




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

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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, 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: February 9, 2018

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager  
Authorizations for Week Ending February 2, 2018

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Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending February 2, 2018 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 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: 01-29-2018 to 02-02-2018  
 Amount Range Selected: \$7,001 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	Approval #1 Date	Requisition #2	Approval #2	Approval #2 Date	Requisition #3	Approval #3	Approval #3 Date	
8524	1/30/2018	DATA PROJECTIONS, INC.	\$ 750.00	COMPUTER EQUIPMENT		290843	INV377360	349594	CCOLLAZO		11/16/2017						
8524	1/30/2018	DATA PROJECTIONS, INC.	\$ 9,599.20	COMPUTER EQUIPMENT		290843	INV377360	349594	CCOLLAZO		11/16/2017						
8524	1/30/2018	DATA PROJECTIONS, INC.	\$ 4,959.71	PROFESSIONAL SERVICES		290843	INV377379	349594	CCOLLAZO		11/16/2017						
		<b>EFT No. 8524 Total</b>	<b>\$ 15,308.91</b>														
8525	1/30/2018	DELL	\$ 3,704.96	COMPUTER EQUIPMENT		292358	10216070274	350661	MALEMAN		12/19/2017						
8525	1/30/2018	DELL	\$ 868.14	COMPUTER EQUIPMENT		292577	10216199693	351249	MMALDONADO		12/29/2017						
8525	1/30/2018	DELL	\$ 2,856.24	COMPUTER EQUIPMENT		292577	10216199693	351249	MMALDONADO		12/29/2017						
8525	1/30/2018	DELL	\$ 671.90	COMPUTER EQUIPMENT		292721	10216084697	351646									
8525	1/30/2018	DELL	\$ 48.74	COMPUTER EQUIPMENT		292722	10216321622	351715									
8525	1/30/2018	DELL	\$ 3,839.93	COMPUTER EQUIPMENT		291950	10213105373	350578									
		<b>EFT No. 8525 Total</b>	<b>\$ 11,989.91</b>														
8526	1/30/2018	DELTA HOUSE ELECTRIC	\$ 6,981.61	WATER SEWAGE TREATMENT EQ	(Contract No. 14-052DELT)	292957	5712	351337	MALEMAN		1/4/2018						
8526	1/30/2018	DELTA HOUSE ELECTRIC	\$ 2,890.67	WATER SEWAGE TREATMENT EQ		292957	5717	351337	MALEMAN		1/4/2018						
		<b>EFT No. 8526 Total</b>	<b>\$ 9,872.28</b>														
8536	1/30/2018	INDUSTRIAL PROPERTY BROKERS, L	\$ 5,444.81	SEED,SOD,SOIL,& INOCULANT	(Contract No. 16-034IPB)	276996	17-1213-7148	334151	READS		12/27/2016						
8536	1/30/2018	INDUSTRIAL PROPERTY BROKERS, L	\$ 9,936.91	SEED,SOD,SOIL,& INOCULANT		276996	17-1129-7146	334151	READS		12/27/2016						
		<b>EFT No. 8536 Total</b>	<b>\$ 15,381.72</b>														
8551	1/30/2018	ROMO CONTRACTORS, LLC.	\$ 350.00	PROFESSIONAL SERVICES	(As per Requisition No. 335015, for Mowing Services at Main Police Building and Substations)	277700	1670	335015	CCOLLAZO		1/12/2017						
8551	1/30/2018	ROMO CONTRACTORS, LLC.	\$ 2,268.00	BUILDING MAINTENANCE/REPR	(Contract No. 17-014ROMO, Blanket Order (BO))	278601	10202	BO ENTRY; 335428	READS		2/3/2017						
8551	1/30/2018	ROMO CONTRACTORS, LLC.	\$ 2,277.00	BUILDING MAINTENANCE/REPR		278601	10203	BO ENTRY; 335428	READS		2/3/2017						
8551	1/30/2018	ROMO CONTRACTORS, LLC.	\$ 375.00	BUILDING MAINTENANCE/REPR		278601	10204	BO ENTRY; 335428	READS		2/3/2017						
8551	1/30/2018	ROMO CONTRACTORS, LLC.	\$ 4,490.00	BUILDING MAINTENANCE/REPR	(As per Requisition No. 350111, for floor and base board removal at Jose Flores unit (Municipal Housing))	291803	1673	350111	CCOLLAZO		12/11/2017						
		<b>EFT No. 8551 Total</b>	<b>\$ 9,760.00</b>														
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 214.16	BUS PARTS	PO NUM 287623 (Blanket Order (BO))		112829	345807	READS		9/7/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 2,399.50	BUS PARTS	PO NUM 287623		112871	345807	READS		9/7/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 3,946.82	BUS PARTS	PO NUM 287623		112939	345807	READS		9/7/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 114.00	AUTO/TRUCK MAINT ITEMS	(Contract No. 13-054ROTX, Blanket Order (BO))	286381	112795	BO ENTRY; 344697	READS		8/11/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 58.00	AUTO/TRUCK MAINT ITEMS		286381	112795	BO ENTRY; 344697	READS		8/11/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 153.77	AUTO/TRUCK MAINT ITEMS		286381	112881	BO ENTRY; 344697	READS		8/11/2017						
8552	1/30/2018	ROTEX TRUCK CENTER, INC.	\$ 455.56	AUTO & TRUCK MAINT.ITEMS	(Contract No. 15-048ROTX, Blanket Order (BO))	288629	112825	BO ENTRY; 346981									

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								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
8552	1/30/2018	ROTEX TRUCK CENTER, INC. EFT No. 8552 Total	\$ 84.24 \$ 7,426.05	AUTO/TRUCK MAINT ITEMS	(Contract No. 18-010ROTE, Blanket Order (BO))	291655	112946	BO ENTRY; 350588	MMALDONADO	12/7/2017				
8564	2/1/2018	CENTERPOINT ENERGY GAS SERVICE EFT No. 8564 Total	\$ 10,767.44 \$ 10,767.44	401 SCOTT / CNG GAS	MONTHLY FEE SERVICE		3049834							
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 1,634.00	PROFESSIONAL SERVICES		288894	10446	347205	READS	10/11/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 1,128.75	SECURITY,FIRE & SAFETY SE		289290	10444	347984	CCOLLAZO	10/18/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 526.75	SECURITY,FIRE & SAFETY SE		289380	10447	347754	CCOLLAZO	10/20/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 344.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290421	10425	348524	CCOLLAZO	11/3/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 430.00	SECURITY,FIRE & SAFETY SE		290421	10445	348524	CCOLLAZO	11/3/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 520.99	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290523	10455	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 868.34	SECURITY,FIRE & SAFETY SE		290523	10455	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 173.67	SECURITY,FIRE & SAFETY SE		290523	10455	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 173.67	SECURITY,FIRE & SAFETY SE		290523	10455	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 180.60	SECURITY,FIRE & SAFETY SE		290523	10456	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 301.00	SECURITY,FIRE & SAFETY SE		290523	10456	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10456	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10456	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 180.60	SECURITY,FIRE & SAFETY SE		290523	10457	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 301.00	SECURITY,FIRE & SAFETY SE		290523	10457	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10457	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE & SAFETY SE		290523	10457	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 243.49	SECURITY,FIRE & SAFETY SE		290523	10458	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 405.82	SECURITY,FIRE & SAFETY SE		290523	10458	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE & SAFETY SE		290523	10458	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE & SAFETY SE		290523	10458	346758	CCOLLAZO	11/8/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 86.00	PROFESSIONAL SERVICES	(Contract No. 17-066EYEV)	290559	10454	349256						
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 645.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290770	10450	349546	CCOLLAZO	11/14/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 559.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290818	10449	349517	CCOLLAZO	11/14/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 623.50	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290819	10448	349521	CCOLLAZO	11/14/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 1,032.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	290847	10442	349437	MALEMAN	11/16/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 2,709.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	291043	10443	349734	MALEMAN	11/21/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 849.25	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	291478	10451	350175	CCOLLAZO	12/4/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR	\$ 946.00	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	292336	10467	351278	CCOLLAZO	12/21/2017				
8569	2/1/2018	EYEVUE INVESTIGATIONS & SECUR EFT No. 8569 Total	\$ 817.00 \$ 16,082.55	SECURITY,FIRE & SAFETY SE	(Contract No. 17-066EYEV)	292337	10466	351287	CCOLLAZO	12/21/2017				
8578	2/1/2018	GUTIERREZ MACHINE & WELDING SH	\$ 3,600.00	EQUIPMENT MAINT & REPAIR	(Contract No. 14-070GUTI, Blanket Order (BO))	287129	6663	BO ENTRY; 344722	READS	8/31/2017				
8578	2/1/2018	GUTIERREZ MACHINE & WELDING SH	\$ 945.00	EQUIPMENT MAINT & REPAIR		287129	6663	BO ENTRY; 344722	READS	8/31/2017				
8578	2/1/2018	GUTIERREZ MACHINE & WELDING SH	\$ 4,080.00	EQUIPMENT MAINT & REPAIR		287129	6663	BO ENTRY; 344722	READS	8/31/2017				
8578	2/1/2018	GUTIERREZ MACHINE & WELDING SH	\$ 7,810.00	PROFESSIONAL SERVICES	(Contract No. 14-070GUTI, Blanket Order (BO))	289317	6662	BO ENTRY; 346930	READS	10/16/2017				
8578	2/1/2018	GUTIERREZ MACHINE & WELDING SH EFT No. 8578 Total	\$ 4,400.00 \$ 20,835.00	WATER SEWAGE TREATMENT EQ	(Contract No. 14-070GUTI, Blanket Order (BO))	289318	6664	346950	READS	10/16/2017				



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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		
			Discount Amount Noted on EFT No. 8578 EFT No. 8578 Net Total	\$ (625.05) \$ 20,209.95														
8583	2/1/2018	LAREDO FIREFIGHTER'S ASSOCIATI	\$ 13,895.61	UNION LOCAL FIRE	Feb-18		PAY DT:02/02/18											
			EFT No. 8583 Total	\$ 13,895.61														
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 900.00	PROFESSIONAL SERVICES	(As per Requisition No. 335015, for Mowing Services at Main Police Building and Substations)	277700	1675	335015	CCOLLAZO	1/12/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 336.00	BUILDING MAINTENANCE/REPR	(Contract No. 17-014ROMO, Blanket Order (BO))	278601	10206	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 336.00	BUILDING MAINTENANCE/REPR		278601	10207	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 7,000.00	PROFESSIONAL SERVICES	(As per Requisition No. 343703, for the maintenance of the Chacon Creek Hike and Bike Trail)	285568	1676	343703	READS	7/24/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 1,850.00	BUILDING MAINTENANCE/REPR	(Contract No. 17-014ROMO, Blanket Order (BO))	278601	10197	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 375.00	BUILDING MAINTENANCE/REPR		278601	10198	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 480.00	BUILDING MAINTENANCE/REPR		278601	10199	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 384.00	BUILDING MAINTENANCE/REPR		278601	10200	BO ENTRY; 335428	READS	2/3/2017								
8593	2/1/2018	ROMO CONTRACTORS, LLC.	\$ 432.00	BUILDING MAINTENANCE/REPR		278601	10201	BO ENTRY; 335428	READS	2/3/2017								
			EFT No. 8593 Total	\$ 12,093.00														
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 1,500.38	BUS PARTS	PO NUM 287623 (Blanket Order (BO))		112991	345807	READS	9/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ (337.79)	BUS PARTS	(Blanket Order (BO))	287623	CM113140	345807	READS	9/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 337.79	BUS PARTS		287623	113140	345807	READS	9/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 321.43	AUTO/TRUCK MAINT ITEMS	(Contract No. 18-010ROTE, Blanket Order (BO))	291655	112974	BO ENTRY; 350588	MMALDONADO	12/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 388.10	AUTO/TRUCK MAINT ITEMS		291655	113028	BO ENTRY; 350588	MMALDONADO	12/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 226.00	AUTO/TRUCK MAINT ITEMS		291655	113080	BO ENTRY; 350588	MMALDONADO	12/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 39.96	AUTO/TRUCK MAINT ITEMS		291655	113134	BO ENTRY; 350588	MMALDONADO	12/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 2,645.55	AUTO & TRUCK MAINT.ITEMS	(Contract No. 17-048ROTX)	290538	35035A	349159										
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 3,044.79	AUTO & TRUCK MAINT.ITEMS		290538	35035A	349159										
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 5,611.34	AUTO & TRUCK MAINT.ITEMS	(Contract No. 15-048ROTX)	291170	35035B	349897	MFLORES	11/29/2017	350533	MFLORES	12/8/2017					
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 408.94	AUTO & TRUCK MAINT.ITEMS		291170	35035B	349897	MFLORES	11/29/2017	350533	MFLORES	12/8/2017					
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 140.00	AUTO/TRUCK MAINT ITEMS	(Contract No. 18-010ROTE, Blanket Order (BO))	291655	112921	BO ENTRY; 350588	MMALDONADO	12/7/2017								
8594	2/1/2018	ROTEX TRUCK CENTER, INC.	\$ 76.00	AUTO/TRUCK MAINT ITEMS		291655	111505	BO ENTRY; 350588	MMALDONADO	12/7/2017								

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EFT No. 8594 Total			\$ 14,402.49										
8595	2/1/2018	SCC PURE MATERIALS, INC.	\$ 1,765.52	ROAD/HIGHWAY MATERIAL	(Contract No. 17-047SCC, Blanket Order (BO))	285921	U011018	BO ENTRY; 344126	READS	8/1/2017			
8595	2/1/2018	SCC PURE MATERIALS, INC.	\$ 3,887.89	ROAD/HIGHWAY MATERIAL	(Contract No. 17-047SCC, Blanket Order (BO))	285499	PW010918	343717	READS	7/20/2017			
8595	2/1/2018	SCC PURE MATERIALS, INC.	\$ 1,626.90	ROAD/HIGHWAY MATERIAL		285499	PW011018	343717	READS	7/20/2017			
EFT No. 8595 Total			\$ 7,280.31										
				(As per Requisition No. 348111, for Landfill Groundwater Monitoring, Well Sampling and Reporting to be in Compliance with TCEQ Requirements)									
8596	2/1/2018	SCS ENGINEERS	\$ 10,860.00	PUBLIC WORKS & RELATED SE		289690	317649	348111	READS	10/25/2017			
EFT No. 8596 Total			\$ 10,860.00										
8599	2/1/2018	STANDARD INSURANCE COMPANY	\$ 12,709.02	PAYROLL SUMMARY			20180202						
EFT No. 8599 Total			\$ 12,709.02										
8600	2/1/2018	STANDARD INSURANCE COMPANY	\$ 19,067.95	LIFE & PAI INSURANCE	PREMIUMS DECEMBER 2017		754407 A & B						
EFT No. 8600 Total			\$ 19,067.95										
513334	1/30/2018	ALC CONSTRUCTION CO.	\$ 44,325.00	CDBG SIDEWALK PROJ.	REQ#11927 DIST VIII(20BLK	A17054	EST.#3						
Check No. 513334 Total			\$ 44,325.00										
Retainage Amount Noted on EFT No. 513334			\$ (4,432.50)										
EFT No. 513334 Net Total			\$ 39,892.50										
513340	1/30/2018	ARCADIS	\$ 28,824.25	CALTON GRADE SEPARATION	REQ.#11926 PROJECT	A06077	EST.#42						
Check No. 513340 Total			\$ 28,824.25										
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 979.85	FIRST AID AND SAFETY EQUI	(Contract No. 16-042BOUN, Blanket Order (BO))	288634	82704265	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 3,311.32	FIRST AID AND SAFETY EQUI		288634	82710064	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 4,859.25	FIRST AID AND SAFETY EQUI		288634	82716785	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 1,944.97	FIRST AID AND SAFETY EQUI		288634	82718112	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 11.95	FIRST AID AND SAFETY EQUI		288634	82719468	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 74.90	FIRST AID AND SAFETY EQUI		288634	82721999	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
513350	1/30/2018	BOUND TREE MEDICAL LLC.	\$ 1,304.30	FIRST AID AND SAFETY EQUI		288634	82722000	BO ENTRY; 346727	CCOLLAZO	10/9/2017			
Check No. 513350 Total			\$ 12,486.54										
513351	1/30/2018	BRENNTAG SOUTHWEST, INC.	\$ 5,907.00	CHEMICAL,COMM,BULK	(Contact No. 14-084BREN, Blanket Order (BO))	289157	BSW911951	BO ENTRY; 346720	READS	10/16/2017			
513351	1/30/2018	BRENNTAG SOUTHWEST, INC.	\$ 5,907.00	CHEMICAL,COMM,BULK		289157	BSW913647	BO ENTRY; 346720	READS	10/16/2017			

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								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
513351	1/30/2018	BRENNTAG SOUTHWEST, INC.	\$ 8,055.00	CHEMICAL,COMM,BULK		289157	BSW91646	346720	READS	10/16/2017				
513351	1/30/2018	BRENNTAG SOUTHWEST, INC.	\$ (8,055.00)	CHEMICAL,COMM,BULK	REF:P.O.#289157		BSW91646							
513351	1/30/2018	BRENNTAG SOUTHWEST, INC.	\$ 8,055.00	CHEMICAL,COMM,BULK	REF:P.O.#289157		BSW913646							
		<b>Check No. 513351 Total</b>	<b>\$ 19,869.00</b>											
513357	1/30/2018	CAMP, DRESSER & MCKEE, INC.	\$ 29,400.00	S.LDO WWTP 6MGD EXPANSION	REQ#1252018-64 12/17-1/18	A08103	90036858 REQ#64							
		<b>Check No. 513357 Total</b>	<b>\$ 29,400.00</b>											
513364	1/30/2018	CDW COMPUTER CENTERS, INC.	\$ 2,462.86	COMPUTER EQUIPMENT		292550	LHL9038	351442	MALEMAN	12/29/2017				
513364	1/30/2018	CDW COMPUTER CENTERS, INC.	\$ 1,231.43	COMPUTER EQUIPMENT		292550	LHS0107	351442	MALEMAN	12/29/2017				
513364	1/30/2018	CDW COMPUTER CENTERS, INC.	\$ 4,643.98	TELEVISION EQUIPMENT		292550	LHS0107	351442	MALEMAN	12/29/2017				
		<b>Check No. 513364 Total</b>	<b>\$ 8,338.27</b>											
513366	1/30/2018	MISC. VENDOR TAX REFUNDS (Vendor: Cenlar)	\$ 11,356.05	TAX REFUNDS		55421								
		<b>Check No. 513366 Total</b>	<b>\$ 11,356.05</b>											
513370	1/30/2018	CORE & MAIN, LP.	\$ 1,777.90	WATER SEWAGE TREATMENT EQ	PO NUM 290971 (Contract No. 16-064CORE, Blanket Order (BO))		I244133	344935	READS	8/22/2017				
513370	1/30/2018	CORE & MAIN, LP.	\$ 12,037.55	WATER SEWAGE TREATMENT EQ	PO NUM 290971		I256181	344935	READS	8/22/2017				
		<b>Check No. 513370 Total</b>	<b>\$ 13,815.45</b>											
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 195.16	OFFICE SUPPLIES	(Contract No. 14-001PATR)	290225	1323331-0	348736						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 4,259.30	OFFICE SUPPLIES	(Contract No. 14-001PATR)	291076	1323138-0	347518	MALEMAN	11/27/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 99.80	OFFICE SUPPLIES		291076	1323138-1	347518	MALEMAN	11/27/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 2,751.00	EQUIPMENT MAINT & REPAIR	(Contract No. 14-001PATR)	291086	1321874-0	349260	CCOLLAZO	11/21/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 5,118.00	EQUIPMENT MAINT & REPAIR		291086	1321874-0	349260	CCOLLAZO	11/21/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 699.00	EQUIPMENT MAINT & REPAIR		291086	1321874-1	349260	CCOLLAZO	11/21/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 8,007.00	EQUIPMENT MAINT & REPAIR		291086	1321874-1	349260	CCOLLAZO	11/21/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 189.47	OFFICE SUPPLIES	(Contract No. 14-001PATR)	291593	1322780-0	350345	CCOLLAZO	12/5/2017				
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 243.58	OFFICE SUPPLIES	(Contract No. 14-001PATR)	292021	1323363-0	350932						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 191.59	OFFICE SUPPLIES	(Contract No. 14-001PATR)	292054	1323431-0	350825						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 43.94	OFFICE SUPPLY;INKS,LEADS		292054	1323431-0	350825						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 105.75	JANITORIAL SUPPLIES		292126	1323646-0	350804						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 147.20	JANITORIAL SUPPLIES		292126	1323646-0	350804						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 1,525.52	OFFICE SUPPLIES		292219	1323967-0	347406						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 51.49	OFFICE SUPPLIES	(Contract No. 14-001PATR)	292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 8.58	BRUSHES(NOT CLASSIFIED)		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 24.48	HARDWARE,AND ALLIED ITEMS		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 327.64	OFFICE SUPPLIES		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 40.72	OFFICE SUPPLY;INKS,LEADS		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 53.92	PLASTICS		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 11.97	RAGS,SHOP TOWELS,WIPING		292496	1324225-0	351293						
513434	1/30/2018	PATRIA OFFICE SUPPLY	\$ 31.09	TAPE		292496	1324225-0	351293						
		<b>Check No. 513434 Total</b>	<b>\$ 24,126.20</b>											

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513446	1/30/2018	ROCA GENERAL CONTRACTORS, LLC.	\$ 7,200.00	PROFESSIONAL SERVICES	(As per Requisition No. 351004, for Replacement of Drywall Ceiling at Fire Station No. 10)	292205	1017	351004	MFLORES	12/15/2017						
513446	1/30/2018	ROCA GENERAL CONTRACTORS, LLC.	\$ 1,300.00	LABOR	(As per Requisition No. 352474, for the Repair of the Ceiling for the Police Department's Narcotics Offices)	293730	1015	352474								
		Check No. 513446 Total	\$ 8,500.00													
513471	1/30/2018	VASQUEZ COUNSELING & CONSULTIN	\$ 6,300.00	HEALTH RELATED SERVICE		293435	1-LPD20171201	351953	MFLORES	1/22/2018						
513471	1/30/2018	VASQUEZ COUNSELING & CONSULTIN	\$ 1,750.00	HEALTH RELATED SERVICE		293435	1-LPD20171214	351953	MFLORES	1/22/2018						
		Check No. 513471 Total	\$ 8,050.00													
513495	2/1/2018	AXON ENTERPRISE, INC.	\$ 10,559.05	POLICE EQUIPMENT AND SUPP		290363	SI1512757	348680	CCOLLAZO	11/3/2017						
		Check No. 513495 Total	\$ 10,559.05													
513497	2/1/2018	BAKER DISTRIBUTING COMPANY	\$ 1,899.80	APPLIANCES,HOUSEHOLD	(As per Requisition No. 350774, for Commercial Ice Machine at City Hall)	292040	U817232	350774	CCOLLAZO	12/14/2017						
513497	2/1/2018	BAKER DISTRIBUTING COMPANY	\$ 85.00	FLEET MANAGEMENT ITEM		292040	U817232	350774	CCOLLAZO	12/14/2017						
513497	2/1/2018	BAKER DISTRIBUTING COMPANY	\$ 84.59	AIR CONDITIONING & HEATNG		292835	U866960	351864								
513497	2/1/2018	BAKER DISTRIBUTING COMPANY	\$ 5,497.11	AIR CONDITIONING & HEATNG	(As per Requisition No. 346705, for Repairs to Air Conditioning Unit(s) at Inner City Library)	290692	U801299	346705								
		Check No. 513497 Total	\$ 7,566.50													
513502	2/1/2018	BEST BUY GOV, LLC.	\$ 3,549.80	APPLIANCES,HOUSEHOLD	(As per Requisition No. 350685, for the Replacement of Refrigerators and Electric and Gas Stoves for the Noise Abatement and Municipal Housing Property Units)	292432	3096182	350685	CCOLLAZO	12/20/2017						
513502	2/1/2018	BEST BUY GOV, LLC.	\$ 3,549.80	APPLIANCES,HOUSEHOLD		292432	3096182	350685	CCOLLAZO	12/20/2017						
		Check No. 513502 Total	\$ 7,099.60													
513519	2/1/2018	COLONIAL SUPPLEMENTAL INSURANC	\$ 22,314.01	PAYROLL SUMMARY			20180202									
		Check No. 513519 Total	\$ 22,314.01													
513523	2/1/2018	DREKY BUILDERS	\$ 7,680.00	FIRST & FINAL PAYMENT	REQ.#2017-21		428 A.MESQUITE									
		Check No. 513523 Total	\$ 7,680.00													
513545	2/1/2018	HARTWELL ENVIRONMENTAL CORP.	\$ 25,061.64	EQUIPMENT MAINT & REPAIR		291228	17-247	349526	MALEMAN	11/28/2017						
		Check No. 513545 Total	\$ 25,061.64													
513546	2/1/2018	HEAT SAFETY EQUIPMENT, LLC.	\$ 5,306.07	TOOLS,HAND (NOT CLASSED)		290297	18-12747	348745	CCOLLAZO	11/3/2017						
513546	2/1/2018	HEAT SAFETY EQUIPMENT, LLC.	\$ 5,306.07	TOOLS,HAND (NOT CLASSED)		290297	18-12747	348745	CCOLLAZO	11/3/2017						
		Check No. 513546 Total	\$ 10,612.14													



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513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 78.00	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883 (Contract No. 14-024HESS, Blanket Order (BO))		1902329434	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 300.76	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883		1902332798	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 1,288.14	TIRES AND TUBES	PO NUM 278883		1902332799	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 1,028.22	TIRES AND TUBES	PO NUM 278883		1902332800	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 929.92	TIRES AND TUBES	PO NUM 278883		1902339101	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 617.15	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883		1902339102	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 858.76	TIRES AND TUBES	PO NUM 278883		1902339103	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 555.06	TIRES AND TUBES	PO NUM 278883		1902343180	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 622.00	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883		1902343181	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 506.90	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883		1902343182	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 987.44	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883		1902345004	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 2,000.58	TIRES AND TUBES	PO NUM 278883		1902346758	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 5.75	AUTO/TRUCK MAINT ITEMS	(Contract No. 14-024HESS, Blanket Order (BO))	278883	1902343181	BO ENTRY; 336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 5.50	AUTO/TRUCK MAINT ITEMS		278883	1902343723	BO ENTRY; 336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 1,295.00	AUTO/TRUCK MAINT ITEMS		278883	1902346280	BO ENTRY; 336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 350.50	AUTO/TRUCK MAINT ITEMS		278883	1902329434	BO ENTRY; 336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 410.48	AUTO/TRUCK MAINT ITEMS		278883	1902329435	BO ENTRY; 336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 506.90	AUTO & TRUCK MAINT.ITEMS	PO NUM 278883 (Contract No. 14-024HESS, Blanket Order (BO))		1902346759	336458	READS	2/10/2017						
513550	2/1/2018	HESSELBEIN TIRE SOUTHWEST	\$ 697.44	TIRES AND TUBES	PO NUM 278883		1902346759	336458	READS	2/10/2017						
		<b>Check No. 513550 Total</b>	<b>\$ 13,044.50</b>													
					(Contract No. 16-023HOLG) (As per Requisition Noted, for Dry Cleaning Services Contract for Police Sworn Personnel; approved by City Council on February 16, 2016 (Motion No. 25))											
513553	2/1/2018	HOLGUIN CLEANERS	\$ 7,750.00	PROFESSIONAL SERVICES		288679	804087	346775	CCOLLAZO	10/9/2017						
513553	2/1/2018	HOLGUIN CLEANERS	\$ 500.00	PROFESSIONAL SERVICES		288854	804092	347592								
		<b>Check No. 513553 Total</b>	<b>\$ 8,250.00</b>													
513568	2/1/2018	LAREDO FEDERAL CREDIT UNION	\$ 32,198.50	PAY DATE: 2/02/18			PPE: 01/27/18									
		<b>Check No. 513568 Total</b>	<b>\$ 32,198.50</b>													
513573	2/1/2018	LED ELECTRIC & LIGHTING CONTRA	\$ 12,850.00	ELECTRICAL EQUIP & SUPPLY		291151	1052	348886	RCHAVEZ	11/28/2017						
		<b>Check No. 513573 Total</b>	<b>\$ 12,850.00</b>													
					(As per Requisition No. 346816, for Software Service Support for Insight Software (Health Department))											
513583	2/1/2018	NETSMART TECHNOLOGIES, INC.	\$ 9,935.86	PROFESSIONAL SERVICES		289734	166497	346816	CCOLLAZO	10/16/2017						

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		Check No. 513583 Total	\$ 9,935.86															
513607	2/1/2018	RODRIGUEZ, ALEJANDRO VELA	\$ 15,500.00	COMMUNICATIONS/MEDIA SERV	(As per Requisition No. 351567, for Electronic / TV Space Advertising; Approved by City Council on 11-06-2017 (Motion No. 33))	292906	13018	351567	BLOPEZ		1/4/2018							
		Check No. 513607 Total	\$ 15,500.00															
513618	2/1/2018	SEPULVEDA ASSOCIATES	\$ 16,690.00	PROFESSIONAL SERVICES	(As per Requisition No. 344538, for an Architectural and Engineering Services Contract for the North Laredo Wastewater Treatment Plan Administration Building; Approved by City Council on July 17, 2017 (Motion No. 53))	288292	EST.#2 1/03/18	344538	READS		8/15/2017							
		Check No. 513618 Total	\$ 16,690.00															
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 2,601.60	TIRES AND TUBES	PO NUM 278885 (Contract No. 13-09SMRT, Blanket Order (BO))		68325627	336460	READS		2/10/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 1,441.00	TIRES AND TUBES	PO NUM 279689 (Contract No. 16-0295TM, Blanket Order (BO))		68325524	337198	READS		3/3/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 4,054.50	TIRES AND TUBES	PO NUM 279689 (Contract No. 17-039OUT, Blanket Order (BO))		68326407	337198	READS		3/3/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 824.34	TIRES AND TUBES		290058	68324642	346875	CCOLLAZO		10/9/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 180.00	TIRES AND TUBES		290058	68324642	346875	CCOLLAZO		10/9/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 122.16	AUTO & TRUCK MAINT.ITEMS		290058	68325371	346875	CCOLLAZO		10/9/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 3,832.00	AUTO & TRUCK MAINT.ITEMS		290058	68325542	346875	CCOLLAZO		10/9/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO & TRUCK MAINT.ITEMS		290058	68325726	346875	CCOLLAZO		10/9/2017							
513628	2/1/2018	SOUTHERN TIRE MART, INC.	\$ 774.00	AUTO & TRUCK MAINT.ITEMS		290058	68325800	346875	CCOLLAZO		10/9/2017							
		Check No. 513628 Total	\$ 13,874.60															
513630	2/1/2018	SUPERIOR VISION SERVICES, INC.	\$ 49.92	PAYROLL SUMMARY			20180131											
513630	2/1/2018	SUPERIOR VISION SERVICES, INC.	\$ 7,383.46	PAYROLL SUMMARY			20180202											
		Check No. 513630 Total	\$ 7,433.38															
513631	2/1/2018	TEGS WAREHOUSE SUPPLY, LLC.	\$ 7,455.00	BUS PARTS	PO NUM 287631 (Blanket Order (BO))		2206	345810	READS		9/7/2017							
		Check No. 513631 Total	\$ 7,455.00															

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513636	2/1/2018	THE LIFEGUARD STORE, INC.	\$ 4,642.00	FLOOR COVERING,INSTALL ET	(As per Requisition No. 342846, for the purchase of an ADA Easy Stair for Bartlett Pool to assist Patrons in Entering and Exiting the Pool)	285005	INV583587	342846									
513636	2/1/2018	THE LIFEGUARD STORE, INC.	\$ 536.04	FURNITURE,LAB,SPECIAL	(As per Requisition No. 342958, for the purchase of Storage Lockers for Aquatics Class Equipment used at Bartlett Pool)	285229	INV586296	342958									
513636	2/1/2018	THE LIFEGUARD STORE, INC.	\$ 1,895.96	FURNITURE,OFFICE		285229	INV586296	342958									
		<b>Check No. 513636 Total</b>	<b>\$ 7,074.00</b>														
513641	2/1/2018	UNDERWRITERS LABORATORIES, INC	\$ 9,229.45	FIRE PROTECTION EQUIP/SUP		288859	72020233566	347017	CCOLLAZO	10/11/2017							
		<b>Check No. 513641 Total</b>	<b>\$ 9,229.45</b>														
513646	2/1/2018	UNUM LIFE INSURANCE COMPANY OF	\$ 13,623.33	PAYROLL SUMMARY			20180202										
		<b>Check No. 513646 Total</b>	<b>\$ 13,623.33</b>														
513668	2/1/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 14,845.88	PAYROLL SUMMARY			20180202-REISS										
513668	2/1/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 8,476.20	PAYROLL SUMMARY			20180202-REISS										
		<b>Check No. 513668 Total</b>	<b>\$ 23,322.08</b>														
513669	2/1/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 10,954.79	PAYROLL SUMMARY			20180202-REISS										
		<b>Check No. 513669 Total</b>	<b>\$ 10,954.79</b>														
2180201	2/1/2018	INTERNAL REVENUE SERVICES	\$ 2,438.57	EMPLOYEE FICA													
2180201	2/1/2018	INTERNAL REVENUE SERVICES	\$ 2,438.57	CITY FICA													
2180201	2/1/2018	INTERNAL REVENUE SERVICES	\$ 5,616.18	FIT													
		<b>Wire Transfer No. 2180201 Total</b>	<b>\$ 10,493.32</b>														
2180202	2/2/2018	USCM-DEFERRED COMPENSATION	\$ 34,740.35	USCM CLEARING ACCOUNT	PPE 01/27/2018												
		<b>Wire Transfer No. 2180202 Total</b>	<b>\$ 34,740.35</b>														
2180205	2/1/2018	MILENIO DIARIO S.A. DE C.V.	\$ 32,960.00	COMMUNICATIONS/MEDIA SERV	(As per Requisition No. 351561, for Print Advertising; Approved by City Council on 11-06-2017 (Motion No. 33))	292905	MMA 238275	351561	BLOPEZ	1/4/2018							
2180205	2/1/2018	MILENIO DIARIO S.A. DE C.V.	\$ 11,330.00	COMMUNICATIONS/MEDIA SERV		292905	MMA 238275	351561	BLOPEZ	1/4/2018							
		<b>Wire Transfer No. 2180205 Total</b>	<b>\$ 44,290.00</b>														
2180214	2/2/2018	WELLS FARGO BANK	\$ 5,617.48	PAYROLL SUMMARY			20180202										
2180214	2/2/2018	WELLS FARGO BANK	\$ 3,727.64	PAYROLL SUMMARY			20180202										
		<b>Wire Transfer No. 2180214 Total</b>	<b>\$ 9,345.12</b>														

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.