



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

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: November 30, 2018

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager Authorizations for Week Ending November 23, 2018

Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending November 23, 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: 11-19-2018 to 11-23-2018*

Amount Range Selected: \$7,001 to \$49,999

Note: Checks, EFTs and Wire Transfers Issued through November 21, 2018 due to the Thanksgiving Holiday

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	
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 1,032.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304321	11110	364307	MALEMAN	10/4/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 180.60	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304512	11121	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 301.00	SECURITY,FIRE,SAFETY SERV		304512	11121	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE,SAFETY SERV		304512	11121	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 60.20	SECURITY,FIRE,SAFETY SERV		304512	11121	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 243.49	SECURITY,FIRE,SAFETY SERV		304512	11122	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 405.82	SECURITY,FIRE,SAFETY SERV		304512	11122	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE,SAFETY SERV		304512	11122	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 81.16	SECURITY,FIRE,SAFETY SERV		304512	11122	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 177.11	SECURITY,FIRE,SAFETY SERV		304512	11119	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 295.20	SECURITY,FIRE,SAFETY SERV		304512	11119	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 59.04	SECURITY,FIRE,SAFETY SERV		304512	11119	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 59.04	SECURITY,FIRE,SAFETY SERV		304512	11119	364448	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 1,634.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304516	11113	364317	MMALDONADO	10/9/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 623.50	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304566	11115	363970	CCOLLAZO	10/8/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 677.25	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304567	11116	363971	CCOLLAZO	10/8/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 2,709.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	304873	11111	364105	MALEMAN	10/12/2018							
12507	11/20/2018	EYEVIEW INVESTIGATIONS & SECUR	\$ 645.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 17-066EYEV)	305035	11123	364527	CCOLLAZO	10/16/2018							
			\$ 9,324.77	EFT No. 12507 Total													
12509	11/20/2018	GATEWAY REFRIGERATION &	\$ 9,479.00	AIR CONDITIONING & HEATNG		301604	58065	361434	MALEMAN	8/1/2018							
			\$ 9,479.00	EFT No. 12509 Total													
						(Contract No. 16-034IPB) (As per Requisition No. 351139, for the Purchase and Hauling of Dirt to the City Landfill used to cover Landfill Cell; Approved by City Council on 03-07-2016 (Motion No. 31))											
12515	11/20/2018	INDUSTRIAL PROPERTY BROKERS, L	\$ 17,733.66	SEED,SOD,SOIL,& INOCULANT		292295	18-1010-7192	351139	MALEMAN	12/20/2017							
			\$ 17,733.66	EFT No. 12515 Total													
12522	11/20/2018	LAREDO FIREFIGHTER'S ASSOCIATI	\$ 15,053.61	UNION LOCAL FIRE		Nov-18											
			\$ 15,053.61	EFT No. 12522 Total													
12524	11/20/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 5,800.00	WATER SEWAGE TREATMENT EQ	(Blanket Order (BO))	291060	1418	346969	CCOLLAZO	11/9/2017							
						(Contract No. 17-034LMEC, Blanket Order (BO))											
12524	11/20/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 2,380.00	AUTO &TRUCK MAINT.ITEMS	(Contract No. 17-003LMEC, Blanket Order (BO))	298168	1417	357777	MMALDONADO	5/9/2018							
12524	11/20/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 1,950.00	AUTO &TRUCK MAINT.ITEMS		290806	1421	349253	MMALDONADO	11/15/2017							
12524	11/20/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 2,147.35	AUTO &TRUCK MAINT.ITEMS		290806	1422	349253	MMALDONADO	11/15/2017							
12524	11/20/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 5,800.00	WATER SEWAGE TREATMENT EQ	(Blanket Order (BO))	291060	1420	346969	CCOLLAZO	11/9/2017							
			\$ 18,077.35	EFT No. 12524 Total													

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Note: Checks, EFTs and Wire Transfers Issued through November 21, 2018 due to the Thanksgiving Holiday

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		
12529	11/20/2018	LEYENDECKER, SANDRA	\$ 12,500.00	CONSULTING SERVICES	(As per Requisition No. 364530, for Veterinary Services for the Animal Care Facility; Approved by City Council on 09-17-2018 (Motion No. 48))	305449	11012018	364530	CCOLLAZO	10/22/2018								
		EFT No. 12529 Total	\$ 12,500.00															
12538	11/20/2018	ORKIN PEST CONTROL	\$ 38,999.00	PROFESSIONAL SERVICES	(As per Requisition No. 363844, for Bat Elimination and Corresponding Cleanup at the Southern Hotel Property (Public Works Department))	303944	260983	363844	MALEMAN	9/18/2018								
12538	11/20/2018	ORKIN PEST CONTROL	\$ 50.00	BLDG MAINT/REPAIR/INSTALL		304806	261076	364598										
12538	11/20/2018	ORKIN PEST CONTROL	\$ 400.00	FUMIGATION		306047	262623	366149										
		EFT No. 12538 Total	\$ 39,449.00															
12542	11/20/2018	RCC ROOFING AND CONSTRUCTION,	\$ 650.00	BLDG MAINT/REPAIR/INSTALL		301285	529	361107										
12542	11/20/2018	RCC ROOFING AND CONSTRUCTION,	\$ 10,650.00	ROOFING MATERIAL/SUPPLIES	(As per Requisition No. 363686, for Roof Repairs Needed for the Intel Sections at the Police Department)	304048	531	363686	CCOLLAZO	9/20/2018								
12542	11/20/2018	RCC ROOFING AND CONSTRUCTION,	\$ 12,695.00	BLDG MAINT/REPAIR/INSTALL	(As per Requisition No. 363675, to Clean, Power Wash and Paint Building 190 located at the Airport on Maher Ave.)	304049	538	363675	MMALDONADO	9/21/2018								
		EFT No. 12542 Total	\$ 23,995.00															
12545	11/20/2018	ROMO CONTRACTORS, LLC.	\$ 42,207.00	CENTURY CITY PARK METAL	REQ.#12118 SHADE	A18024	EST.#3											
		EFT No. 12545 Total	\$ 42,207.00															
		Retainage Amount Noted on EFT No. 12446	\$ (4,220.70)															
		EFT No. 12446 Net Total	\$ 37,986.30															
12547	11/20/2018	STANDARD INSURANCE COMPANY	\$ 15,922.18	PAYROLL SUMMARY			20181121											
		EFT No. 12547 Total	\$ 15,922.18															
12549	11/20/2018	TRANSCORE	\$ 26,685.92	18-03028		A15054	18-03028											
		EFT No. 12549 Total	\$ 26,685.92															
12551	11/20/2018	VERIZON WIRELESS	\$ 74.70	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 190.53	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 80.77	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 128.34	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 43.07	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 1,133.00	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 113.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 14.55	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 116.41	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 15,811.92	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607	5/9										

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12551	11/20/2018	VERIZON WIRELESS	\$ 1,942.78	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 1,254.90	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 751.04	EQUIPMENT CHARGES:	CELL PHONE EXCHANGES.		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 439.62	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 428.05	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 43.07	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 76.95	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 100.96	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 76.02	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 116.88	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.86	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 77.92	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 116.88	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 272.72	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 876.27	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 120.70	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 619.94	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 503.47	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 402.41	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.20	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 76.19	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 81.06	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 405.30	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.86	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.86	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 210.28	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 167.01	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 272.72	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 520.52	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 80.77	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 57.76	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.20	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 75.27	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 98.90	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 128.34	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 127.29	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 139.79	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 38.86	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 113.97	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 290.03	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 130.01	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								
12551	11/20/2018	VERIZON WIRELESS	\$ 422.36	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9								

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12551	11/20/2018	VERIZON WIRELESS	\$ 291.33	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 77.72	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 243.56	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 470.94	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 38.96	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 38.86	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 88.23	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 76.02	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 295.38	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 92.03	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 37.99	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 820.65	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 99.99	EQUIPMENT CHARGE			421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 82.44	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 81.06	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 75.98	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 29.24	EQUIPMENT CHARGE			421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 206.45	EQUIPMENT CHARGE			421940607 5/9										
12551	11/20/2018	VERIZON WIRELESS	\$ 333.36	SUMMARY BILL/CELL PHONES,	AIR CARDS, MIFI, TABLETS		421940607 5/9										
		EFT No. 12551 Total	\$ 33,607.29														
					(As per Requisition No. 358564, for the Installation of Fencing at the Southeast Perimeter of the Landfill to Control Wind Blown Litter (Solid Waste Department))												
528238	11/20/2018	ACE GOLF NETTING, LP.	\$ 25,000.00	BLDG MAINT/REPAIR/INSTALL		300415	18-88	358564	MALEMAN	7/2/2018							
		Check No. 528238 Total	\$ 25,000.00														
528250	11/20/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 15,688.38	PAYROLL SUMMARY			20181121										
		Check No. 528250 Total	\$ 15,688.38														
528251	11/20/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 16,446.74	PAYROLL SUMMARY			20181121										
528251	11/20/2018	BAY BRIDGE ADMINISTRATORS, LLC	\$ 8,276.76	PAYROLL SUMMARY			20181121										
		Check No. 528251 Total	\$ 24,723.50														
528266	11/20/2018	COLONIAL SUPPLEMENTAL INSURANC	\$ 24,500.89	PAYROLL SUMMARY			20181121										
		Check No. 528266 Total	\$ 24,500.89														
					(As per Requisition No. 364009, for Employee Assistance Program offered to City Employees by Employee Wellness Division (Human Resources Department))												
528268	11/20/2018	COMPSPYCH CORPORATION	\$ 10,998.00	HUMAN SERVICES		304626	18100380	364009	CCOLLAZO	10/8/2018							
		Check No. 528268 Total	\$ 10,998.00														
528313	11/20/2018	LAREDO FEDERAL CREDIT UNION	\$ 27,275.50	PAY DATE: 11/21/18			PPE: 11/17/2018										
		Check No. 528313 Total	\$ 27,275.50														

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

Time Period Selected: 11-19-2018 to 11-23-2018*

Amount Range Selected: \$7,001 to \$49,999

Note: Checks, EFTs and Wire Transfers Issued through November 21, 2018 due to the Thanksgiving Holiday

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
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 4,118.70	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	304631	9178937713	364126	CCOLLAZO	10/8/2018						
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 32.00	CHARGES	(Contract No. 17-020QUES)	305492	9179036380	365169								
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 462.41	CHARGES	(Contract No. 17-020QUES)	305505	9178677583	365168								
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 4,761.65	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	305795	9178677595	365226								
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 4,778.80	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	306170	9178677626	365257	CCOLLAZO	11/5/2018						
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 69.75	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	306171	9178671980	365279	CCOLLAZO	11/5/2018						
528361	11/20/2018	QUEST DIAGNOSTICS, INC.	\$ 3,802.36	PROFESSIONAL SERVICES	(Contract No. 17-020QUES)	290633	9177726760	349205	CCOLLAZO	11/8/2017						
		Check No. 528361 Total	\$ 18,025.67													
					(As per Requisition No. 355759, for Asbestos Abatement on Two (2) Municipal Housing Properties)											
528370	11/20/2018	RIVER CITY ENVIRONMENTAL, LLC.	\$ 25,600.00	PROFESSIONAL SERVICES		303982	18-67	355759	CCOLLAZO	9/18/2018						
		Check No. 528370 Total	\$ 25,600.00													
528378	11/20/2018	SUPERIOR VISION SERVICES, INC.	\$ 8,460.48	PAYROLL SUMMARY			20181121									
		Check No. 528378 Total	\$ 8,460.48													
528394	11/20/2018	UNUM LIFE INSURANCE COMPANY OF	\$ 15,184.70	PAYROLL SUMMARY			20181121									
		Check No. 528394 Total	\$ 15,184.70													
528397	11/20/2018	W.D. SCHOCK COMPANY, INC.	\$ 20,742.50	PHASE 12,STAGE II RESIDEN	REQ.#14 SOUND INSULATION	A17041	6027									
		Check No. 528397 Total	\$ 20,742.50													
					(As per Requisition No. 363864, for the Annual Software Maintenance / Support Services Renewal for the Open Records Module (Legal Department))											
528399	11/20/2018	WEBQA, INC.	\$ 12,960.00	COMPUTER SOFTWARE		304681	253-180901	363864	CCOLLAZO	10/10/2018						
		Check No. 528399 Total	\$ 12,960.00													
					(As per Requisition No. 364100, for the Annual Maintenance Renewal for the Fire Stations Alerting System)											
528400	11/20/2018	WESTNET, INC.	\$ 40,024.80	PROFESSIONAL SERVICES		304304	24741	364100	CCOLLAZO	10/4/2018						
		Check No. 528400 Total	\$ 40,024.80													
2191121	11/21/2018	USCM-DEFERRED COMPENSATION	\$ 40,515.35	USCM CLEARING ACCOUNT	PPE 11/17/18											
		Wire Transfer No. 2191121 Total	\$ 40,515.35													

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.