



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

To: Honorable Mayor & Members of the City Council

CC: Rosario C. Cabello, Co-Interim City Manager
Robert A. Eads, Co-Interim City Manager
Kristina L. Hale, City Attorney
Homero Vasquez Garcia, Information Services & Telecommunications (IST) Director
Jose F. Castillo, Acting Financial Services Director
Miguel Pescador, Purchasing Agent

From: Veronica Urbano-Baeza, Internal Auditor

Date: January 31, 2020

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager
Authorizations for Week Ending January 24, 2020

Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending January 24, 2020 with City Manager authorizations, if applicable, as requested by City Council. The enclosed report consists of source data extracted from the I-Series System through a query developed by our IST Department which includes City Manager authorization thresholds of \$10,001 to \$49,999, as amended in the City's Accounting Procedures Manual – Purchasing Policy and approved by City Council on December 2, 2019. Specifically, the report reflects checks, electronic funds transfers (EFT) and wire transfers issued within the time period specified. 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 IST 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 my office 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: 01-20-2020 to 01-24-2020
 Amount Range Selected: \$10,001 to \$49,999

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	Date	Requisition #2	Approval #2	Date	Requisition #3
								(As per Requisition No. 382139, for Navigation of Services and Case Management to Help Address Homelessness (Health & Community Development Departments); Approved by City Council on 05-21-2018 (Motion No. 26))						
556209	1/21/2020	BETHANY HOUSE OF LAREDO, INC.	\$ 7,329.77	HEALTH RELATED SERVICES		322178	2 1/20	382139	READS	10/15/2019				
556209	1/21/2020	BETHANY HOUSE OF LAREDO, INC.	\$ 7,001.16	HEALTH RELATED SERVICES		322178	3 1/20	382139	READS	10/15/2019				
		Check No. 556209 Total	\$ 14,330.93											
556215	1/21/2020	BRIGGS EQUIPMENT	\$ 13,901.50	ELECTRICAL EQUIP & SUPPLY		322900	INV1751906	382607	RCABELLO	10/28/2019				
556215	1/21/2020	BRIGGS EQUIPMENT	\$ 500.00	FLEET MANAGEMENT ITEM		322900	INV1751906	382607	RCABELLO	10/28/2019				
		Check No. 556215 Total	\$ 14,401.50											
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 31.24	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 538.89	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 11,140.71	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 237.78	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 79.26	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 161.94	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 169.61	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 44.62	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 42.26	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
556223	1/21/2020	CENTER POINT ENERGY SERVICES,	\$ 649.62	NATURAL GAS SERVICE.	MONTHLY FEE SERVICE.		Dec-19							
		Check No. 556223 Total	\$ 13,095.93											
556225	1/21/2020	CENTERPOINT ENERGY GAS SERVICE	\$ 11,480.06	401 SCOTT / CNG GAS	MONTHLY FEE SERVICE		3998764							
		Check No. 556225 Total	\$ 11,480.06											
556243	1/21/2020	DELL	\$ 31,999.52	COMPUTER HARDWARE MAINFRA		324803	10364142483	385480	READS	12/4/2019				
556243	1/21/2020	DELL	\$ (13,617.24)	CHARGES		324803	10364142483	385480	READS	12/4/2019				
556243	1/21/2020	DELL	\$ 644.70	COMPUTER HARDWARE MAINFRA		325327	10364226444	386147						
556243	1/21/2020	DELL	\$ 4,733.07	COMPUTER EQUIPMENT		325488	10364674784	385991						
556243	1/21/2020	DELL	\$ 48.09	COMPUTER ACCESSORIES		325522	10364410147	386145						
556243	1/21/2020	DELL	\$ 1,236.74	COMPUTER HARDWARE MAINFRA		325522	10364410147	386145						
556243	1/21/2020	DELL	\$ 26.63	LUGGAGE, BRIEF CASE, CASE		325522	10364410147	386145						
556243	1/21/2020	DELL	\$ 931.34	COMPUTER EQUIPMENT		322998	10351089074	383068						
		Check No. 556243 Total	\$ 26,002.85											
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 2,377.27	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	322647	9185246140	381807	READS	10/21/2019				
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 39.50	CHARGES	(Contract No. 17-020QUES)	322873	9185587695	383134						
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 376.75	CHARGES	(Contract No. 17-020QUES)	322906	9185245496	383128						
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 448.00	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322910	9185576934	383139						
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 6,780.69	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322944	9185245532	383575	RCABELLO	10/28/2019				
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 2,588.74	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322945	9185245520	383580	RCABELLO	10/28/2019				
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 554.82	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322942	9185246236	383567	RCABELLO	10/28/2019				
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 376.78	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322943	9185245515	383568	RCABELLO	10/28/2019				
556304	1/21/2020	QUEST DIAGNOSTICS, INC.	\$ 72.35	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	322943	9185397900	383568	RCABELLO	10/28/2019				
		Check No. 556304 Total	\$ 13,614.90											

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								Requisition #1	Approval #1	Approval #1 Date	Requisition #2	Approval #2	Approval #2 Date	Requisition #3	Approval #3
556306	1/21/2020	RAFTER P. TRANSPORT CORPORATIO Check No. 556306 Total	\$ 10,680.00 \$ 10,680.00	CONTRACTED SRV & RENTALS	(Contract No. 19-064RAFT, Blanket Order (BO)) (As per Requisition No. 376002, to Provide Hauling & Disposal Services of Wastewater Bio-Solids from the South Laredo Wastewater Treatment Plant to San Antonio, Texas (Utilities Department); Approved by City Council on 06-03-2019 (Consent Agenda Item No. 26 (d)))	315815	1333	BO ENTRY; 376002	READS	6/11/2019					
556307	1/21/2020	REIM CONSTRUCTION, INC. Check No. 556307 Total	\$ 14,828.50 \$ 14,828.50	EQUIP.MAINT/REPAIR-HEAVY	(As per Requisition No. 382979, for Airport Airfield Centerline Maintenance on Taxiway "A" to Taxiway "G" (Airport Department))	322381	#1807-07	382979				385068	READS	1/9/2020	
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 1,751.65	FUEL,OIL,GREASE & LUBRICN	PO NUM 315515 (Contract No. 18-001ARGU, Blanket Order (BO))		B663265-IN	375657	RCABELLO	5/30/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 610.00	AUTO & TRUCK MAINT.ITEMS	PO NUM 315515		B663679-IN	375657	RCABELLO	5/30/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 867.91	FUEL,OIL,GREASE & LUBRICN	(Contract No. 16-074ARGU, Blanket Order (BO))	324483	B663368-IN	BO ENTRY; 385033	READS	11/22/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 8,699.49	FUEL,OIL,GREASE & LUBRICN	(Contract No. 17-021ARGU, Blanket Order (BO))	320903	B663664-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 822.59	FUEL,OIL,GREASE & LUBRICN		320903	B663664-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 966.61	FUEL,OIL,GREASE & LUBRICN		320903	B663664-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 91.40	FUEL,OIL,GREASE & LUBRICN		320903	B663664-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 90.41	FUEL,OIL,GREASE & LUBRICN		320903	B663693-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 10.22	FUEL,OIL,GREASE & LUBRICN		320903	B663693-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO.	\$ 813.64	FUEL,OIL,GREASE & LUBRICN		320903	B663693-IN	BO ENTRY; 380670	READS	9/18/2019					
556363	1/23/2020	ARGUINDEGUI OIL CO. Check No. 556363 Total	\$ 91.98 \$ 14,815.90	FUEL,OIL,GREASE & LUBRICN		320903	B663693-IN	BO ENTRY; 380670	READS	9/18/2019					
556367	1/23/2020	BAKER & TAYLOR, INC.	\$ 8,395.20	BOOKBINDING AND BK SUPPLY		322546	LS19120146	382708	READS	10/21/2019					
556367	1/23/2020	BAKER & TAYLOR, INC. Check No. 556367 Total	\$ 8,034.00 \$ 16,429.20	BOOKBINDING AND BK SUPPLY		322549	LS19120159	382716	READS	10/21/2019					
556401	1/23/2020	MISC. VENDOR TAX REFUNDS Check No. 556401 Total	\$ 23,993.38 \$ 23,993.38	TAX REFUNDS		64814									

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								Requisition #1	Approval #1	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3	Date
								(As per Requisition No. 363573, for the Design, Bidding and Construction Management of the Eastern Chacon Creek Interceptor (Utilities Department); Approved by City Council 09-04-2018 (Motion No. 54))								
556402	1/23/2020	CRANE ENGINEERING CORP.	\$ 2,426.60	ENGINEERING SERVICES PROF		306560	19323	363573	MALEMAN	10/12/2018	370518	RCABELLO	2/26/2019	379139	READS	8/16/2019
556402	1/23/2020	CRANE ENGINEERING CORP.	\$ 7,953.00	ENGINEERING SERVICES PROF		306560	19323	363573	MALEMAN	10/12/2018	370518	RCABELLO	2/26/2019	379139	READS	8/16/2019
		Check No. 556402 Total	\$ 10,379.60													
556413	1/23/2020	E.G. CONSTRUCTION	\$ 12,017.41	RETAINAGE PAYMENT	REQ#2019-14 LORENA LEIJA	A19026	213 LINCOLN									
		Check No. 556413 Total	\$ 12,017.41													
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 655.75	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322140	12088	382554	READS	10/15/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 1,128.75	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322119	12100	382476	RCABELLO	10/14/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 989.00	CONSULTING SERVICES	(Contract No. 17-066EYEV)	322121	12104	382589	RCABELLO	10/14/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 526.75	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322137	12099	382381	READS	10/15/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 1,230.99	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322140	12103	382554	READS	10/15/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 180.60	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	321404	12078	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 301.00	SECURITY,FIRE,SAFETY SERV		321404	12078	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12078	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12078	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 180.04	SECURITY,FIRE,SAFETY SERV		321404	12080	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 300.09	SECURITY,FIRE,SAFETY SERV		321404	12080	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.02	SECURITY,FIRE,SAFETY SERV		321404	12080	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.02	SECURITY,FIRE,SAFETY SERV		321404	12080	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 320.89	SECURITY,FIRE,SAFETY SERV		321404	12081	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 534.82	SECURITY,FIRE,SAFETY SERV		321404	12081	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 106.96	SECURITY,FIRE,SAFETY SERV		321404	12081	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 106.96	SECURITY,FIRE,SAFETY SERV		321404	12081	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 180.60	SECURITY,FIRE,SAFETY SERV		321404	12093	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 301.00	SECURITY,FIRE,SAFETY SERV		321404	12093	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12093	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12093	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 180.60	SECURITY,FIRE,SAFETY SERV		321404	12095	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 301.00	SECURITY,FIRE,SAFETY SERV		321404	12095	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12095	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 60.20	SECURITY,FIRE,SAFETY SERV		321404	12095	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 320.89	SECURITY,FIRE,SAFETY SERV		321404	12096	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 534.82	SECURITY,FIRE,SAFETY SERV		321404	12096	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 106.96	SECURITY,FIRE,SAFETY SERV		321404	12096	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 106.96	SECURITY,FIRE,SAFETY SERV		321404	12096	381746	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 623.50	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	321414	12098	381799	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 559.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	321415	12097	381801	READS	10/4/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 645.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	321572	12091	381877	RCABELLO	10/7/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 946.00	CONSULTING SERVICES	(Contract No. 17-066EYEV)	322121	12089	382589	RCABELLO	10/14/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 1,709.25	CONSULTING SERVICES	(Contract No. 17-066EYEV)	322169	12092	382183	READS	10/15/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 1,032.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322229	12102	382060	READS	10/15/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 1,806.00	CONSULTING SERVICES	(Contract No. 17-066EYEV)	322238	12105	381737	RCABELLO	10/7/2019						
556417	1/23/2020	EYE VIEW SECURITY, INC.	\$ 2,709.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	322911	12101	383378	RCABELLO	10/28/2019						

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								Requisition #1	Approval #1	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3	Date		
		Check No. 556417 Total	\$ 19,106.42															
556439	1/23/2020	GUTIERREZ MACHINE & WELDING SH	\$ 13,550.00	EQUIP MAINT & REPAIR GEN	(Contract No. 14-042GUTZ, Blanket Order (BO))	324892	6992	384963	READS	12/6/2019								
		Check No. 556439 Total	\$ 13,550.00															
		Discount Amount Noted on Check No. 556439	\$ (406.50)															
		Check No. 556439 Net Total	\$ 13,143.50															
556476	1/23/2020	LNV ENGINEERING	\$ 32,300.00	ENGINEERING SERVICES PROF	(As per Requisition No. 381268, for the Study, Design, Plans, Specifications, Bid & Construction Review Services for the Replacement of the Lyon Street Ground Storage Tank (Utilities Department); Approved by City Council on 09-16-2019 (Utilities Item No. 46))	320874	32969	381268	READS	9/18/2019								
		Check No. 556476 Total	\$ 32,300.00															
556520	1/23/2020	OVERDRIVE, INC.	\$ 15,000.00	BOOKBINDING AND BK SUPPLY		326352	H-0063887	386853	READS	1/15/2020								
		Check No. 556520 Total	\$ 15,000.00															
556525	1/23/2020	PITNEY BOWES INC.	\$ 17,142.28	OFFICE SUPPLIES	(As per Requisition No. 383913, for the Purchase of Ink Cartridges for Printing of Water Utility Bills and Delinquency Notices (Utilities Department))	323527	1014286765	383913	RCABELLO	11/6/2019								
		Check No. 556525 Total	\$ 17,142.28															
556526	1/23/2020	PLUMMER	\$ 33,346.80	ENGINEERING SERVICES PROF	(As per Requisition No. 384314, for the Renewal of Wastewater Treatment Plant (WWTP) Permits for South Laredo, Sombrettillo, Manadas, Columbia and Penitas WWTP (Utilities Department); Approved by City Council on 11-4-2019 (Motion No. 31))	325007	45601	384314	READS	11/13/2019	386973	READS	1/21/2020					
		Check No. 556526 Total	\$ 33,346.80															
556527	1/23/2020	POLYDNE INC.	\$ 25,268.65	CHEMICAL,COMM,BULK	(Blanket Order (BO))	309055	1415178	BO ENTRY; 366599	MALEMAN	12/4/2018								
		Check No. 556527 Total	\$ 25,268.65															
556531	1/23/2020	PRECISION PUMP SYSTEMS	\$ 19,645.66	EQUIPMENT RENTAL	(As per Requisition No. 383594, for the Replacement of Submersible Pumps at Lakeside Station (Utilities Department)(Buyboard Contract No. 589-19))	323533	20070215	383594	RCABELLO	11/6/2019								

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Check No. 556531 Total			\$ 19,645.66											
								(Blanket Order (BO)) (As per Requisition No. 368692, for Concrete Repairs of Sidewalks, Driveways and Curbs as a Result of Water Line Break Repairs made by Utilities Department; Approved by City Council on 01-22-2019 (Motion No. 66))						
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 2,507.50	CONSTRUCTION,SRV,TRADES		310001	10576	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 375.00	CONSTRUCTION,SRV,TRADES		310001	10577	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 1,537.00	CONSTRUCTION,SRV,TRADES		310001	10578	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 843.84	CONSTRUCTION,SRV,TRADES		310001	10579	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 404.16	CONSTRUCTION,SRV,TRADES		310001	10580	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 384.00	CONSTRUCTION,SRV,TRADES		310001	10581	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 2,625.00	CONSTRUCTION,SRV,TRADES		310001	10582	368692	MALEMAN	1/16/2019				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 600.00	CONSTRUCTION,SRV,TRADES		310001	10583	368692	MALEMAN	1/16/2019				
								(As per Requisition No. 364305, for Mowing Services for the Police Department's Main Building and Substations)						
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 350.00	PROFESSIONAL SERVICES		305463	2042	364305	CCOLLAZO	10/22/2018				
556551	1/23/2020	ROMO CONTRACTORS, LLC.	\$ 550.00	RENT/LEASE CLOTHING/JANIT		305463	2042	364305	CCOLLAZO	10/22/2018				
Check No. 556551 Total			\$ 10,176.50											
								(Contract No. 17-011ROTE, Blanket Order (BO))						
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 1,207.10	AUTO/TRUCK MAINT ITEMS		324923	X901040486:01	385598	READS	12/6/2019				
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 5,360.27	AUTO/TRUCK MAINT ITEMS		324923	X901040571:01	385598	READS	12/6/2019				
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 6,943.43	AUTO/TRUCK MAINT ITEMS		324923	X901040575:01	385598	READS	12/6/2019				
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 2,351.72	AUTO/TRUCK MAINT ITEMS		324923	X901040581:01	385598	READS	12/6/2019				
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 180.24	AUTO/TRUCK MAINT ITEMS		324923	X901040592:01	385598	READS	12/6/2019				
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 132.18	AUTO & TRUCK MAINT.ITEMS		325725	X901040618:01	386515						
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 158.30	AUTO & TRUCK MAINT.ITEMS		325753	X901040652:01	386518						
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 118.80	AUTO & TRUCK MAINT.ITEMS		325754	X901040491:01	386532						
								(Contract No. 17-011ROTE, Blanket Order (BO))						
556552	1/23/2020	ROTEX TRUCK CENTER, INC.	\$ 331.09	AUTO/TRUCK MAINT ITEMS		324923	X901040185:01	385598	READS	12/6/2019				
Check No. 556552 Total			\$ 16,783.13											
								(As per Requisition No. 383003, for Landfill Groundwater Monitoring, Well Sampling & Reporting as per TCEQ Requirements (Solid Waste Department))						
556562	1/23/2020	SCS ENGINEERS	\$ 10,860.00	PUBLIC WORKS & RELATED SE		322582	369021	383003	RCABELLO	10/21/2019				
556562	1/23/2020	SCS ENGINEERS	\$ 1,000.00	PUBLIC WORKS & RELATED SE		324793	369098	385584						
Check No. 556562 Total			\$ 11,860.00											
556593	1/23/2020	STRUCTURAL ENGINEERING	\$ 9,261.70	WLD.TRD.BRDG.US CUSTOMS	REQ#10975 EST.#38 EXT.BTH	A16062	19-042C(M)							
556593	1/23/2020	STRUCTURAL ENGINEERING	\$ 12,117.55	WLD.TRD.BRDG.US CUSTOMS	REQ#10974 EST.#37 EXT.BTH	A16062	19-042C(L)							
556593	1/23/2020	STRUCTURAL ENGINEERING	\$ 19,705.77	WLD.TRD.BRDG.US CUSTOMS	REQ#10973 EST.#36 EXT.BTH	A16062	19-042C(K)							
Check No. 556593 Total			\$ 41,085.02											

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

Time Period Selected: 01-20-2020 to 01-24-2020
 Amount Range Selected: \$10,001 to \$49,999

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	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3	Date
556603	1/23/2020	TESTAMERICA LABORATORIES, INC.	\$ 5,690.50	TESTING & CALIBRATION SEV	(Contract No. 18-081TEST)	319909	5600004587	379749	RCABELLO	9/6/2019						
556603	1/23/2020	TESTAMERICA LABORATORIES, INC.	\$ 150.00	TESTING & CALIBRATION SEV		319909	5600004588	379749	RCABELLO	9/6/2019						
556603	1/23/2020	TESTAMERICA LABORATORIES, INC.	\$ 2,982.00	TESTING & CALIBRATION SEV		319909	5600004733	379749	RCABELLO	9/6/2019						
					(Contract No. 18-081TEST, Blanket Order (BO))											
556603	1/23/2020	TESTAMERICA LABORATORIES, INC.	\$ 412.50	PROFESSIONAL SRV HIGH ED		322082	5600004589	382330	RCABELLO	10/14/2019						
556603	1/23/2020	TESTAMERICA LABORATORIES, INC.	\$ 1,482.50	PROFESSIONAL SRV HIGH ED		322082	5600004718	382330	RCABELLO	10/14/2019						
		Check No. 556603 Total	\$ 10,717.50													
					(Contract No. 19-017TOTE) (As per Requisition No. 369881, for the Purchase of Green Garbage Bins and Blue Recycling Bins for Predicted Growth and Replacement (Solid Waste Department); Approved by City Council on 01-22-2019 (Motion No. 60))											
556622	1/23/2020	TOTER, LLC.	\$ 14,429.52	HARDWARE, AND ALLIED ITEMS		309951	65638631	369881	READS	1/30/2019	379333	RCABELLO	9/6/2019			
		Check No. 556622 Total	\$ 14,429.52													
					(As per Requisition No. 383473, for Annual Maintenance Agreement on Court Notification Calls and SMS Notification Software for Municipal Court; Approved by City Council on 11-04-2019 (Motion No. 24))											
556626	1/23/2020	TYLER TECHNOLOGIES, INC.	\$ 11,227.80	COMPUTER SOFTWARE		324129	025-282914	383473	READS	11/18/2019						
		Check No. 556626 Total	\$ 11,227.80													
556630	1/23/2020	UNITED STATES POSTAL SERVICE	\$ 25,000.00	ADDITIONAL POSTAGE	REQ#0936 I.S.T. DEPT.		1442594611/2020									
		Check No. 556630 Total	\$ 25,000.00													
					(Contract No. XYLEM-SOLE, Blanket Order (BO))											
556646	1/23/2020	XYLEM WATER SOLUTIONS USA, INC	\$ 4,144.18	PUMPS AND ACCESSORIES		309207	3556A66428	BO ENTRY; 367014	MALEMAN	12/17/2018						
556646	1/23/2020	XYLEM WATER SOLUTIONS USA, INC	\$ 7,600.72	PUMPS AND ACCESSORIES		309207	3556A60941	BO ENTRY; 367014	MALEMAN	12/17/2018						
556646	1/23/2020	XYLEM WATER SOLUTIONS USA, INC	\$ 3,210.28	PUMPS AND ACCESSORIES		309207	3556A54433	BO ENTRY; 367014	MALEMAN	12/17/2018						
		Check No. 556646 Total	\$ 14,955.18													
					(As per Requisition No. 383760, for the Purchase of Print and Electronic Advertising for the Convention & Visitors' Bureau; Approved by City Council on 10-07-2019 (Convention & Visitors' Bureau Item No. 36))											
2200132	1/22/2020	EDITORIAL MONTERREY S.A.	\$ 7,000.40	COMMUNICATIONS/MEDIA SRV		323271	16828	383760	RCABELLO	11/1/2019						
2200132	1/22/2020	EDITORIAL MONTERREY S.A.	\$ 3,999.60	COMMUNICATIONS/MEDIA SRV		323271	16828	383760	RCABELLO	11/1/2019						
		Wire Transfer No. 2200132 Total	\$ 11,000.00													

Items in Blue Font Added by Internal Audit

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

Time Period Selected: 01-20-2020 to 01-24-2020

Amount Range Selected: \$10,001 to \$49,999

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	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3

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.