

**CITY OF EL PASO, TEXAS
AGENDA SUMMARY FORM**



DEPARTMENT / COUNCIL OFFICE:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

2nd CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

AGENDA ITEM:

ISSUE STATEMENT:

BACKGROUND:

COUNCIL OPTIONS:

COMMITTEE REVIEW AND/OR RECOMMENDATION:

COMMUNITY AND STAKEHOLDER OUTREACH (if applicable, as an attachment) – please include:

RELATED CITY POLICIES:

PRIOR COUNCIL ACTION:

LEGAL REVIEW:

Legal counsel reviewed as a part of Council packet

Legal counsel reviewed in advance of packet as an individual item

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

ATTACHMENTS:

FOR MORE INFORMATION:

*****REQUIRED AUTHORIZATION*****

SIGNATURE: _____

(If Agenda Summary Form is initiated by Purchasing, client department should sign also)

P-Card Transactions

12/23/2025 - 01/20/2026

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY ATTORNEY	Garcia Sandra	Fsp*state Bar Of New Mexi	1/14/2026	\$ 453.20	For Prosecutor Carlos Gomez Baca to renew his New Mexico membership due to proximity and currently active litigation cases open in the State of NM.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	12/22/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	12/22/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	12/23/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	12/24/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/5/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/5/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/6/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/6/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/7/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/8/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/12/2026	\$ 7.50	Fee for uploading documents to the AG portal.
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CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	1/15/2026	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Villegas Bergen	Apta	1/5/2026	\$ 934.00	Purchase of full event registration for Assistant City Attorney, Joyce Garcia, to attend APTA Legal Seminar in Philadelphia, PA and earn CLEs.
DISTRICT 02	Carlos Diego	Mailchimp	1/3/2026	\$ 26.50	newsletter service
DISTRICT 02	Carlos Diego	Canva* I04750-33788820	1/3/2026	\$ 14.99	graphic design service for social media and other office materials
DISTRICT 02	Carlos Diego	Dollar General #6764	1/16/2026	\$ 3.00	thank you card for administrative specialist
DISTRICT 03	Jimenez Melody	Linktree* Linktree	12/24/2025	\$ 15.96	Application monthly fee used for community meetings and constituent outreach
DISTRICT 03	Jimenez Melody	Samsclub.Com	12/24/2025	\$ 83.18	Cupcakes and fruit for proclamation for Centennial veteran
DISTRICT 03	Maldonado-Rocha Deanna	Cci	1/5/2026	\$ 91.00	Monthly charge for email distribution service for D3 office newsletter.
DISTRICT 03	Maldonado-Rocha Deanna	Sams Club Renewal	1/8/2026	\$ 110.00	Annual membership charge for D3 making purchases for constituents.

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12/23/2025 - 01/20/2026

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DISTRICT 03	Maldonado-Rocha Deanna	Canva* I04761-47473210	1/14/2026	\$ 12.99	Monthly charge for graphic design making service for D3 office.
DISTRICT 04	Trejo Cynthia	Canva* I04758-38348363	1/11/2026	\$ 30.00	Professional Services: Software for District 4 Newsletters
DISTRICT 08	Rodriguez Alma	Gonzalos Gr Restaurant	1/16/2026	\$ 37.37	District 8 community meeting open house style on 1/16/2026 for constituents to engage with their city representative and their local government.

CITY COUNCIL SPECIAL PROJECTS OR DISCRETIONARY FUNDS EXPENDITURES

January 2026

DISTRICT	VENDOR	DATE	AMOUNT	DESCRIPTION
District 3	KNOTTS INC	1/13/2026	\$ 2,000.00	Open PO for banners, flyers,
District 6	Amazon Capital Services Inc	12/30/2025	\$ 55.50	Nestle Hot Chocolate Packets,
District 6	Amazon Capital Services Inc	12/29/2025	\$ 3.99	Amazon Basics Disposable Clea
District 6	Amazon Capital Services Inc	12/24/2025	\$ 39.99	Igloo 5 Gallon Portable Sport
District 6	Amazon Capital Services Inc	12/29/2025	\$ 3.38	Prang Board Chalk, Assorted C
District 6	Amazon Capital Services Inc	12/29/2025	\$ 6.59	50Pcs Round Paint Brushes Bul
District 6	Amazon Capital Services Inc	12/29/2025	\$ 22.77	Ginkgo 100 Pack 12 oz Leak-Pr
District 6	Amazon Capital Services Inc	12/29/2025	\$ 33.99	Shuttle Art 18 Colors Acrylic
District 6	Amazon Capital Services Inc	12/29/2025	\$ 43.99	Simetufy 72 Pack 8 x 10 inch
District 6	Amazon Capital Services Inc	12/24/2025	\$ 18.99	100 Pcs White Plastic Paint P
District 6	Amazon Capital Services Inc	12/24/2025	\$ 23.98	FAGNBED 10 Pack Royal Blue Di