

Reporting Period : 5/31/2025 - 6/30/2025

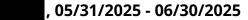
Statement Summary

Name	Lauralee Harris	Company	City Of Kyle		
Account #	XXXX-XXXX-XXXX-	Currency	US Dollar		
Reporting Period	5/31/2025 - 6/30/2025				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amoun
1 6/8/2025	6/9/2025	Uber *trip Help.Uber.Com, CA				✓	8.98
Accidental U -11	ber charges.	These items were already reimbursed by Dr Harris on 7	GL Code: 556220 Department: 10004 Fund: 1100				
2 6/8/2025	6/9/2025	Uber *trip Help.Uber.Com, CA	-			✓	14.37
Accidental U -11	ber charges.	These items were already reimbursed by Dr Harris on 7	GL Code: 556220 Department: 10004 Fund: 1100				
3 6/13/2025	6/13/2025	Uber *trip Help.Uber.Com, CA	-			✓	15.67
Accidental U -11	ber charges.	These items were already reimbursed by Dr Harris on 7	GL Code: 112391 Department: 10004 Fund: 1100				
4 6/13/2025	6/13/2025	Uber *trip Help.Uber.Com, CA	-			√	10.00
Accidental U -11	ber charges.	These items were already reimbursed by Dr Harris on 7	GL Code: 112391 Department: 10004 Fund: 1100				

Employee Signature	Date	Authorized Approver Signature	Date
			Total: 49.02
			Total: 40.02
			Transaction Count: 4
RUN DATE 8/17/2025			PAGE NO 2

Receipts from Lauralee Harris for WellsOne Visa



This document displays the transaction date. This date might be different from the posting date.



06/08/2025 Uber *trip 8.98 USD

Page 1 of 2 of the PDF receipt.





From: Jennifer Kirkland «Jkirkland@cityofkyle.com»

Sent: Wednesday, July 2, 2025 9:50 AM

To: Yvette Aleman «yaleman@cityofkyle.com»; Annette Reedy <areedy@cityofkyle.com»; Amy Caswell
«casswell@cityofkyle.com»

Subject: Re: City Council Credit Cards

Last night at the Council Meeting, Council Member Harris approached me and stated that all the charges on her card for June were personal charges accidentally charged to the City Card. I have coded all the charges to the receivable line and a copy of her check is attached in the backup. Who should I provide the check to, and how can we ensure that we don't deduct it from her payroll since sale's provided a personal check?

Jennifer Kirkland, TRMC

€ © n o n







06/08/2025 Uber *trip 8.98 USD

Page 2 of 2 of the PDF receipt.

06/08/2025 Uber *trip 14.37 USD

Page 1 of 2 of the PDF receipt.



Council Member Harris's check has been received and entered into our system.







From: Yvette Aleman cyaleman@cityofkyle.com>
Sent: Wednesday, July 2, 2025 1:16 PM
To: Jennifer Kirkhand «Jikrikande@cityofkyle.com»; Annette Reedy <areedy@cityofkyle.com»; Amy Caswell
<accesswell@cityofkyle.com»; Exob Laina «Jaina@dityofkyle.com»
Cc: Joshua Chronley «Jichronley@cityofkyle.com»; Rosie Truelove <a clayerape (https://doi.orm); Bryan Langley
dalangley@Cityofkyle.com»; Subject: Re: City Council Credit Cards

Thank you for the update and for coding the charges appropriately.

Since all the necessary departments have been informed and are aware of the situation, we will not make any deductions from Council Member Harris's payroll check. You may provide the personal check directly to Jacob Laina in the Finance Department for proper processing and reconciliation.

<u>@Jacob Laina</u>, please be on the lookout for a check from the City Secretary's Office. Please code the check to: 1100-00000-112391.





City Service Call, Click, or Connect:

From: Jennifer Kirkland «Jkirkland@cityofkyle.com»

Sent: Wednesday, July 2, 2025 9:50 AM

To: Yvette Aleman «yaleman@cityofkyle.com»; Annette Reedy <areedy@cityofkyle.com»; Amy Caswell
«casswell@cityofkyle.com»

Subject: Re: City Council Credit Cards

Last night at the Council Meeting, Council Member Harris approached me and stated that all the charges on her card for June were personal charges accidentally charged to the City Card. I have coded all the charges to the receivable line and a copy of her check is attached in the backup. Who should I provide the check to, and how can we ensure that we don't deduct it from her payroll since sale's provided a personal check?



Jennifer Kirkland, TRMC **€ © n o n**





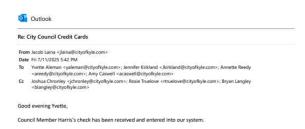


06/08/2025 Uber *trip 14.37 USD

Page 2 of 2 of the PDF receipt.

06/13/2025 Uber *trip 15.67 USD

Page 1 of 2 of the PDF receipt.







From: Wethe Aleman cyaleman@cityofkyle.com>
Sent: Wednesday, July 2, 2025 1:16 PM
To: Jennifer Kirkland-slirishland@cityofkyle.com>; Annettle Reedy <areedy@cityofkyle.com>; Arny Caswell
cacaswell@cityofkyle.com>; acob Laina cylaina@cityofkyle.com>
Cc: Joshua Chronley cychronley@cityofkyle.com>; Rosie Truelove <rtruelove@cityofkyle.com>; Bryan Langley
chlandge@Cityofkyle.com>; Subject: Re: City Council Credit Cards

Thank you for the update and for coding the charges appropriately.

Since all the necessary departments have been informed and are aware of the situation, we will not make any deductions from Council Member Harris's payroll check. You may provide the personal check directly to Jacob Laina in the Finance Department for proper processing and reconciliation.

<u>@Jacob Laina</u>, please be on the lookout for a check from the City Secretary's Office. Please code the check to: 1100-00000-112391.





City Service Call, Click, or Connect:

From: Jennifer Kirkland «Jkirkland@cityofkyle.com»

Sent: Wednesday, July 2, 2025 9:50 AM

To: Yvette Aleman «yaleman@cityofkyle.com»; Annette Reedy <areedy@cityofkyle.com»; Amy Caswell
«casswell@cityofkyle.com»

Subject: Re: City Council Credit Cards

Last night at the Council Meeting, Council Member Harris approached me and stated that all the charges on her card for June were personal charges accidentally charged to the City Card. I have coded all the charges to the receivable line and a copy of her check is attached in the backup. Who should I provide the check to, and how can we ensure that we don't deduct it from her payroll since sale's provided a personal check?

Jennifer Kirkland, TRMC

€ © n o n





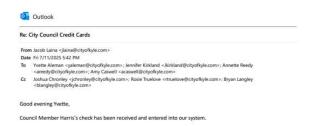


06/13/2025 Uber *trip 15.67 USD

Page 2 of 2 of the PDF receipt.

06/13/2025 Uber *trip 10.00 USD

Page 1 of 2 of the PDF receipt.







From: Wethe Aleman cyaleman@cityofkyle.com>
Sent: Wednesday, July 2, 2025 1:16 PM
To: Jennifer Kirkland-slirishland@cityofkyle.com>; Annettle Reedy <areedy@cityofkyle.com>; Arny Caswell
cacaswell@cityofkyle.com>; acob Laina cylaina@cityofkyle.com>
Cc: Joshua Chronley cychronley@cityofkyle.com>; Rosie Truelove <rtruelove@cityofkyle.com>; Bryan Langley
chlandge@Cityofkyle.com>; Subject: Re: City Council Credit Cards

Thank you for the update and for coding the charges appropriately.

Since all the necessary departments have been informed and are aware of the situation, we will not make any deductions from Council Member Harris's payroll check. You may provide the personal check directly to Jacob Laina in the Finance Department for proper processing and reconciliation.

<u>@Jacob Laina</u>, please be on the lookout for a check from the City Secretary's Office. Please code the check to: 1100-00000-112391.





From: Jennifer Kirkland < Jkirkland@cityofkyle.com>
Sent: Wednesday, July 2, 2025 9:50 AM
To: Vette Aleman cyaleman@cityofkyle.com>; Annette Reedy <areedy@cityofkyle.com>; Amy Caswell
<accesswell@cityofkyle.com>
Subject: Re: City Council Credit Cards

Last night at the Council Meeting, Council Member Harris approached me and stated that all the charges on her card for June were personal charges accidentally charged to the City Card. I have coded all the charges to the receivable line and a copy of her check is attached in the backup. Who should I provide the check to, and how can we ensure that we don't deduct it from her payroll since ask's provided a personal check?

2025.0701.1H Check to Reimburse CC 549.02.pdf

backs in advanced.



Jennifer Kirkland, TRMC € © 9 • in





06/13/2025 Uber *trip 10.00 USD

Page 2 of 2 of the PDF receipt.