

Purchasing Card

Employee Name	Brent Kusek	Employee Number	679
Expense Purpose	Credit Card	Daily Meal Limit	\$ -
Fund	01 General	Report Start Date	1/0/1900

APPROVED TRAVEL EXPENSES (FROM PAGE 2)

	Total Meals	-
	Total Lodging	-
	Total Mileage	-

MISCELLANEOUS TRAVEL EXPENSES (AIR FARE, RENTAL CARS, TAXI, GASOLINE, ETC.)

DATE	DAY	DESCRIPTION - CITY	EXPENSE GL ACCOUNT	
Total Miscellaneous Travel				-

OTHER MISCELLANEOUS EXPENSE ITEMS

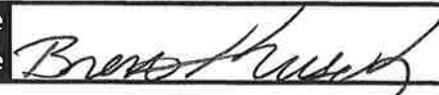
DATE	DESCRIPTION	EXPENSE GL ACCOUNT	AMOUNT
11/29/2022	FAMILY DOLLAR-CHRISTMAS DÉCOR	01-11-11-45-512520	32.10 ✓
Total Miscellaneous			32.10

Travel Advance -

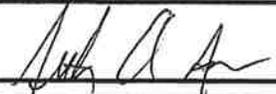
Card No. = 0

Total Purchasing Card \$ 32.10

Comments

Employee Signature		Date	12/12/22
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Brent Kusek

Supervisor Approval		Date	12/12/22
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Finance Office Use Only:	Receipts <input checked="" type="checkbox"/>
Comments OL	Signed 
	Date 12/12/22

Purchasing Card

Employee Name Carla Mayhew
 Expense Purpose 0
 Fund 51 Internal Services

Employee Number 818
 Daily Meal Limit \$ -
 Report Start Date 1/0/1900

APPROVED TRAVEL EXPENSES (FROM PAGE 2)



Total Meals -
 Total Lodging -
 Total Mileage -

MISCELLANEOUS TRAVEL EXPENSES (AIR FARE, RENTAL CARS, TAXI, GASOLINE, ETC.)

DATE	DAY	DESCRIPTION - CITY	EXPENSE GL ACCOUNT	
Total Miscellaneous Travel				-

OTHER MISCELLANEOUS EXPENSE ITEMS

DATE	DESCRIPTION	EXPENSE GL ACCOUNT	AMOUNT
11/8/2022	Tabc Test Mailing- PD	51-13-13-42-292	10.20 ✓
Total Miscellaneous			10.20

Travel Advance -

Card No. = 235458

Total Purchasing Card \$ 10.20

Comments

Employee Signature Carla Mayhew
Carla Mayhew

Date 12/12/22

Supervisor Approval [Signature]

Date 12/12/22

Finance Office Use Only:
 Comments OK

Receipts
 Signed [Signature]
 Date 12/12/22

Purchasing Card

Employee Name Shana Brown
 Expense Purpose 0
 Fund 01 General

Employee Number 130
 Daily Meal Limit \$ -
 Report Start Date 1/0/1900

APPROVED TRAVEL EXPENSES (FROM PAGE 2)



Total Meals -
 Total Lodging -
 Total Mileage -

MISCELLANEOUS TRAVEL EXPENSES (AIR FARE, RENTAL CARS, TAXI, GASOLINE, ETC.)

DATE	DAY	DESCRIPTION - CITY	EXPENSE GL ACCOUNT	
11/8/2022		Postage	01-79-80-44-436	52.15 ✓
Total Miscellaneous Travel				52.15

OTHER MISCELLANEOUS EXPENSE ITEMS

DATE	DESCRIPTION	EXPENSE GL ACCOUNT	AMOUNT
11/12/2023	Tax Credit	01-71-76-43-379	(16.79) ✓
11/13/2022	Tax Credit	01-71-76-43-379	(16.79) ✓
11/13/2022	Tax Credit	01-71-76-43-379	(16.79) ✓
11/13/2022	Tax Credit	01-71-76-43-379	(16.79) ✓
11/14/2022	Postage	01-79-80-44-436	10.95 ✓
11/16/2022	Postage	01-79-80-44-436	5.35 ✓
11/21/2022	Postage	01-79-80-44-436	2.16 ✓
11/28/2022	Postage	01-79-80-44-436	38.15 ✓
Total Miscellaneous			(10.55)

Travel Advance -

Card No. = 786351

Total Purchasing Card \$ 41.60

Comments

Employee Signature	<i>Shana Brown</i>	Date	12/6/22
Supervisor Approval	<i>Jeff A A</i>	Date	12/7/22

Finance Office Use Only:	Receipts <input checked="" type="checkbox"/>
Comments <i>OK</i>	Signed <i>Shana Brown</i>
	Date <i>12/7/22</i>

Purchasing Card

Employee Name	Kirk Felker	Employee Number	270
Expense Purpose	Credit Card Statement	Daily Meal Limit	\$ -
Fund	01 General	Report Start Date	11/1/2022

APPROVED TRAVEL EXPENSES (FROM PAGE 2)

	Total Meals	-
	Total Lodging	-
	Total Mileage	-

MISCELLANEOUS TRAVEL EXPENSES (AIR FARE, RENTAL CARS, TAXI, GASOLINE, ETC.)

DATE	DAY	DESCRIPTION - CITY	EXPENSE GL ACCOUNT	
Total Miscellaneous Travel				-

OTHER MISCELLANEOUS EXPENSE ITEMS

DATE	DESCRIPTION	EXPENSE GL ACCOUNT	AMOUNT
11/16/2022	USPS / MAIL ACADEMY PACKETS	01-31-32-44-436	17.15 ✓
11/2/2022	RAISING CANES / KEARNEY / VERA CHAVEZ / TRAINING	01-31-32-42-294	38.22 ✓
Total Miscellaneous			55.37

Total Miscellaneous 55.37

Travel Advance -

Card No. = 704197

Total Purchasing Card \$ 55.37

Comments

Employee Signature	 Kirk Felker	Date	12/12/2022
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Supervisor Approval		Date	12/13/22
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Finance Office Use Only:	Receipts <input checked="" type="checkbox"/>
Comments	Signed
OL	 Date 12/13/22

Purchasing Card

Employee Name	Phil Lukens	Employee Number	778
Expense Purpose	Credit Card Statement	Daily Meal Limit	\$ 54.00
Fund	01 General	Report Start Date	11/1/2022

APPROVED TRAVEL EXPENSES (FROM PAGE 2)



Total Meals	-
Total Lodging	-
Total Mileage	-

MISCELLANEOUS TRAVEL EXPENSES (AIR FARE, RENTAL CARS, TAXI, GASOLINE, ETC.)

DATE	DAY	DESCRIPTION - CITY	EXPENSE GL ACCOUNT	
Total Miscellaneous Travel				-

OTHER MISCELLANEOUS EXPENSE ITEMS

DATE	DESCRIPTION	EXPENSE GL ACCOUNT	AMOUNT
11/22/2022	Evidence Based Policing Membership Dues	01-31-31-44-421	40.00 ✓
Total Miscellaneous			40.00

Travel Advance	-
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Card No. = 363814 **Total Purchasing Card** \$ 40.00

Comments

Employee Signature	Phil Lukens	Date	12/12/22
Supervisor Approval		Date	12/14/22

Finance Office Use Only:	Receipts <input checked="" type="checkbox"/>
Comments: OK	Signed
	Date 12/14/22