

City of Sandy Oaks
Details
September 2019

Type	Date	Name	Memo	Amount
Ordinary Income/Expense				
Income				
General Fund Revenues				
Ad Valorem Taxes				
Deposit	09/04/2019	Bexar County Tax Assessor	Deposit	4,527.21
Total Ad Valorem Taxes				4,527.21
Fines and Fees				
Deposit	09/03/2019	NetData	ACH Court Payment	265.00
Deposit	09/09/2019	NetData	ACH Court Payment	265.00
Deposit	09/11/2019	NetData	ACH Court Payment	265.00
Deposit	09/12/2019	NetData	ACH Court Payment	270.00
Total Fines and Fees				1,065.00
Petty Cash				
Deposit	09/16/2019		Microchip Event 09/15/2019	140.00
Total Petty Cash				140.00
Sales Tax				
Deposit	09/13/2019	Texas State Comptroller	Deposit	8,568.10
Total Sales Tax				8,568.10
Total General Fund Revenues				14,300.31
Total Income				14,300.31
Gross Profit				14,300.31
Expense				
City Council & Mayor Expense				
Administrative Training & Educ				
Credit Card Charge	09/12/2019	Texas Municipal Clerks Association	Membership Fee	100.00
Check	09/26/2019	Cynthia Walker	Investment Fund Training	275.00
Total Administrative Training & Educ				375.00
Community Programs				
Credit Card Charge	09/03/2019	NATW	NNO Supplies	855.80
Total Community Programs				855.80
Conference, Convention, Meeting				
Credit Card Charge	09/06/2019	SAMS Club	Refreshments for open house with Tony Saucedo	72.58
Credit Card Charge	09/11/2019	Panda Express	Error in card used, reimbursed Sep 13, 2019	10.28
Total Conference, Convention, Meeting				82.86
Total City Council & Mayor Expense				1,313.66

Type	Date	Name	Memo	Amount
Municipal Building				
Building, Maintenance				
Credit Card Charge	09/16/2019	Home Depot	Dusk to Dawn Lights & Bulbs	83.79
Check	09/30/2019	Remigio Mendoza	Holding Room Bench & Evidence Room Shelves	950.00
Total Building, Maintenance				1,033.79
Total Municipal Building				1,033.79
Operating Expenses				
Bank Service Charges				
Check	09/05/2019	Bank Service Charge		25.00
Total Bank Service Charges				25.00
City Clerk Salary				
Check	09/13/2019	ADP Wage Pay	K. Yelton	1,324.72
Check	09/26/2019	ADP Wage Pay	K. Yelton	1,382.85
Total City Clerk Salary				2,707.57
City Marshal				
Animal Control Officer				
Containment/Facilities				
Check	09/23/2019	Horizon Structures	Balance for Animal Kennel Invoice 317	22,150.00
Total Containment/Facilities				22,150.00
Equipment and Supplies				
Check	09/06/2019	Micki Ball	Food & Litter for 20 Kittens	37.45
Check	09/06/2019	Micki Ball	Scale	24.99
Check	09/11/2019	Thompson Printing	Warning Labels for Abandoned Vehicles	110.00
Check	09/11/2019	Screen Impressions	ACAC Banner	125.00
Check	09/23/2019	Cynthia Walker	Reimburse for Sharps container	8.69
Total Equipment and Supplies				306.13
Veterinarian Services				
Credit Card Charge	09/12/2019	Oak Hills Animal Hospital		860.16
Credit Card Charge	09/18/2019	Oak Hills Animal Hospital		190.39
Total Veterinarian Services				1,050.55
Total Animal Control Officer				23,506.68
Equipment - Marshal				
Check	09/09/2019	Southwest Public Safety	Retrofit Impala Invoice 810231	15,835.72
Check	09/13/2019	Computer Express Solutions	Server Rack Invoice 190839DSR	1,099.95
Check	09/13/2019	Computer Express Solutions	Security Cameras Invoice 190821NVR	4,081.60
Check	09/19/2019	Dailey-Wells Communications	Invoice 19CC080907 (4 Radios)	16,865.00
Check	09/25/2019	Nardis Public Safety	Maldonado Embroidery SO No 0262158	75.00
Total Equipment - Marshal				37,957.27

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Accrual Basis

Type	Date	Name	Memo	Amount
Fuel - Marshal				
Credit Card Charge	09/09/2019	Pilot Travel Center	21.372 gallons @ \$2.199	47.00
Credit Card Charge	09/16/2019	Pilot Travel Center	14.555 gallons @ \$2.199	32.01
Credit Card Charge	09/19/2019	Pilot Travel Center	16.536 gallons @ \$2.299	38.02
Credit Card Charge	09/23/2019	Pilot Travel Center	13.060 gallons @ \$2.299	30.02
Total Fuel - Marshal				147.05
Salary - Marshal				
Check	09/13/2019	ADP Wage Pay	F. Lopez	2,000.00
Check	09/26/2019	ADP Wage Pay	F. Lopez	2,150.00
Total Salary - Marshal				4,150.00
Supplies - Marshal				
Credit Card Charge	09/06/2019	Arrowhead Forensics	Drug Test Kits	148.78
Total Supplies - Marshal				148.78
Vehicle Maintenance-Marshal				
Check	09/04/2019	Screen Impressions	Invoice 0828-19 Badge Decals for Marshal Vehicles	40.00
Check	09/11/2019		Impala Inspection	7.00
Check	09/11/2019		Impala Title Transfer Fee	7.50
Credit Card Charge	09/12/2019	Mother's Window Tint	Tint Impala Windows	200.00
Check	09/23/2019	Chuck's Auto	Oil change and air filter on Expedition	81.94
Total Vehicle Maintenance-Marshal				336.44
Total City Marshal				66,246.22
Contract Services				
Engineering Services				
Check	09/09/2019	M & S Engineering	Invoice 38904	5,750.00
Check	09/09/2019	M & S Engineering	Invoice 38905	3,753.75
Total Engineering Services				9,503.75
Fees-BCAD				
Check	09/11/2019	Bexar County Appraisal District	4th Quarter Levy	352.00
Total Fees-BCAD				352.00
Legal Fees				
Check	09/13/2019	Kassahn & Ortiz, P.C.	June 2019 Invoice 1213	4,515.80
Total Legal Fees				4,515.80
Total Contract Services				14,371.55
Election Expense				
Check	09/16/2019	Bexar County Elections	Estimated Pro Rata Cost 2019 Election	1,603.53
Total Election Expense				1,603.53

Type	Date	Name	Memo	Amount
Municipal Court				
Court Clerk				
Check	09/13/2019	ADP Wage Pay	K. Plate	900.00
Check	09/26/2019	ADP Wage Pay	K. Plate	1,000.00
Total Court Clerk				1,900.00
Court Supplies				
Credit Card Charge	09/16/2019	Amazon	Metal Detector and 2 File Holders	147.96
Total Court Supplies				147.96
Municipal Judge				
Check	09/13/2019	Linda Molina		1,425.00
Total Municipal Judge				1,425.00
Total Municipal Court				3,472.96
Operations				
Newspaper Publishing				
Check	09/09/2019	Wilson County News	O 2019-143, Audit RFQ, Public Hearing Notice	96.50
Check	09/11/2019	San Antonio Express News	Notice of Public Hearing Publication	694.09
Total Newspaper Publishing				790.59
Operating Supplies				
Credit Card Charge	09/06/2019	Office Depot	Ink Cartridges	519.45
Credit Card Charge	09/16/2019	Office Depot	Magenta Ink Cartridge	79.89
Credit Card Charge	09/16/2019	Office Depot	Ink, Clip Boards, Label Tape, Sign Holders	263.72
Check	09/18/2019	Texas Facilities Federal Surplus	Various Office Supplies	40.00
Credit Card Charge	09/25/2019	Amazon	File Holder	29.96
Credit Card Credit	09/26/2019	Office Depot	Return of incorrect items purchased online	-16.47
Credit Card Charge	09/30/2019	Amazon	Court & Municipal Supplies	172.78
Credit Card Charge	09/30/2019	Amazon	Wireless Headset	215.00
Total Operating Supplies				1,304.33
Printing and Copying				
Check	09/01/2019	Facilities Management Print Shop	Invoice 24087 Court Letterhead and Envelopes	132.74
Check	09/01/2019	Facilities Management Print Shop	Invoice 24087 City Letterhead and Envelopes	132.74
Total Printing and Copying				265.48

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Type	Date	Name	Memo	Amount
Telephone, Telecommunications				
Check	09/03/2019	Alamo Broadband		81.23
Check	09/04/2019	Verizon	Invoice 9836765440	857.17
Check	09/16/2019	ADT Security		59.95
Check	09/16/2019	Go Daddy	Two Mailbox Renewals	287.04
Check	09/19/2019	Go Daddy	SSL and Website Hosting Annual Renewal	319.87
Check	09/20/2019	Go Daddy	Annual Renewal of Nine Email Addresses	1,520.76
Total Telephone, Telecommunications				3,126.02
Total Operations				5,486.42
Utilities - Electricity				
Check	09/04/2019	CPS	\$9.13 WWP, \$302.99 Hickory Haven	312.12
Check	09/11/2019	CPS	Streetlights 08/22/2019 - 09/05/2019	1,777.89
Total Utilities - Electricity				2,090.01
Utilities - Water				
Check	09/04/2019	SAWS		31.30
Check	09/25/2019	SAWS		34.80
Total Utilities - Water				66.10
Total Operating Expenses				96,069.36
Payroll Expenses				
ER Tax				
Check	09/13/2019	ADP Tax Withholding	219.00 FL, 96.92 CM, 98.55 KP, 101.34 KLY	515.81
Check	09/26/2019	ADP Tax Withholding	FL 226.13, CM 109.41, KP 104.12, KLY 105.79	545.45
Total ER Tax				1,061.26
Payroll Processing - SAPays				
Check	09/04/2019	SA Pays, LLC	Invoice 848	318.48
Total Payroll Processing - SAPays				318.48
Total Payroll Expenses				1,379.74
Public Works				
Fuel - Public Works				
Credit Card Charge	09/06/2019	Pilot Travel Center	20.238 gallons @ \$2.199	44.50
Credit Card Charge	09/12/2019	Pilot Travel Center	16.369 gallons @ \$2.199	36.00
Credit Card Charge	09/18/2019	Pilot Travel Center	19.573 gallons @ \$2.299	45.00
Credit Card Charge	09/23/2019	Pilot Travel Center	22.184 gallons @ \$2.299	51.00
Total Fuel - Public Works				176.50
Litter Removal				
Check	09/11/2019	Tiger Sanitation	Invoice 0002799492 2 yard dumpster	66.58
Check	09/11/2019	Tiger Sanitation	Invoice 0002833443 30 yard dumpster	93.00
Total Litter Removal				159.58

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Type	Date	Name	Memo	Amount
Mowing				
Check	09/23/2019	D&C Services	Mowing of Park	900.00
	Total Mowing			900.00
Park & City Grounds Projects				
Credit Card Charge	09/20/2019	Home Depot	Lumber for Distance Markers	59.94
	Total Park & City Grounds Projects			59.94
Public Works Employees				
Check	09/13/2019	ADP Wage Pay	C. Maldonado	1,266.98
Check	09/26/2019	ADP Wage Pay	C. Maldonado	1,430.11
	Total Public Works Employees			2,697.09
Tools and Equipment				
Credit Card Charge	09/11/2019	John H Sorola, Inc	Chains for saw	53.63
	Total Tools and Equipment			53.63
	Total Public Works			4,046.74
Reserve Funding				
GASB54 - Assigned				
Master Plan				
Check	09/26/2019	Mendez Engineering	Invoice 2019-122 Project 1906-6 Master Plan	5,875.00
	Total Master Plan			5,875.00
	Total GASB54 - Assigned			5,875.00
	Total Reserve Funding			5,875.00
	Total Expense			109,718.29
	Net Ordinary Income			-95,417.98
	Net Income			-95,417.98