



**CITY OF LAREDO, TEXAS
INTERNAL AUDIT DIVISION**

To: Honorable Mayor & Members of the City Council

CC: Horacio De Leon, Jr., City Manager
Cynthia Collazo, Deputy City Manager
Martin Aleman, Executive Director of Finance & Technology
Kristina L. Hale, Acting City Attorney
Homero Vasquez Garcia, Information Svcs & Telecomm Director
Jose F. Castillo, Assistant Financial Services Director
Miguel Pescador, Purchasing Agent

From: Veronica Urbano-Baeza, Internal Auditor 

Date: December 1, 2017

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager
Authorizations for Week Ending November 24, 2017

Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending November 24, 2017 with City Manager authorizations, if applicable, as requested by City Council on July 24, 2017. The enclosed report consists of source data extracted from the I-Series System through a query developed by our IT Department. Specifically, the report reflects checks, electronic funds transfers (EFT) and wire transfers issued within the time period specified and with a dollar range specified of \$7,001 to \$49,999 with corresponding City Manager authorizations. It is important to note that the City Manager authorizations reflected on the report come from the requisitions and subsequent purchase orders issued, and in some instances a City Manager authorization is not reflected because of the dollar amount of the requisition submitted and purchase order issued as per the requirements of the City's Accounting Procedures Manual – Purchasing Policy.

The enclosed report is being submitted for your review, and it will subsequently be posted on the City's webpage, as requested by City Council. It is important to note that the enclosed report is a compilation of data and not a comprehensive compliance audit, which would require a more extensive amount of time for completion depending on the number of checks, EFTs and wire transfers issued in any given week.

We would like to thank the IT Department and Financial Services Department staff for providing us with assistance on this request. If you should have any questions regarding this report, please feel free to contact me at the Internal Audit offices at (956) 790-1808. Thank you.

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 11-20-2017 to 11-24-2017*

Amount Range Selected: \$7,001 to \$49,999

Note: Checks, EFTs and Wire Transfers Issued through November 22, 2017 due to Thanksgiving Holiday

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)									
								Requisition #1	Approval #1	Approval #1 Date	Requisition #2	Approval #2	Approval #2 Date	Requisition #3	Approval #3	Approval #3 Date	
7843	11/21/2017	DELL	\$ 28,657.76	COMPUTER EQUIPMENT		290275	10201983357	347925	CCOLLAZO		11/3/2017						
7843	11/21/2017	DELL	\$ 284.01	COMPUTER EQUIPMENT		290415	10201897509	349057									
7843	11/21/2017	DELL	\$ 657.36	COMPUTER EQUIPMENT		288747	10199040913	347029									
7843	11/21/2017	DELL	\$ 8,222.75	COMPUTER EQUIPMENT		289479	10199209940	348317	CCOLLAZO		10/23/2017						
7843	11/21/2017	DELL	\$ 4,568.19	COMPUTER EQUIPMENT		289479	10199209940	348317	CCOLLAZO		10/23/2017						
7843	11/21/2017	DELL	\$ 5,481.82	COMPUTER EQUIPMENT		289479	10199209940	348317	CCOLLAZO		10/23/2017						
		EFT No. 7843 Total	\$ 47,871.89														
7853	11/21/2017	LAREDO FIREFIGHTER'S ASSOCIATI	\$ 14,059.57	UNION LOCAL FIRE		Nov-17											
		EFT No. 7853 Total	\$ 14,059.57														
7855	11/21/2017	LAREDO MECHANICAL INDUSTRIAL	\$ 2,500.00	AUTO/TRUCK MAINT ITEMS													
									(Contract No. 17-003LMEC, Blanket Order (BO))								
7855	11/21/2017	LAREDO MECHANICAL INDUSTRIAL	\$ 2,580.00	AUTO/TRUCK MAINT ITEMS													
									(Contract No. 17-034LMEC, Blanket Order (BO))								
7855	11/21/2017	LAREDO MECHANICAL INDUSTRIAL	\$ 3,800.00	AUTO/TRUCK MAINT ITEMS													
									(Contract No. 14-042LMEC, Blanket Order (BO))								
7855	11/21/2017	LAREDO MECHANICAL INDUSTRIAL	\$ 317.18	PROFESSIONAL SERVICES													
		EFT No. 7855 Total	\$ 9,197.18														
7860	11/21/2017	MOBILE-CRETE	\$ 649.50	ROAD/HIGHWAY MATERIAL													
									(Contract No. 16-059MOBL, Blanket Order (BO))								
7860	11/21/2017	MOBILE-CRETE	\$ 649.50	ROAD/HIGHWAY MATERIAL													
7860	11/21/2017	MOBILE-CRETE	\$ 2,792.85	ROAD/HIGHWAY MATERIAL													
7860	11/21/2017	MOBILE-CRETE	\$ 519.60	ROAD/HIGHWAY MATERIAL													
7860	11/21/2017	MOBILE-CRETE	\$ 1,331.48	ROAD/HIGHWAY MATERIAL													
7860	11/21/2017	MOBILE-CRETE	\$ 2,792.85	ROAD/HIGHWAY MATERIAL													
7860	11/21/2017	MOBILE-CRETE	\$ 141.00	CHARGES													
		EFT No. 7860 Total	\$ 8,876.78														
7865	11/21/2017	REGIONAL LAND MANAGEMENT SERVI	\$ 5,122.40	LABOR													
									(Contract No. 14-035POND)(As per Requisition No. 333464, for Tipping Fees on Bio-Solids from Wastewater Treatment Plants to Landfill)								
7865	11/21/2017	REGIONAL LAND MANAGEMENT SERVI	\$ 2,909.20	LABOR													
7865	11/21/2017	REGIONAL LAND MANAGEMENT SERVI	\$ 1,010.40	LABOR													
7865	11/21/2017	REGIONAL LAND MANAGEMENT SERVI	\$ 7,730.40	LABOR													
		EFT No. 7865 Total	\$ 16,772.40														
7870	11/21/2017	STANDARD INSURANCE COMPANY	\$ 12,952.98	PAYROLL SUMMARY													
		EFT No. 7870 Total	\$ 12,952.98														

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Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)												
								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3							
7874	11/21/2017	VERIZON WIRELESS	\$ 121.52	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 246.91	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 113.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 34.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 1,111.47	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 9.80	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 57.57	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 216.77	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 21,986.89	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 1,922.85	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 1,191.55	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 702.88	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 502.31	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 71.13	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 34.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 133.55	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 113.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 126.22	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 113.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 227.94	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 1,475.13	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 149.87	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 563.85	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 49.38	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 440.85	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 34.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 103.20	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 72.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 364.90	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 49.38	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 247.25	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 223.87	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 303.92	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 223.26	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 78.96	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 300.93	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 926.94	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													
7874	11/21/2017	VERIZON WIRELESS	\$ 132.13	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17													

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7874	11/21/2017	VERIZON WIRELESS	\$ 112.61	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 209.53	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 151.94	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 41.72	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 113.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 257.74	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 194.32	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 547.55	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 386.30	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 34.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 411.47	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 655.82	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 77.57	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 112.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
7874	11/21/2017	VERIZON WIRELESS	\$ 201.54	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 10/17											
EFT No. 7874 Total			\$ 39,090.89															
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 989.00	COMPUTER EQUIPMENT		290160	10284	348085	CCOLLAZO		10/27/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 624.90	SECURITY,FIRE & SAFETY SE		289156	10285	347027	CCOLLAZO		10/16/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 86.00	PROFESSIONAL SERVICES	(Contract No. 12-101EYEV)	277928	10307	335444										
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 1,634.00	PROFESSIONAL SERVICES		288894	10303	347205	READS		10/11/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 193.50	SECURITY,FIRE & SAFETY SE		288932	10306	346690										
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 236.50	SECURITY,FIRE & SAFETY SE		288961	10305	346684										
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 2,709.00	SECURITY,FIRE & SAFETY SE		289051	10293	347491	READS		10/13/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 1,128.75	SECURITY,FIRE & SAFETY SE		289290	10294	347984	CCOLLAZO		10/18/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 526.75	SECURITY,FIRE & SAFETY SE		289380	10304	347754	CCOLLAZO		10/20/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 724.34	SECURITY,FIRE & SAFETY SE		289492	10308	346937	CCOLLAZO		10/18/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 1,069.69	COMPUTER EQUIPMENT		289592	10301	348070	CRIVERA		10/18/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 989.00	COMPUTER EQUIPMENT		290160	10302	348085	CCOLLAZO		10/27/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 556.31	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290523	10297	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 927.19	SECURITY,FIRE & SAFETY SE		290523	10297	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 185.44	SECURITY,FIRE & SAFETY SE		290523	10297	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 185.44	SECURITY,FIRE & SAFETY SE		290523	10297	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 180.60	SECURITY,FIRE & SAFETY SE		290523	10298	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 301.00	SECURITY,FIRE & SAFETY SE		290523	10298	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10298	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10298	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 154.80	SECURITY,FIRE & SAFETY SE		290523	10299	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 258.00	SECURITY,FIRE & SAFETY SE		290523	10299	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 51.60	SECURITY,FIRE & SAFETY SE		290523	10299	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 51.60	SECURITY,FIRE & SAFETY SE		290523	10299	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 243.49	SECURITY,FIRE & SAFETY SE		290523	10300	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 405.82	SECURITY,FIRE & SAFETY SE		290523	10300	346758	CCOLLAZO		11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE & SAFETY SE		290523	10300	346758	CCOLLAZO		11/8/2017							

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								Requisition #1	Approval #1	Approval #1 Date	Requisition #2	Approval #2	Approval #2 Date	Requisition #3	Approval #3	Approval #3 Date	
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE & SAFETY SE		290523	10300	346758	CCOLLAZO	11/8/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 528.15	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290770	10296	349546	CCOLLAZO	11/14/2017							
7878	11/22/2017	EYEVUE INVESTIGATIONS & SECUR	\$ 1,032.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290847	10292	349437	MALEMAN	11/16/2017							
		EFT No. 7878 Total	\$ 16,255.59														
510256	11/21/2017	BAY BRIDGE ADMINISTRATORS, LLC	\$ 10,773.58	PAYROLL SUMMARY			20171122										
		Check No. 510256 Total	\$ 10,773.58														
510257	11/21/2017	BAY BRIDGE ADMINISTRATORS, LLC	\$ 15,036.05	PAYROLL SUMMARY			20171122										
510257	11/21/2017	BAY BRIDGE ADMINISTRATORS, LLC	\$ 7,960.98	PAYROLL SUMMARY			20171122										
		Check No. 510257 Total	\$ 22,997.03														
					(As per Requisition No. 345696, for Bus Shelter Enhancement Project in District 5, to include Bike Rack and 6' Bench Seat Package)(Buy Board Contract 512-16)												
510259	11/21/2017	BJ'S PARK & RECREATION PRODUCT	\$ 534.30	FURNITURE,OFFICE		287757	3925	345696									
510259	11/21/2017	BJ'S PARK & RECREATION PRODUCT	\$ 335.37	PARK,PLAYGROUND,SWIMMING		287757	3925	345696									
					(As per Requisition No. 345697, for Bus Shelter Enhancement Project in District 4, to include Bike Rack, 6' Bench Seat Package and Trash Receptacle)(Buy Board Contract 512-16)												
510259	11/21/2017	BJ'S PARK & RECREATION PRODUCT	\$ 611.31	FURNITURE,OFFICE		288123	3934	345697	READS	9/20/2017							
510259	11/21/2017	BJ'S PARK & RECREATION PRODUCT	\$ 1.47	PARK,PLAYGROUND,SWIMMING		288123	3934	345697	READS	9/20/2017							
510259	11/21/2017	BJ'S PARK & RECREATION PRODUCT	\$ 7,291.96	TRASH		288123	3934	345697	READS	9/20/2017							
		Check No. 510259 Total	\$ 8,774.41														
510274	11/21/2017	COLONIAL SUPPLEMENTAL INSURANC	\$ 22,337.96	PAYROLL SUMMARY			20171122										
		Check No. 510274 Total	\$ 22,337.96														
510278	11/21/2017	DREKY BUILDERS	\$ 7,600.00	FIRST & FINAL PAYMENT	REQ.#2017-11		102 E.S.CARLOS										
		Check No. 510278 Total	\$ 7,600.00														
					(As per Requisition No. 347458, for First Transit Management Fees)												
510286	11/21/2017	FIRST TRANSIT, INC.	\$ 38,435.08	CHARGES		289490	11394265	347458	READS	10/23/2017							
		Check No. 510286 Total	\$ 38,435.08														
510316	11/21/2017	LAREDO FEDERAL CREDIT UNION	\$ 33,150.50	PAY DATE: 11/22/17			PPE: 11/18/17										
		Check No. 510316 Total	\$ 33,150.50														
510368	11/21/2017	ROMO CONTRACTORS, LLC.	\$ 7,800.00	FIRST & FINAL PAYMENT	REQ.#2017-10		702 ANDREW										
		Check No. 510368 Total	\$ 7,800.00														
510381	11/21/2017	SUPERIOR VISION SERVICES, INC.	\$ 7,421.86	PAYROLL SUMMARY			20171122										
		Check No. 510381 Total	\$ 7,421.86														

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 11-20-2017 to 11-24-2017*

Amount Range Selected: \$7,001 to \$49,999

Note: Checks, EFTs and Wire Transfers Issued through November 22, 2017 due to Thanksgiving Holiday

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)									
								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3				
510395	11/21/2017	UNUM LIFE INSURANCE COMPANY OF	\$ 13,744.30	PAYROLL SUMMARY			20171122										
		Check No. 510395 Total	\$ 13,744.30														
510406	11/21/2017	WILLIAM E. HEITKAMP	\$ 7,981.61	PAYROLL SUMMARY			20171122										
		Check No. 510406 Total	\$ 7,981.61														
					(Texas DIR Contract). (Toshiba Governmental Copier Lease Program Contract with Toshiba Business Solutions, Inc. approved by City Council on 2-01-2016 (Motion No. 19); lease agreement term is for forty-eight (48) months).												
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 144.38	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 179.43	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 107.69	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 84.94	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 144.38	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 144.25	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 27.62	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 150.08	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 107.69	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 198.72	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 403.97	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 27.62	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 143.48	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 669.12	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 215.22	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 90.59	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 99.36	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 459.28	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 27.62	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 27.62	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 27.62	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 26.11	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 26.12	MEMBERSHIP		288508	56836742	66565									

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 11-20-2017 to 11-24-2017*

Amount Range Selected: \$7,001 to \$49,999

Note: Checks, EFTs and Wire Transfers Issued through November 22, 2017 due to Thanksgiving Holiday

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)									
								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3				
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 169.59	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 105.96	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 477.51	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 84.94	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 84.94	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 90.59	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 143.48	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 150.08	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 215.22	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 347.00	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 242.84	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 99.36	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 71.74	MEMBERSHIP		288508	56836742	66565									
510411	11/22/2017	DE LAGE LANDEN PUBLIC FINANCE	\$ 78.34	MEMBERSHIP		288508	56836742	66565									
		Check No. 510411 Total	\$ 8,680.02														
2181125	11/22/2017	USCM-DEFERRED COMPENSATION	\$ 32,909.17	USCM CLEARING ACCOUNT	PPE 11/18/17												
		Wire Transfer No. 2181125 Total	\$ 32,909.17														

Items in Blue Font Added by Internal Audit

Accounting Purchase Order Assigned (typically applies to Engineering Construction Contracts)

No Purchase Order Required as per the City's Accounting Procedures Manual - Purchasing Policy, which includes the following items: Travel Expenses (mileage, registration, lodging, airfare, etc.), Car Allowances, Personnel Reimbursements, Refunds, Engineering Licenses and Review Fees, Freight Charges (UPS, Federal Express, etc), Dues and Subscriptions (not required, but may be requested), Inter-Departmental Transfers, Postage (stamps, postage meters), Petty Cash and Utility Payments.