

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**



**DEPARTMENT:** City Manager's Office

**AGENDA DATE:** 9/16/25

**PUBLIC HEARING DATE:**

**CONTACT PERSON NAME:** Sasho Andonoski

**PHONE NUMBER:** (915) 212-1092

**2nd CONTACT PERSON NAME:**

**PHONE NUMBER:**

**DISTRICT(S) AFFECTED:** All Districts

**STRATEGIC GOAL:**

6. Set the Standard for Sound Governance and Fiscal Management

**SUBGOAL:**

**SUBJECT:**

For notation only, Special Projects, Discretionary fund expenditures, and P-Card Transactions for the period of July 21, 2025 – August 20, 2025, for Mayor, City Council Representatives, City Attorney's Office, City Manager's Office and staff.

**BACKGROUND / DISCUSSION:**

Per FY 2026 Budget Resolution, all Special Projects, Discretionary and P-Card transactions will be posted monthly to the City Council Agenda for notation and to the City's website to include the Mayor, City Council Representatives, City Attorney's Office, City Manager's Office and staff expenditures under this section shall adhere with all relevant city and

**COMMUNITY AND STAKEHOLDER OUTREACH:**

N/A

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

N/A

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

N/A

NAME	AMOUNT (\$)

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

**DEPARTMENT HEAD:**

**Sasho Andonoski** Digitally signed by Sasho Andonoski  
Date: 2025.08.28 13:31:38 -06'00'

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

## CITY COUNCIL SPECIAL PROJECTS OR DISCRETIONARY FUNDS EXPENDITURES

August 2025

DISTRICT	VENDOR	DATE	AMOUNT	DESCRIPTION
DISTRICT 5	BIG BOY CONCESSIONS	7/25/2025	\$ 293.00	Food for Movies in the Park

# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY ATTORNEY	Garcia Sandra	The Stephen F Austin R	7/26/2025	\$ 475.18	for legal staff to attend the Advanced Government Law 2025 - Texas Bar CLE
CITY ATTORNEY	Garcia Sandra	State Bar Tx-Dues-Web	8/7/2025	\$ 400.00	For legal attorneys to have access to the Government Law Section for their Texas Bar Association membership.
CITY ATTORNEY	Garcia Sandra	Www.Pacer.Gov	8/8/2025	\$ 199.50	Quarterly bill for Pacer services for e-filing with court.
CITY ATTORNEY	Garcia Sandra	The Laura Hotel	8/14/2025	\$ 540.44	for transactional attorneys to attend Texas Eminent Domain conference
CITY ATTORNEY	Garcia Sandra	Southwestai	8/14/2025	\$ 516.60	For litigation attorney to attend Advanced Civil Trial - Aug. 27-29 Dallas
CITY ATTORNEY	Garcia Sandra	Southwestai	8/14/2025	\$ 465.60	for Prosecution attorney to attend 48th Annual Advanced Civil Trial - TexasBarCLE
CITY ATTORNEY	Garcia Sandra	Hilton Advpurch8002367113	8/15/2025	\$ 821.39	For litigation attorney to attend the Advanced Civil Trial Conference in Dallas on August.
CITY ATTORNEY	Garcia Sandra	Hilton Advpurch8002367113	8/15/2025	\$ 821.39	For prosecution attorney to attend the Advanced Civil Trial Conference in Dallas on August.
CITY ATTORNEY	Garcia Sandra	State Bar Tx-Cle Web	8/20/2025	\$ 795.00	for attorney to attend State bar of texas seminar
CITY ATTORNEY	Garcia Sandra	State Bar Tx-Cle Web	8/20/2025	\$ 795.00	for attorney to attend State bar of texas seminar
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/21/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/21/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/22/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/22/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/25/2025	\$ 7.50	Fee for uploading documents to the AG portal.

# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/28/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/28/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/30/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/30/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/30/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/31/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/31/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/31/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	7/31/2025	\$ 5.00	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/1/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/1/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/4/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/4/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/4/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/4/2025	\$ 7.50	Fee for uploading documents to the AG portal.

# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/5/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/5/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/5/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/11/2025	\$ 5.00	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/12/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/14/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/18/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Leyva Jacqueline	Attorney General Of Te	8/19/2025	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Villegas Bergen	Southwestai	7/21/2025	\$ 516.95	Purchase of round-trip flight for Transactional Attorney - Roberto Aguinaga, to attend Advanced Government Conference in Austin, TX.
CITY ATTORNEY	Villegas Bergen	Grand Hyatt Vail	7/22/2025	\$ 1,524.64	Purchase of hotel for Assistant City Attorney, Miguel Talamantes, to stay 4 nights at host-hotel while attending TADC Summer Seminar.

**P-Card Transactions**

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY ATTORNEY	Villegas Bergen	State Bar Tx-Cle Web	7/22/2025	\$ 495.00	Purchase of registration for Transactional Attorney, Roberto Aguinaga, to earn CLEs from Advanced Government Conference in Austin, TX.
CITY ATTORNEY	Villegas Bergen	Southwestai	7/25/2025	\$ 110.98	Purchase of Southwest roundtrip flight to Austin for City Attorney, Karla M Nieman, to attend Advanced Government Conference in Austin, TX.
CITY ATTORNEY	Villegas Bergen	Southwestai	7/29/2025	\$ 424.61	Purchase of Southwest Round-Trip flight for City Attorney, Carlos Armendariz, to attend Prosecution Seminar in Dallas, TX.
CITY ATTORNEY	Villegas Bergen	Southwestai	7/29/2025	\$ 424.61	Purchase of Southwest Round-Trip flight for City Attorney, Wendi Vineyard, to attend Prosecution Seminar in Dallas, TX.
CITY ATTORNEY	Villegas Bergen	State Bar Tx-Cle Dept	7/31/2025	\$ 595.00	Purchase of full event registration for City Attorney, Ms. Karla M. Nieman, to attend Advanced Government Law CLE (Texas State Bar) in Austin, TX.
CITY ATTORNEY	Villegas Bergen	The Stephen F Austin R	8/1/2025	\$ 45.34	Fees from purchase of host-hotel room for Assistant City Attorney, Roberto Aguinaga, while attending Advanced Government CLE (Destination/Austin Tourism PID Assessment Fee/State Tax/City Tax).
CITY ATTORNEY	Villegas Bergen	The Stephen F Austin R	8/2/2025	\$ 739.52	Purchase of room (3 nights) at host-hotel in Austin, TX for City Attorney, Karla M. Nieman, while attending Advanced Government Law CLE.
CITY ATTORNEY	Villegas Bergen	Cle International	8/4/2025	\$ 1,195.00	Purchase of full registration for Assistant City Attorney, Roberta Brito, to attend the Texas Eminent Domain CLE Conference in Houston, TX.
CITY ATTORNEY	Villegas Bergen	Py *international Municip	8/5/2025	\$ 849.75	Purchase of full registration at IMLA member rate for City Attorney, Eric Gutierrez, to attend and earn CLEs at 2025 Annual IMLA Conference in New Orleans, LA.
CITY ATTORNEY	Villegas Bergen	Southwestai	8/5/2025	\$ 490.96	Purchase of Round-Trip Flight for Assistant City Attorney, Roberta Brito, to attend Texas Eminent Domain CLE in Houston, TX.
CITY ATTORNEY	Villegas Bergen	Southwestai	8/5/2025	\$ 280.08	Purchase of Round-Trip Flight for Assistant City Attorney, Eric Gutierrez, to attend IMLA Seminar CLE in New Orleans, LA.
CITY ATTORNEY	Villegas Bergen	Strafford Publications	8/8/2025	\$ 1,588.95	Purchase of 8 registrations for SH, KAS, ER, JF, SE, MM, MT, and CGB - 2 Deputy City Attorneys and 6 Assistant City Attorneys to attend live webinar and earn CLEs. Webinar on Protests/Public Comment.
CITY ATTORNEY	Villegas Bergen	Strafford Publications	8/8/2025	\$ 297.00	Purchase of recorded webinar for City Attorney, Karla M. Nieman, to view course and earn CLEs.
CITY MANAGER	Albright Paul.D	In *remote Warrior Llc	8/13/2025	\$ 2,100.00	Marketing items for the Borderplex Veterans Service Provider Summit
CITY MANAGER	Albright Paul.D	Radisson Hotel El Paso	8/19/2025	\$ 2,388.00	Event Social for the Borderplex Service Provider Summit scheduled September 2, 2025.

## P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY MANAGER	Argumedo Angel	Southwestai	7/31/2025	\$ (696.95)	Mr. Cortinas was going to Austin to testify on behalf of the City on SB9. It was determined that it was not necessary for Mr. Cortinas to testify. All expenses were refunded.
CITY MANAGER	Argumedo Angel	Southwestai	7/31/2025	\$ 696.95	Mr. Cortinas was going to Austin to testify on behalf of the City on SB9. It was later determined that this trip was not needed. All expenses were refunded.
CITY MANAGER	Beard Jackie	Dunkin #302466 Q35	7/21/2025	\$ 39.78	Coffee for New Employee Orientation on 7/21/2025. Food and Beverage Report and receipt attached.
CITY MANAGER	Beard Jackie	Gonzalos Gr Restaurant	7/24/2025	\$ 184.00	A community event to close out the 2025 Summer Home to Texas Internship Program. Food purchase total \$160. There was 15% (\$24.00) gratuity charged for a total of \$184. Approvals and receipt attached.
CITY MANAGER	Beard Jackie	Dunkin #302466 Q35	8/4/2025	\$ 39.78	Coffee for New Employee Orientation on 8/4/2025.
CITY MANAGER	Beard Jackie	Jones School Supply Co.,	8/7/2025	\$ 2,522.10	Service award items for Human Resources. Approval by Mary Wiggins attached. Receipt attached.
CITY MANAGER	Beard Jackie	Sq *tradex Laminating Ser	8/11/2025	\$ 3,000.00	Purchase for HR. Service Awards (Lapel Pins) for Employees. P-card would not allow charge over \$3000.00 so 2 card transactions were made. Approval from Mary Wiggins attached, with invoice and receipt.
CITY MANAGER	Beard Jackie	Sq *tradex Laminating Ser	8/12/2025	\$ 575.00	Purchase for HR. Service Awards (Lapel Pins) for Employees. P-card would not allow charge over \$3000.00 so 2 card transactions were made. Approval from Mary Wiggins attached, with invoice and receipt.
CITY MANAGER	Beard Jackie	Dunkin #302466 Q35	8/18/2025	\$ 39.78	Coffee for New Employee Orientation on 8-18-2025. Receipt and Food & Beverage Report attached.
CITY MANAGER	Cruz-Acosta Laura	Facebk *tx22xyuk2	7/23/2025	\$ 71.35	Facebook and Instagram promotions for Live Active 3K and Vaccinations for Back to School and Be PowerFlu Campaigns
CITY MANAGER	Cruz-Acosta Laura	Facebk *tx22xyuk2	7/23/2025	\$ 59.35	Facebook and Instagram promotions for Live Active 3K and Vaccinations for Back to School and Be PowerFlu Campaigns
CITY MANAGER	Cruz-Acosta Laura	Facebk *tx22xyuk2	7/23/2025	\$ 128.30	Facebook and Instagram promotions for Live Active 3K and Vaccinations for Back to School and Be PowerFlu Campaigns
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	7/25/2025	\$ 45.43	Captions and subtitles for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Facebk *jelylzuuk2	7/26/2025	\$ 165.46	Social media advertising for Live Active, Back to School Vaccinations, and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Facebk *jelylzuuk2	7/26/2025	\$ 51.72	Social media advertising for Live Active, Back to School Vaccinations, and PowerFlu campaign.



# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY MANAGER	Cruz-Acosta Laura	Facebk *jelylzuuk2	7/26/2025	\$ 21.67	Social media advertising for Live Active, Back to School Vaccinations, and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Facebk *jelylzuuk2	7/26/2025	\$ 20.15	Social media advertising for Live Active, Back to School Vaccinations, and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Amazon Mktp	7/28/2025	\$ 8.99	Plant labels used as ceremonial labels for dignitaries at outdoor Aug. 3 ceremony.
CITY MANAGER	Cruz-Acosta Laura	Amazon Prime	7/28/2025	\$ 1.99	Amazon fee in order to expedite labels for Aug. 3 ceremony.
CITY MANAGER	Cruz-Acosta Laura	Facebk *twkgkwcvk2	7/31/2025	\$ 285.00	Social media advertising for Back-to-School Vaccinations and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	7/31/2025	\$ 45.43	Captions and subtitles for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Facebk *jrnbkwqk2	8/1/2025	\$ 45.01	Social media advertising for Back-to-School Vaccinations and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Facebk *y8xpxyuk2	8/1/2025	\$ 28.29	Social media advertising for Back-to-School Vaccinations and PowerFlu campaign.
CITY MANAGER	Cruz-Acosta Laura	Amazon Prime	8/4/2025	\$ 14.99	Annual fee for Amazon Prime for Office Supplies
CITY MANAGER	Cruz-Acosta Laura	Eig	8/7/2025	\$ 703.00	E-newsletter application for City TV programming and Community Outreach.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	8/8/2025	\$ 51.92	Captions and subtitles for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Filmfreeway	8/9/2025	\$ 728.00	City TV Award Application.
CITY MANAGER	Cruz-Acosta Laura	Zoom.Com 888-799-9666	8/11/2025	\$ 16.99	Application to conduct community outreach and media interviews .
CITY MANAGER	Cruz-Acosta Laura	Facebk *h4zcjxqk2	8/13/2025	\$ 63.07	Social media advertising for Live Active Baila, Vaccinations and Title 20 Zoning Campaigns (outreach).
CITY MANAGER	Cruz-Acosta Laura	Facebk *h4zcjxqk2	8/13/2025	\$ 185.54	Social media advertising for Live Active Baila, Vaccinations and Title 20 Zoning Campaigns (outreach).

# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY MANAGER	Cruz-Acosta Laura	Facebk *h4zcxquk2	8/13/2025	\$ 33.78	Social media advertising for Live Active Baila, Vaccinations and Title 20 Zoning Campaigns (outreach).
CITY MANAGER	Cruz-Acosta Laura	Facebk *h4zcxquk2	8/13/2025	\$ 31.61	Social media advertising for Live Active Baila, Vaccinations and Title 20 Zoning Campaigns (outreach).
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	8/15/2025	\$ 45.43	Captions and subtitles for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	8/18/2025	\$ 4.58	Captions and subtitles for City TV programming.
CITY MANAGER	Davis Kimberly	Foreign Affairs Mag	7/21/2025	\$ 54.95	
CITY MANAGER	Esquivel Luz	The Ups Store 0350	7/23/2025	\$ 20.00	Returned an item purchased for the HR event (Employee Years of Service Recognition). this charge was for the packaging to return the item.
CITY MANAGER	Esquivel Luz	Regency Printing Inc	7/30/2025	\$ 320.00	Door hangers for the "Respect Your Pool" Campaign
CITY MANAGER	Esquivel Luz	Wm Supercenter #1015	7/31/2025	\$ 10.12	Purchase scissors for the PIO office, per Laura Cruz-Acosta.
CITY MANAGER	Esquivel Luz	Regency Printing Inc	8/12/2025	\$ 48.00	Mounted poster board for the August 3rd remembrance installed at City Hall chambers for public viewing during the anniversary of the tragedy.
CITY MANAGER	Esquivel Luz	Southwestai	8/18/2025	\$ 538.83	Purchased airfare for the District 4 office to attend the TML conference in October 2025. Approval was obtained and is in the backup.
CITY MANAGER	Esquivel Luz	Texas Municipal League	8/19/2025	\$ 1,395.00	Purchased registration for the District 4 office to attend the TML conference in October 2025. Approval was obtained and is in the backup.
CITY MANAGER	Mack Dionne	W Austin Fd	7/26/2025	\$ 646.62	CM Mack Travel to Large Cities Executive Forum (Austin, TX) 7/24/25-7/26/25
CITY MANAGER	Martinez Omar	Southwestai	7/24/2025	\$ 232.19	Approved travel modification DC Alejandra Gorski
CITY MANAGER	Martinez Omar	Southwestai	7/31/2025	\$ 781.96	Approved travel Jasmin Flores Austin
CITY MANAGER	Martinez Omar	Courtyard Washington C	8/1/2025	\$ 784.99	Approved travel Alejandra Gorski DC

# P-Card Transactions

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
CITY MANAGER	Martinez Omar	Courtyard Washington C	8/1/2025	\$ 784.99	Approved travel Omar Martinez DC
CITY MANAGER	Martinez Omar	The Stephen F Austin R	8/5/2025	\$ 202.18	Approved travel Jasmin Flores Austin
CITY MANAGER	Monsivais Rosa Maria	Jasons Deli El Paso F	7/21/2025	\$ 153.39	as per CM purchases lunch for Mayor & City Council members- Work Session working lunch meeting
CITY MANAGER	Monsivais Rosa Maria	Jasons Deli El Paso F	8/19/2025	\$ 183.69	Working Lunch meeting- purchased sandwiches for Mayor & City Council- Budget discussion
CITY MANAGER	Sepulveda Denice	Icma Online	7/22/2025	\$ 200.00	ICMA training for Performance based budgeting and for ICMA membership for Guadalupe Corral, kronos 034054, our new Chief Data Officer. Approved by Roman Sanchez
CITY MANAGER	Sepulveda Denice	Icma Online	7/22/2025	\$ 99.00	ICMA training for Performance based budgeting and for ICMA membership for Guadalupe Corral, kronos 034054, our new Chief Data Officer. Approved by Roman Sanchez
DISTRICT 01	Chavez Alejandra	Eig	7/21/2025	\$ 527.76	This purchase was a 12 month subscription for Constant Contact, which we use for biweekly newsletter and other constituent correspondence communications.
DISTRICT 01	Chavez Alejandra	Eig	7/23/2025	\$ (32.76)	This credit was for the tax exempt reimbursement from the Constant Contact purchase on 7-21-25.
DISTRICT 01	Chavez Alejandra	Dunkin #355708	8/13/2025	\$ 66.56	Donuts and Coffee were purchased for constituents who attended our Connected Communities Neighborhood meeting.
DISTRICT 01	Chavez Alejandra	Texas Municipal League	8/15/2025	\$ 420.00	Registration fee for TML 2025 Conference. Attending this conference serves the municipal purpose of setting the standard for sound governance
DISTRICT 01	Chavez Alejandra	American Air	8/15/2025	\$ 154.97	Roundtrip flight for TML 2025 Conference. Attending this conference serves the municipal purpose of setting the standard for sound governance.
DISTRICT 02	Carlos Diego	Mailchimp	8/3/2025	\$ 26.50	newsletter service
DISTRICT 02	Carlos Diego	Canva* I04597-35631078	8/3/2025	\$ 14.99	graphic design subscription
DISTRICT 03	Jimenez Melody	Premiere Cinema - El P	7/22/2025	\$ 809.80	Movies at the park but indoors for D3 constituents.
DISTRICT 03	Jimenez Melody	La Estrella	7/22/2025	\$ 514.00	Staff shirts with City logo embroidered on

**P-Card Transactions**

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
DISTRICT 03	Jimenez Melody	Linktree* Linktree	7/24/2025	\$ 9.54	Monthly subscription for Link Tree for community meetings
DISTRICT 03	Maldonado-Rocha Deanna	Eig	8/5/2025	\$ 91.00	Yearly constant contact subscription for newsletter
DISTRICT 03	Maldonado-Rocha Deanna	Dunkin #302466 Q35	8/13/2025	\$ 68.44	Community meeting at sun metro
DISTRICT 03	Maldonado-Rocha Deanna	Canva* I04608-47663353	8/14/2025	\$ 12.99	Monthly subscription for Canva for office use
DISTRICT 04	Trejo Cynthia	Eig	7/22/2025	\$ 1,800.00	Professional services- Software for District 4 Newsletters
DISTRICT 04	Trejo Cynthia	Sams Club #6246	8/8/2025	\$ 188.31	Operating Expenses- Office Supplies
DISTRICT 04	Trejo Cynthia	Canva* I04605-56116723	8/11/2025	\$ 30.00	Professional Services- Software for newsletters
DISTRICT 04	Trejo Cynthia	Samsclub #6502	8/15/2025	\$ 99.00	Mini-Fridge-Office equipment-
DISTRICT 05	Aguilar Mike	The Home Depot #0428	8/6/2025	\$ 798.00	Expenditure approval by council dated 6/10/2025 In support of Pet Pantries at El Paso Public Libraries.
DISTRICT 05	Nino Ivan	Costco Whse #0768	7/23/2025	\$ 324.75	SUPPORT FOR MOVIES AT THE PARK, APPROVED BY RESOLUTION 3/24/2015. Fund: 2205 Division: 10040 Account: 544200 Project: PDIST5MOVIE Activity: OTHER. VERIFIED USE. TAX REIMBURSEMENT ATTACHED.
DISTRICT 05	Nino Ivan	Costco Whse #0768	7/23/2025	\$ 36.44	SUPPORT FOR MOVIES AT THE PARK, APPROVED BY RESOLUTION 3/24/2015. Fund: 2205 Division: 10040 Account: 544200 Project: PDIST5MOVIE Activity: OTHER. VERIFIED USE.
DISTRICT 05	Nino Ivan	Marcos Pizza - 5189	7/25/2025	\$ 41.09	SUPPORT FOR MOVIES AT THE PARK, APPROVED BY RESOLUTION 3/24/2015. Fund: 2205 Division: 10040 Account: 544200 Project: PDIST5MOVIE Activity: OTHER. VERIFIED USE. TAX REIMBURSEMENT ATTACHED.
DISTRICT 05	Nino Ivan	Dollartree	7/25/2025	\$ 23.82	SUPPORT FOR MOVIES AT THE PARK, APPROVED BY RESOLUTION 3/24/2015. Fund: 2205 Division: 10040 Account: 544200 Project: PDIST5MOVIE Activity: OTHER. VERIFIED USE. TAX REIMBURSEMENT ATTACHED.
DISTRICT 06	Maldonado Mariaelena	Samsclub #6502	8/7/2025	\$ 44.98	Table for events hosted by the office.
DISTRICT 06	Maldonado Mariaelena	Sams Club #6502	8/7/2025	\$ 29.94	Otter Pops for Movies at the Park event

# **P-Card Transactions**

7/22/2025 - 8/20/2025

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	AMOUNT	DESCRIPTION
DISTRICT 06	Maldonado Mariaelena	Big Boy Concessions	8/8/2025	\$ 915.30	Popcorn, paletas, ice cream cart rental, and dry ice for Movies in the Park.
DISTRICT 06	Maldonado Mariaelena	Big Boy Concessions	8/19/2025	\$ (50.00)	refund of ice cream cart rental deposit.
DISTRICT 07	Saucedo Lizette	Gannettnewspprtx-Nm-Co	8/7/2025	\$ 40.00	Newspaper subscription
DISTRICT 08	Rodriguez Alma	The Home Depot #0428	8/6/2025	\$ 399.00	Storage sheds for Library Pet Supply Pantries. El Paso City Council approved expenditure on March 12, 2025 item # 25-373.