



*Rudy Cruz, Jr.*  
Mayor

*Ruben Reyes*  
At Large

*Cesar Nevarez*  
District 1 /Mayor ProTem

*Alejandro Garcia*  
District 2

*Gina Cordero*  
District 3

*Irene Rojas*  
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.

LA INSTALACIÓN ES ACCESIBLE PARA SILLAS DE RUEDAS Y HAY PLAZAS DE ESTACIONAMIENTOS DISPONIBLES. LAS SOLICITUDES DE ADAPTACIÓN PARA SERVICIOS DE TRADUCCION DEBEN HACERSE 48 HORAS ANTES DE ESTA REUNIÓN. COMUNÍQUESE CON LA OFICINA DEL SECRETARIO DE LA CIUDAD AL (915) 858-2915 PARA OBTENER MÁS INFORMACIÓN

.....  
NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS WILL BE HELD ON THURSDAY THE 17<sup>th</sup> DAY OF JULY 2025 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:

THIS WRITTEN NOTICE, THE MEETING AGENDA, AND THE AGENDA PACKET, ARE POSTED ONLINE AT [HTTP://COSTX.US/CITY-CLERK-PUBLIC-NOTICE](http://costx.us/city-clerk-public-notice) THE PUBLIC CAN ALSO ACCESS THE MEETING BY CALLING TOLL FREE-NUMBER 844-854-2222 ACCESS CODE 323610.

THE PUBLIC MAY CALL IN 844-854-2222 ACCESS CODE 323610 BY 5:30 PM MOUNTAIN STANDARD TIME (MST) ON THE 17<sup>th</sup> DAY OF JULY 2025 TO SIGN UP FOR PUBLIC COMMENT AND THE AGENDA ITEM THEY WISH TO COMMENT ON. THE PUBLIC THAT SIGNED UP TO SPEAK WILL BE CALLED UPON BY THE PRESIDING OFFICER DURING THE MEETING.

.....  
1. Call to order

2. Pledge of Allegiance and Moment of Silence for all flood victims.

### **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.)

#### **PRESENTATION**

5. **Presentation** by Summer 2025 UTEP Interns. *Victor Reta*
6. **Presentation** to recognize Walmart for their philanthropy towards the 2025 Independence Day Extravaganza. INDX *Victor Reta*

#### **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**

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

7. **Excuse** absent council members. *Olivia Navarro*
8. **Approval** of Regular Council Meeting Minutes of July 3, 2025. *Olivia Navarro*

**REGULAR AGENDA**  
**PUBLIC HEARINGS AND ORDINANCES**

9. ***Public Hearing*** of an Ordinance approving a Preliminary and Final Plat with a Waiver Request from Section 38-8.2. - Preliminary Plat -- Plans and Data (Subsection C. Engineering Reports) to waive The Storm Drainage Plan Requirement for the Delgado Unit 1 Subdivision, being Tract 13-N, Tract 13-N-3, and Tract 13-R-2, Block 1, Socorro Grant, and located at 841 Little Corina Ave., Socorro, Texas. ***Lorraine Quimiro***
10. ***Second Reading and Adoption of an Ordinance*** of an Ordinance approving a Preliminary and Final Plat with a Waiver Request from Section 38-8.2. - Preliminary Plat -- Plans and Data (Subsection C. Engineering Reports) to waive The Storm Drainage Plan Requirement for the Delgado Unit 1 Subdivision, being Tract 13-N, Tract 13-N-3, and Tract 13-R-2, Block 1, Socorro Grant, and located at 841 Little Corina Ave., Socorro, Texas. ***Lorraine Quimiro***

**HUMAN RESOURCES DEPARTMENT**

11. ***Discussion and action*** on approving the job descriptions for the Custodial on-site Program Director. ***Carol Candelaria***
12. ***Discussion and action*** on approving the job descriptions for Custodial Supervisor. ***Carol Candelaria***
13. ***Discussion and action*** on approving the job descriptions for Custodian. ***Carol Candelaria***
14. ***Discussion and action*** on approving the job descriptions for the Transit Driver. ***Carol Candelaria***

**POLICE DEPARTMENT**

15. ***Discussion and action*** to approve an Interlocal Agreement between the City of Socorro Police Department and the County of El Paso for Incinerator Use. ***Chief Robert Rojas***

**CITY MANAGER**

16. ***Discussion and action*** to approve Election Services Contract with County of El Paso and to authorize the city manager or her designee to execute same. ***Victor Perez***
17. ***Discussion and action*** to cancel the Budget Workshop Meeting of July 26, 2025 to August 2, 2025 at 8:00 am. ***Victor Perez***



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:***


**18. 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*

**19. 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*

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


**21. Adjourn**

**DATED THIS 14<sup>TH</sup> DAY OF JULY 2025**

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 14<sup>TH</sup> DAY OF JULY 2025**

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

Agenda posted: 7-14-25 @ 12:13  
Removed: \_\_\_\_\_ Time: \_\_\_\_\_ by: \_\_\_\_\_

**Rudy Cruz Jr.**  
Mayor  
**Ruben Reyes**  
At Large  
**Cesar Nevarez**  
District 1 / Mayor Pro-Tem



**Alejandro Garcia**  
District 2  
**Gina Cordero**  
District 3  
**Irene Rojas**  
District 4  
**Adriana Rodarte**  
City Manager

July 11, 2025

TO: City Clerk: Olivia Navarro

FROM: Victor Reta; Division Director of: Recreation, Communication, Special Events, Emergency Management & Legislative Affairs

Serves as: Public Information Officer & Historic Preservation Officer

SUBJECT: *Presentation: Summer 2025 UTEP Intern Check-Ins*

SUMMARY: The 2025 UTEP Summer Interns will be presenting for their coursework deliverables a recap of their 6 weeks here in the City.

STATEMENT OF THE ISSUE: No issue

STATEMENT OF THE ISSUE: N/A

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

ALTERNATIVE: N/A

REQUIRED AUTHORIZATION:

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



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July 11, 2025

TO: City Clerk: Olivia Navarro

FROM: Victor Reta; Division Director of: Recreation, Communication, Special Events, Emergency Management & Legislative Affairs

Serves as: Public Information Officer & Historic Preservation Officer

**SUBJECT:** *Presentation to recognize Walmart for their philanthropy towards the 2025 INDX*

**SUMMARY:** The City of Socorro would like to formally acknowledge and express appreciation to the local Socorro Walmart for its generous in-kind sponsorship of the INDX event. Walmart graciously donated all food items used to feed event staff and law enforcement personnel, ensuring the operational success and morale of the team.

In addition, Walmart also donated all lemonade supplies for the Socorro Summer Interns' Lemonade Stand. This initiative provided the interns with hands-on experience in supply chain management, sales, customer service, and grassroots marketing. The support directly contributed to enhancing the interns' professional development and community engagement efforts.

Store Manager: Hannah Burke  
Team Lead: Itzel Soto

**STATEMENT OF THE ISSUE:** No issue

**STATEMENT OF THE ISSUE:** N/A

**FINANCIAL IMPACT:** N/A

**STAFF RECOMMENDATION:** N/A

**ALTERNATIVE:** N/A

**REQUIRED AUTHORIZATION:**

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

**Rudy Cruz, Jr.**  
*Mayor*

**Ruben Reyes**  
*At Large*

**Cesar Nevarez**  
*District 1/Mayor Pro Tem*



**Alejandro Garcia**  
*District 2*

**Gina Cordero**  
*District 3*

**Irene Rojas**  
*District 4*

**REGULAR COUNCIL MEETING MINUTES  
JULY 3, 2025 @ 6:00 P.M.**

**MEMBERS PRESENT:**

Mayor Rudy Cruz, Jr.  
Ruben Reyes  
Cesar Nevarez  
Alejandro Garcia  
Gina Cordero  
Irene Rojas

**STAFF PRESENT:**

Adriana Rodarte, City Manager  
Victor Perez, Deputy City Manager  
Olivia Navarro, City Clerk  
Lorraine Quimiro  
Jim Martinez, City Attorney  
  
Estevan Gonzales, IT Director  
Victor Reta Recreation Ctrs. Director  
Jose Quiñonez, Economy Recovery Coordinator  
Chief Robert Rojas  
Isabela Perez  
Daniela Cobos  
Elizabeth Borjon  
Laura Arredondo, Wellness Coordinator  
Linda Gonzalez  
Jose Botello, City Planner  
Lourdes Gomez, Finance Director

**1. CALL TO ORDER**

The meeting was called to order at: 6:10 pm.

Mayor Cruz, introduced Keila Reyes, Interpreter for tonight's meeting.

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

Pledge of Allegiance was led by Estevan Gonzales.

A moment of silence for Filbert Candelaria.

### **3. ESTABLISHMENT OF QUORUM**

Quorum was established with all council members present.

A motion was made by Alejandro Garcia seconded by Irene Rojas to *move up items six (6), seven (7), eight (8), nine (9), thirty-three (33), thirty-one (31) and four (4).* Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

### **6. RECOGNITION OF PETE SERA BOXING CHAMPION, COACH, AND COMMUNITY LEADER. *MAYOR RUDY CRUZ, JR.***

Mayor Cruz, Jr., and council recognized Pete Sera and presented him with a plaque.

### **7. RECOGNITION OF ANABELLE ROSILES – US AMERICAN PRETEEN 2024. *MAYOR RUDY CRUZ, JR.***

Mayor Cruz, Jr., and council recognized Anabelle Rosiles and presented her with a plaque.

### **8. PRESENTATION TO RECOGNIZE PLAYERS, COACHES AND STAFF FOR THE 2025 YOUTH DEVELOPMENT LEAGUE. *VICTOR RETA***

Mayor Cruz, Jr., and council recognized players, coaches and staff.

### **9. PROCLAMATION TO RECOGNIZE THE MONTH OF JULY AS THE CITY OF SOCORRO'S RECREATION APPRECIATION MONTH. *VICTOR RETA***

Victor Reta read the proclamation and recognized his staff.

### **5. PRESENTATION REGARDING THE ARTERIAL 1 PROJECT OVERVIEW *MAYOR RUDY CRUZ, JR.***

Presentation made by Mayor Rudy Cruz, Jr.

Chris Trujillo spoke on this item.

A motion was made by Irene Rojas seconded by Alejandro Garcia to *suspend the rule and allow more time for Mr. Trujillo to speak.* Motion passed.



Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**33. DISCUSSION AND ACTION TO DIRECT STAFF TO RESEARCH THE  
PROCESS AND IMPLICATIONS OF DISCONTINUING THE ARTERIAL 1  
PROJECT. MAYOR RUDY CRUZ, JR.**

A motion was made by Alejandro Garcia seconded by Irene Rojas to *approve item thirty-three (33)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

Alex Saldaña spoke on this item.

A motion was made by Gina Cordero seconded by Irene Rojas to *suspend the rule and allow more time for Mr. Saldaña to speak*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

Jeremy Hendrix spoke on this item.

A motion was made by Gina Cordero seconded by Irene Rojas to *suspend the rule and allow more time for Mr. Hendrix to speak*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

Jay Clark spoke on this item.

A motion was made by Gina Cordero seconded by Irene Rojas to *suspend the rule and allow more time for Mr. Clark to speak*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

Lorenzo Maynes spoke on this item.

A motion was made by Gina Cordero seconded by Irene Rojas to *suspend the rule and allow more time for Mr. Maynes to speak*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

Rocio Martinez spoke on this item.

Chris Trujillo *virturally* spoke on this item.

A motion was made by Gina Cordero seconded by Irene Rojas to *suspend the rule and allow more time for Chris Trujillo to speak.*

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**31. DISCUSSION AND ACTION ON APPROVING THE ISSUANCE OF THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, ANNUAL FINANCIAL REPORT BY SBNG CERTIFIED PUBLIC ACCOUNTANTS.**

***ADRIANA RODARTE***

A motion was made by Alejandro Garcia seconded by Irene Rojas to *approve item thirty-one (31).* Motion passed.

Mayor Cruz, stepped out of the meeting at 7:30 pm

Tello Cabrera from SBNG made presentation.

Cesar Nevarez stepped out of the meeting at 7:36 pm

Mayor Cruz returned to the meeting at 7:44 pm

Cesar Nevarez returned to the meeting at 7:46 pm.

Ruben Reyes stepped out of the meeting at 7:55 pm

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**4. PUBLIC COMMENT**

Rodolfo Serafin spoke during Public Comment

Ruben Reyes returned to the meeting at 8:07 pm

A motion was made by Gina Cordero seconded by Irene Rojas to *allow more time for Rodolfo Serafin to speak.*

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

A motion was made by Alejandro Garcia seconded by Cesar Nevarez to *take a recess*.

One more speaker for Public Comment.

A motion was made by Irene Rojas seconded by Alejandro Garcia to *allow an additional speaker, Azulema Reyna to speak*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

A motion was made by Gina Cordero seconded by Irene Rojas to *allow more time for Azulema Reyna to speak*.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

A motion was made by Alejandro Garcia seconded by Gina Cordero to *take a recess at this time*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**THE CITY COUNCIL CONVENED IN RECESS AT 8:22 PM**

**RECESS**

**THE CITY COUNCIL RECONVENED IN OPEN SESSION AT 8:52 PM**

**CONSENT AGENDA**

- |  |                       |
|--|-----------------------|
| <b>10. EXCUSE ABSENT COUNCIL MEMBERS.</b>  | <b>OLIVIA NAVARRO</b> |
| <b>11. APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF JUNE 18, 2025.</b>             | <b>OLIVIA NAVARRO</b> |
| <b>12. DISCUSSION AND ACTION ON APPROVING MARCH 2025 UNAUDITED FINANCIAL REPORT.</b> | <b>LOURDES GOMEZ</b>  |

**13. DISCUSSION AND ACTION ON APPROVING MARCH 2025 CASH RECEIPTS REPORT. *LOURDES GOMEZ***

**14. DISCUSSION AND ACTION ON APPROVING MARCH 2025 ACCOUNTS PAYABLE REPORT. *LOURDES GOMEZ***

**15. DISCUSSION AND ACTION ON APPROVING DEPARTMENT'S MONTHLY REPORT FOR THE MONTH OF MAY 2025. *ADRIANA RODARTE***

**16. INTRODUCTION, FIRST READING, AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLAT WITH A WAIVER REQUEST FROM SECTION 38-8.2. - PRELIMINARY PLAT -- PLANS AND DATA (SUBSECTION C. ENGINEERING REPORTS) TO WAIVE THE STORM DRAINAGE PLAN REQUIREMENT FOR THE DELGADO UNIT 1 SUBDIVISION, BEING TRACT 13-N, TRACT 13-N-3, AND TRACT 13-R-2, BLOCK 1, SOCORRO GRANT, AND LOCATED AT 841 LITTLE CORINA AVE., SOCORRO, TEXAS. *LORRINE QUIMIRO***

**17. INTRODUCTION, FIRST READING, AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE AMENDING CHAPTER 46 ZONING ARTICLE IV DISTRICT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO ADD THE DISTRICT REGULATIONS FOR A-1 (AGRICULTURAL) ZONING ARTICLE IV DISTRICT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF SOCORRO, TEXAS TO ADD THE DISTRICT REGULATIONS FOR A-1 AGRICULTURAL) ZONING DISTRICT. *LORRINE QUIMIRO***

**18. INTRODUCTION, FIRST READING, AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE FOR THE PROPOSED AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF LOT 1, BLOCK 9, SAN YSIDRO SUBDIVISION, LOCATED AT 11100 SAN YSIDRO RD., SOCORRO, TEXAS, FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO R-2 (MEDIUM DENSITY RESIDENTIAL) TO ALLOW TWO SINGLE-FAMILY DETACHED DWELLINGS. *LORRINE QUIMIRO***

**19. INTRODUCTION, FIRST READING, AND CALLING FOR A PUBLIC HEARING OF AN ORDINANCE FOR THE PROPOSED AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF TRACT 4-B, BLOCK 16, SOCORRO GRANT, LOCATED AT 232 S. NEVAREZ RD., SOCORRO, TEXAS, FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO A-1 (AGRICULTURAL) AND A CONDITIONAL USE PERMIT TO ALLOW FOR A SMALL-SCALE WATER DESALINATION PROJECT. *LORRINE QUIMIRO***

A motion was made by Ruben Reyes seconded by Alejandro Garcia to *approve the Consent Agenda*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**REGULAR AGENDA**  
**PUBLIC HEARINGS AND ORDINANCES**

- 20. PUBLIC HEARING OF AN ORDINANCE FOR A FINAL PLAT FOR HORIZON PARK UNIT THREE SUBDIVISION, BEING TRACT 10-J, BLOCK 3, SOCORRO GRANT, AND LOCATED AT 10971 E. BURT RD., SOCORRO, TEXAS.**  
***LORRINE QUIMIRO***

Public Hearing opened at 8:52 pm  
No Speakers for Public Hearing  
Public Hearing closed at 8:52 pm

- 21. SECOND READING AND ADOPTION OF AN ORDINANCE FOR A FINAL PLAT FOR HORIZON PARK UNIT THREE SUBDIVISION, BEING TRACT 10-J, BLOCK 3, SOCORRO GRANT, AND LOCATED AT 10971 E. BURT RD., SOCORRO, TEXAS.**  
***LORRINE QUIMIRO***

A motion was made by Alejandro Garcia seconded by Cesar Nevarez to *approve item twenty-one (21)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

- 22. PUBLIC HEARING OF AN ORDINANCE FOR THE AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF TRACT 4-D-15, BLOCK 3, SOCORRO GRANT, LOCATED AT 10732 HORN CIR., SOCORRO, TEXAS, FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO C-2 (GENERAL COMMERCIAL) WITH A CONDITIONAL USE PERMIT AND A VARIANCE REQUEST FROM SEC. 46-631. - OFF-STREET PARKING REQUIREMENTS. (15) TO ALLOW A REDUCTION IN PARKING SPACE REQUIREMENTS OF 1 SPACE PER 800 S.F. OF NET LEASABLE AREA INSTEAD OF THE 1 SPACE PER 200 S.F. REQUIREMENT TO ALLOW FOR A FABRICATION SHOP.**  
***LORRINE QUIMIRO***

Public Hearing opened at 8:56 pm  
No Speakers for Public Hearing  
Public Hearing closed at 8:57 pm

- 23. SECOND READING AND ADOPTION OF AN ORDINANCE FOR THE AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF TRACT 4-D-15, BLOCK 3, SOCORRO GRANT, LOCATED AT 10732 HORN CIR., SOCORRO, TEXAS, FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO C-2 (GENERAL COMMERCIAL) WITH A CONDITIONAL USE PERMIT AND A VARIANCE REQUEST FROM SEC. 46-631. - OFF-STREET PARKING REQUIREMENTS. (15) TO ALLOW A REDUCTION IN PARKING SPACE REQUIREMENTS OF 1 SPACE PER 800 S.F. OF NET LEASABLE AREA INSTEAD OF THE 1 SPACE PER 200 S.F. REQUIREMENT TO ALLOW FOR A FABRICATION SHOP.**

***LORRINE QUIMIRO***

A motion was made by Alejandro Garcia seconded by Cesar Nevarez to *approve item twenty-three (23)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

- 24. PUBLIC HEARING OF AN ORDINANCE FOR THE PROPOSED AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF TRACT 10-I, BLOCK 3, SOCORRO GRANT, LOCATED AT THE INTERSECTION OF E. BURT RD. AND RANGE WAR CT., SOCORRO, TEXAS, FROM R-1 (SINGLE- FAMILY RESIDENTIAL) TO R-2 (MEDIUM DENSITY RESIDENTIAL) TO ALLOW FOR THE DEVELOPMENT OF SINGLE-FAMILY RESIDENTIAL LOTS ON A VACANT UNDEVELOPED PROPERTY.**

***LORRINE QUIMIRO***

Public Hearing opened at 9:04 pm

No Speakers for Public Hearing

Public Hearing closed at 9:04 pm

- 25. SECOND READING AND ADOPTION OF AN ORDINANCE FOR THE AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF TRACT 10-I, BLOCK 3, SOCORRO GRANT, LOCATED AT THE INTERSECTION OF E. BURT RD. AND RANGE WAR CT., SOCORRO, TEXAS, FROM R-1 (SINGLE- FAMILY RESIDENTIAL) TO R-2 (MEDIUM DENSITY RESIDENTIAL) TO ALLOW FOR THE DEVELOPMENT OF SINGLE-FAMILY RESIDENTIAL LOTS ON A VACANT UNDEVELOPED PROPERTY.**

***LORRINE QUIMIRO***

A motion was made by Alejandro Garcia seconded by Gina Cordero to *approve item twenty-five (25)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:



**26. PUBLIC HEARING OF AN ORDINANCE FOR THE PROPOSED AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF LOT 5, BLOCK 8, MARY LOU PARK SUBDIVISION, LOCATED AT 636 MAXINE DR., SOCORRO, TEXAS FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO R-2 (MEDIUM DENSITY RESIDENTIAL) TO ALLOW FOR A DUPLEX.**  
**LORRINE QUIMIRO**

Public Hearing opened at 9:10 pm  
No Speakers for Public Hearing  
Public Hearing closed at 9:10 pm

**27. SECOND READING AND ADOPTION OF AN ORDINANCE FOR THE PROPOSED AMENDMENT TO THE CITY OF SOCORRO'S MASTER PLAN AND REZONING OF LOT 5, BLOCK 8, MARY LOU PARK SUBDIVISION, LOCATED AT 636 MAXINE DR., SOCORRO, TEXAS FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO R-2 (MEDIUM DENSITY RESIDENTIAL) TO ALLOW FOR A DUPLEX.**  
**LORRINE QUIMIRO**

A motion was made by Alejandro Garcia seconded by Gina Cordero to *approve item twenty-seven (27)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**GRANTS DEPARMENT**

**28. DISCUSSION AND ACTION TO AUTHORIZE AN UPDATED CHAPTER 380 ECONOMIC DEVELOPMENT INCENTIVES POLICY FOR THE CITY OF SOCORRO.**  
**ALEJANDRA VALADEZ**

A motion was made by Alejandro Garcia seconded by Gina Cordero to *approve item twenty-eight (28)*.

Mr. Jim Martinez recommends discussing in Executive Session.

A motion was made by Alejandro Garcia seconded by Cesar Nevarez to *move into Executive Session at this time to consult with the attorney*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas  
Nays:  
Absent:

**THE CITY COUNCIL CONVENED IN EXECUTIVE SESSION AT 9:26 PM**  
**EXECUTIVE SESSION**

**THE CITY COUNCIL RECONVENED IN OPEN SESSION AT 9:34 PM**

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

**PLANNING AND ZONING**

- 29. DISCUSSION AND ACTION TO AUTHORIZE THE MAYOR TO SIGN AND INTERLOCAL AGREEMENT WITH THE CAMINO REAL REGIONAL MOBILITY AUTHORITY TO ALLOW FOR THE DEVELOPMENT OF THE NUEVO HUECO TANKS BOULEVARD EXTENSION PROJECT. THE INTERLOCAL AGREEMENT INCLUDES WORK AUTHORIZATION NO 70 TO COVER RIGHT-OF-WAY ACQUISITIONS IN THE AMOUNT OF \$915,702.95 OF TRANSPORTATION REINVESTMENT ZONE NUMBER TWO FUNDS ON BEHALF OF THE CITY OF SOCORRO.**

***LORRINE QUIMIRO***

A motion was made by Alejandro Garcia seconded by Gina Cordero to *approve item twenty-nine (29)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

- 30. DISCUSSION AND ACTION TO APPROVE FEE WAIVERS FOR VENDOR FEES FOR BODEGA LOYA AND WINE DOWN COMMUNITY MARKET EVENT SCHEDULED FOR JULY 12, 2025 AT 549 BELEN ST.**

***LORRINE QUIMIRO***

A motion was made by Irene Rojas to *deny waiving the fees*.

Jim Martinez stepped out of the meeting at 9:39 pm

- 34. 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***

**35. 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***

**36. DISCUSSION AND ACTION REGARDING PENDING LITIGATION AND RECEIVE STATUS REPORT REGARDING PENDING LITIGATION.**

***ADRIANA RODARTE***

A motion was made by Alejandro Garcia seconded by Cesar Nevarez, to *delete items thirty-four (34), thirty-five (35) and thirty-six (36)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

Jim Martinez returned to the meeting at 9:40 pm

A motion was made by Irene Rojas seconded by Gina Cordero to *deny waiving the fees for item thirty (30)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

**32. DISCUSSION AND ACTION ON APPROVING CITY MANAGER'S EVALUATION.**

***MAYOR RUDY CRUZ, JR.***

A motion was made by Cesar Nevarez seconded by Gina Cordero to *approve item thirty-two (32)*. Motion passed.

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

**37. ADJOURN**

A motion was made by Alejandro Garcia seconded by Irene Rojas to *adjourn at 9:58 pm*

Ayes: Ruben Reyes, Cesar Nevarez, Alejandro Garcia, Gina Cordero and Irene Rojas

Nays:

Absent:

---

**Rudy Cruz, Jr., Mayor**

---

Olivia Navarro, City Clerk

---

Date minutes were approved



**CITY OF SOCORRO**  
**CITY COUNCIL MEETING**  
**DATE: JULY 17, 2025**

**PRELIMINARY AND FINAL PLAT APPLICATION**  
**STAFF REPORT**

**SUBJECT:**

**PUBLIC HEARING AND SECOND READING AND ADOPTION OF AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLAT WITH A WAIVER REQUEST FROM *SECTION 38-8.2. - PRELIMINARY PLAT -- PLANS AND DATA (SUB-SECTION C. ENGINEERING REPORTS)* TO WAIVE THE STORM DRAINAGE PLAN REQUIREMENT FOR THE DELGADO UNIT 1 SUBDIVISION, BEING TRACT 13-N, TRACT 13-N-3, AND TRACT 13-R-2, BLOCK 1, SOCORRO GRANT, AND LOCATED AT 841 LITTLE CORINA AVE., SOCORRO, TX.**

**NAME:** DELGADO UNIT 1 SUBDIVISION

**PROPERTY ADDRESS:** 841 LITTLE CORINA AVE.

**PROPERTY LEGAL DESCRIPTION:** TRACT 13-N, TRACT 13-N-3, AND TRACT 13-R-2, BLOCK 1, SOCORRO GRANT, SOCORRO, TX.

**PROPERTY OWNER:** JOSE RAUL CASTRELLON & OLIVIA CASTRELLON

**REPRESENTATIVE:** VICTOR & JESSICA DELGADO

**PROPERTY AREA:** 3.56 ACRES

**CURRENT ZONING:** A-1 (AGRICULTURAL)

**CURRENT LAND USE:** AGRICULTURAL/RESIDENTIAL

**FLOOD MAP:** According to the Flood Insurance Rate Maps, the referenced property lies within Zone X; (Community Panel # 480212 0250-B / FEMA, September 4, 1991).

**SUMMARY OF REQUEST:** Request is for approval of a Preliminary and Final Plat with a waiver request for the Delgado Unit 1 Subdivision.

**STAFF RECOMMENDATION:** Staff recommends **APPROVAL** of the waiver request from Sec.38-8.2. - Preliminary Plat -- Plans and Data (Sub-Section C. Engineering Reports) to waive the Storm Drainage Plan requirement and; Staff recommends **APPROVAL** of the Preliminary and Final Plat for the Delgado Unit 1 Subdivision with the condition that Engineering review comments are met prior to recording of Final Plat.

**P&Z RECOMMENDATION:** Staff voted for **APPROVAL** (4 Yes 0 No 0 Abstain) of staff recommendation at their June 17, 2025 Commission meeting.

**Rudy Cruzs**  
Mayor

**Ruben Reyes**  
Representative  
At Large

**Cesar Nevarez**  
District 1/ Mayor Pro Tem



**Alejandro Garcia**  
District 2

**Gina Cordero**  
District 3

**Irene Rojas**  
District 4

**Adriana Rodarte**  
City Manager

## ORDINANCE 690

**AN ORDINANCE APPROVING THE PRELIMINARY AND FINAL PLAT WITH A WAIVER FROM SECTION 38-8.2. - PRELIMINARY PLAT -- PLANS AND DATA (SUB-SECTION C. ENGINEERING REPORTS) TO WAIVE THE STORM DRAINAGE PLAN REQUIREMENT FOR THE DELGADO UNIT 1 SUBDIVISION, BEING TRACT 13-N, TRACT 13-N-3, AND TRACT 13-R-2, BLOCK 1, SOCORRO GRANT, AND LOCATED AT 841 LITTLE CORINA AVE., SOCORRO, TX**

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

That the Delgado Unit 1 Subdivision, being Tract 13-N, Tract 13-N-3, and Tract 13-R-2, Block 1, Socorro Grant, and located at 841 Little Corina Ave., Socorro, Texas, has been granted Preliminary and Final Plat with a waiver from Section 38-8.2. - Preliminary Plat -- Plans and Data (Sub-Section C. Engineering Reports) to waive the storm drainage plan requirement approval as per the Subdivision Ordinance of the City of Socorro, Texas.

**READ, APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

CITY OF SOCORRO, TEXAS

\_\_\_\_\_  
Rudy Cruz, Mayor

ATTEST:

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

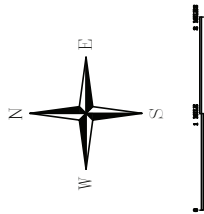
APPROVED AS TO FORM:

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

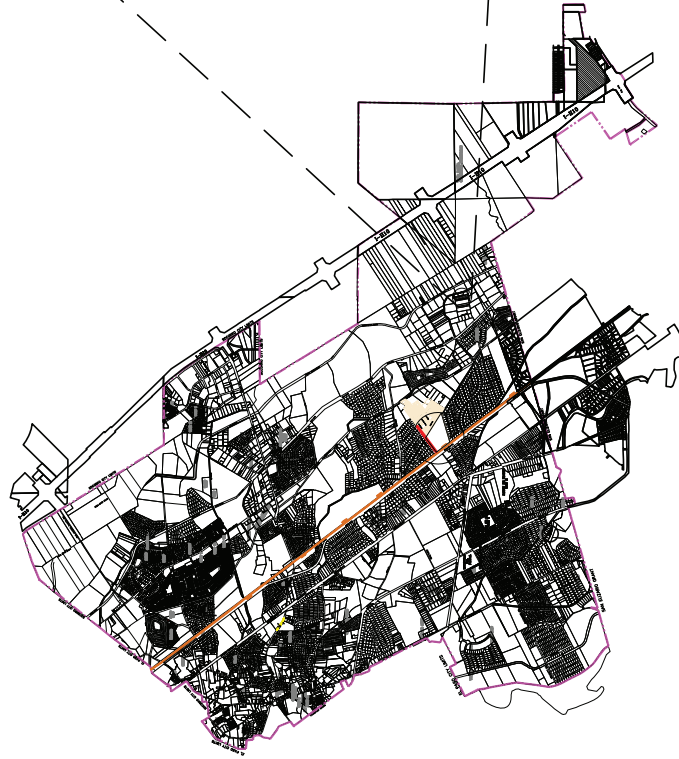
Introduction, First Reading and Calling for a Public Hearing: July 3, 2025  
Second Reading and Adoption: July 17, 2025



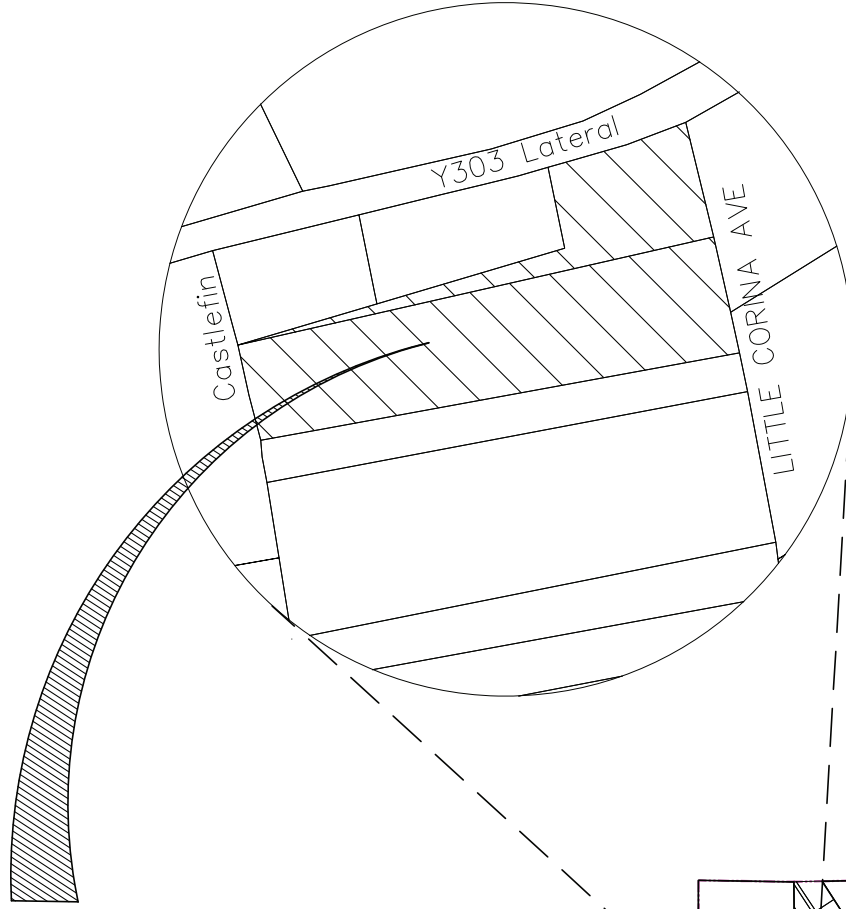
# LOCATION MAP



PROJECT SITE;  
Delgado Subdivision  
Tracts- 13N & 13-N-3, Block-1  
Socorro Grant



CITY OF SOCORRO



**LOCATION MAP**  
Scale: AS SHOWN

**Planning and Zoning Department**

860 N. Rio Vista, Socorro, Texas 79927 Tel: (915) 872-4331 Fax: (915) 872-8673

# ZONING MAP





# SITE PICTURES



View of property from Little Corina Ave., and Castlefin Dr.



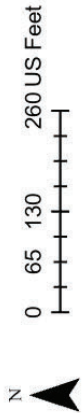


# AERIAL IMAGE

Delgado Subdivision - 841 Little Corrina Ave.



City of Socorro  
Planning & Zoning  
860 N. Rio Vista Rd.  
Socorro, TX 79927



# PRELIMINARY PLAT

## DELGADO SUBDIVISION

### UNIT 1

BEING ALL OF LOT 1  
DELGADO SUBDIVISION UNIT 1  
CITY OF SOCORRO, TEXAS  
COUNTY OF EL PASO, TEXAS  
CONTAINING 3.580 ACRES

## PRELIMINARY PLAT

**NOTES**

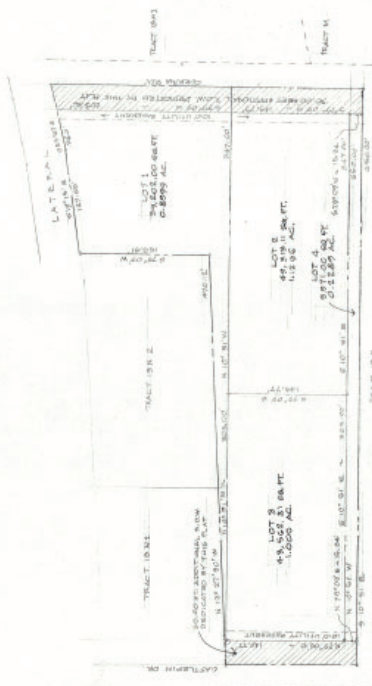
1. THE CERTIFICATE FOR THIS SUBDIVISION WAS FILED IN THE OFFICE OF THE COUNTY CLERK, DEED AND RECORDS SECTION.
2. WATER SURVEY AND SURVEYOR'S REPORT IS PROVIDED BY JONATHAN W. WATKINS, SURVEYOR, 1000 N. 10TH ST., SUITE 100, ARLING, TEXAS 76010. THE SURVEYOR'S REPORT IS DATED SEPTEMBER 4, 1991.
3. THE SURVEYOR'S REPORT IS DATED SEPTEMBER 4, 1991.
4. U.S. NATIONAL BUREAU OF LAND MANAGEMENT, 1000 N. 10TH ST., SUITE 100, ARLING, TEXAS 76010. THE SURVEYOR'S REPORT IS DATED SEPTEMBER 4, 1991.

**SCHOOL DISTRICT**  
SOCORRO INDEPENDENT SCHOOL DISTRICT



LOCATION MAP  
SCALE 1" = 1/2 MI.

**SCHOOL DISTRICT**  
SOCORRO INDEPENDENT SCHOOL DISTRICT  
**OWNER**  
SOCORRO INDEPENDENT SCHOOL DISTRICT  
2711 MARSHALL STREET  
EL PASO, TEXAS 79962  
**SURVEYOR**  
DONALD CHANDLER, INC.  
2711 MARSHALL STREET  
EL PASO, TEXAS 79962  
**FLOOD ZONE**  
SITE IS LOCATED IN FLOOD ZONE "X"  
FLOOD INSURANCE RATE MAP  
FLOOD INSURANCE RATE MAP  
DATED SEPTEMBER 4, 1991



CASTLEFIN RD. / LITTLE CORRINA RD.



# FINAL PLAT

## DELGADO SUBDIVISION

### UNIT 1

BEING ALL OF LOT 1  
DELGADO SUBDIVISION UNIT 1  
CITY OF SOCORRO, TEXAS  
COUNTY OF EL PASO, TEXAS  
CONTAINING 3.580 ACRES

THE STATE OF TEXAS  
COUNTY OF EL PASO  
I, THE UNDERSIGNED, CLERK OF THE COUNTY CLERK, DO HEREBY CERTIFY THAT THIS PLAT AND THE INSTRUMENT WHEREON IT IS BASED, HAVE BEEN FILED FOR RECORD IN THE PUBLIC RECORDS OF THE COUNTY OF EL PASO, TEXAS, AND THAT THE SAME HAVE BEEN EXAMINED AND FOUND TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE ACTS OF THE LEGISLATURE OF THE STATE OF TEXAS, RELATIVE TO THE SUBDIVISION OF LAND, AND THAT THE SAME ARE SUBJECT TO THE SAME AS TO THE INTERESTS THEREIN AND THE RIGHTS OF THE PARTIES THEREIN.

DELGADO, LLC DATE

#### ACKNOWLEDGMENT

STATE OF TEXAS  
COUNTY OF EL PASO  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023, BY \_\_\_\_\_

NOTARY PUBLIC, STATE OF TEXAS  
BY COMMISSION EXPIRES \_\_\_\_\_

#### CITY OF SOCORRO PLANNING DEPARTMENT

THIS SUBDIVISION IS HEREBY APPROVED AS TO THE PLATTING AND AS TO THE CONFORMANCE OF THE SUBDIVISION IN ACCORDANCE WITH CHAPTER 212 OF THE LOCAL GOVERNMENT CODE OF TEXAS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023 A.D.

PLANNING DIRECTOR OF THE CITY OF SOCORRO

SECRETARY

CITY OF SOCORRO  
CERTIFICATE OF APPROVAL  
UNDER TEXAS LOCAL GOVERNMENT CODE 212.009(c)

WE, THE UNDERSIGNED CERTIFY THAT SUBDIVISION WAS RECORDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023, IN THE PUBLIC RECORDS OF THE COUNTY OF EL PASO, TEXAS.

CLERK OF THE COUNTY CLERK

STATE OF THE CITY OF SOCORRO DATE

ATTENT: SECRETARY OF THE CITY OF SOCORRO DATE

FILED AND RECORDED IN THE OFFICE OF THE COUNTY CLERK OF EL PASO COUNTY, TEXAS

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023, A.D.

IN FILE NO. \_\_\_\_\_

COUNTY CLERK

BY DEPUTY

THIS PLAT REPRESENTS A SURVEY MADE BY THE SURVEYOR UNDER MY SUPERVISION, AND IS IN ACCORDANCE WITH THE CURRENT TEXAS BOARD OF PROFESSIONAL LAND SURVEYING.



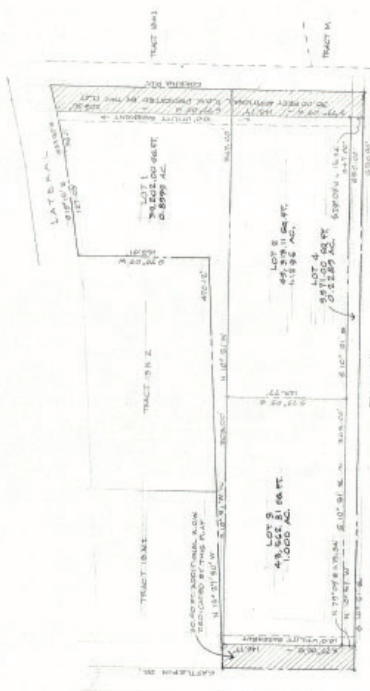
#### NOTES

1. TAX CERTIFICATE FOR THIS SUBDIVISION ARE FILED IN THE OFFICE OF THE COUNTY CLERK, DEED AND RECORDS SECTION.
2. WATER SUPPLY AND SEWER SERVICE DISBURSEMENT IS PROVIDED BY UNDER THE CITY OF SOCORRO.
3. THIS PLAT IS BASED ON THE "N" - AREAS OF ANIMAL SLOTTING AS PER PLAT NO. 140212-000000, EFFECTIVE DATE SEPTEMBER 4, 1981.
4. ALL LANDS, SERVICES, RIGHTS, AND COLLECTIONS ARE SUBJECT TO THIS SUBDIVISION.

SCHOOL DISTRICT  
SOCORRO INDEPENDENT SCHOOL DISTRICT



LOCATION MAP  
SC 11100





# WAIVER REQUEST

April 30, 2025

**Jose R. Castellon**  
841 Little Corina ave  
Socorro, TX 79927  
Castrellonjr@yahoo.com  
915-355-3974

**City Planning and Zoning Department**  
Socorro, TX 79927

**Subject:** Request for Waiver of Storm Water Drainage Plan Requirement for Delgado Subdivision

To Whom It May Concern,

This letter serves as a formal request for a waiver of the storm water drainage plan requirement for the proposed Delgado subdivision. The subdivision involves the division of an existing agricultural zone into two agricultural plats. Below, I have outlined the key reasons why a drainage plan may not be necessary for this project.

**Key Points to Consider:**

**1. Current Zoning and Land Use:**

- The property is currently zoned for agricultural use and will remain agricultural after the subdivision.
- The land has been actively farmed for over 30 years, with intentional flooding for crop irrigation.

**2. Existing Drainage and Topography:**

- The property is naturally graded to direct water flow toward Little Corrina Road.
- Water rights are established through Castlefin on the northwest corner of the property.
- The property is protected by an extensive network of drainage systems, including:
  - The Y303 lateral (located near Castlefin, east of the property).

# WAIVER REQUEST

- The Mesa Drain (located west of the property along Mesa Drain Road).
- The Mesa Spur Drain (located east of the property along Coker Road).

### 3. Flood Protection History:

- The existing drainage infrastructure has effectively protected the property and surrounding farms from flooding, even during significant events such as the 2006 floods that damaged homes near the arroyos.
- The Mesa Spur Drain, in particular, has proven to be a reliable safeguard against flooding.

### 4. Topographical Features:

- South of the property, adjacent to Little Corrina Road, the topography recedes approximately 8–10 feet (as depicted in aerial imagery). This natural gradient extends for several hundred acres into the Clint area, further mitigating any potential drainage issues.

### Conclusion:

Given the property's long-standing agricultural use, existing drainage infrastructure, and natural topography, I respectfully request a waiver of the storm water drainage plan requirement for the Delgado subdivision. The proposed subdivision will not alter the current drainage patterns or increase the risk of flooding.

Please let me know if additional information or documentation is needed to support this request. I am happy to provide further details or discuss this matter in person or over the phone. You can reach me at 915.355.3974 or [castrellonjr@yahoo.com](mailto:castrellonjr@yahoo.com).

Thank you for your time and consideration. I look forward to your response.

Sincerely,  
Jose Castrellon

**Rudy Cruz, Jr.**  
Mayor

**Ruben Reyes**  
At Large

**Cesar Nevarez**  
District 1 / Mayor Pro Tem



**Alejandro Garcia**  
District 2

**Gina Cordero**  
District 3

**Irene Rojas**  
District 4

**DATE: July 9, 2025**

**TO: Mayor and City Council Members**

**FROM: Carol Candelaria -HR Director**

**SUBJECT: Discussion and action on approving the job descriptions for the Custodial on-site Program Director.**

**SUMMARY**

This action approves the new job description for the Custodial On-Site Program Director position, contingent upon the approval of the Inter-Governmental Support Agreement (IGSA) for Custodial Services at U.S. Army Garrison Fort Bliss, Texas. The position will be under the Custodial Services Department.

**STATEMENT OF THE ISSUE**

This position has been discussed with the City Manager.

**FINANCIAL IMPACT**

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**Account Code (GF/GL/Dept): 100 / 05101/TBD**

**Funding Source: Inter-governmental Support Agreement (IGSA) (Code )**

**Amount: \$75,898.77 - \$86,090.16 (Includes salary and Fringe Benefits)**

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

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

**ALTERNATIVE**

**N/A**

**STAFF RECOMMENDATION**

**Human Resources is recommending approval**

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. Finance Director \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

## City of Socorro Job Description

**DRAFT**

|  |   |
|--|---|
| <b>Job Title:</b> Custodial – On-site Project Director             | <b>Department:</b> Custodial Service      |
| <b>FLSA Status:</b> Full Time -Exempt                              | <b>Salary:</b> \$61,70.32 to \$ 69 992.00 |
| <b>Approved:</b>   | <b>Last Revised:</b>                      |
| <b>Funding Source:</b> Inter-Governmental Support Agreement (IGSA) |   |

### Position Summary:

Under the general supervisor, the Custodial – On Site Project Director reports directly to the City Manager. This position is responsible for the full operational oversight and performance of custodial services provided under the Fort Bliss Performance Work Statement (PWS) custodial services contract. This position ensures contract compliance, government customer satisfaction, safety, and the effective management of personnel, supplies, schedules, and quality standards in accordance with Department of Defense (DoD) requirements, Fort Bliss base protocols, and the terms of the awarded contract.

### Duties, Functions, and Responsibilities:

- Serve as the primary on-site management authority for all custodial services provided across Fort Bliss under the awarded contract.
- Maintain communication and professional rapport with the City Manager, Government Contracting Officer (KO), Contracting Officer Representative (COR), and other Fort Bliss installation officials.
- Ensure strict compliance with the contract's Performance Work Statement (PWS), quality standards, performance metrics, and safety regulations.
- Directly supervise custodial supervisors, administrative staff, and custodians.
- Develop, implement, and monitor work schedules to ensure proper staffing and timely completion of assigned tasks.
- Plans, projects, and manages contract budget, including labor, supplies, equipment, administrative fees, and operational costs in accordance with contract terms.
- Submits monthly reports to the City Manager regarding production, safety reports, staffing shortages, budget discrepancies, operational needs, etc.
- Ensure compliance with City of Socorro employee handbook, policies and procedures, OSHA, EPA, Fort Bliss Safety Office, Environmental Office, and applicable federal, state, and local safety regulations.
- Conduct monthly safety toolbox discussion,
- Prepare and submit required contract reports, payroll reports, invoicing, incident reports, inspection reports, and other documentation as outlined in the PWS contract guidelines and submit all reports to the City Manager
- Serve as the emergency point of contact for any urgent or after-hours custodial service needs on the installation
- Participate in bi-weekly Department Manager meetings, and City Council meetings as required.
- In collaboration with the Human Resources Director for the City of Socorro:
  - Will ensure training, evaluations, and personnel management in compliance with installation requirements.
  - Conduct regular facility inspections to ensure compliance with Army and DoD standards for cleanliness, sanitation, and safety.
  - Implement and monitor an effective Quality Control Plan (QCP) and coordinate Quality Assurance Surveillance Plan (QASP) compliance with the Government.
  - Coordinate with Human Resources for the City of Socorro, Fort Bliss Security for CAC issuance, access control, and compliance with all security clearance requirements.
- Regular worksite attendance is an essential function.
- Responsible for any other duties and assignments issued by the City of Socorro.

### Knowledge, skills, and abilities

- Considerable knowledge of relevant federal, state and local laws and regulations related to building cleanliness.

## **City of Socorro Job Description**

- Considerable knowledge of the use and handling the tools and equipment of the trade, cleaning practices, and occupational health and safety standards.
- Knowledge of supervisory techniques and effective customer service practices and procedures.
- Knowledge of personal computers and software applications and record keeping.
- Interpret and analyze technical data and information for decision-making, contract monitoring and reporting purposes.
- Establish and maintain effective working relationships with officials, employees, other departments, regulatory agencies, vendors, contractors, and the general public.
- Safely operate City vehicles, standard office equipment, including personal computers, and safely work in a variety of facilities, circumstances, and situations.
- Experience working under federal government contracts or within military environments is strongly preferred.
- Knowledge of custodial equipment (shampooers, scrubbers, buffers, vacuums, etc.) and appropriate chemical usage, and OSHA safety standards
- Express oneself clearly and concisely, orally and in writing. Strong organizational, communication, and leadership skills.
- Ability to obtain and maintain military access credentials, which may include background check, fingerprinting, and security clearance, depending on facility requirements.

### **Minimum Qualifications**

- Bachelor's degree in Business Administration, Facilities Management, Contract Management, or related field (or equivalent experience).
- Minimum 5-7 years of custodial or facility management experience, with at least 3 years managing large-scale government or military facility contracts.
- Strong knowledge of federal service contracting, FAR (Federal Acquisition Regulation), and Army contracting processes.
- Demonstrated ability to manage large workforces with diverse personnel.
- Experience working on military installations or secured government facilities preferred
- Strong leadership, organizational, communication, and problem-solving skills.
- Proficient in Microsoft Office Suite (Word, Excel, Outlook) and contract management systems.
- Ability to obtain and maintain all Fort Bliss security clearances and access credentials.
- Ability to speak English; bilingual (English/Spanish) preferred.
- Ability to work independently
- Must wear company-provided uniforms and identification badges at all times while on site.
- Possess a valid Texas Class "C" Driver's License.
- Possess a clean driving record and maintain valid vehicle insurance as required for access to military/government facility.

### **Equipment**

- Operates office equipment such as computers, software, calculator, copy machine, scanner, shredder, fax machine, multiline telephone, time keeping system.
- Ability to operate various cleaning equipment such as, shampooers, scrubbers, buffer, etc.

### **Physical Requirements:**

- Stand, walk, use hands to handle or operate objects, tools, or controls.
- Reach, climb, balance, stoop, kneel, crouch or crawl.
- Frequently use arms, legs and back to lift and/or move up to 50 pounds.
- May be exposed to wet and/or humid settings, fumes, smoke and/or airborne particles, toxic or caustic chemicals.
- The noise level in the environment is usually moderate to loud.
- Must have the ability to travel to different maintenance sites and locations.



## City of Socorro Job Description

### Condition of Employment

- Must be a legal US resident
- Pre-employment Drug and Breath Alcohol testing
- Pass a Background check to include a background check to meet military/government facility access requirements
- Clean Driving record, maintain current vehicle inspection and insurance coverage as required for access into military / government facility.
- Must communicate in the English language

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

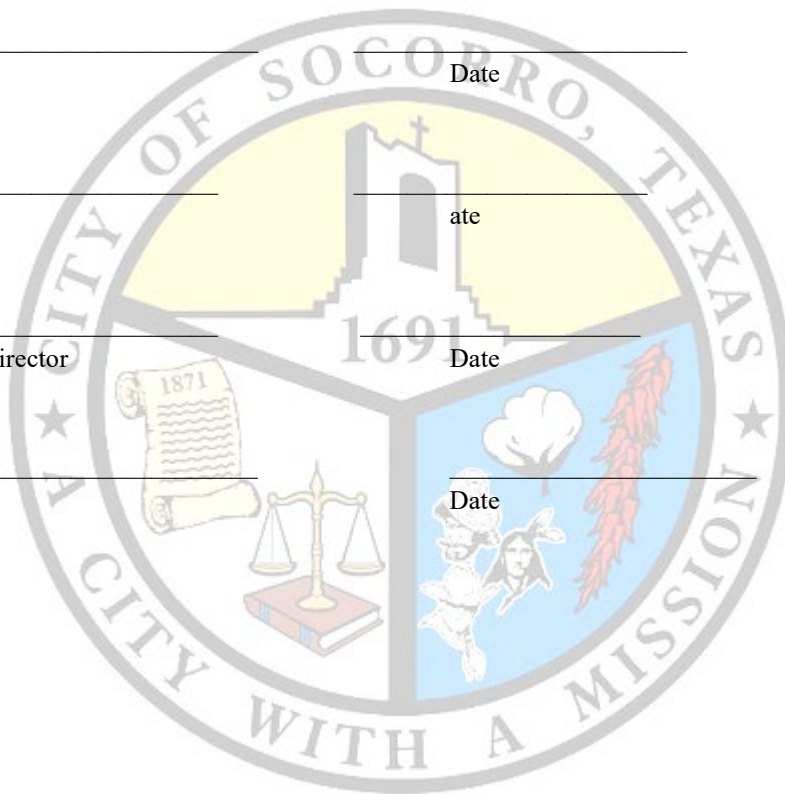
\_\_\_\_\_  
ate

\_\_\_\_\_  
Human Resources Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date



***Rudy Cruz, Jr.***  
*Mayor*

***Ruben Reyes***  
*At Large*

***Cesar Nevarez***  
*District 1 / Mayor Pro Tem*



***Alejandro Garcia***  
*District 2*

***Gina Cordero***  
*District 3*

***Irene Rojas***  
*District 4*

**DATE:** July 9, 2025

**TO:** Mayor and City Council Members

**FROM:** Carol Candelaria -HR Director

**SUBJECT:** Discussion and action on approving the job descriptions for Custodial Supervisor.

**SUMMARY**

This action approves the new job description for the Custodial Supervisor position, contingent upon the approval of the Inter-Governmental Support Agreement (IGSA) for Custodial Services at U.S. Army Garrison Fort Bliss, Texas. The position will be under the Custodial Services Department.

**STATEMENT OF THE ISSUE**

This position has been discussed with the City Manager.

**FINANCIAL IMPACT**

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**Account Code (GF/GL/Dept): 100 / 05101/TBD**

**Funding Source: Inter-governmental Support Agreement (IGSA) General Fund (Code )**

**Amount: \$56,387.14 - \$63,960.00 (Includes salary and Fringe Benefits )**

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

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

**ALTERNATIVE**

**N/A**

**STAFF RECOMMENDATION**

Human Resources is recommending approval

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. Finance Director \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

## City of Socorro Job Description

**DRAFT**

|   |                                       |
|---|---------------------------------------|
| <b>Job Title:</b> Custodian Supervisor                      | <b>Department:</b> Custodial Services |
| <b>FLSA Status:</b> Full Time - Non-Exempt                  | <b>Salary:</b> \$22.04 to \$25.00     |
| <b>Approved:</b>  | <b>Last Revised:</b>                  |
| Funding Source: Inter-Governmental Support Agreement (IGSA) |                                       |

### Position Summary:

Under general supervision, the Custodial Supervisor reports directly to the Custodial On-Site Project Director. This position is responsible for supervising custodial staff and ensuring that all assigned areas of the facility are cleaned and maintained according to Performance Work Statement (PWS) custodial services contract standards and safety regulations. This position will oversee daily operations, monitor performance, train staff, and coordinate custodial activities to ensure a clean, safe, and sanitary environment in compliance with government and military facility requirements.

### Duties, Functions, and Responsibilities:

- Supervise, schedule and coordinate the daily activities of custodial staff, ensuring compliance with contract requirements, schedules, and quality standards.
- Conduct regular inspections of buildings, carpets, windows, restrooms, offices, common areas, and other assigned spaces to ensure cleanliness and adherence to established standards and contract standards.
- Train new custodians in proper cleaning techniques, equipment use, safety practices (including PPE), and security protocols specific to the military environment.
- Monitor supply levels, initiate orders, and ensure proper use of chemicals and materials according to OSHA and environmental guidelines.
- Ensure compliance with all government and military regulations, including reporting incidents, following security access protocols, and maintaining proper documentation.
- Maintain timesheets, attendance records, and performance logs; assist in scheduling to ensure adequate coverage for all shifts.
- Submits various monthly reports to the Custodial onsite Project Director
- Monitoring all personnel conduct is a professional appearance, safe and responsible manner, addressing performance issues and implementing corrective actions when necessary.
- Enforce all of the City's policies and procedures, including discipline, workplace conduct, and safety compliance
- Employees exhibiting unprofessional behavior, misconduct or security concerns, shall be removed from job site immediately
- Maintain proper documentation, including inspection reports, incident reports, and employee records.
- In the event of an employee accident, promptly notify Human Resources and relevant personnel, and ensure the employee receives appropriate medical attention.
- Ensure at the end of each day and completion of the job, employees shall remove all waste, material, and by-products resulting from work performed.
- Comply with all local policies and procedures concerning fire, safety, environmental protection, sanitation, security and possession of lethal or illegal weapons or substances, and ensure that no employees conduct political related activities or events on the facility.
- Serve as a point of contact for all staff employees and the on-site director regarding custodial services.
- Maintain the regularly scheduled work the day prior to or after holiday to comply with the performance standards.
- Respond to emergencies and special cleaning requests, including after-hours support as required.
- Regular worksite attendance is an essential function.
- Responsible for any other duties and assignments issued by the City of Socorro.

### Knowledge, skills, and abilities

- Considerable knowledge of relevant federal, state and local laws and regulations related to building cleanliness.
- Considerable knowledge of the use and handling the tools and equipment of the trade, cleaning practices, and occupational health and safety standards.

## City of Socorro Job Description

- Knowledge of supervisory techniques and effective customer service practices and procedures.
- Knowledge of personal computers and software applications and record keeping.
- Interpret and analyze technical data and information for decision-making, contract monitoring and reporting purposes.
- Establish and maintain effective working relationships with officials, employees, other departments, regulatory agencies, vendors, contractors and the general public.
- Safely operate City vehicles, standard office equipment including personal computers and safely work in a variety of facilities, circumstances and situations.
- Experience working under federal government contracts or within military environments is strongly preferred.
- Knowledge of custodial equipment (shampooers, scrubbers, buffers, vacuums, etc.) and appropriate chemical usage, and OSHA safety standards
- Express oneself clearly and concisely, orally and in writing. Strong organizational, communication, and leadership skills.
- Ability to obtain and maintain military access credentials, which may include background check, fingerprinting, and security clearance depending on facility requirements.

### Minimum Qualifications

- High School Diploma or GED required; Associate degree or trade certification preferred.
- Minimum of 1-2 years of custodial or janitorial experience, including 1-2 years in a supervisory or lead role.
- Ability to speak English; bilingual (English/Spanish) preferred.
- Ability to work independently
- Must wear company-provided uniforms and identification badges at all times while on site.
- Possess a valid Texas class "C" Driver's License.
- Possess clean driving record and maintain valid vehicle insurance as required for access to military/government facility.

### Equipment

- Operates office equipment such as computers, software, calculator, copy machine, scanner, shredder, fax machine, multiline telephone, time keeping system.
- Ability to operate various cleaning equipment such as , shampooers, scrubbers, buffer, etc.

### Physical Requirements:

- Stand, walk, use hands to handle or operate objects, tools, or controls.
- Reach, climb, balance, stoop, kneel, crouch or crawl.
- Frequently use arms, legs and back to lift and/or move up to 35 pounds.
- May be exposed to wet and/or humid settings, fumes, smoke and/or airborne particles, toxic or caustic chemicals.
- The noise level in the environment is usually moderate to loud.
- Must have the ability to travel to different maintenance sites and locations.

### Condition of Employment

- Must be a legal US resident
- Pre-employment Drug and Breath Alcohol testing
- Pass Background check to include a background check to meet military/government facility access requirements
- Clean Driving record, maintain current vehicle inspection and insurance coverage as required for access into military/government facility.
- Must communicate in the English language

**City of Socorro  
Job Description**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date



**Rudy Cruz, Jr.**  
Mayor

**Ruben Reyes**  
At Large

**Cesar Nevarez**  
District 1 / Mayor Pro Tem



**Alejandro Garcia**  
District 2

**Gina Cordero**  
District 3

**Irene Rojas**  
District 4

**DATE: July 9, 2025**

**TO: Mayor and City Council Members**

**FROM: Carol Candelaria -HR Director**

**SUBJECT: Discussion and action on approving the job descriptions for Custodian.**

**SUMMARY**

This action approves the new job description for the Custodian position, contingent upon the approval of the Inter-Governmental Support Agreement (IGSA) for Custodial Services at U.S. Army Garrison Fort Bliss, Texas. The position will be under the Custodial Services Department.

**STATEMENT OF THE ISSUE**

This position has been discussed with the City Manager.

**FINANCIAL IMPACT**

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**Account Code (GF/GL/Dept): 100 / 05101/TBD**

**Funding Source: Inter-Governmental Support Agreement (IGSA) (Code )**

**Amount: \$40,576.22 - \$46,051.20 (Includes salary and Fringe Benefits )**

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

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

**ALTERNATIVE**

**N/A**

**STAFF RECOMMENDATION**

Human Resources is recommending approval

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. Finance Director \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_



## City of Socorro Job Description

**DRAFT**

|  |                                       |
|--|---------------------------------------|
| <b>Job Title:</b> Custodian  | <b>Department:</b> Custodial Services |
| <b>FLSA Status:</b> Full Time - Non-Exempt                         | <b>Salary:</b> \$17.44                |
| <b>Approved:</b>   | <b>Last Revised:</b>                  |
| <b>Funding Source:</b> Inter-Governmental Support Agreement (IGSA) | <b>Last Revised:</b>                  |

### Position Summary:

Under general supervision, the custodian reports directly to the Custodian Supervisor performs general cleaning services such as sweeping, mopping, vacuuming, duties and maintaining assigned buildings, and facilities.

### Duties, Functions, and Responsibilities:

- Performs general custodial duties in cleaning and maintaining assigned area; cleans, sanitizes, and maintains buildings, offices, and restroom facilities.
- Sweeps, mops, scrubs, strips, seals, waxes, buffs, and polishes floors; vacuums and shampoos rugs and carpets; operates equipment such as floors buffers, polishers, power washing units, and vacuum cleaners.
- Empties, cleans and lines waste receptacles and disposes of trash; collects paper, cans, and bottles for recycling.
- Cleans disinfects restrooms; replenishes and maintains restroom supplies including refilling soap, paper, and other sanitary dispensers; cleans and polishes metalwork such as door panels and hand railings.
- Cleans lighting fixtures and replaces light bulbs and fluorescent tubes.
- Closes windows, turns off lights, and locks doors to secure buildings; reports unauthorized persons and other security problems.
- Picks up paper, removes cobwebs and sweeps and washes areas around municipal buildings.
- Maintains equipment and materials in proper condition; reports the need for maintenance and repair.
- Regular worksite attendance is an essential function.
- Responsible for any other duties and assignments issued by the City of Socorro.

### Knowledge, skills, and abilities

- Methods and techniques of cleaning and preserving floors, carpets, bathrooms.
- Safe use of cleaning chemicals.
- Proper methods of storing equipment, materials, and supplies.
- Proper lifting techniques.
- Occupational hazards and standard safety practices.
- Use and monitor the need for a variety of custodial equipment and materials.
- Complete assignments independently without immediate supervision.
- Learn and apply new information or new skills.
- Understand and carry out oral and written directions.
- Safely use of a foot ladder to replace light bulbs, and perform basic building maintenance and cleaning.

### Minimum Qualifications

- High School Diploma or GED required; .
- Minimum of 1 year of custodial or janitorial experience,
- Ability to speak English; bilingual (English/Spanish) preferred.
- Ability to work independently
- Must wear company-provided uniforms and identification badges at all times while on site.
- Possess a valid Texas class "C" Driver's License.
- Possess clean driving record and maintain valid vehicle insurance as required for access to military/government facility.

### Equipment

- Operates office equipment such as computers, software, calculator, copy machine, scanner, shredder, fax machine, multiline telephone, time keeping system.

## City of Socorro Job Description

- Ability to operate various cleaning equipment such as, shampooers, scrubbers, buffer, etc.

### Physical Requirements:

- Stand, walk, use hands to handle or operate objects, tools, or controls.
- Reach, climb, balance, stoop, kneel, crouch or crawl.
- Frequently use arms, legs and back to lift and/or move up to 35 pounds.
- May be exposed to wet and/or humid settings, fumes, smoke and/or airborne particles, toxic or caustic chemicals.
- The noise level in the environment is usually moderate to loud.
- Must have the ability to travel to different maintenance sites and locations.

### Condition of Employment

- Must be a legal US resident
- Pre-employment Drug and Breath Alcohol testing
- Pass Background check to include a background check to meet military/government facility access requirements
- Clean Driving record, maintain current vehicle inspection and insurance coverage as required for access into military / government facility.
- Must communicate in the English language

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

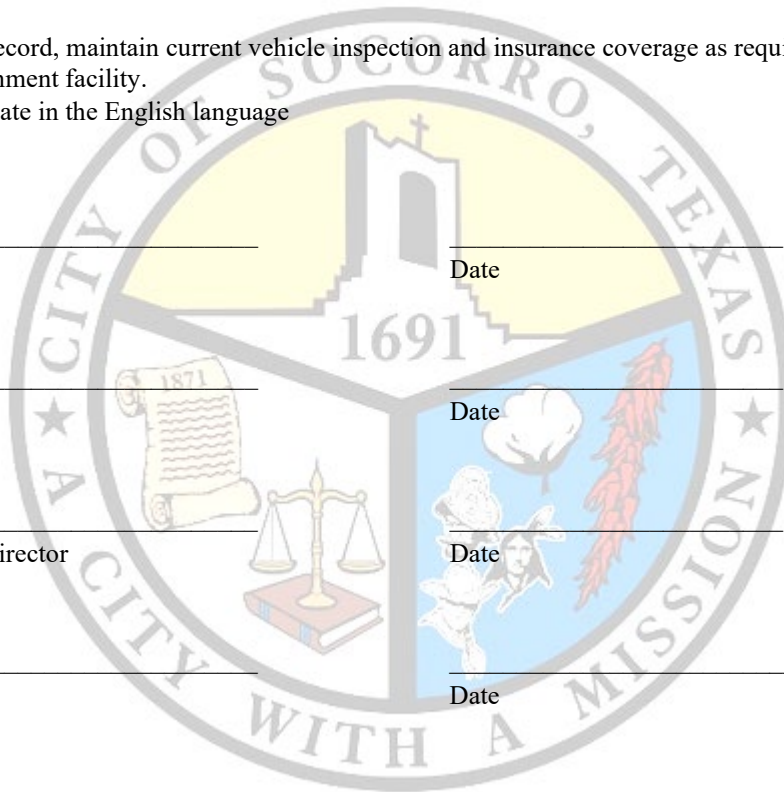
\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date



**Rudy Cruz, Jr.**  
Mayor

**Ruben Reyes**  
At Large

**Cesar Nevarez**  
District 1 / Mayor Pro Tem



**Alejandro Garcia**  
District 2

**Gina Cordero**  
District 3

**Irene Rojas**  
District 4

**DATE: July 9, 2025**

**TO: Mayor and City Council Members**

**FROM: Carol Candelaria -HR Director**

**SUBJECT: Discussion and action on approving the job descriptions for the  
Transit Driver**

**SUMMARY**

This action approves the new job description for the Transit Driver. This position will be under the Recreation Department

**STATEMENT OF THE ISSUE**

This position has been discussed with the City Communication Director/Historical Preservation Officer and City Manager.

**FINANCIAL IMPACT**

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**Account Code (GF/GL/Dept): 100 / 05101 /00016**

**Funding Source: Grant Funded (Code 9201)**

**Amount: \$38,376.00. (Includes salary and Fringe Benefits )**

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

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

**ALTERNATIVE**

**N/A**

**STAFF RECOMMENDATION**

Human Resources is recommending approval

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. Finance Director \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

## City of Socorro Job Description

**DRAFT**

|  |                                   |
|--|-----------------------------------|
| <b>Job Title:</b> Transit Driver           | <b>Department:</b> Recreation     |
| <b>FLSA Status:</b> Full Time - Non-Exempt | <b>Salary:</b> \$15.00 to \$18.00 |
| <b>Approved:</b>                           | <b>Last Revised:</b>              |

### Position Summary:

Under general supervision, the transit driver is responsible for safely operating passenger vans, paratransit vehicles, bus or shuttles on designated routes to transport individuals to and from various locations. This role ensures punctual, courteous, and safe service to all passengers, adhering to traffic laws, safety regulations, and organizational policies.

### Duties, Functions, and Responsibilities:

- Operate transit vehicles on fixed routes, demand-response, or special event services.
- Adhere to bus schedules and designated stops; make route adjustments prudently.
- Review daily schedule to verify location of all stops.
- Pick up and drop off passengers at designated stops or as scheduled.  
Log trip details, passenger counts, incidents, and daily logs accurately.
- Provide assistance to passengers with mobility needs, including securing wheelchairs or providing steps/stabilization.
- Perform pre-trip and post-trip inspections of the vehicle and report any mechanical issues.
- Maintain cleanliness and order in the vehicle.
- Physically assist passengers in boarding and exiting, load and unload scooters or wheelchairs onto lift as necessary, and secure passenger apparatus before moving vehicle.
- Complete daily driver logs, incident reports, and other required paperwork accurately.
- Follow all traffic laws, safety regulations, and internal transit policies.
- Maintain a courteous and respectful attitude with passengers and staff.
- Enforce passenger safety and discipline, mitigating conflicts professionally.
- Answer passenger questions and furnish accurate information, deal appropriately with disorderly or unruly passengers.
- Respond to emergencies and follow safety protocols as necessary.
- Attend scheduled training and safety meetings.
- Regular worksite attendance is an essential function.
- Responsible for any other duties and assignments issued by the City of Socorro.

### Knowledge, skills, and abilities

- Understanding of local, state, and federal traffic laws, rules of the road, and safety procedures for operating a passenger vans, paratransit vehicles
- Thorough knowledge of traffic laws, safety procedures, and ADA compliance.
- Strong customer service skills; able to communicate clearly in English (Spanish bilingual preferred).
- Understand and respond with sensitivity to the transportation needs and physical/mental conditions of disabled passengers
- Basic mechanical aptitude for daily inspections.
- Proficiency with dispatch systems, radios, and mobile devices.
- Ability to handle unruly or distressed passengers safely
- Establish and maintain effective working relationships with supervisors, coworkers and the general public.
- Communicate effectively and politely.
- Knowledge of departmental policies, including accessibility compliance and City geography.
- Knowledge of customer service and public relations practices and procedures.

## City of Socorro Job Description

- Observe safe working practices at all times to ensure both operator and passenger safety.

### Minimum Qualifications

- High school diploma or equivalent (GED)
- Minimum age : 21 (for some classes of vehicles)
- Clean driving record
- Experience operating passenger vans, paratransit vehicles, buses or shuttles
- Familiarity with City of Socorro geography.
- Must be insurable by the City's liability insurance carrier
- Experience driving commercial vehicles, buses, or paratransit.
- Familiarity with ADA equipment and procedures.
- Possess a valid Texas class "C" Driver's License. Valid Texas CDL Class B (or A) with Passenger, and Paratransit endorsements preferred.

### Equipment:

- Operates standard office equipment, including computers with various software, calculators, copiers, scanners, shredders, fax machines, and multi-line telephone systems.
- Operates City transit vehicles, such as vans, paratransit vehicles, buses or shuttles
- Standard office systems: computers, MDTs, radios, phones, printers.
- Safely operates motor vehicles in accordance with department policies and applicable laws.

### Physical Requirements:

- Prolonged sitting and driving (8+ hours/day)
- Ability to assist passengers with boarding and disembarking
- Capable of lifting to 50 lbs (e.g. Luggage, wheelchairs, roller carts).
- Mobility for kneeling, bending, carrying, squatting
- Visual and hearing acuity to operate a vehicle safely

### Conditions of Employment:

- Variable schedule including early mornings, evenings, weekends, and holidays
- Exposure to all weather conditions
- Regular contact with the public, requiring professionalism and patience
- Pass Pre-Employment Drug Screening, and random drug and alcohol testing
- Pass Background Check
- Work flexible hours and overtime as required
- Must comply with ALL federal, state, local, and department policies, especially ADA and safety regulations.
- Follow City of Socorro protocols including route changes, service alerts, and special assignments
- Bilingual Skills: English and Spanish preferred

**City of Socorro  
Job Description**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date





*Rudy Cruz Jr.*  
Mayor

*Ruben Reyes*  
At Large

*Cesar Nevarez*  
District 1 / Pro Tem



*Alejandro Garcia*  
District 2

*Gina Cordero*  
District 3

*Irene Rojas*  
District 4

**DATE:** July 8, 2025

**TO:** Mayor and City Council Members

**FROM:** Chief Robert Rojas

**SUBJECT:** Approval of Interlocal Agreement Between the City of Socorro Police Department and the County of El Paso for Incinerator Use

**SUMMARY:**

The City of Socorro Police Department (SPD) is requesting approval to enter into an Interlocal Agreement with the El Paso County Sheriff's Office and the County of El Paso for the use of a County-owned incinerator to destroy confiscated narcotics. The agreement will allow SPD to dispose of narcotics in compliance with state law, under controlled procedures managed by the Sheriff's Office.

**BACKGROUND:**

The El Paso County Sheriff's Office owns and maintains an incinerator used for the destruction of narcotics seized by law enforcement agencies. The Socorro Police Department does not currently possess its own incinerator but has an ongoing need to dispose of seized narcotics in accordance with the Texas Administrative Code. This agreement establishes the terms, conditions, and responsibilities of each party and supersedes any prior agreement regarding incinerator use between the involved entities.

**STATEMENT OF THE ISSUE:**

SPD must ensure narcotics are destroyed in a safe, legal, and documented manner. Without an incinerator, the department is dependent on other agencies for compliance. This agreement ensures the department has a secure, cost-effective, and legally sound method for destruction while maintaining the required chain of custody.

**FINANCIAL IMPACT:**

The Socorro Police Department will pay the County **\$1.25 per pound** for the destruction of narcotics. Invoices will be issued by the Sheriff's Office following each burn, and payments are due within **30 days**. The fees collected by the County will be used exclusively for the operation and maintenance of the incinerator. These costs will be absorbed within SPD's existing operational budget.



**ALTERNATIVE:**

- Do Not Approve Agreement – This may delay narcotics destruction and require the department to seek alternative, possibly costlier solutions.
- Develop an In-House Incineration Capability – This would entail significant startup and maintenance costs and is not feasible at this time.

**STAFF RECOMMENDATION:**

Staff recommends approval of the Interlocal Agreement with the County of El Paso and the El Paso County Sheriff's Office. This agreement provides a compliant and efficient method for SPD to destroy narcotics, promotes inter-agency collaboration, and ensures proper documentation and oversight.

It is further recommended that City Council authorize the Mayor and the Chief of Police to execute the agreement on behalf of the City of Socorro.

**REQUIRED AUTHORIZATION**

1. City Manager \_\_\_\_\_ Date \_\_\_\_\_
2. Finance Director \_\_\_\_\_ Date \_\_\_\_\_
3. Attorney \_\_\_\_\_ Date \_\_\_\_\_

STATE OF TEXAS           §  
  §  
COUNTY OF EL PASO   §

**INCINERATOR USE  
INTERLOCAL AGREEMENT**

This Interlocal Governmental Agreement (“Agreement”) is entered into by and between Socorro, Texas (“CITY”), the Socorro, Texas Police Department (“SCPD”), the El Paso County Sheriff (“SHERIFF”) and the County of El Paso, Texas (“COUNTY”).

**WHEREAS**, the SHERIFF purchased an incinerator for the purpose of destroying confiscated narcotics; and

**WHEREAS**, the SCPD also has a need to destroy confiscated narcotics, but does not own its own incinerator; and

**WHEREAS**, the SCPD understands that, according to Texas Administration Code, incinerators may only burn waste generated on site, or illegal drugs confiscated by federal, state, or local law enforcement agencies; and

**WHEREAS**, the CITY, SCPD, SHERIFF and COUNTY understand and agree that any prior contract dealing with incinerator use between these parties is terminated at the start of this agreement (2025-0523); and

**WHEREAS**, the CITY, SCPD, SHERIFF and COUNTY are authorized to enter into this Agreement under the provisions of Texas Gov’t Code §791 *et. seq.*

**NOW, THEREFORE, THE CITY, SCPD, SHERIFF AND COUNTY HEREBY ENTER INTO THIS AGREEMENT UNDER THE FOLLOWING TERMS AND CONDITIONS:**

**1. PURPOSE OF AGREEMENT.**

The purpose of this Agreement is to state the terms and conditions under which the SCPD is authorized to use the Sheriff’s incinerator to destroy confiscated narcotics.

**2. SHERIFF’S OBLIGATIONS AND DUTIES.**

- A. The Sheriff shall ensure the incinerator and the associated facilities are safe and in good working condition.
- B. The Sheriff shall be responsible for the operation of the incinerator and the destruction of the narcotics.

- C. The Sheriff shall weigh all narcotics prior to burning and will weigh the ashes after burning. The Sheriff shall provide the SCPD with documentation of the weight of the narcotics destroyed.
- D. The Sheriff shall maintain complete and accurate records of the narcotics destroyed, and other documents generated pursuant to this Agreement for a period of three (3) years after the destruction of the narcotics. The Sheriff shall permit and have readily available said records for inspection by the SCPD.

### **3. COUNTY'S OBLIGATIONS AND DUTIES.**

- A. The County shall place any funds received under this Agreement in a special account for use solely by the Sheriff to defray the costs of operating and maintaining the incinerator. If any excess funds are available after all expenses of operating and maintaining the incinerator are covered, the excess funds shall be used by the Sheriff to defray other expenses of the Sheriff's Office.
- B. The County shall maintain complete and accurate records of payments received under this Agreement for a period of three (3) years after the end of the fiscal year in which the payment was made. The County shall permit and have readily available said records for inspection by the SCPD.

### **4. SCPD'S OBLIGATION AND DUTIES.**

- A. The SCPD shall transport the narcotics to the incinerator.
- B. The SCPD shall provide a minimum of two (2) peace officers for the duration of the burn to provide security. Depending on the size and type of narcotics, and any special circumstances surrounding the destruction, the Sheriff may require the SCPD to provide more peace officers for security.
- C. The SCPD shall maintain custody of the narcotics throughout the burn, and thus, the SCPD'S peace officers shall remain at the incinerator facility until all the narcotics are destroyed.

### **5. CONSIDERATION.**

The SCPD shall pay the County one dollar and twenty-five cents (\$1.25) per pound for the destruction of narcotics. The Sheriff shall send an invoice to the SCPD after each burn for the total cost of the destruction of the narcotics. The SCPD shall have thirty (30) days to pay the total amount on the invoice to the County. If full payment is not made within thirty (30) days of receipt of the invoice, interest in accordance with Chapter 2251 of the Texas Government Code shall begin to accrue.

The Sheriff and County shall maintain the price of one dollar and twenty-five cents (\$1.25) per pound for the initial term of this Agreement. Thereafter, the Sheriff may unilaterally raise the price by giving ninety (90) days written notice to the County and the SCPD of the increase.

**6. TERM AND TERMINATION**

This Agreement shall be effective on May 01, 2025 regardless of its date of execution, and shall terminate on May 01, 2026. At the end of the initial term, the agreement shall automatically renew for additional one year periods unless terminated by any party. Any party may terminate this Agreement without cause upon providing thirty (30) days written notice.

**7. NOTICE.**

Official notice shall be by written notice and delivery to all of the parties to this Agreement. Delivery shall be by fax or deposit in the United States Postal Service, first class, return receipt requested to:

TO THE COUNTY:

County Judge  
301 El Paso County Courthouse  
500 E. San Antonio  
El Paso, Texas 79901  
Fax: (915) 543-3888

TO THE SHERIFF:

El Paso County Sheriff  
3850 Justice Drive  
El Paso, Texas 79938  
Fax: (915) 538-2028

TO THE SPD:

Chief of Police  
Socorro Police Department  
240 N Moon Rd  
Socorro, Texas 79927  
(915) 275-1048

**8. MISCELLANEOUS.**

- A. Beyond the consideration provided for herein, each party shall bear its own cost of participation in this Agreement.
- B. For the purpose of determining the place of contract and the law governing same, this Agreement is entered into in the County of El Paso, State of Texas, and shall be governed by the laws of State of Texas and the United States as applicable. Venue shall be in El Paso County, Texas.

- C. All persons who are signatories to this Agreement represent that they have authority to enter into this Agreement and bind their respective organizations thereto, if applicable.
- D. This writing constitutes and expresses the entire agreement between the parties and shall not be amended or modified except by written instrument signed by all parties.

IN WITNESS WHEREOF this Interlocal Agreement has been executed by the County, by and through the County Judge, the Sheriff, and the SPD, in the manner provided by law.

**EL PASO COUNTY  
COUNTY**

**THE SHERIFF OF EL PASO**

\_\_\_\_\_  
County Judge Ricardo A. Samaniego

\_\_\_\_\_  
Sheriff Oscar Ugarte

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

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

**SOCORRO, TEXAS**

**SOCORRO POLICE DEPT**

\_\_\_\_\_  
Mayor Rudy Cruz JR

\_\_\_\_\_  
Chief Robert C. Rojas

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

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

**Rudy Cruz, Jr.**  
Mayor

**Ruben Reyes**  
At Large

**Cesar Nevarez**  
District 1/ Mayor ProTem



**Alejandro Garcia**  
District 2

**Gina Cordero**  
District 3

**Irene Rojas**  
District 4

**DATE July 10, 2025**

**TO: Mayor and Council**

**FROM: City Manager**

**SUBJECT:** *Discussion and action* to approve Election Services Contract with County of El Paso and to authorize the city manager or her designee to execute same.

**SUMMARY**

Election Contract for the 2025 General Election of November 4, 2025 to elect Representatives for Districts 1, 2 and 3

**BACKGROUND**

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**ALTERNATIVE**

**NO APPROVE**

**STAFF RECOMMENDATION**

COUNTY OF EL PASO

)  
)  
)

## JOINT ELECTION SERVICES CONTRACT

This is a **JOINT ELECTION SERVICES CONTRACT** (“**Contract**”) pursuant to Texas Election Code Sec. 271.002 et seq. This Contract is made this \_\_\_\_ day of \_\_\_\_ 2025 by and between **City of Socorro** and **El Paso County Texas**, (“**the County**”).

### 1. RECITALS.

**City of Socorro** is a political subdivision situated wholly within El Paso County, Texas. **City of Socorro** has scheduled an Election for November 4, 2025 in conjunction with the November Uniform Election to be held on the same date. The County and **City of Socorro** have determined it is in the public interest that the County and **City of Socorro** conduct a joint election. Therefore, the following **Joint Election Services Contract** is made and entered into for the purpose of conducting the election and any resulting runoff election jointly in the election precincts which can be served by common polling places.

### 2. DUTIES AND SERVICES OF CONTRACTING OFFICER.

All services to be performed by the County may be delegated to the County Elections Administrator. The Elections Administrator shall serve as Early Voting Clerk. The County shall perform the duties and furnish the services and equipment listed below. The County shall:

- (a) Furnish to **City of Socorro** certain election services and equipment needed by **City of Socorro** in connection with holding an election on **November 4, 2025**
- (b) Provide training of judges, alternate judges, and clerks, including deputy early voting clerks;
- (c) Prepare lists and submit names of persons suggested for appointment as presiding election judges, alternate judges, and judge of the central counting station;

- (d) Prepare lists and submit names of persons suggested for appointment as deputy early voting clerks;
- (e) Serve as manager of the central counting station or appoint a substitute manager;
- (f) Arrange for the use of polling places in the election and runoff election if necessary;
- (g) Program or arrange to have the ballot programmed;
- (h) Set ballot order as follows: Utility Districts, School Districts, Municipal Districts, Federal Races, State Races, County Races
- (i) Procure and distribute necessary election supplies, and distribution of ballots;
- (j) Assemble and edit lists of registered voters to be used in conducting the election, in conformity with the boundaries of **City of Socorro** and the election precincts established for the election;
- (k) Procure, prepare, and distribute election equipment, transport equipment to and from the polling places for early voting and Election Day, and issue election supplies to the precinct judges.
- (l) Supervise the conduct of early voting;
- (m) Conduct one or more election schools and notify the election judges and clerks of the time, date, and location of the schools;
- (n) Arrange for use of a central counting station and for the tabulating personnel and equipment needed at the counting station and assist in preparing the programs and test materials for tabulation of the ballots to be used with electronic voting equipment;
- (o) Arrange to publish legal notice of the date, time and place of the testing of the electronic tabulating equipment, and conduct the testing in accordance with Texas Election Code chapters 127.001 et seq. and chapter 129.001 et seq. and in accordance with Texas Secretary of State advisories;
- (o) Supervise the handling and disposition of election returns, voted ballots, and tabulate unofficial returns and assist in preparing the tabulation for the official canvass;
- (p) Provide general information services for voters and election officers;
- (q) Assist in providing general overall supervision of the election;



- (r) Provide for the storage of election records as provided by law;
- (s) Provide **City of Socorro** with a precinct by precinct roll of registered voters in a mutually agreed upon format;
- (t) If requested by **City of Socorro**, prepare the unofficial tabulation of precinct results on election night;
- (u) Submit election night returns to the Secretary of State, in a format to be described by the Texas Secretary of State and in accordance with Election Code Chapter 68, if applicable; and
- (v) Certify that a criminal background check on all employees, including temporary employees, that may program, test, perform maintenance, transport equipment, or perform technical support on the voting system equipment for **City of Socorro** has been performed.
- (w) The County shall provide the requested services by and through its County Election Administrator (the "Contracting Officer").

3. DUTIES AND SERVICES OF **City of Socorro**.

**City of Socorro** shall:

- (a) Adopt an order appointing the County Elections Administrator as Early Voting Clerk as required above;
- (b) Prepare appropriate documents for establishing the precinct and polling places;
- (c) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption for execution by the appropriate **City of Socorro** officer or body, and take all actions necessary under law and in accordance with this Contract for calling the election, appointing the presiding judges, alternate judges, judge of the central counting station, and other election officers, establishing precincts and polling places, handling contests, canvassing the returns and declaring the results;
- (d) Approve the tabulating supervisor and assistants and central counting station manager, recommended by the Elections Administrator;
- (e) Prepare and publish required election notices as required by law;
- (f) Deliver and certify to the Elections Administrator as soon as possible but not later than **sixty (60) days** before the election, the names, issues, or referenda which are to be printed on the ballot or ballot labels with the exact spelling

that is to be used;

- (g) Provide the services necessary to translate any election documents into Spanish as required;
- (h) Pay any additional costs incurred by the Elections Administrator if a recount for the election is required, or the election is contested in any manner;
- (i) Return all surplus election supplies to the Elections Administrator;
- (j) Prepare any submission on voting changes which may be required to be submitted to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, as amended;
- (k) Pay **75%** of Elections Administrator's estimated costs no later than **sixty (60) days** before Election Day;
- (l) Pay the balance of conducting the election and additional costs, within **thirty (30) days** from the receipt of an invoice from the Elections Administrator.

4. COST OF SERVICES.

**City of Socorro** shall pay for the above services, supplies and equipment in accordance with the estimated cost schedule attached to this Contract (EXHIBIT A) which is mutually agreed upon.

5. CANCELLATION OF ELECTION OR SERVICES.

In the event that **City of Socorro** cancels the election pursuant to section 2.081 of the Texas Election Code, or for any other reason, **City of Socorro** will pay the County for all direct and actual expenses such as payroll and election expenses, including the administrative fee, the County incurred in relation to providing the services for this election up until the time of cancellation, and for any expenses the County incurs as a result of the cancellation. **City of Socorro** will send payment to the County within **thirty (30) days** from the receipt of an invoice from the Elections Administrator.

6. GENERAL TERMS AND CONDITIONS.

- (a) A total 9 precincts 37 early voting stations, and 117 polling locations will be used for conducting the election. (subject to change)

- (b) **City of Socorro** acknowledges that the County may enter into a similar Election Service Contract with other political subdivisions in the same county for the same election date. During early voting a voter will be eligible to vote at any one of the early voting locations and mobile voting locations, if any. **City of Socorro** agrees to share common polling places with the other political subdivision(s) as determined by the County and in accordance with the costs as allocated by the County.
- (c) Nothing in this Contract shall authorize or permit a change in the officer with whom the place at which any document is to be filed, the place at which a function is to be carried out, or other nontransferable functions as specified by the Election Code.
- (d) The Elections Administrator shall file copies of this contract with the County Judge and the County Auditor of El Paso County.
- (e) Neither party may assign, in whole or in part, any interest they may have in the agreement.
- (f) Nothing in this agreement imposes any duty on the County to maintain or repair the facilities or cure any premise defects of the property on which polling locations are located.
- (g) Neither **City of Socorro** nor any employee of **City of Socorro** is an agent, or employee of the Elections Administrator and neither Elections Administrator nor any employee thereof is an agent or employee of **City of Socorro**. This agreement does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege, or other amenities of employment by the other party.
- (h) **City of Socorro** and the County, reserve and do not waive, their rights of sovereign immunity and similar rights, immunities and rights of their officials and employees, and their employees/officials' rights under the Texas Tort Claims Act.
- (i) Venue is in El Paso County Texas.

COUNTY OF EL PASO, TEXAS

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

Ricardo Samaniego

El Paso County Judge

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

**City of Socorro**

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Elections Department**  
**500 E. San Antonio Ave. Suite 314**  
**El Paso, Texas 79901**  
**Phone (915) 273-3597**  
**Fax (915) 243-3574**  
**www.epcountyvotes.com**



**City of Socorro**  
**November 2025**

**Estimate**

| <b>Payroll</b>   |           |                  |
|--|-----------|------------------|
| 1. Central Counting Station  | \$        | 1,207.23         |
| 2. Early Voting  | \$        | 11,345.38        |
| 3. Election Day  | \$        | 5,636.08         |
| 4. Staff Overtime  | \$        | 3,096.91         |
| 5. Temporary Help  | \$        | 4,543.49         |
| 6. Training  | \$        | 564.28           |
| <b>Payroll Total</b>   | <b>\$</b> | <b>26,393.37</b> |
| <b>Election Expenses</b>   |           |                  |
| 7. Election Tabulation Software and Supplies                           | \$        | 285.60           |
| 8. Ballots Printed: Mail, Provisional, Curbside and Sample             | \$        | 3,519.14         |
| 9. Publication of Notices  | \$        | 176.34           |
| 10. Parking Garage Judges and Clerks                                   | \$        | 92.00            |
| 11. Delivery and Pickup of Touchscreens- Early Voting and Election Day | \$        | 2,356.82         |
| 12. Internet Connections /Cellphones- Early Voting and Election Day    | \$        | 1,717.79         |
|  |           |                  |
| 13. Poll Pads  | \$        | 170.07           |
| 14. Security Seals- Early Voting                                       | \$        | 73.65            |
| 15. Kits- Early Voting   | \$        | 96.57            |
| 16. Utilities- Early Voting Locations                                  | \$        | 23.20            |
| 17. Touchscreen Voting Machines- Early Voting                          | \$        | 14,617.48        |
| <b>Election Day</b>  |           |                  |
| 18. Poll Pads  | \$        | 542.39           |
| 19. Security Seals- Election Day                                       | \$        | 85.55            |
| 20. Kits- Election Day   | \$        | 307.98           |
| 21. Touchscreen Voting Machines- Election Day                          | \$        | 3,884.83         |
| <b>Election Expenses Total</b>   | <b>\$</b> | <b>27,949.41</b> |
| <b>Subtotal</b>  | <b>\$</b> | <b>54,342.78</b> |
| <b>Administrative Fees 10%</b>   | <b>\$</b> | <b>5,434.28</b>  |
| <b>Grand Total</b>   | <b>\$</b> | <b>59,777.06</b> |

**Rudy Cruz, Jr.**  
*Mayor*

**Ruben Reyes**  
*At Large*

**Cesar Nevarez**  
*District 1/ Mayor ProTem*



**Alejandro Garcia**  
*District 2*

**Gina Cordero**  
*District 3*

**Irene Rojas**  
*District 4*

**DATE July 11, 2025**

**TO: Mayor and Council**

**FROM: Adriana Rodarte, City Manager**

**SUBJECT: Discussion and action to cancel the Budget Workshop Meeting of July 26, 2025 to August 2, 2025 at 8:00 am.**

**SUMMARY**

**BACKGROUND**

**STATEMENT OF THE ISSUE**

**FINANCIAL IMPACT**

**ALTERNATIVE**

**NO APPROVE**

**STAFF RECOMMENDATION**



## Olivia Navarro

---

**From:** Adriana Rodarte  
**Sent:** Monday, July 14, 2025 11:14 AM  
**To:** Olivia Navarro  
**Subject:** Fw: Update #2 - 2025 Preliminary Totals - City of Socorro

Can you include this email for the item of the budget meeting.

---

**From:** Pasillas, Maria O. <PasillasMO@elpasotexas.gov>  
**Sent:** Monday, July 7, 2025 1:29 PM  
**To:** Adriana Rodarte <CityManager@costx.us>  
**Cc:** Lourdes Gomez <lgomez@costx.us>; Brenda J. Arrieta <brenda@cpaelpaso.com>  
**Subject:** Re: Update #2 - 2025 Preliminary Totals - City of Socorro

Good afternoon Adriana,  
We are expecting certified values on July 25th. We will need your debt service requirements for FY26 and if you will use any FY25 encumbered fund balances towards your debt to prepare your tax worksheets. My new deputy Isaura Valdez sent out the forms today, please return to us before next Friday.

I would love to have lunch to meet your new team, please give some dates so we can coordinate.

Thanks!

Maria O. Pasillas

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**From:** Adriana Rodarte <CityManager@costx.us>  
**Sent:** Monday, July 7, 2025 10:40 AM  
**To:** Pasillas, Maria O. <pasillasmo@elpasotexas.gov>  
**Cc:** Lourdes Gomez <lgomez@costx.us>; Brenda J. Arrieta <brenda@cpaelpaso.com>  
**Subject:** Fw: Update #2 - 2025 Preliminary Totals - City of Socorro

**CAUTION:** This email originated from outside of the City of El Paso. Do not click links or open attachments unless you recognize the sender and know the content is safe. If suspicious, use **Phish Alert** or forward to **SpamReport@elpasotexas.gov**.

Hi Maria, I hope you're doing well! It's that time of year again. Do you know when the tax worksheets will be available? I'm working on the budget and would like to get a sense of what we're working with.

Also, I'd love to schedule a lunch sometime soon so I can introduce you to Lourdes Gomez, our Finance Director, and Brenda Arrieta our CPA. Let me know when you might be available.

Looking forward to hearing from you!



**Adriana Rodarte**

City Manager, [City of Socorro, TX](#)

📍 124 S. Horizon Socorro, TX 79927

☎ 915-858-2915 📠 915-209-9945

✉ [CityManager@costx.us](mailto:CityManager@costx.us)

🌐 <http://www.costx.us/>



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**From:** Administration Department <[admin@epcad.org](mailto:admin@epcad.org)>

**Sent:** Tuesday, July 1, 2025 5:16 PM

**To:** Adriana Rodarte <[CityManager@costx.us](mailto:CityManager@costx.us)>; City Auditor <[cityauditor@costx.us](mailto:cityauditor@costx.us)>; Lourdes Gomez <[financedirector@costx.us](mailto:financedirector@costx.us)>; CityClerk <[cityclerk@costx.us](mailto:cityclerk@costx.us)>; Mayor: Rudy Cruz JR <[mayor@costx.us](mailto:mayor@costx.us)>

**Cc:** Maria Pasillas-Tax Assessor-Collector <[pasillasmo@elpasotexas.gov](mailto:pasillasmo@elpasotexas.gov)>; Valdez, Isaura <[valdezix@elpasotexas.gov](mailto:valdezix@elpasotexas.gov)>; Ruben Gonzalez <[Rugonzalez@epcounty.com](mailto:Rugonzalez@epcounty.com)>; Angela Brinkley, Accountant <[abrinkley@epcounty.com](mailto:abrinkley@epcounty.com)>

**Subject:** Update #2 - 2025 Preliminary Totals - City of Socorro

July 1, 2025

Finance Officers of:

El Paso County Taxing Entities

El Paso Consolidated Tax Assessor/Collector

El Paso County Tax Assessor

Dear Finance Officer,

Attached you will find the second estimated updates to the certified preliminary totals distributed on April 30, 2025.

These updated totals encompass the revised 2025 values, incorporating all protests filed through June 30, 2025. Please note that the protest period for timely protests has ended.

These totals do not include any changes enacted by the 2025 Texas Legislature.

Should you have any inquiries or require further information, please direct them to Mr. David Stone, Deputy Chief Appraiser, at (915) 780-2077.

Sincerely,



Dinah L. Kilgore, PRA  
Executive Director/ Chief Appraiser  
El Paso Central Appraisal District  
5801 Trowbridge Drive  
El Paso, Texas 79925



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