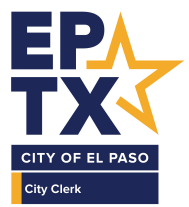


**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
AGENDA SUMMARY FORM**



**DEPARTMENT:**

**AGENDA DATE:**

**CONTACT PERSON NAME**

**PHONE NUMBER:**

2nd CONTACT PERSON

**PHONE NUMBER:**

3rd CONTACT PERSON

**PHONE NUMBER:**

**DISTRICT(S) AFFECTED:**

**STRATEGIC GOAL:**

**SUBGOAL:**

**SUBJECT:**

**COMMUNITY AND STAKEHOLDER OUTREACH:**

**REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:**

| NAME | AMOUNT (\$) | DATE |
|------|-------------|------|
|      |             |      |
|      |             |      |
|      |             |      |
|      |             |      |

**BACKGROUND / DISCUSSION:**

**PRIOR COUNCIL ACTION:**

**AMOUNT AND SOURCE OF FUNDING:**

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

## RESOLUTION

### BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

**WHEREAS**, the hiring of a part-time administrative specialist for the Office of City Representative District 2 promotes transparent & consistent communication amongst members of the community and elected officials; and

**WHEREAS**, the worked hours of the part-time administrative specialist for the Office of City Council District 2 shall not exceed twenty hours per week; and

**WHEREAS**, the expenditure of District 2's discretionary funds, not exceeding \$2,000.00, for payroll purposes of the part-time administrative specialist serves a municipal purpose of promoting transparent and consistent communication amongst all members of the community by fostering and encouraging open communication of current and future projects to our citizens.

### NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly transferred for payroll purposes.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_ 2025.

CITY OF EL PASO:

\_\_\_\_\_  
**Renard U. Johnson**  
Mayor

ATTEST:

\_\_\_\_\_  
**Laura Prine**  
City Clerk

APPROVED AS TO FORM:

*Robert Aguinaga Jr*  
\_\_\_\_\_  
**Robert Aguinaga**  
Assistant City Attorney