

COUNTY of HIDALGO



HIDALGO COUNTY AUDITOR'S OFFICE
County Administration Building 3rd Floor
2808 S. Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

1/6/2012
Emailed to Roico
to get it placed on
Agenda for 1/17/2012
Got response from
Roico on 2/1/2012
to place as claim
under Dept.

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

DATE: 01/04/2012

TO: Yolanda Cisneros

DEPARTMENT: (122) COMMISSIONER, PRECINCT 2

FROM: Jessica Ortega

PHONE: (956)-318-2511 ext 4627

REFERENCE: TRANSMONTAIGNE PRODUCT SERVICES, INC. Invoice #058143

THE FOLLOWING DOCUMENT (S), i.e. Invoice #058143 IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

PAYMENT (S) OF CLAIMS RELATED TO THIS DOCUMENT (S) WILL BE MADE AS SOON AS POSSIBLE AFTER CORRECTIVE ACTIONS HAS BEEN TAKEN AND THE CORRECTED AND PROPER DOCUMENTATION HAS BEEN SUBMITTED/RESUBMITTED TO THE AUDITOR'S OFFICE WITH SUFFICIENT TIME FOR THE AUDITOR TO EXAMINE AND APPROVE BEFORE THE NEXT SCHEDULED MEETING OF THE HIDALGO COUNTY COMMISSIONERS COURT, AS PER LOCAL GOVERNMENT CODE 113.064.

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # AVAILABLE \$
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER:
- COMMENTS / RECOMMENDATION: As per fuel policy, certain individuals are authorized to use fuel card for fueling county vehicles. Individual who fueled up county vehicle is not authorized to use the gas card. A claim needs to be placed and approved thru Commissioners Court.

COUNTY AUDITOR'S FORM: RE-CA-020
REVISED: 08/2010



HIDALGO COUNTY DISTRICT JUDGES

RICARDO P. RODRIGUEZ, JR JUDGE, 92ND D.C.	RODOLFO DELGADO JUDGE, 93RD D.C.	J. R. "BOBBY" FLORES JUDGE, 139TH D.C.	ROSE GUERRA REYNA JUDGE, 206TH D.C.	JUAN R. PARTIDA JUDGE, 275TH D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C.	NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER	LETICIA LOPEZ JUDGE, 389TH D.C.	AIDA SALINAS FLORES JUDGE, 398TH D.C.
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TRANSMONTAIGNE PRODUCT SERVICES INC.

Invoice Number	058143
Invoice Date	September 14, 2011
Bill To	76102
Payment Due Date	October 14, 2011

Invoice

STATE OF TEXAS
 HIDALGO CNTY PRECINCT #2 SHOP
 301 E STATE
 PHARR, TX 78577-0000

Energy Supply Chain Services

Fuel and non-fuel transactions posted 08/01/2011 - 08/31/2011

Account Code: XM719

Customer ID : AAYCD - HIDALGO COUNTY PRECINCT 2 SHOP \$ 481.86

Account Code XM719 Total: \$ 481.86

Invoice Total: \$ 481.86

Remit To:	TransMontaigne Product Services Inc. Dept 1282 Denver, CO 80291
Note:	Please include the Invoice Number(s) with your remittance.
Invoice Inquiries:	Comdata 1-866-662-3535 or via e-mail to gov@comdata.com

PO # 652242
 1-1200-431-00-122-004-0-626
 Req # 189424

2011 SEP 19 10:55

COUNTY AUDITOR

RECEIVED BY

INVOICE RECEIVED BY: [Signature] ON 9/15/2011

GOODS/SERVICES RECEIVED BY: [Signature] ON 9/31/2011



Summary Report
For Invoice Number 58143
Dated September 14, 2011

STATE OF TEXAS
HIDALGO CNTY PRECINCT #2 SHOP
301 E STATE
PHARR, TX 78577

Fuel and non-fuel transactions posted 08/01/2011 - 08/31/2011

Account Code: XM719

Table with 7 columns: Customer ID, Transaction Line Items, Gallons, Quantity, Original Amount Due (\$), Re-priced Amount Due (\$), Invoiced Amount Due (\$). Includes rows for Re-Priced Non-Index, UNL PRM-90/910C, Sub-Total, and Totals for Customer ID: AAYCD.

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COUNTY AUDITOR
2011 SEP 19 AM 8:55

Summary By Account Code

Account Code: XM719

	Transaction Line Items	Gallons	Quantity	Original Amount Due (\$)	Repriced Amount Due (\$)	Invoiced Amount Due (\$)
Re-Priced Non-Index UNL PRM-90/910C	7	143.80		508.18	481.86	481.86
Sub-Total	7	143.80		508.18	481.86	481.86
Total for Account Code: XM719	7	143.80		\$508.18	\$481.86	\$481.86

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2011 SEP 19 AM 8:55



Invoice Details

Invoice #: 58143

Account Code Description: HIDALGO
COUNTY PRECINCT 2 SHOP

Energy Supply Chain Services

Fuel and non-fuel transactions posted 08/01/2011 - 08/31/2011

Posting Date / Trans Date	Account Code / Customer ID	Merchant Name	Merchant City / State	Product Description	Price / Re-Price	Quantity	Trans Amt / Amt Due	Transaction #	Card #	Card Holder Name/ Vehicle #	POS Name
08/03/2011 08/01/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.5596 \$3.3766	21.070 [^]	\$75.00 \$71.14	000191040	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/06/2011 08/04/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.5600 \$3.3770	19.660 [^]	\$69.99 \$66.39	000190085	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/10/2011 08/08/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.5592 \$3.3762	20.510 [^]	\$73.00 \$69.25	000144547	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/18/2011 08/16/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.5597 \$3.3767	21.350 [^]	\$76.00 \$72.09	000168332	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/22/2011 08/19/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.5399 \$3.3569	19.800 [^]	\$70.09 \$66.47	000182337	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/25/2011 08/23/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.4806 \$3.2976	20.140 [^]	\$70.10 \$66.41	000165004	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA
08/29/2011 08/26/2011 ✓	XM719 / AAYCD	PCC 7308	PHARR / TX	UNL PRM-90/91OC	\$3.4791 \$3.2961	21.270 [^]	\$74.00 \$70.11	000187171	1691	1025274 1025274	VEHIC/ REMIGIO HUERTA

Total Net Amount Due: \$481.86

RECEIVED BY
CENTRAL MOTOR
26 SEP 2011 8:48

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501
TP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/01/11
TIME 3:47 PM
AUTH# 126863
ODOMETER 44937

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
01 PREM \$3.559

GALLONS TOTAL
21.073 \$75.00

THANKS, COME AGAIN

Angel Jim
A. Gomez

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501
TP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/04/11
TIME 11:21 AM
AUTH# 829148
ODOMETER 45166

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
03 PREM \$3.559

GALLONS TOTAL
19.667 \$69.99

THANKS, COME AGAIN

Angel Jim
A. Gomez

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501
TP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/08/11
TIME 4:19 PM
AUTH# 602175
ODOMETER 45430

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691

PUMP PRODUCT PPG
02 PREM \$3.559

GALLONS TOTAL
20.511 \$73.00

THANKS, COME AGAIN

2011 SEP 19 AM 8:55
RECEIVED BY
COUNTY AUDITOR
Angel Jim
A. Gomez

RECEIVED
AUG 19 2011
BY: _____

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501
IP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/19/11
TIME 7:50 AM
AUTH# 966569
ODOMETER 45960

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
01 PREM \$3.539

GALLONS TOTAL
19.805 \$70.09

THANKS, COME AGAIN

Handwritten signature
A. Garcia

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501
IP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/16/11
TIME 1:38 PM
AUTH# 274464
ODOMETER 45691

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
04 PREM \$3.559

GALLONS TOTAL
21.354 \$76.00

THANKS, COME AGAIN

Handwritten signature
A. Garcia

RECEIVED BY
COUNTY AUDITOR
2011 SEP 19 AM 8:55

RECEIVED
AUG 19 2011
BY:

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501

TP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/23/11
TIME 2:41 PM
AUTH# 791137
ODOMETER 46199

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
02 PREM \$3.479

GALLONS TOTAL
20.150 \$70.10

THANKS, COME AGAIN

[Handwritten signature]
A. Garcia

RECEIVED
AUG 30 2011
BY: _____

RECEIVED BY
COUNTY AUDITOR
2011 SEP 19 AM 8:55

STRIPES # 7308
328 U S HWY 83
PHARR TEXAS
78501

TP48570597-001 STRIPES 7308
328 E US HWY 83
PHARR TX 78577

DUPLICATE OUTDOOR RECEIPT

DATE 08/26/11
TIME 8:10 AM
AUTH# 477799
ODOMETER 46485

MC FLEET
ACCOUNT NUMBER
XXXX XXXX XXXX 1691
1025274/VEHICLE

PUMP PRODUCT PPG
04 PREM \$3.479

GALLONS TOTAL
21.270 \$74.00

THANKS, COME AGAIN

Angel
A. Garcia

RECEIVED BY
COUNTY AUDITOR
2011 SEP 19 AM 8:55

RECEIVED
SEP 08 2011
BY: _____

072486 JIMENEZ EDWARD HIDALGO PRECINT2SHOP
008044 HUERTA REMIGIO HIDALGO PRECINT2SHOP

Jessica Nicole Ortega [9:09 AM]:

Good Morning Ms. Yoli. I was wondering if you responded to the question I asked you yesterday regarding Transmontaigne. We were in a meeting yesterday afternoon and didn't get out til after 5. What unit #is A. Garza using?

Yolanda Cisneros [9:11 AM]:

I did....send you a respond.....you were away.....but the messages went thru

Jessica Nicole Ortega [9:12 AM]:

sorry Ms. Yoli but my computer got turned off

Yolanda Cisneros [9:13 AM]:

I put that he was just using Mr. Huerta's card to fuel his truck

Jessica Nicole Ortega [9:14 AM]:

which unit does he have?

Yolanda Cisneros [9:16 AM]:

who

Yolanda Cisneros [9:17 AM]:

Mr. Huerta or Angel Garcia

Jessica Nicole Ortega [9:17 AM]:

Angel

Yolanda Cisneros [9:17 AM]:

he doesn't have a unit

Yolanda Cisneros [9:18 AM]:

he is only fueling up for them

Yolanda Cisneros [9:18 AM]:

or him

Jessica Nicole Ortega [9:18 AM]:

so he's fueling up Mr. Huerta's vehicle?

Yolanda Cisneros [9:19 AM]:

yes

Jessica Nicole Ortega [3:30 PM]:

Good Afternoon Ms. Yoli. Have you by any chance sent me the fuel logs for Transmontaigne for August?

Yolanda Cisneros [3:32 PM]:

what do you mean fuel logs?

Jessica Nicole Ortega [3:33 PM]:

Yea you are suppose to be logging down when you use the Transmontaigne card

Jessica Nicole Ortega [3:33 PM]:

You had told me last week you would send them over

Yolanda Cisneros [3:35 PM]:

when the county wide shop used the card.....How would I know.....I totally misunderstood you with the logs that we send you when they fuel up at the shop

Yolanda Cisneros [3:36 PM]:

with the card that they use....they have the receipt and thats it.....

Jessica Nicole Ortega [3:38 PM]:

no each dept that has that card is suppose to be logging down when they use it. There is a fuel log that the county provided for the depts. Its on the fuel policy.

Yolanda Cisneros [3:39 PM]:

yeah....but you dept. never had requested well at least to me.....and how long have we been paying TransMontaigne?

Yolanda Cisneros [3:41 PM]:

I honestly never logged anything.... and in the training I don't remember any form.....they did say you can view transactions on the internet but that was it!

Jessica Nicole Ortega [3:51 PM]:

As it states on the fuel policy that you signed when given those cards "A fuel purchases log and original itemized receipts shall be maintained for each fuel credit card issued." "The Fuel Credit Card Manager shall maintain a permanent file of all fuel purchase logs in accordance with the records retention law. This file will be subject to periodic review by the County Auditor's Office."

