Effect of Ordinance.**

When a referendum petition is filed with the city secretary, the ordinance sought to be reconsidered shall be suspended from taking effect. Such suspension shall terminate when:

- (a) there is a final determination of insufficiency of the petition, or
- (b) the petitioner's committee withdraws the petition, or
- (c) the council repeals the ordinance, or
- (d) the vote of the people in a referendum election determines whether the ordinance sought to be repealed is repealed or is sustained and the election results are certified by the election officials.

All action previously taken under such ordinance or resolution shall be suspended and its legality or validity determined by the final disposition of the referendum petition.

#### **Section 10.06. Action on Petitions.**

**(a) Action by Council:** The city council shall promptly consider the proposed initiative ordinance in the manner prescribed for enacting ordinances or reconsider

# BIG SPRING

recall election to be held not less than ten (10) nor more than twenty (20) days from the time of the expiration of the five (5) days allowed the official affected to resign.

## Sec. 6. Ballots at election; effect of election.

The ballot at such recall election shall conform to the following requirements, with respect to each person whose removal is sought; the question shall be submitted: "Shall (name of person) be removed from the office of City Councilman and/or City Councilwomen? Immediately following said question there shall be printed on the ballots in separate lines, in the order here set out, the words: "For the recall of (name of person.)" "Against the recall of (name of person.)" Should a majority of the votes cast at such recall election be for the recall of any officer named on the ballot, he shall be deemed removed from office. If the majority of the votes be against the removal of any officer, he shall continue in office, not subject to recall until the expiration of at least three months from the date of the unsuccessful recall election.

## Sec. 7. Failure of council to act.

In case the city council shall fail or refuse to receive the recall petition, order the recall election, or discharge any and other duties with reference to such recall, then the county judge of Howard County shall discharge any of such duties herein provided to be discharged by the city council.

## Sec. 8. Filling of vacancies created by recall.

If three or more members of the city council are sought to be recalled at one election, the names of candidates to fill the vacancies proposed to be created by the election shall appear upon the ballot. Such vacancies as result from the election shall be filled by declaring elected to such offices the candidates receiving the greatest number of votes, giving the longest terms to the candidates receiving the greatest number of votes. If less than three officers are sought to be removed at such recall election, such vacancies as result from the said election shall be filled by appointment by the remaining members of the council.

## Sec. 9. Canvass of returns and declaration of result of election.

The returns of any recall election shall be canvassed and the results thereof declared by the members or member of the council not sought to be removed. If all are sought to be removed, the county judge of Howard County shall canvass the returns and declare the results.

## Legal Q&A

By Scott Houston, TML Director of Legal Services

### **What is the procedure for removal of a member of the governing body of a home rule city?**

A few home rule charters have unique provisions, but the most common process for removal in a home rule city is known as “recall.” Recall is a process by which local voters can oust members of the city council before the expiration of their terms through a petition and election on the question. The process is found in 93 percent of the 351 home rule charters in Texas. It is an inherent home rule power that is reserved for exclusive use by local voters, and it is not available to voters at any other level of Texas government, including the state or general law cities. Neither the Texas Constitution nor any statute expressly authorizes recall. The power is unique to home rule cities and may only be used when authorized by charter.

### **How does the recall process work?**

The eighth and latest edition of the National Civic League’s (NCL) model city charter provides a comprehensive section that addresses various issues relating to recall, including general authority, commencement of proceeding, petitions, procedures for filing, action on petitions, and the results of the election. The NCL model charter is available at [www.ncl.org](http://www.ncl.org). Many Texas cities’ recall provisions are similar to the NCL model charter provisions, but they have usually been slightly modified to meet the needs of each individual city.

The process commonly works like this:

- A petition is submitted pursuant to the recall provisions of the city’s charter and Chapter 277 of the Texas Election Code. (Chapter 277 prescribes petition requirements for a petition submitted pursuant to a law other than the Election Code.) The petition specifies the officer(s) sought to be removed and the grounds for removal. Grounds for recall vary according to individual charters, but “incompetency, misconduct, or malfeasance in office” are common.
- The city secretary verifies the petition form and the signatures. Many charters require a number of signatures equal to a percentage of the registered voters in the city or single-member district, or a percentage of those who voted in the last election for that officer or for mayor.
- If a recall petition is certified by the city secretary and the member whose removal is sought does not resign within a certain period of time as provided in the charter, the council must order a recall election for the earliest date allowed by law. The earliest date allowed by law must be on the uniform election date in May or November.
- If an election is held, and the majority of the votes cast at the recall election are in favor of the removal of the councilmember recalled, the councilmember recalled is usually

deemed to have vacated his office at the time and date the council votes to approve the ordinance declaring the results of the election.

**Do any charters limit when and how the recall process can be used?**

Yes. Many charters limit when the power of recall may be used. For example, some charters provide that: (1) a recall petition may not be filed against a councilmember within six months of the date he or she takes office; and (2) a councilmember is not subject to more than one recall election during any one term of that office.

According to a 2008 TML study, fifty-five percent of charters give newly elected mayors or councilmembers a few months on the job before they can be the subject of a recall petition. The most common “grace period” for newly elected officials is six months, though the period ranges from one month to one year.

To save election costs, twelve percent of charters provide that recall petitions will not be honored within a specified period before the person in question will come up for election.

**What if the city council refuses to call an election on a valid recall petition?**

Most charter provisions on recall state that if the mayor or city council does not call a recall election when presented with a valid petition, the county judge shall discharge these duties. Still other charters attempt to place this duty on a district court judge. These requirements may present problems, because a city does not have the authority to prescribe duties for a county or district judge.

The better remedy may be for the charter to provide that any citizen could file with the appropriate court for a writ of mandamus to force the city to call the election. For example, in *Blanchard v. Fulbright* 633 S.W.2d 617 (Tex. App.—Houston [14th Dist.] 1982), the court concluded that the City of Angleton charter did not grant discretionary authority to the city council to decide whether or not to call a recall election. The charter simply provided for the recall petitions to be presented to the city council by the city secretary. The court concluded that if the citizens of Angleton had desired that a delegation of authority and duty to review the factual sufficiency of the petitions be reserved in its city council, they could have easily so provided in the charter. *See also Young v. State ex rel. Hughes*, 87 S.W.2d 520 (Tex. Civ. App. 1935). (“We do not believe that under such circumstances as appear in this record and under the plain provisions of the city charter the board of aldermen have any discretion in the matter of calling the recall election when the petitions are properly filed with the clerk and the clerk has certified to the sufficiency thereof and filed same with the board, as was done in this case.”)

On the other hand, in *Burns v. Kelly*, 658 S.W.2d 731 (Tex. App. 1983), the court concluded that the council had discretion to reject a petition based on that city’s charter language. The court pointed out that the City of Colleyville charter required the following for a petition to be sufficient to impose the duty to order a recall election:



*The recall petition mentioned above must be addressed to the Council of the City of Colleyville, must distinctly and specifically point out the ground or grounds upon which such petition for removal is predicated, and if there be more than one ground, such as for incompetency, misconduct, or malfeasance in office, shall specifically state each ground with such certainty as to give the officer sought to be removed, notice of the matters and things with which he is charged ... Charter, sec. 5.03. (Emphasis added.)*

The petition presented to the city was predicated on, among other things, the “grounds” that “Councilman Kelly has repeatedly been mean, overbearing and obnoxious in forcing himself, his thoughts and verbosity upon citizens for the purpose of creating unrest and dissension within the City of Colleyville.”

After reviewing the petition, the court concluded that the so-called “grounds” for the recall of Councilman Kelly were, as a matter of law, insufficient under the charter to impose a *clear* duty upon the city council to order the election. The application for writ of mandamus was thus denied.

### **What if a recall leaves a council without a quorum?**

That is an interesting question. A few charters expressly provide for a different quorum for the purpose of filling vacancies in the case of a massive, successful recall. For example, one charter provides that “[i]f four or more councilmembers are recalled at one time, the remaining member or members constitute a quorum solely for the purpose of filling sufficient vacant positions by appointment as provided in this charter to provide for a quorum of four members.”

Attorney general opinion GA-0175 (2004) answered what happens in a city without such a charter provision. The requestor in that opinion asked whether each of the five councilmembers who were removed by the voters “continue to serve in office under Article 16, Section 17 of the Texas Constitution until his successor is elected and qualifies at the next regular election in May of 2004.” That constitutional provision declares that “[a]ll officers within this State shall continue to perform the duties of their offices until their successors shall be duly qualified.” In *Willmann v. City of San Antonio*, 123 S.W.3d 469 (Tex. App.—San Antonio 2003, pet. denied), the court held that “the right to holdover does not reside in one who has been removed from office,” and that the ordinance in question “effectively removed appellants from office.”

The recall election in GA-0175 left only two city council seats occupied. The attorney general concluded that “[b]ecause the municipal charter of Haltom City defines a quorum as requiring the presence of at least five members of its council, the municipal council of Haltom City cannot convene a quorum until at least three of its five vacancies are filled by special election in May 2004.”

### **How often is the recall process used in Texas, and how often is it successful?**

According to a 2008 TML survey, only twelve cities had reported recall elections in the previous five years, with disappointing results for petitioners. Of the 28 individuals who were subject to recall, only 12 recall elections resulted in removal. The remaining 16 recall elections failed.