

FY 22, COUNTY OF EL PASO, TEXAS
TRAVEL REGISTER
12-Sep-22

Vendor Name

**Amount Cleared
for Payment**

EL PASO TREASURY CONSOLIDATED FUND ACCOUNT

ILIANA HOLGUIN (VARIOUS ACCOUNTS).....	\$500.00
DAVID STOUT (VARIOUS ACCOUNTS).....	\$2,000.00
MELISSA CARRILLO (VARIOUS ACCOUNTS).....	\$2,400.00
ERICA ROSALES NIGAGLIONI (VARIOUS ACCOUNTS).....	\$2,400.00

County of El Paso

Travel EXPENDITURE VOUCHER



NAME	Iliana Holguin	DEPARTMENT	Commissioners Court
EVENT	2022 TAC Legislative Conference	DESTINATION	Austin, TX
DATES	8/24/2022 TO 08/26/2022	FUNDING SOURCE	(Agenda Item Format)

	SEPARATE CK / PURCHASING / CREDIT CARD	AMOUNT ADVANCED	ACTUAL EXPENSES	DIFFERENCE
REGISTRATION		\$ 230.00	\$ 230.00	0.00
TRANSPORTATION		\$ 151.45	\$ 151.45	0.00
GROUND TRANSPORTATION		\$ 63.01	\$ 63.01	0.00
GAS				0.00
<u>MEAL PER DIEM (DEPARTURE)</u> 75% of full per diem			\$ 48.00	48.00
<u>MEAL PER DIEM (EVENT DATES)</u>				0.00
<u>MEAL PER DIEM (RETURN)</u> 75% of full per diem			\$ 48.00	48.00
LODGING		\$ 468.88	\$ 469.44	0.56
PARKING			\$ 21.00	21.00
OTHER				0.00
OTHER				0.00
TOTALS:	\$ -	\$913.34	\$1,030.90	\$117.56
CHECK No.	APPROVED AMOUNT:	\$913.34		
Deposit Warrant No.	REFUND TO THE COUNTY:	\$117.56		

SIGNING OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND AGREEMENT WITH THE COUNTY TRAVEL POLICY REQUIREMENTS, INCLUDING EMPLOYMENT COMMITMENT AND AUTHORIZATION TO DEDUCT AMOUNTS OWED TO THE COUNTY FROM WAGES.

http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf

EMPLOYEE SIGNATURE	DATE
	8/29/22
DEPARTMENT HEAD SIGNATURE	DATE
	8/29/22

County of El Paso

Travel EXPENDITURE VOUCHER



NAME	David Stout	DEPARTMENT	Commissioners Court
EVENT	NACo	DESTINATION	Denver , CO
DATES	7/19/2022	TO	7/25/2022
		FUNDING SOURCE (Agenda Item Format)	GADM-TRAVEL/PROF ED

	SEPARATE CK / PURCHASING / CREDIT CARD	AMOUNT ADVANCED	ACTUAL EXPENSES	DIFFERENCE
REGISTRATION		\$ 600.00	\$ 600.00	0.00
TRANSPORTATION	AIRFARE	\$ 158.98	\$ 158.98	0.00
SHUTTLE, TAXI, SHARE RIDE			\$ 137.91	(137.91)
CAR RENTAL (IF APPROVED)				0.00
GAS			\$ 752.78	(752.78)
MEAL PER DIEM (DEPARTURE) 75% of full per diem				0.00
MEAL PER DIEM (EVENT DATES)		\$ 261.50	\$ 261.50	0.00
MEAL PER DIEM (RETURN) 75% of full per diem				0.00
LODGING		\$ 1,330.22	\$ 1,330.22	0.00
PARKING			\$ 12.00	(12.00)
OTHER				0.00
OTHER				0.00
OTHER				0.00
TOTALS:	\$ -	\$2,350.70	\$3,253.39	(902.69)

CHECK No.

Deposit Warrant No.

Reimbursement to Employee

(\$902.69)

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Will any funds be reimbursed by another entity? YES/NO What entity?

EMPLOYEE SIGNATURE	DATE
	Aug. 9, 2022
DEPARTMENT HEAD SIGNATURE	DATE

FOR AUDITOR'S OFFICE USE ONLY	
<input type="checkbox"/> Checklist <input type="checkbox"/> Justification Form <input type="checkbox"/> Employee Agreement <input type="checkbox"/> Expenditure Voucher for Previous Travel <input type="checkbox"/> Cumulative Travel less than \$4,000	VENDOR NUMBER: _____ REVIEWED BY: _____ APPROVED BY: _____

County of El Paso

Travel and Training ADVANCE Request Form



NAME	Melissa M. Carrillo	DEPARTMENT	County Administration
EVENT	ICMA Annual Conference	DESTINATION	Columbus, Ohio
DATES	9/18/2022	TO	9/21/2022
		FUNDING SOURCE (Agenda Item Format)	GADM-TRAVEL/PROF ED

	SEPARATE CK / PURCHASING	CREDIT CARD	ADVANCE	TOTAL AMOUNT
REGISTRATION - If separate check, please include completed Registration Form		\$ 595.00		595.00
TRANSPORTATION AIRFARE		\$ 468.00		468.00
GROUND TRANSPORTATION TAXI		\$ 44.00		44.00
GAS				0.00
<u>MEAL PER DIEM (DEPARTURE)</u> 75% of full per diem			\$ 48.00	48.00
<u>MEAL PER DIEM (EVENT DATES)</u>			\$ 107.00	107.00
<u>MEAL PER DIEM (RETURN)</u> 75% of full per diem			\$ 48.00	48.00
LODGING		\$ 642.74		642.74
PARKING				0.00
OTHER				0.00
TOTALS:	\$ -	\$ 1,749.74	\$ 203.00	\$1,952.74

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EMPLOYEE SIGNATURE	DATE 9/2/22
DEPARTMENT HEAD SIGNATURE	DATE 9/2/22

Betty Keller

9/2/2022

County of El Paso Travel and Training ADVANCE Request Form



NAME	Erica Rosales Nigaglioni	DEPARTMENT	El Paso County Attorney's Office	
EVENT	2022 International City/County Management Association Conference	DESTINATION	Columbus, Ohio	
DATES	9/17/2022	TO	9/21/2022	FUNDING SOURCE (Agenda Item Format)
				GADMIN- TRAVEL/PROF ED

	SEPARATE CK / PURCHASING	CREDIT CARD	ADVANCE	TOTAL AMOUNT
REGISTRATION - If separate check, please include completed Registration Form				0.00
TRANSPORTATION		\$ 467.20	\$ -	467.20
GROUND TRANSPORTATION			\$ 25.90	25.90
GAS				0.00
<u>MEAL PER DIEM (DEPARTURE)</u> 75% of full per diem			\$ 48.00	48.00
<u>MEAL PER DIEM (EVENT DATES)</u>			\$ 192.00	192.00
<u>MEAL PER DIEM (RETURN)</u> 75% of full per diem			\$ 48.00	48.00
LODGING			\$ 935.30	935.30
PARKING				0.00
OTHER			\$ -	0.00
TOTALS:	\$ -	\$ 467.20	\$ 1,249.20	\$1,716.40

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EMPLOYEE SIGNATURE	<i>Erica Rosales Nigaglioni</i>	DATE	8/29/2022
DEPARTMENT HEAD SIGNATURE	<i>E Sosa</i>	DATE	8/31/2022