# Accounts Payable Approval Report

## By Fund

Rio Communities, NM

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Fund: 11000 - General Operating Fund** | | | | | |
| **Department: 1009 - Municipal Court** | | | | | |
| Tyler Technologies | 025-359715 | 12/14/2021 | Incode - Court Training | 11000-1009-57050 | 1,819.65 |
| Tyler Technologies | 025-360347 | 12/14/2021 | Incode - Court Training | 11000-1009-57050 | 909.83 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-1009-57080 | 6.03 |
| | | | **Department 1009 - Municipal Court Total:** | | **2,735.51** |
| **Department: 2001 - Manager** | | | | | |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 wall calendar 3-month - ... | 11000-2001-56020 | 16.07 |
| | | | **Department 2001 - Manager Total:** | | **16.07** |
| **Department: 2002 - General Administration** | | | | | |
| Woodlands Hardware | 003022/1 | 12/13/2021 | Xmas Supplies | 11000-2002-54060 | 36.72 |
| Amazon Business | 1T6K-RRTG-YXHJ | 12/13/2021 | 10 Pack - 3 Foot Ethernet Cables | 11000-2002-56020 | 18.89 |
| Amazon Business | 1T6K-RRTG-YXHJ | 12/13/2021 | 10 Pack - 7 Foot Ethernet Cables | 11000-2002-56020 | 23.68 |
| Amazon Business | 1T6K-RRTG-YXHJ | 12/13/2021 | 10 Pack - 10 Foot Ethernet Cabl... | 11000-2002-56020 | 28.70 |
| Amazon Business | 1T6K-RRTG-YXHJ | 12/13/2021 | 10 Pack - 20 Foot Ethernet Cabl... | 11000-2002-56020 | 64.99 |
| NM State Printing & Graphics | 12-21-91038 | 12/14/2021 | Revise Existing Logo & Create N... | 11000-2002-55999 | 640.00 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 8' fitted tablecloth coverx3 | 11000-2002-56020 | 80.97 |
| Wells Fargo Financial Leasing | 5017972484 | 12/14/2021 | Dell Server Lease | 11000-2002-57130 | 2,497.73 |
| Sharp Electronics Corporation | 9003582857 | 12/16/2021 | Copies for City Hall | 11000-2002-57090 | 181.88 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-2002-57080 | 16.06 |
| Rentokil North America Inc. | 8834738 | 12/20/2021 | Pest Control | 11000-2002-55030 | 144.70 |
| Card Service Center | INV0002935 | 12/20/2021 | Electrical Supplies | 11000-2002-54010 | 26.08 |
| Card Service Center | INV0002935 | 12/20/2021 | GoToMeeting Subscription | 11000-2002-56010 | 10.79 |
| Card Service Center | INV0002935 | 12/20/2021 | Office Supplies | 11000-2002-56999 | 27.46 |
| Card Service Center | INV0002938 | 12/20/2021 | Survey Monkey - Annual Subscr... | 11000-2002-57150 | 410.40 |
| Tyler Technologies | 025-361148 | 12/21/2021 | Incode Yearly Maint Fees | 11000-2002-56010 | 341.18 |
| Wells Fargo Financial Leasing | 5018104422 | 12/21/2021 | Sharp Copier Lease | 11000-2002-57130 | 65.74 |
| | | | **Department 2002 - General Administration Total:** | | **4,615.97** |
| **Department: 2004 - Finance/Budget/Accounting** | | | | | |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 3-month wall calendar - St... | 11000-2004-56020 | 19.99 |
| Amazon Business | 1L7L-6CR4-G9XN | 12/14/2021 | 2022 Desk Calendar - Angela | 11000-2004-56020 | 23.85 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-2004-57080 | 4.02 |
| Card Service Center | INV0002935 | 12/20/2021 | Microsoft 365 Subscription | 11000-2004-56010 | 262.68 |
| Card Service Center | INV0002936 | 12/20/2021 | Extension Cords/Power Bars - F... | 11000-2004-56999 | 91.42 |
| Quill | 21409602 | 12/21/2021 | Pedestal File Cabinet - Finance C... | 11000-2004-56040 | 178.99 |
| | | | **Department 2004 - Finance/Budget/Accounting Total:** | | **580.95** |
| **Department: 2008 - Municipal Clerk** | | | | | |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | logitech wireless combo - lisa | 11000-2008-56020 | 34.99 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | laptop stand - lisa | 11000-2008-56020 | 21.98 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 desk calendar 21 3/4" x 17... | 11000-2008-56020 | 20.17 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 Calendar - assistan clerk | 11000-2008-56020 | 10.78 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 Calendar - lisa | 11000-2008-56020 | 9.97 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 Calendar - Amy | 11000-2008-56020 | 9.18 |
| Amazon Business | 1L7L-6CR4-G9XN | 12/14/2021 | Wireless Key Board and Mouse -... | 11000-2008-56020 | 34.99 |
| Amazon Business | 1W7P-7WPY-XKXF | 12/16/2021 | cork bulletin board - Cheyenne | 11000-2008-56020 | 46.75 |
| Amazon Business | 1W7P-7WPY-XKXF | 12/16/2021 | desk mesh organizer - green - C... | 11000-2008-56020 | 22.62 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-2008-57080 | 8.84 |
| Card Service Center | INV0002935 | 12/20/2021 | Microsoft 365 Subscription | 11000-2008-56010 | 262.69 |
| Card Service Center | INV0002937 | 12/20/2021 | hotel stay for clerk training | 11000-2008-53030 | 335.26 |
| Quill | 21698964 | 12/21/2021 | Pedestal file cabinet | 11000-2008-56040 | 178.99 |
| | | | **Department 2008 - Municipal Clerk Total:** | | **997.21** |

**Accounts Payable Approval Report**

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Department: 3001 - Law Enforcement** | | | | | |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-3001-57080 | 12.05 |
| | | | | **Department 3001 - Law Enforcement Total:** | **12.05** |
| **Department: 3004 - Animal Control** | | | | | |
| Valencia County Fiscal Office | AC2022-24 | 12/13/2021 | Animal Control | 11000-3004-55999 | 1,185.90 |
| Valencia County Fiscal Office | AC2022-24 Oct | 12/16/2021 | Animal Control | 11000-3004-55999 | 1,686.80 |
| Valencia County Fiscal Office | AC2022-25 | 12/20/2021 | Animal Control | 11000-3004-55999 | 1,655.40 |
| | | | | **Department 3004 - Animal Control Total:** | **4,528.10** |
| **Department: 4004 - Library** | | | | | |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | wireless keyboard and mouse - … | 11000-4004-56020 | 15.99 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 11000-4004-57080 | 5.22 |
| | | | | **Department 4004 - Library Total:** | **21.21** |
| **Department: 5101 - Public Works** | | | | | |
| Woodlands Hardware | 003146/1 | 12/13/2021 | Safety Glasses & Gloves | 11000-5101-54060 | 134.40 |
| Woodlands Hardware | 003243/1 | 12/13/2021 | De Icer | 11000-5101-54060 | 39.98 |
| Woodlands Hardware | 004273/1 | 12/13/2021 | Wood Cutter Protective Kit | 11000-5101-54060 | 149.99 |
| Woodlands Hardware | 004642/1 | 12/13/2021 | Trimmer/Mower | 11000-5101-54060 | 444.07 |
| Woodlands Hardware | 005394/1 | 12/13/2021 | Wheel, Funnel, Mowing Head, … | 11000-5101-54060 | 47.27 |
| Woodlands Hardware | 006247/1 | 12/13/2021 | Fasteners | 11000-5101-54060 | 5.04 |
| Woodlands Hardware | 006665/1 | 12/13/2021 | Supplies for Signs | 11000-5101-54060 | 6.52 |
| Amazon Business | 1G1G-TVC6-JWHL | 12/14/2021 | 2022 wall calendar 3-month - G… | 11000-5101-56020 | 16.07 |
| J-H Supply Company | 112597 | 12/16/2021 | Striping Paint | 11000-5101-56030 | 237.50 |
| J-H Supply Company | 112598 | 12/16/2021 | Street Signs | 11000-5101-56030 | 1,715.20 |
| Rio Communities Service Station | 3893 | 12/20/2021 | Blanket PO For repairs | 11000-5101-54040 | 381.85 |
| | | | | **Department 5101 - Public Works Total:** | **3,177.89** |
| **Department: 5104 - Highways and Streets** | | | | | |
| Card Service Center | INV0002939 | 12/20/2021 | Street Light Repair Supplies | 11000-5104-54050 | 16.19 |
| Card Service Center | INV0002940 | 12/20/2021 | Photo Cells & Fuses- Street Ligh… | 11000-5104-56040 | 254.10 |
| Card Service Center | INV0002941 | 12/20/2021 | Photo Cells - Street Lights | 11000-5104-54030 | 45.24 |
| | | | | **Department 5104 - Highways and Streets Total:** | **315.53** |
| | | | | **Fund 11000 - General Operating Fund Total:** | **17,000.49** |
| **Fund: 20200 - Environmental** | | | | | |
| **Department: 5009 - Environmental** | | | | | |
| Universal Waste Systems, Inc. | 0001316682 | 12/20/2021 | Dumpster Service - Clean-Up Da… | 20200-5009-55999 | 1,154.92 |
| | | | | **Department 5009 - Environmental Total:** | **1,154.92** |
| | | | | **Fund 20200 - Environmental Total:** | **1,154.92** |
| **Fund: 20900 - Fire Protection** | | | | | |
| **Department: 3002 - Fire Protection** | | | | | |
| Woodlands Hardware | 007013/1 | 12/13/2021 | Chains | 20900-3002-54060 | 137.09 |
| 411 Equipment, LLC | 1660 | 12/13/2021 | Repair for out of service Engine… | 20900-3002-54040 | 669.13 |
| TLC Plumbing & Utility Commer… | SM35700502 | 12/14/2021 | Rapair Heater - Fire Department | 20900-3002-54050 | 1,032.36 |
| Pitney Bowes | INV0002922 | 12/16/2021 | Postage- City Departments | 20900-3002-57080 | 4.02 |
| TLC Plumbing & Utility Commer… | SM53615901 | 12/16/2021 | Trouble Shooting Heater at Fire… | 20900-3002-55999 | 116.51 |
| TLC Plumbing & Utility Commer… | SM53615903 | 12/16/2021 | Repair Heater - Fire Dept. | 20900-3002-54050 | 1,220.51 |
| Quill | 21476167 | 12/20/2021 | Office Chair | 20900-3002-56040 | 129.99 |
| Card Service Center | INV0002935 | 12/20/2021 | Hotel stay Kaylee Dons/Training | 20900-3002-53030 | 103.40 |
| Boundtree Medical | 84320218 | 12/21/2021 | Medical supplies For Med units | 20900-3002-56070 | 40.95 |
| Rentokil North America Inc. | 8834580 | 12/21/2021 | Pest Control | 20900-3002-55030 | 115.43 |
| Rentokil North America Inc. | 8834581 | 12/21/2021 | Pest Control | 20900-3002-55030 | 115.43 |
| | | | | **Department 3002 - Fire Protection Total:** | **3,684.82** |
| | | | | **Fund 20900 - Fire Protection Total:** | **3,684.82** |
| **Fund: 39900 - Other Capital Projects** | | | | | |
| **Department: 2002 - General Administration** | | | | | |
| Solve America's Problems | 562679 | 12/13/2021 | Extended Range Wireless Syste… | 39900-2002-58040 | 850.00 |
| Solve America's Problems | 562679 | 12/13/2021 | 16 mm Full Color Video Sign - … | 39900-2002-58040 | 28,170.00 |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| Card Service Center | INV0002942 | 12/20/2021 | Message Board project, landsca… | 39900-2002-58040 | 130.00 |
| | | | | **Department 2002 - General Administration Total:** | **29,150.00** |
| | | | | **Fund 39900 - Other Capital Projects Total:** | **29,150.00** |
| | | | | **Grand Total:** | **50,990.23** |

# Report Summary

## Fund Summary

| Fund | | Expense Amount |
|---|---|---|
| 11000 - General Operating Fund | | 17,000.49 |
| 20200 - Environmental | | 1,154.92 |
| 20900 - Fire Protection | | 3,684.82 |
| 39900 - Other Capital Projects | | 29,150.00 |
| | **Grand Total:** | **50,990.23** |

## Account Summary

| Account Number | Account Name | Expense Amount |
|---|---|---|
| 11000-1009-57050 | Employee Training | 2,729.48 |
| 11000-1009-57080 | Postage | 6.03 |
| 11000-2001-56020 | Supplies - General Office | 16.07 |
| 11000-2002-54010 | Maintenance & Repairs - … | 26.08 |
| 11000-2002-54060 | Maintenance Supplies | 36.72 |
| 11000-2002-55030 | Contract - Professional Se… | 144.70 |
| 11000-2002-55999 | Contract - Other Services | 640.00 |
| 11000-2002-56010 | Software | 351.97 |
| 11000-2002-56020 | Supplies - General Office | 217.23 |
| 11000-2002-56999 | Supplies - Other | 27.46 |
| 11000-2002-57080 | Postage | 16.06 |
| 11000-2002-57090 | Printing/Publishing/Advert.. | 181.88 |
| 11000-2002-57130 | Rent of Equipment/Machi… | 2,563.47 |
| 11000-2002-57150 | Subscriptions & Dues | 410.40 |
| 11000-2004-56010 | Software | 262.68 |
| 11000-2004-56020 | Supplies - General Office | 43.84 |
| 11000-2004-56040 | Supplies-Furniture/Fixture.. | 178.99 |
| 11000-2004-56999 | Supplies - Other | 91.42 |
| 11000-2004-57080 | Postage | 4.02 |
| 11000-2008-53030 | Travel - Employees | 335.26 |
| 11000-2008-56010 | Software | 262.69 |
| 11000-2008-56020 | Supplies - General Office | 211.43 |
| 11000-2008-56040 | Supplies-Furniture/Fixture.. | 178.99 |
| 11000-2008-57080 | Postage | 8.84 |
| 11000-3001-57080 | Postage | 12.05 |
| 11000-3004-55999 | Contract - Other Services | 4,528.10 |
| 11000-4004-56020 | Supplies - General Office | 15.99 |
| 11000-4004-57080 | Postage | 5.22 |
| 11000-5101-54040 | Maintenance & Repairs - … | 381.85 |
| 11000-5101-54060 | Maintenance Supplies | 827.27 |
| 11000-5101-56020 | Supplies - General Office | 16.07 |
| 11000-5101-56030 | Supplies - Field Supplies | 1,952.70 |
| 11000-5104-54030 | Maintenance & Repairs - … | 45.24 |
| 11000-5104-54050 | Maintenance & Repair - F… | 16.19 |
| 11000-5104-56040 | Supplies-Furniture/Fixture.. | 254.10 |
| 20200-5009-55999 | Contract - Other Services | 1,154.92 |
| 20900-3002-53030 | Travel - Employees | 103.40 |
| 20900-3002-54040 | Maintenance & Repairs - … | 669.13 |
| 20900-3002-54050 | Maintenance & Repair - F… | 2,252.87 |
| 20900-3002-54060 | Maintenance Supplies | 137.09 |
| 20900-3002-55030 | Contract - Professional Se… | 230.86 |
| 20900-3002-55999 | Contract - Other Services | 116.51 |
| 20900-3002-56040 | Supplies-Furniture/Fixture.. | 129.99 |
| 20900-3002-56070 | Supplies - Medical | 40.95 |
| 20900-3002-57080 | Postage | 4.02 |
| 39900-2002-58040 | Infrastructure | 29,150.00 |
| | **Grand Total:** | **50,990.23** |

## Project Account Summary

| Project Account Key | | Expense Amount |
|---|---|---|
| **None** | | 50,990.23 |
| | **Grand Total:** | **50,990.23** |

# Authorization Signatures

**MAYOR & COUNCILORS**

____________________________________________________

MARK GWINN, MAYOR

____________________________________________________

JOSHUA RAMSELL, MAYOR PRO-TEM/COUNCILOR

____________________________________________________

ROBERT CHAVEZ, COUNCILOR

____________________________________________________

MARGARET "PEGGY" GUTJAHR, COUNCILOR

____________________________________________________

JIM WINTERS, COUNCILOR

ATTEST:

____________________________________________________

ELIZABETH "LISA" ADAIR, MUNICIPAL CLERK