

It's real.

MEMORANDUM

To: Mayor and City Councilmembers

Steve Parker, City Manager

From: Susan Caddell, Director of Finance

Subject: Occupancy Tax Reports for Quarter End June 30, 2022

Date: July 28, 2022

Attached you will find the reports for quarter ended June 30, 2022, from civic organizations receiving occupancy tax funding. All reports seem to be in compliance with state regulations. In Section II of each agreement, the contracts require the organizations to hold their events or functions in order to be eligible for funding. If the events or functions are not held, the funding to the civic organizations will be reduced accordingly. Over the several last quarters the Seguin Conservation Society held events at the Texas Theater; Mid-Texas Symphony held the Scheherazade in September, the Home for the Holiday concert in December; Teatro de Artes continued to provide Hispanic heritage events including "Open Air" De Mano a Mano Artisan Market and Noche de Gala, along with Mariachi Girl Play this past quarter; the Fair Association held the annual county fair in October; the Seguin Art League held Yulefest in December and participated in the Third Thursday Art; LULAC held Cinco de Mayo in May; and the Fields of Huber Ranch has held several tournaments. In addition, the Seguin Heritage Museum is based upon keeping the museum open to the public and no specific event, their requirement was just to keep the doors open to the public. They continued to stay open. I recommend funding to Seguin Conservation Society, Mid-Texas Symphony, the Seguin Heritage Museum, Teatro de Artes de Juan Seguin, the Guadalupe County Fair Association, Seguin Art League, LULAC Council 682 and the Fields of Huber according to their agreements for this quarter.

Please let me know if you have any further questions.

9:29 AM 07/19/22

Seguin Conservation Society Quarterly Report for Occupancy Tax Funds

Accrual Basis As of June 30, 2022

Туре	Date	Num	Name	Мето	Split	Debit	Credit	Balance
	und (#11106622)							4,135.44
Hotel / Motel Fr	und							4,135.44
Check	04/01/2022	ACH	Twindeavor	NEW WEBSITE MAINTENANCE	Advertising		40.00	4,095.44
Check	05/01/2022	ACH	Twindeavor	NEW WEBSITE MAINTENANCE	Advertising		40.00	4,055.44
Deposit	05/16/2022			Deposit	Hotel/ Motel Income	2,787.50		6.842.94
Check	06/01/2022	ACH	Twindeavor	NEW WEBSITE MAINTENANCE	Advertising		40.00	6,802.94
Total Hotel/ Mo	tel Fund					2,787.50	120.00	6,802.94
otal AMBK - Gene	eral Fund (#111066	22)				2,787.50	120.00	6,802.94
ſAL						2,787.50	120.00	6,802.94

QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM Mid-Texas Symphony Society, Inc. FOR QUARTER ENDED June 30, 2022

Beginning Balance as of 4/1/2022	\$	3,961.00
This should equal the ending balance of the preceding quarter We added \$100.00 from our general operating account to keep the account open. Revenues:		
Include occupancy tax money received from City of Seguin	\$	3,913.00
Total Revenues:	\$	1,956.50
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: This total should equal the "Total Expenditures" on the Disbursements Journal for the s	_\$ same quarter.	3,468.00
Net Revenues (Expenditures)	\$	2,449.50
Ending Balance as of 6/30/2022	_\$	2,449.50

DISBURSEMENTS JOURNAL Mid-Texas Symphony Society, Inc. FOR QUARTER ENDED June 30, 2022

<u>Date</u>	Check #	<u>Payee</u>	Description These expenditures must meet the requirements in	<u> </u>	mount
			Texas Tax Code 351,101		
4/24/2022	10054	Craig Sorgi	Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	512.00
4/24/2022	10055	Laura Scalzo	Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	380.00
4/24/2022	10056	Julie Post	Musician Fees for April 24, 2022 concert at Jackson A ditorium	\$	280.00
4/24/2022		Bethany Raynes	Musician Fees for April 24, 2022 concert at Jackson Alditorium	\$	280.00
4/24/2022		Milena Georgieva	Musician Fees for April 24, 2022 concert a Jackson Auditorium	\$	210.00
4/24/2022		Amber Jahns	Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	42.00
4/24/2022		Jacob Casas	Musician Fees for April 24, 2022 concert at Jackson Auditori ^u m	\$	42.00
4/24/2022		Kevin Torres	Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	42.00
4/24/2022		Tyler Waite	Musician Fees for April 24, 2022 concert a Jackson Auditorium	\$	42.00
4/24/2022		Noah Aguillon	Musician Fees for April 24, 2022 concert a Jackson Auditorium	\$	42.00
4/24/2022		Natsumi Petri	Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	98.00
4/24/2022		Ismael Borrego	Musician Fees for April 24, 2022 concert at Jackson Andi ^t ori _u m	\$	280.00
4/24/2022		Danuta Gradney	Musician Fees for April 24, 2022 concert at Jackson A ^u di ^T ori m	\$	280.00
4/24/2022		Claudia Ferguson	Musician Fees for April 24, 2022 concert a _t Jackson Audi ^t ori <mark>u</mark> m	\$	280.00
4/24/2022		Satoko Ogasawara	Musician Fees for April 24, 2022 concert a Jackson Auditorium	\$	280.00
4/24/2022		Ryan Coppin	Musician Fees for April 24, 2022 concert at Jackson A ditori ^u m	\$	280.00
4/24/2022		Crystal Gonzalez	Musician Fees for April 24, 2022 concert a ^t Jackson Auditorium	\$	42.00
4/24/2022	10073	Jalie-Ann Cummings	s Musician Fees for April 24, 2022 concert at Jackson Auditorium	\$	56.00

Total Expenditures \$ 3,468.00

Teatro De Artes De Juan Seguin QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM FOR QUARTER ENDED 6/30/2022

Beginning Balance as of 4/01/2022	(\$6,183.06)
Revenues: City of Seguin 05/12/2022	\$	4,125.00
Total Revenues:	(\$2,058.06)
Expenses: Artists, Perfoming Groups, etc. Mariachi Costumes Administrative & Clerical Staff Rental fees, Utilities & Liability Insurance Total Expenditures	\$ \$ \$ \$ \$ \$	6,050.00 392.00 2,777.94 867.22 10,087.16
Net Revenues (Expenditures)	(\$	12,145.22)
Ending Balance as of 6/30/2022	(\$	12,145.22)
DISBURSEMENTS JOURNAL		
Date Chect# Payee Description		mount
4/25/2022 Bill Pay Farmers Insurance Liability Insurance	\$	267.74
5/25/2022 Bill Pay Farmers Insurance Liability Insurance	\$	267.74
1/7/2022 Debit Card Mariachi Connection Mariachi Costumes	\$	392.00
5/27/2022 7502 Alejandro L.Guerra Administrative & Clerical Staff	\$	1,388.97
6/10/2022 7515 JoJanie Segura Play Director	\$	1,750.00

Mariachi Musicians

Cast of Actors/Actress

Cast of Actors/Actress

Cast of Actors/Actress

Cast of Actors/Actress

3,500.00

\$

\$

200.00

200.00

200.00

200.00

Mariachi Azteca De America

Lucero Garcia

Esai Gomez

Rhonda Garcia

Isabel De La Cerda

7516

7517

7518

7519

7520

6/10/2022

6/10/2022

6/10/2022

6/10/2022

6/10/2022

QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM

FOR QUARTER ENDED: June 30, 2022

ORGANIZATION INFORMATION

Date: JULY 5,2022

Name of Organization: Seguin Guadalupe County Hispanic Chamber of Commerce

Address:

971 West Court Street

City, State, Zip:

Seguin, Texas 78155

Contact Person:

Mary Louise Gonzales

Contact Phone No:

830-372-3151

PROJECT OR EVENT

Name of Event or Project: There were no Occupancy funded events held in the Quarter ending June 30, 2022

FIRST COMMERCIAL BANK

This should equal the balance of the preceding quarter.

Account Balance as March 31, 2022: \$ 3,528.24

Revenues

Total Combined Balance		\$3,528.00
Total Revenues		
June,2022	NONE	
May 2022	NONE	
April 2022	NONE	

EXPENDITURES

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

These expenditures must meet requirements in Texas Tax Code Section 351.101

	Accou	int Balance as June	30,2022:	\$ 1,903.24
		T	otal Expenditures:	
		Chamber	Heritage Festival	
June 6	1160	Seguin Hispanic	Hispanic	\$1,625.00
Date- 2022	Check#	Paid To	For	Amount

This total should equal the "Total Expenditures" on the Disbursement Journal for the same Quarter.

Post Event Report Form

No event was held on the Quarter ending June



THE HERITAGE MUSEUM

114 N River Street • Seguin, Texas 78155

July 1, 2022

To: Ms. Susan Caddell Director of Finance City of Seguin North River Street Seguin, TX 78155

Dear Ms. Caddell:

We hereby enclose our quarterly report for the Hotel Occupancy Tax for the quarter ending June 2022.

I would appreciate hearing your comments about anything that seems amiss or incomplete.

Respectfully submitted,

Susie Sulaica

Bookkeeper

830-372-0965

210-844-3303 cell

QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM

FOR QUARTER ENDED 30 June 2022

Beginning Balance as of 31 March 2022

(\$14,183)

This should equal the ending balance of the preceding quarter

Revenues:

Include occupancy tax money received from City of Seguin

United Way Fund

\$875

City of Seguin

\$1875

Membership/Dues

\$ 1640

Fundraiser

\$ 21

Memorials

\$1,025

Total Revenues:

\$5,436

Expenditures:

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

Must meet requirements in Texas Tax Code Sect 351.101

Total Expenditures:

\$10,965

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

Net Revenues (Less Expenditures):

(\$5,529)

Ending Balance as of 30 June 2022

(\$19,712)

T pe	Date	Num	Memo	Account	Clr	Split	Original Amount	Paid Amount	Balance
Amazon Mar ^{ke} tplace Credit Card Charge	04/22/2022		zip drives & supplies	Museum Operations		Card Service	49.66	49.66	49.66
Total Amazen Marketpla	ce							49.66	49.66
Angel Pest Cantrol Bill	05/05/2022		invoice 133743	Maintenance & Repairs		Accounts Pay	55.00	55.00	55.0C
Total Angel Pest Centrol								55.00	55.0C
AT&T Bill Bill Bill	04/21/2022 05/20/2022 06/23/2022		Acct # 310719824 Acct # 310719824 Acct # 310719824	Telephone/Internet Telephone/Internet Telephone/Internet		Accounts Pay Accounts Pay Accounts Pay	85.08 85.08 104.40	85.08 85.08 104.40	85.08 170.16 274.56
Total AT&T								274.56	274.56
Centerpoint Energy Bill Bill Bill	04/21/2022 05/20/2022 06/24/2022		2832591-8	Utilities Utilities Utilities		Accounts Pay Accounts Pay Accounts Pay	43.46 42.41 47.49	43.46 42.41 47.49	43.46 85.87 133.36
Total Centerpoint Energy	/							133.36	133.3€
City of Seguin Bill Bill Bill Bill	05/27/2022 06/17 _{/2} 022 04/22/2022 05/12/2022		Vendor Booth For Trade d water & electric Water & Electric Water & Electric	Other Expenses Other Expenses Utilities Utilities		Accounts Pay Accounts Pay Accounts Pay	45.00 411.00 188.00 202.00	45.00 411.00 188.00 202.00	45.0C 456.0C 644.0C 846.0C
Total City of Seguin								846.00	846.00
Court Street Coffee Sh Bill	op 04/14/2022		23rd anniversary party 4-2	Event Consumables		Accounts Pay	670.00	670.00	670.00
Total Court Street Coffee	e Shop							670.00	670.0C
Dollar General Credit Card Charge	04/28/2022	СС	Seaps for all bathrooems	Museum Operations		Card Service	15.16	15.16	15.16
Total Dollar General								15.16	15.16
dollar tree Credit Card Charge	05/19/2022	CC	items for debbie to make a	Other Expenses		Card Service	17.86	17.86	17.86
Total dollar tree								17.86	17.86
Donna Taylor Bill	05/27/2022		Centract labor ending 5/27/	Contract Labor		Accounts Pay	110.00	110.00	110.00
Total Denna Taylor								110.00	110.00

Туре	Date	Num	Memo	Account	Clr	Split	Original Amount	Paid Amount	Balance
Downtown Business	Alllance			Variable III Committee					V
Bill Bill	05/05/2022 05/05/2022		annual Dues May19th event	Dues & Fees Dues & Fees		Accounts Pay Accounts Pay	75.00 20.00	75.00 20.00	75.00 95.00
Total Downtown Busine	ss Alliance							95.00	95.00
GPS Bill Bill Bill Bill Bill Bill Bill	04/07/2022 04/07/2022 04/2 ₁ /2022 05/13/2022 05/13/2022 06/17/2022		Job # 7840 Job # 7870 Job # 7870 Job # 7977 Rack Cards 2n Job # 7977 Rack Cards 2n Job # 5172-P and # 8144	Printing Printing Printing Printing Printing Printing Printing Printing		Accounts Pay Accounts Pay Accounts Pay Accounts Pay Accounts Pay Accounts Pay	193.00 182.00 25 ₃ .04 253.04 19.42 9.80	193.00 182.00 253.04 253.04 19.42 9.80	193.0C 375.0C 628.04 881.08 900.5C 910.3C
Total GPS								910.30	910.30
Hartford Insurance Bill Bill Bill	04/07/2022 05/06/2022 06/17/2022		Billing Account 13560280 Billing Account 13560280 Billing Account 13560280	Insurance Insurance Insurance		Accounts Pay Accounts Pay Accounts Pay	364.15 364.15 364.15	364.15 364.15 364.15	364.15 728.30 1,092.45
Total Hartford Insurance	æ							1,092.45	1,092.45
Lonestar Home Solut Bill	ti ons 06/17/2022		rocfline repairs	Maintenance & Repairs		Accounts Pay	3,000.00	3,000.00	3,000.00
Total Lonestar Home S	3olutions							3,000.00	3,000.00
Montoya, Carlos Bill	06/17/2022		re-imbursement for wasp s	Maintenance & Repairs		Accounts Pay	10.83	10.83	10.82
Total Montoya, Carlos								10.83	10.83
Office Depot Credit Card Charg	e 05/27/2022	СС	printer ink, posits, scissors,	Office Supplies		Card Service	208.71	208.71	208.71
Total Office Depot								208.71	208.71
Perry, Shella Bill	06/29/2022		consulting milage expenses	Museum Operations		Accounts Pay	463.75	463.75	463.75
Total Perry, Sheila								463.75	463.76
PrintRunner.com Credit Card Charg	ge 05/26/2022	cc	Cards, etc	Advertising		Card Service	356.12	356.12	356.12
Total PrintRunner.com	n							356.12	356.12

Туре	Date	Num	Memo	Account	Cir	Split	Orlginal Amount	Pald Amount	Balance
Pye Barker Fire & Safe Bill	ty, LLC 05/12/2022		annual inspection with 3 ex	Other Supplies		Accounts Pay	255,68	255.68	255.68
Total Pye Barker Fire &	Safety, LLC					•		255.68	255.68
Rogers, Hope Bijl Bill	05/05/2022 05/20/2022		Cleaning intelor of Museum Cleaning intelor of Museu	Museum Operations Museum Operations		Accounts Pay Accounts Pay	175.00 175.00	175.00 175.00	175.00 350.00
Total Rogers, Hope								350.00	350.00
Seguin Chamber of Co Check	ommerce 04/07/2022	2740	Void	Dues & Fees		First Commer	0.00	0.00	0.00
Total Seguin Chamber of	of Commerce							0.00	0.00
SEGUIN GUADALUPE Credit Card Charge Credit Card Charge	05/19/2022	CC CC	Square Training Square Training	Miscellaneous Miscellaneous		Card Service Card Service	1.00 1.00	1.00 1.00	1.0C 2.0C
Total SEGUIN GUADAL	UPE HERITAGE	MUSEUM						2.00	2.00
Shine Pro Bill	04/07/2022		window cleaning	Museum Operations		Accounts Pay	162.38	162.38	162.38
Total Shine Pro								162.38	162.38
Susan Sulalca B _{ill} Bill Bill	04/05/2022 05/06/2022 05/27/2022		Contract Labor ending 02/ Contract Labor ending 04/ Contract Labor ending 05/	Contract Labor Contract Labor Contract Labor		Accounts Pay Accounts Pay Accounts Pay	385.00 594.00 484.00	385.00 594.00 484.00	385.00 979.00 1,463.00
Total Susan Sulaica								1,463.00	1,463.00
US Postal Service Bill	04/21/2022		1 roll of postage stamps	Postage and Delivery		Accounts Pay	58.00	58.00	58.00
Total US Postal Service								58.00	58.0C
Wal-Mart Credit Card Charge Credit Card Charge Credit Card Charge Credit Card Charge	05/1 9/2022 04/07/2022 05/05/2022 04/07/2022	CC CC CC	Third Thursday Margarita Anniversary celebration su office supplies and exhibit Cleaning Supplies	Event Consumables Fundrass Expenses Offices plies Other Supplies		Card Service Card Service Card Service Card Service	70.59 127.31 53.71 12.25	70.59 127.31 53.71 12.25	70.59 197.90 251.61 263.86
Total Wal-Mart							(6)	263.86	263.86

:24 AM 7/01/22 ash Basis

Туре	Date	Num	Memo	Account	Clr	Split	Original Amount	Paid Amount	Balance
Zazzle Credit Card Charge	04/14/2022	CC	name tags for volunteers	Office		Card Service	101.02	101.02	101.02
Total Zazzle								101.02	101.02
OTAL								10,964.70	10,964.70

QUARTERLY REPORT FOR:

GUADALUPE COUNTY FAIR ASSOCIATION

FOR QUARTER ENDED: June 30, 2022

Beginning Balance as of March 1, 2022:

\$15,239.94

This should equal the ending balance of the preceding quarter

Revenues:

Include occupancy tax money received from City of Seguin

Deposit: City of Seguin

Interest

\$6,218.75

\$4.57

Total Revenues:

\$6,223.32

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:

\$0.00

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

Net Revenues (Expenditures):

\$6,223.32

Ending Balance as of June 30, 2022

\$21,463.26

QUARTERLY HOTEL OCCUPANCY TAX REPORT FORM

LULAC COUNCIL #68Z FOR QUARTER ENDED___ 4695-99 Beginning Balance as of ___ This should equal the ending balance of the preceding quarter Revenues: 4695.99 Include occupancy tax money received from City of Sequin 4695,99 Total Revenues: **Expenditures:** Include only funds spent from money received from City of Seguin. These expenditures must meet requirements in Texas Tax Code Section 351.101 Anid 45% of budgeted item Conjunto CATS BAND Hometown Boy Band 2000 David FARIAS BAND 950 musica 250 Sound INSU + ANCE 283 Security officers. Garcia, Gonzales, Cavazos 297 Park Dential RADIO ADS 150 MAILINGS Total Expenditures: This total should equal the "Total Expenditures" on the Disbursements Journal for the same quarter. Net Revenues (Expenditures) Ending Balance as of 30 July 2022

QUARTERLY HOTEL OCCUPANC Sealin AG+L	Y TAX REPORT FORM
FOR QUARTER ENDED June	
Beginning Balance as of April 1, 2022 This should equal the ending balance of the preceding qua	\$3,051.56 arter
Revenues: Include occupancy tax money received from City of Seguir	n \$1,265.00
Total Revenues:	\$4,,316.56
Expenditures: Include only funds spent from money received from City of These expenditures must meet requirements in Texas	
Total Expenditures: This total should equal the "Total Expenditures" on the Dis	bursements Journal for the same quarter.
let Revenues (Expenditures)	0
Ending Balance as of June 30, 2021	\$2,685.04

DISBURSEMENTS JOURNAL

<u>Date</u>	Check #	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
			These expenditures must meet the requirements in Texas Tax Code 351.101	
May 5, 2022	Bank Debi	it	Purchase 2 credit cards for Quarterly drawings	\$50.00

QUARTERLY HOTEL OCCUPANCY TAX REPORT F	ORM
The Fields of Huber	Kanch
FOR QUARTER ENDED: 6/30/2022	_
Beginning Balance as of 4/1/2022	-\$53.55
This should equal the ending balance of the preceding quarter	
Revenues:	\$13,039.25
Include occupancy tax money received from City of Seguin	
Total Revenues:	\$13,039.25
Total Nevenues.	\$13,035.25
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:	\$13,113.42
This total should equal the "The Total Expenditures" on the	
Disbersement Journal for the same quarter	
Net Revenues (Expenditures)	-\$74.17
Ending Balance as of 6/30/2022	-\$127.72

Quarterly Occupancy Tax Report Form The Fields At Huber Ranch LLC Quarter Ending 6/30/2022

Date	Check#	Payee	Description	Amount
4/2/2022	647474	Monarch Trophy	Promotional/Advertising	\$334.93
4/4/2022	2367	Johnny Guerrero	Field Maintenance/Upkeep	\$850.00
4/15/2022	650070	Monarch Trophy	Promotional/Advertising	\$530.26
4/19/2022	21343462	BSN Sports	Promotional/Advertising	\$1,250.00
4/22/2022	2343	Sparky Martin	Field Maintenance/Upkeep	\$648.00
4/26/2022	651423	Monarch Trophy	Promotional/Advertising	\$167.46
4/30/2022	2383	Monarch Trophy	Promotional/Advertising	\$75.78
5/4/2022	2386	Denise Nalley	Promotional/Advertising	\$625.00
5/6/2022	2388	Sparky Martin	Field Maintenance/Upkeep	\$600.00
5/13/2022	653974	Monarch Trophy	Promotional/Advertising	\$167.46
5/13/2022		Austin Turf and Tractor	Promotional/Advertising	\$1,362.07
5/17/2022	HR552	Transfer Express	Promotional/Advertising	\$260.12
5/18/2022	2399	Johnny Guerrero	Promotional/Advertising	\$850.00
5/20/2022	2402	Sparky Martin	Field Maintenance/Upkeep	\$660.00
5/20/2022	2347	City of Seguin	Promotional/Advertising	\$300.00
5/21/2022	654994	Monarch Trophy	Promotional/Advertising	\$117.40
5/23/2022	7002673343	Tru Green	Field Maintenance/Upkeep	\$731.40
6/11/2022	2345	Denise Nalley	Promotional/Advertising	\$650.00
6/14/2022	48261	Sherwin Williams	Field Maintenance/Upkeep	\$511.48
6/16/2022	2358	Sherwin Williams	Field Maintenance/Upkeep	\$121.86
6/16/2022	7423	All-In-Design	Promotional/Advertising	\$811.88
6/16/2022	77855	Sterling	Promotional/Advertising	\$229.96
6/22/2022	5703892	Transfer Express	Promotional/Advertising	\$293.36
6/24/2022	7276	All-In-Design	Promotional/Advertising	\$690.00
6/30/2022		Ranch Wireless	Customer Internet	\$275.00
			Total Expeditures	\$13,113.42