

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

AGENDA DATE: May 21, 2024

PUBLIC HEARING DATE:

CONTACT PERSON NAME AND PHONE NUMBER:

K. Nicole Cote, Managing Director, City Manager's Office (915) 212-1092

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: 6. Set the Standard for Sound Governance and Fiscal Management

SUBGOAL: N/A

SUBJECT: For notation only, the P-Card Transactions for the period of March 21, 2024 - April 20, 2024 for Mayor, City Council Representatives, City Attorney's Office, City Manager's Office and staff.

BACKGROUND / DISCUSSION:

Per FY 2024 Budget Resolution All PCard 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 state laws and policies.

PRIOR COUNCIL ACTION: N/A

AMOUNT AND SOURCE OF FUNDING: N/A

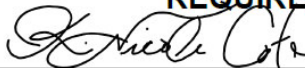
HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? X YES NO

PRIMARY DEPARTMENT: City Manager's Office - Office of Management and Budget

SECONDARY DEPARTMENT: All City

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

DEPARTMENT HEAD:



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

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY ATTORNEY	Garcia Sandra	Imla	3/25/2024	\$ 225.00	KMN registration to the Top 50 seminar.
CITY ATTORNEY	Garcia Sandra	Imla	3/25/2024	\$ 500.00	Evan Reed registration for 2024 Mid-Year Seminar. Approved by KMN
CITY ATTORNEY	Garcia Sandra	Southwes	3/26/2024	\$ 441.97	Flight for JAQ to go to Land Use Conference
CITY ATTORNEY	Garcia Sandra	Ut Cont Legal Educ	4/1/2024	\$ 356.19	JAQ registration for Land Use Fundamentals conference. Approved by KMN
CITY ATTORNEY	Garcia Sandra	Ut Cont Legal Educ	4/1/2024	\$ 826.19	JAQ registration to Land Use conference. Approved by KMN
CITY ATTORNEY	Garcia Sandra	Fedex	4/5/2024	\$ 9.31	overnight shipping for urgent documents to be executed
CITY ATTORNEY	Garcia Sandra	Fedex	4/5/2024	\$ 104.58	Shipping for overnight documents to be send for execution.
CITY ATTORNEY	Garcia Sandra	Fedex	4/5/2024	\$ 92.85	overnight shipping for documents to be executed
CITY ATTORNEY	Garcia Sandra	Fedex	4/5/2024	\$ 48.63	overnight shipping for urgent documents to be send for execution.
CITY ATTORNEY	Garcia Sandra	Ut Cont Legal Educ	4/9/2024	\$ 745.00	training registration for Russell Abeln - Land Use Seminar
CITY ATTORNEY	Garcia Sandra	Torc District	4/10/2024	\$ 4.00	request for court documents
CITY ATTORNEY	Garcia Sandra	Ln4nmcourts*srvcfee	4/10/2024	\$ 0.10	request for documents for court
CITY ATTORNEY	Garcia Sandra	Wyndham	4/12/2024	\$ 765.51	Hotel stay for Juan Gonzalez to attend The Essentials Seminar
CITY ATTORNEY	Garcia Sandra	Amer Assoc Notaries	4/18/2024	\$ 106.62	Notary Public License renewal for Blanca Galindo
CITY ATTORNEY	Garcia Sandra	Amer Assoc Notaries	4/18/2024	\$ 106.62	Renewal of Public Notary for Isbell Machuca
CITY ATTORNEY	Garcia Sandra	National Association O	4/19/2024	\$ (400.00)	
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	3/21/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	3/22/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	In *acr Ink, Llc	3/26/2024	\$ 98.00	Payment for services from court reporters to transcribe witness's testimony.

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	3/26/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	3/26/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	3/27/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/4/2024	\$ 7.50	Fee for uploading documents to the AG for a determination.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/4/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/5/2024	\$ 7.50	Fee for Uploading documents to the AG.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/8/2024	\$ 7.50	Receipt for uploading documents to the AG.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/11/2024	\$ 7.50	Fee for uploading documents to the AG.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/11/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/11/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/12/2024	\$ 7.50	Fee for uploading documents to the AG
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/12/2024	\$ 5.00	Fee for uploading documents to the AG.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/15/2024	\$ 7.50	Fee for uploading documents to the AG portal.
CITY ATTORNEY	Scott Belinda	Tx Oag Open Records	4/17/2024	\$ 7.50	Fee for Uploading documents to the AG.
CITY MANAGER	Argumedo Angel	Samsclub #6246	04/08/2024	\$ 23.88	Water bottles for CMO meetings. Tissue for office. 3.46 tax was reimbursed.
CITY MANAGER	Argumedo Angel	Samsclub #6246	04/08/2024	\$ 41.94	Water bottles for CMO meetings. Tissue for office. 3.46 tax was reimbursed.
CITY MANAGER	Argumedo Angel	Samsclub #6246	04/08/2024	\$ 3.46	Water bottles for CMO meetings. Tissue for office. 3.46 tax was reimbursed.
CITY MANAGER	Argumedo Angel	Marriott Crystal Gatew	04/10/2024	\$ 983.70	Hotel for S. Voglewede to attend ADC National Summit, to strengthen community partnerships
CITY MANAGER	Beard Jackie	Corner Bakery Cafe #1543	04/04/2024	\$ 140.00	Coffee and pastries for New Employee Orientation on April 3, 2024.

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY MANAGER	Beard Jackie	Corner Bakery Cafe #1543	04/16/2024	\$ 140.00	Coffee and pastries for New Employee Orientation 4/15/2024.
CITY MANAGER	Cepeda Diana	Facebk Zr7s23ytv2	03/22/2024	\$ 2.00	Personal transaction. Reimbursement to the city on 4/8/20212 receipt number 1808339
CITY MANAGER	Cepeda Diana	Facebk Xn6yv2gtv2	03/22/2024	\$ 2.00	Personal transaction. Reimbursement to the City on 4/8/20212 receipt number 1808339
CITY MANAGER	Cepeda Diana	Amzn Mktp Us	03/23/2024	\$ 28.99	48 Easter kids bags for Streetcar event on 3/30
CITY MANAGER	Cepeda Diana	Sams Club #6502	03/25/2024	\$ 55.34	Purchase of 3 bags of candy for the Streetcar Easter Egg Hunt
CITY MANAGER	Cepeda Diana	Facebk *mkr992cll2	03/26/2024	\$ 2.00	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *fvf292qll2	03/26/2024	\$ 2.20	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *t89kq24ll2	03/26/2024	\$ 2.00	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *dqaj82cll2	03/26/2024	\$ 2.00	WinterFest Survey Social Media post boost
CITY MANAGER	Cepeda Diana	Facebk *686882qll2	03/26/2024	\$ 2.00	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *samg534ml2	03/27/2024	\$ 2.93	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *ptblr24ll2	03/27/2024	\$ 2.66	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk *23hm92cll2	03/27/2024	\$ 2.42	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk Mtelf2yll2	03/28/2024	\$ 3.63	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk D385tzkl2	03/28/2024	\$ 3.30	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk R52v534ml2	03/28/2024	\$ 3.00	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk Fkghc2cll2	03/29/2024	\$ 4.39	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk Ueigy2ull2	03/29/2024	\$ 3.99	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk Vqe9938ll2	03/30/2024	\$ 5.00	WinterFest Survey Social Media Post Boost

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY MANAGER	Cepeda Diana	Facebk M5rlu24ll2	03/30/2024	\$ 4.83	WinterFest Survey Social Media Post Boost
CITY MANAGER	Cepeda Diana	Facebk Vnuq53ukn2	04/02/2024	\$ 149.99	WinterFest Survey Social Media post boost
CITY MANAGER	Cepeda Diana	Amzn Mktp Us	04/19/2024	\$ 53.99	Purchase of 68 glow foam sticks for Live Active Neon Event
CITY MANAGER	Cepeda Diana	Amzn Mktp Us	04/22/2024	\$ 67.98	Purchase of 84 LED glasses and 200 glow sticks for Live Active El Paso Neon Event
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/21/2024	\$ 28.40	Captions for City TV Programming.
CITY MANAGER	Cruz-Acosta Laura	Elvtr Courses	03/22/2024	\$ 1,554.00	ONLINE COURSE ON BECOMING A DIRECTOR OF CONTENT
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/22/2024	\$ 30.00	Captions for City TV Programming.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/25/2024	\$ 5.00	Closed captioning for City TV programming
CITY MANAGER	Cruz-Acosta Laura	Facebk Pqseviz7vk2	03/26/2024	\$ 10.00	Facebook ads for Chime In Survey
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/26/2024	\$ 45.00	Closed captioning for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Facebk 7w47w5uuk2	03/27/2024	\$ 7.98	Facebook ads for Chime in and City Manager Recruitment Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk 7w47w5uuk2	03/27/2024	\$ 7.02	Facebook ads for Chime in and City Manager Recruitment Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk Adkhv5uuk2	03/27/2024	\$ 6.33	Facebook ads for Chime in and City manager recruitment survey
CITY MANAGER	Cruz-Acosta Laura	Facebk Adkhv5uuk2	03/27/2024	\$ 3.67	Facebook ads for Chime in and City manager recruitment survey
CITY MANAGER	Cruz-Acosta Laura	Facebk 35dcx2guk2	03/27/2024	\$ 7.82	Facebook ads for City Manager Recruitment and Chime In Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk 35dcx2guk2	03/27/2024	\$ 2.18	Facebook ads for City Manager Recruitment and Chime In Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk H6e372cuk2	03/28/2024	\$ 14.65	Facebook ads for Chime In and City Manager Recruitment Surveys.
CITY MANAGER	Cruz-Acosta Laura	Facebk H6e372cuk2	03/28/2024	\$ 10.35	Facebook ads for Chime In and City Manager Recruitment Surveys.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/29/2024	\$ 30.00	Closed captioning for City TV programming.

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	03/29/2024	\$ 21.30	Closed captioning for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Facebk 7rucyz7vk2	03/29/2024	\$ 18.44	Social media ads for Chime in and for City Manager Recruitment Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk 7rucyz7vk2	03/29/2024	\$ 16.56	Social media ads for Chime in and for City Manager Recruitment Surveys
CITY MANAGER	Cruz-Acosta Laura	Facebk 49lpu24vk2	03/30/2024	\$ 27.43	Social Media ads for Chime In and City Manager Recruitment
CITY MANAGER	Cruz-Acosta Laura	Facebk 49lpu24vk2	03/30/2024	\$ 22.57	Social Media ads for Chime In and City Manager Recruitment
CITY MANAGER	Cruz-Acosta Laura	Facebk Uqpyw24vk2	04/01/2024	\$ 9.16	Social media promotions for City Manager Recruitment and Chime In suveys
CITY MANAGER	Cruz-Acosta Laura	Facebk Uqpyw24vk2	04/01/2024	\$ 23.66	Social media promotions for City Manager Recruitment and Chime In suveys
CITY MANAGER	Cruz-Acosta Laura	Facebk 66pc428vk2	04/01/2024	\$ 17.56	Social media advertising for Chime In Survey and CM Recruitment Survey
CITY MANAGER	Cruz-Acosta Laura	Facebk 66pc428vk2	04/01/2024	\$ 12.85	Social media advertising for Chime In Survey and CM Recruitment Survey
CITY MANAGER	Cruz-Acosta Laura	Amzn Mktp Us	04/03/2024	\$ 159.98	Additional solar eclipse glasses for Council and Public
CITY MANAGER	Cruz-Acosta Laura	Facebk D7wpv2cvk2	04/04/2024	\$ 75.00	Promotion for Chime In Survey via Social Media.
CITY MANAGER	Cruz-Acosta Laura	Envato	04/04/2024	\$ 698.23	Video software for City TV programming, reimbursement for taxes is in another coded expense dated 04/10/2024.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	04/05/2024	\$ 25.00	Closed captioning for City TV programming.
CITY MANAGER	Cruz-Acosta Laura	Amzn Mktp Us	04/06/2024	\$ 83.96	Solar eclipse glasses for Council and Public
CITY MANAGER	Cruz-Acosta Laura	Envato	04/10/2024	\$ (53.23)	Video software for City TV programming
CITY MANAGER	Cruz-Acosta Laura	Zoom.Us 888-799-9666	04/11/2024	\$ 15.99	Community outreach and media interviews.
CITY MANAGER	Cruz-Acosta Laura	Rev.Com	04/12/2024	\$ 30.00	Closed captioning for City TV programming.
CITY MANAGER	Esquivel Luz	Wlv Adv Deposit	03/30/2024	\$ 278.91	Purchase hotel accommodations for the attending the 2024 NAB Show in Las Vegas. Approval has been giving by department head to attend.
CITY MANAGER	Esquivel Luz	Southwes	04/03/2024	\$ 319.96	Purchase airline ticket to travel to Las Vegas, NV to attend the 2024 NAB Show. Approval has been giving by department head.

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
CITY MANAGER	Esquivel Luz	Southwes	04/03/2024	\$ 319.96	Purchase airline ticket to travel to Las Vegas, NV to attend the 2024 NAB Show. Approval has been giving by department head.
CITY MANAGER	Esquivel Luz	Wlv Adv Deposit	04/10/2024	\$ 362.81	Purchase hotel accommodations for the attending the 2024 NAB Show in Las Vegas. Approval has been giving by department head to attend.
CITY MANAGER	Esquivel Luz	Rev.Com	04/19/2024	\$ 75.00	Closed Caption. Laura Cruz-Acosta authorized expenditure.
CITY MANAGER	Esquivel Luz	Rev.Com	04/19/2024	\$ 30.00	Closed Caption. Laura Cruz-Acosta authorized expenditure.
CITY MANAGER	Jerome Tracey	Apple.Com/Bill	04/17/2024	\$ 0.99	iPhone storage monthly fee
CITY MANAGER	Monsivais Rosa Maria	Dispute-Www.Coursehero.Co	03/22/2024	\$ (119.40)	Credit for unauthorized charge
CITY MANAGER	Monsivais Rosa Maria	Www.Coursehero.Com	03/22/2024	\$ 119.40	Charge not authorized- called Wells Fargo and they are investigation. Current P Card was deactivated
CITY MANAGER	Palacios Soraya Ayub	Pdn Childrens	03/25/2024	\$ 1,150.00	Purchase the City Council holiday tree that we install in the Council lobby. Tree rentals have begun and they are selling out. We do not want to get a dull tree; therefore, the purchase was made early
CITY MANAGER	Sepulveda Denice	Target 00022160	04/17/2024	\$ 161.25	Supplies needed for LEAD - Leadership class training for all city employees. Classes increased from 20 to 50 students per class, and we needed to purchase more supplies. Approved by Roman Sanchez
DISTRICT 02	Ibarra Matthew	Amzn Mktp Us	03/22/2024	\$ 16.98	Phone case for District 2 city issued cell phone.
DISTRICT 02	Ibarra Matthew	Dunkin #301136 Q35	03/27/2024	\$ 68.01	Coffee and donuts for residents for District 2 community meeting. Tax to be reimbursed.
DISTRICT 02	Ibarra Matthew	Sams Club #6246	03/28/2024	\$ 114.56	Hot dog buns for city sponsored Easter event.
DISTRICT 02	Ibarra Matthew	Samsclub #6246	03/29/2024	\$ 139.00	Candy for City sponsored Easter event.
DISTRICT 02	Ibarra Matthew	Dollar General #19328	04/02/2024	\$ 51.80	Chips and waters for District 2 community meeting.
DISTRICT 02	Ibarra Matthew	Mailchimp	04/04/2024	\$ 26.50	Fee for newsletter service.
DISTRICT 02	Ibarra Matthew	Canva* I04112-2524053	04/05/2024	\$ 14.99	License fee for graphic design software for constituent outreach.
DISTRICT 02	Ibarra Matthew	Zoom.U.s 888-799-9666	04/06/2024	\$ 15.99	Video conferencing license for virtual meetings.
DISTRICT 03	Hernandez Cassandra	Zoom.U.s 888-799-9666	03/29/2024	\$ 15.99	Monthly charge for video conference service for D3 virtual meetings.

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
DISTRICT 03	Hernandez Cassandra	Eig	04/05/2024	\$ 52.00	Monthly charge for email distribution service for D3 office newsletter.
DISTRICT 03	Hernandez Cassandra	Canva* I04121-33384131	04/14/2024	\$ 12.99	Monthly charge for graphic design making service for D3 office.
DISTRICT 04	Molinar Joe	Best Western Plus Swis	03/22/2024	\$ 115.83	Representative Molinar attended the TML Conference at Pecos, Texas on March 2024.
DISTRICT 05	Nino Ivan	Canva* I04096-78877816	03/20/2024	\$ 12.95	CANVA SUBSCRIPTION FOR GRAPHIC DESIGN/ CONSTITUENT OUTREACH.
DISTRICT 05	Nino Ivan	The Economist	03/26/2024	\$ (6.00)	PARTIAL - REFUND FOR TAXES CHARGED LAST MONTH
DISTRICT 05	Nino Ivan	Naleo Educational Fund	03/30/2024	\$ 900.00	NALEO CONFERENCE 2024 APPROVED BY RESOLUTION
DISTRICT 05	Nino Ivan	Naleo Educational Fund	03/30/2024	\$ 800.00	NALEO 2024 CONFERENCE APPROVED BY RESOLUTION
DISTRICT 05	Nino Ivan	Mailchimp	04/06/2024	\$ 13.00	MAILCHIMP MONTHLY SUBSCRIPTION FOR COMMUNITY OUTREACH.
DISTRICT 05	Nino Ivan	Zoom.Us 888-799-9666	04/09/2024	\$ 15.99	ZOOM MONTHLY SUBSCRIPTION FOR OFFICE USE/OUTREACH.
DISTRICT 05	Nino Ivan	Canva* I04127-51359142	04/20/2024	\$ 12.95	Monthly subscription for graphic design; outreach and newsletter use.
DISTRICT 06	Maldonado Mariaelena	El Paso Times	03/24/2024	\$ 11.99	Newspaper Subscription for office.
DISTRICT 07	Jimenez Camilo	Sams Club#6502	03/20/2024	\$ 169.02	Water and candy for LPNA Easter Egg Stuffing 03/20/2024 @ 5pm 8600 Montana. Candy was returned. Water was 15.92
DISTRICT 07	Jimenez Camilo	Sams Club#6502	03/20/2024	\$ 349.30	Easter Eggs for LPNA Easter Egg Hunt on 03/30/2024 at Argal Park
DISTRICT 07	Jimenez Camilo	Sams Club #6502	03/20/2024	\$ (153.10)	Candy for LPNA Easter Egg Hunt but was returned.
DISTRICT 07	Jimenez Camilo	Wal-Mart #2201	03/20/2024	\$ 135.68	Eggs for LPNA Easter Egg hunt on 03/30/2024 at Argal Park
DISTRICT 07	Jimenez Camilo	Samsclub #6502	03/20/2024	\$ 92.20	Sandwich Tray to feed egg stuffing volunteers for LPNA Easter egg stuffing event 03/20/2024 @e 5pm 8600 Montana
DISTRICT 07	Jimenez Camilo	Sams Club #6502	03/27/2024	\$ 81.96	Birthday cakes for the Pavo Real Senior center birthday bash on 3/27/2024
DISTRICT 07	Jimenez Camilo	Eig	04/01/2024	\$ 91.00	newsletter service for constituents
DISTRICT 07	Jimenez Camilo	Sams Club #6502	04/10/2024	\$ 35.10	Refreshments and snacks for the community meeting held on Wednesday 4/10/2024

**Mayor and Council
P-Card Transactions**

03/21/2024 - 04/20/2024

DEPARTMENT	CARDHOLDER	VENDOR	TRAN DATE	Amount	Description
DISTRICT 07	Jimenez Camilo	Sq *el Paso Mail & Print	04/15/2024	\$ 102.47	Printing services for Las Palmas Neighborhood Association Easter Egg Hunt 03/30/2024
DISTRICT 07	Jimenez Camilo	Amzn Mktp Us	04/20/2024	\$ (86.58)	Leftover eggs from LPNA Easter Event
DISTRICT 07	Jimenez Camilo	Amzn Mktp Us	04/20/2024	\$ (86.58)	Leftover eggs from LPNA Easter Event
DISTRICT 08	Canales Jorge	Squarespace 121241272	03/31/2024	\$ 294.22	Office Squarespace subscription for community outreach.
DISTRICT 08	Canales Jorge	Squarespace 121241272	04/19/2024	\$ (18.22)	Office Squarespace subscription for community outreach.
DISTRICT 08	Rodriguez Alma	Wal-Mart #1015	03/28/2024	\$ 22.56	Water, coffee, and cookies for a community meeting with District 8 Neighborhood Association leaders, hosted by District 8.
DISTRICT 08	Rodriguez Alma	El Paso Times	04/09/2024	\$ 15.98	Office El Paso Times newspaper subscription.
DISTRICT 08	Rodriguez Alma	Sarabias Portable Jons	04/15/2024	\$ 130.00	Sports community event in District 8, portable restrooms for event. at El Barrio Park.
DISTRICT 08	Rodriguez Alma	Monkey Green Cafe	04/16/2024	\$ 44.00	District 8 Community Meeting coffee for guests to encourage community to participate and engage in their local government outreach.
MAYORS OFFICE	Mendoza Irma	Primo Water	03/23/2024	\$ 9.26	Charge is for the water dispenser rental fee and cc surcharge.
MAYORS OFFICE	Mendoza Irma	Primo Water	03/28/2024	\$ 60.71	Bottled water for the office and cc surcharge.
MAYORS OFFICE	Mendoza Irma	American Air	03/30/2024	\$ 561.06	Airline ticket was purchased and charged inadvertently to this PCard. Amount has been reimbursed to the City of El Paso by Estrella Escobar. Documents are attached.
MAYORS OFFICE	Mendoza Irma	American Air	03/30/2024	\$ 561.06	Airline ticket was purchased and charged inadvertently to this PCard. Amount has been reimbursed to the City of El Paso by Estrella Escobar. Documents are attached.
MAYORS OFFICE	Mendoza Irma	American Air	03/30/2024	\$ 561.06	Airline ticket was purchased and charged inadvertently to this PCard. Amount has been reimbursed to the City of El Paso by Estrella Escobar. Documents are attached.
MAYORS OFFICE	Mendoza Irma	Primo Water	04/11/2024	\$ 104.95	Bottled water for the office and cc surcharge.
MAYORS OFFICE	Mendoza Irma	Primo Water	04/20/2024	\$ 9.26	Bottled water for the office and cc surcharge.