

**Seguin Conservation Society  
Quarterly Occupancy Tax Report**

**Quarter Ended September 30, 2015**

<b>Beginning Balance as of June 30, 2015</b>			<b>\$ 24,297.98</b>
Revenues:			
08.06.15	Deposit - Refund of overpayment	\$	63.00
09.03.15	Deposit	\$	<u>3,325.00</u>
Total Revenues:		\$	<u>3,388.00</u>
Expenditures:			
07.01.15	Ernest Urquiza	Printing Expense	\$ 50.00
07.08.15	New Braunfels Herald-Zeitung	Advertising	\$ 126.00
07.08.15	Seguin Gazette Enterprise	Advertising	\$ 358.86
07.08.15	KWED / Seguin Daily News	Advertising	\$ 312.00
07.08.15	The Luling Newsboy	Advertising	\$ 26.00
07.31.15	Ernest Urquiza	Printing Expense	\$ 50.00
08.06.15	Nagle Construction	Property Repairs	\$ 1,250.00
08.06.15	The Luling Newsboy	Advertising	\$ 26.00
08.18.15	Rocky Sauseda	Property Repairs	\$ 590.00
09.01.15	Ernest Urquiza	Website Maintenance	\$ 50.00
09.11.15	Seguin Gazette Enterprise	Advertising	\$ 55.86
09.18.15	Mid Texas Symphony	Advertising	\$ 300.00
09.22.15	Ernest Urquiza	Printing Expense	\$ 15.00
09.25.15	Jerry Guerrero	Property Repairs	<u>\$ 60.00</u>
Total Expenditures			\$ (3,269.72)
Net Revenues (Expenditures)			<u>\$ 118.28</u>
<b>Ending Balance as of September 30, 2015</b>			<b>\$ 24,416.26</b>





# THE HERITAGE MUSEUM

114 N. River Street • Seguin, Texas 78155

Susan Caddell

October 2, 2015

Director of Finance

City of Seguin

Dear Susan,

Please find enclosed The Heritage Museum Quarterly Report for July, 2015 –September 30, 2015

Should you have any questions please do not hesitate to call.

Sincerely

John Gesick

Director

QUARTERLY HOTEL OCCUPANCY REPORT FORM

FOR QUARTER ENDING SEPTEMBER 30, 2015

Beginning Balance as of JUNE 30, 2015 (\$3,848.04)  
This should equal the ending balance of the  
Preceding quarter.

REVENUS;

Include occupancy tax money received from

United Way	\$ 875.01
City of Seguin	\$1,250.00
Total Revenues	\$2,125.01

EXPENDITURES;

Include only funds spent from money received from City  
Of Seguin. The expenditures must meet the requirements in  
Tax Code 351.101

TOTAL EXPENDITURES;

Should equal the "Total Expenditures" on the Disbursement Journal for the  
same quarter. \$6,782.83

NET REVENUES EXPENDITURES; (\$4,657.82)

ENDING BALANCE AS OF  
SEPTEMBER 30, 2015, 2015 (4,657.82)

## DISBURSEMENT JOURNAL

DATE	CHECK NO	PAYEE	DISCRPTION	AMOUNT
7/1/2015	1462	Time Warner	Tel/Internet	162.53
7/1/2015	1463	Joel Flores	Contract Labor	110
7/10/2015	1465	Joel Flores	Contract Labor	165
7/15/2015	1467	Center Point	Utilities	32.54
7-17-2015q	1468	Joel Flores	Contract Labor	165
7/17/2015	1470	Home Depot	Maint	77.71
7/17/2015	1471	Kim Illhardt	Accounting	100
7/17/2015	1472	City od Seguin	Utilities	401.04
7/24/2015	1474	Joel Flores	Contract Labor	165
7/29/2015	1475	US Treasury	P/R Taxes	1,250.90
7/31/2015	1477	Joel Flores	Contract Labor	132
7/31/2015	1478	Hartford Ins.	Insurance	173.17
8/7/2015	1480	Joel Flores	Contract Labor	165
8/7/2015	1481	Center Point	Utilities	32.54
8/7/2015	1482	Time Warner	Tel/Internet	162.08
8/7/2015	1483	Culligan	Office Supplies	76.28
8/12/2015	1484	Chamber	Membership Dues	115
8/14/2015	1485	Joel Flores	Contract Labor	165
8/14/2015	1486	Hartford Ins.	Insurance	174
8/14/2015	1488	Culligan	Office Supplies	43.85
8/25/2015	1490	City od Seguin	Utilities	645.36
9/4/2015	1493	Gaylord	Office Supplies	31.15
9/4/2015	1494	Time Warner	Tel/Internet	162.08
9/4/2015	1495	Kim Illhardt	Accounting	400
8/28/2015	1496	Watchlight	Dues	131.4
8/28/2015	1497	Angel Pest	Maint	55
8/28/2015	1498	Center Point	Utilities	37.75
8/28/2015	1499	Pollock	Office Supplies	75
9/4/2015	1500	Kim Illhardt	Accounting	400

9/15/2015  
9/25/2015  
8/29/2015

1503  
1504  
1506

Hartford Ins.  
City od Seguin  
NCEN

Insurance  
Utilities  
Grant Expense

187.34  
724.11  
65

TOTAL

6782.83

**QUARTERLY REPORT FOR:**  
**GUADALUPE COUNTY FAIR ASSOCIATION**

**FOR QUARTER ENDED: Sept 30, 2015**

**Beginning Balance as of July 1, 2015:**

**\$13,739.78**

This should equal the ending balance of the preceding quarter

**Revenues:**

Include occupancy tax money received from City of Seguin

Deposit: City of Seguin	\$4,312.50	
Interest	<u>\$1.15</u>	
<b>Total Revenues:</b>		<b>\$4,313.65</b>

**Expenditures:**

Include only funds spent from money received from City of Seguin

**These expenditures must meet requirements in Texas Tax Code Section 351.101**

**Total Expenditures:**

This total should equal the "Total Expenditures"  
on the Disbursements Journal for the same quarter

**Net Revenues (Expenditures):**

**\$4,313.65**

**Ending Balance as of Sept 30, 2015**

**\$18,053.43**

# QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM

FOR QUARTER ENDED September 30, 2015

Beginning Balance as of June 30, 2015

-0-

This should equal the ending balance of the preceding quarter

**Revenues:**

Include occupancy tax money received from City of Seguin

\$1962.50

**Total Revenues:**

\$1962.50

**Expenditures:**

Include only funds spent from money received from City of Seguin.

**These expenditures must meet requirements in Texas Tax Code Section 351.101**

**Total Expenditures:**

\$1962.50

This total should equal the "Total Expenditures" on the Disbursements Journal for the same quarter.

**Net Revenues (Expenditures)**

\$0.00

Ending Balance as of \$0.00

\$0.00

## DISBURSEMENTS JOURNAL

<u>Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
These expenditures must meet the requirements in Texas Tax Code 351.101				
5/2/15	1296	Albert Barrientos	security	\$240.00
4/15/15	1279	Gloria Sasser	mailings	\$100.00
2/26/15	1273	LULAC National	convention booth	\$1000.00
5/30/15	1321	Ricardo Guerra	printing	\$237.50
6/8/2015	1323	Ricardo Guerra	-reimbursement for banners, signs	\$385.00

**Total Expenditures**

**\$1962.50**

**QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM**

Sequin Area Chamber of Commerce

**FOR QUARTER ENDED** September 30, 2015

**Beginning Balance as of** <13.60> June 30, 2015  
This should equal the ending balance of the preceding quarter

**Revenues:** \$500.00  
Include occupancy tax money received from City of Seguin

**Total Revenues:** \$500

**Expenditures:**  
Include only funds spent from money received from City of Seguin.  
**These expenditures must meet requirements in Texas Tax Code Section 351.101**

∅

**Total Expenditures:** ∅  
This total should equal the "Total Expenditures" on the Disbursements Journal for the same quarter.

**Net Revenues (Expenditures)** \$486.40

**Ending Balance as of** September 30, 2015 \$ 486.40

## Attachment A

### QUARTERLY HOTEL OCCUPANCY TAX REPORT SEGUIN ART LEAGUE QUARTER ENDING SEPTEMBER 30, 2015

<b>Beginning balance as of</b>	<b>4166,82</b>
This is the ending balance of the preceding quarter.	
<b>Revenues:</b>	
Occupancy tax money received from the City of Seguin.	1187.50
Payment received	
<b>Total revenues:</b>	<b>5354.32</b>
<b>Expenditures:</b>	
Funds spent from money received from the City of Seguin.	
These expenses meet requirements of Texas Code Section 351.101.	
Advertising for renovation fund-raising	563.01
Expenses for fund-raising for "Raise the Klein"	112.24
Postcards and banners for "Yulefest" advertising	216.99
<b>Total expenditures:</b>	<b>892.24</b>
Equals the total for the Disbursement Journal for the same quarter.	
<b>Net Revenues(Expenditures</b>	
<b>Ending Balance as of September 30,2015</b>	<b>4462.08</b>

**Note:**

Most of the money received from HOT Funds goes toward the Art League's expenses incurred for Yulefest, which falls in the fourth quarter.

**QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM**

*The Fields At Huber Ranch*

**FOR QUARTER ENDED: 9/30/2015**

**Beginning Balance as of 6/30/2015 -\$1,527.99**

This should equal the ending balance of the preceding quarter

**Revenues: \$6,945.00**

Include occupancy tax money received from City of Seguin

**Total Revenues: \$6,945.00**

**Expenditures:**

Include only funds spent from money received from City of Seguin

These expenditures must meet requirements in Texas Tax Code Section 351.101

**Total Expenditures: \$7,106.88**

This total should equal the "The Total Expenditures" on the Disbursement Journal for the same quarter

**Net Revenues (Expenditures) -\$161.88**

**Ending Balance as of 9/30/2015 -\$1,689.87**

Quarterly Hotel Occupancy Tax Report Form  
The Fields At Huber Ranch LLC  
Quarter Ending 9-30-2015

These expenditures must meet the requirements in Texas Tax Code 351.101

Date	Check #	Payee	Description	Amount
7/2/2015	5779	BWI	Field Maintenance / Upkeep	\$1,006.00
7/15/2015	5804	Johnny Guerrero	Promotional / Advertising	\$700.00
7/15/2015	5806	Keller Materials	Field Maintenance / Upkeep	\$476.34
7/2/2015	5752	City of Seguin	Promotional / Advertising	\$450.00
7/10/2015	5799	Benito Campa	Field Maintenance / Upkeep	\$515.00
7/10/2015	5893	Seguin Chamber	Promotional / Advertising	\$200.00
7/10/2015	5798	Seguin Chamber	Promotional / Advertising	\$75.00
8/22/2015	5854	Ups & Grounds	Promotional / Advertising	\$167.62
8/28/2015	5864	Seguin Parks & Recreation	Promotional / Advertising	\$450.00
8/28/2015	5865	Ups & Grounds	Promotional / Advertising	\$77.94
8/28/2015	5862	Benito Campa	Field Maintenance / Upkeep	\$515.00
9/4/2015	5871	BWI	Field Maintenance / Upkeep	\$508.98
9/5/2015	5875	Ryan Sanders Sports	Field Maintenance / Upkeep	\$435.00
9/11/2015	5881	Benito Campa	Field Maintenance / Upkeep	\$515.00
9/14/2015	5887	Johnny Guerrero	Promotional / Advertising	\$500.00
9/18/2015	5891	Benito Campa	Field Maintenance / Upkeep	\$515.00

**Total Expenditures**

**\$7,106.88**