



URBAN COUNTY PROGRAM

427 E. DURANTA AVENUE, SUITE 107 • ALAMO, TEXAS 78516 • (956) 787-8127 FAX (956) 318-2988
E-mail: ucp@co.hidalgo.tx.us

August 28, 2018

Hidalgo County Budget & Management Department
ATTN: Sergio Cruz, Budget Officer
2818 S. Business Highway 281
Edinburg, TX 78539

RE: Urban County abatement for accounts receivable

Dear Mr. Cruz:

Urban County Program is requesting abatement in the amount of \$182.93. Back in 2012, Commissioners Court approved the authorization for Urban County Program to utilize the County's Special Revenue bank account for payment of state expenditures (AI-34336). Urban County was unable to get the full reimbursement for the following invoices from Texas General Land Office grants:

- | | |
|----------------------|-------------|
| 1) Dos Logistics | - \$ 1.25 |
| 2) Atlas & Hall | - \$ 10.68 |
| 3) Texas Farm Bureau | - \$ 171.00 |

Should you have any questions or require further clarification, please contact Mr. Francisco M. Martinez at (956) 787-8127.

Sincerely,

A handwritten signature in blue ink that reads "Diana R. Serna".

Diana R. Serna
UCP Director

DRS/:fmm

Enclosures

Zimbra

francisco.martinez@co.hidalgo.tx.us

Fwd: Urban County abatement for account receivable

From : marianella canton <marianella.canton@co.hidalgo.tx.us> Tue, Aug 28, 2018 09:03 AM
Subject : Fwd: Urban County abatement for account receivable 4 attachments
To : francisco martinez <francisco.martinez@co.hidalgo.tx.us>

Good Morning Frank,

Per our yesterday's conversation, I am creating two agenda items to proceed with the abatement for the total amount of \$182.93 according to the documentation sent by Auditors (attached) and a transfer to cover these amounts.

I need a letter from you requesting the abatement of these amounts. Please see the Head Start letter with a similar case like yours to serve as sample of the letter I need to attach to the AI.

Thank you for your kind and prompt assistance to this matter.

Marianella Canton
 Planning Analyst III
 Strategic Planning Division
 Hidalgo County Budget & Management Department
 2818 S. Bus. 281
 Edinburg, TX 78539
 Phone: 956-292-7025 Ext. 5406
 Fax: 956-292-7035
 marianella.canton@co.hidalgo.tx.us

From: "Becky Luna" <Becky.Morales@auditor.co.hidalgo.tx.us>
To: "Marianella Canton" <marianella.canton@co.hidalgo.tx.us>
Cc: "Linda Fong" <linda.fong@auditor.co.hidalgo.tx.us>, "Nereyda Gonzalez" <nereyda.gonzalez@auditor.co.hidalgo.tx.us>, "sergio cruz" <sergio.cruz@co.hidalgo.tx.us>, "francisco martinez" <francisco.martinez@co.hidalgo.tx.us>
Sent: Friday, August 24, 2018 5:22:12 PM
Subject: FW: Urban County abatement for account receivable

Forgot attachments

From: Becky Luna [mailto:Becky.Morales@auditor.co.hidalgo.tx.us]
Sent: Friday, August 24, 2018 5:17 PM
To: "Marianella Canton"
Cc: Mr. Sergio Cruz (sergio.cruz@co.hidalgo.tx.us); Linda Fong (linda.fong@auditor.co.hidalgo.tx.us); Nereyda Gonzalez; Francisco M. Martinez
Subject: Urban County abatement for account receivable

Marianella,

Back in 2012, Commissioners Court approved the authorization for Urban County to utilize the County's Special Revenue bank account, as interim funding for payment of expenditures. (AI-34336). Since that time, the Auditor's Office has been processing check for Urban County from the Special Revenue bank and Urban County reimburses those checks. There are three checks from 2012 and 2014 for a total of \$182.93 which will not be reimbursed according to Frank Martinez, Finance Director. Attached is the email sent to Frank Martinez along with the breakdown of the three checks where he notified our office that the check will not be reimbursed. You might request a formal letter from Urban County.

A few years back the County has a similar situation with the Head Start Project (see AI-24966/24968), please place an agenda item to fund the monies that will not be reimbursed so that our office can clear the receivable due from Urban County.

Let me know if you have any questions/concerns.

Becky Luna
 Becky Luna
 Director of Accounting
 Hidalgo County Auditor's Office
 2808 South Business Highway 281
 Edinburg, TX 78539-6243
 Phone: (956) 318-2511 ext. 4669
 Fax: (956) 318-2577
 becky.luna@auditor.co.hidalgo.tx.us



CONFIDENTIALITY NOTICE

This transmission is intended for the sole use of the individual and/or entity to whom it is addressed, and may contain information and/or attachments that are privileged, confidential

and exempt from disclosure under applicable law. If the reader of this transmission is not the intended recipient, you are hereby notified that any disclosure, dissemination, distribution, duplication or the taking of any action in reliance on the contents of this transmission by someone other than the intended addressee or its designated agent is strictly prohibited. If your receipt of this transmission is in error, please notify the sender by replying immediately to this transmission and destroy the transmission. Thank you

From : francisco martinez <francisco.martinez@co.hidalgo.tx.us> Mon, Aug 06, 2018 08:05 AM
Subject : Re: Due From Urban County [1 attachment](#)
To : Becky Luna <Becky.Morales@auditor.co.hidalgo.tx.us>
Cc : Nereyda Gonzalez <nereyda.gonzalez@auditor.co.hidalgo.tx.us>

Good Morning Becky,

Urban County Program was unable to get reimbursement from Texas General Land Office for the differences.

Please let me know if you have any questions.

Thanks

Francisco M. Martinez
Finance Director
Hidalgo County Urban Program
427 E. Duranta Ave. Suite 107
Alamo, TX 78516

From : "Becky Luna" <Becky.Morales@auditor.co.hidalgo.tx.us>
To : "francisco martinez" <francisco.martinez@co.hidalgo.tx.us>
Cc : "Nereyda Gonzalez" <nereyda.gonzalez@auditor.co.hidalgo.tx.us>
Sent : Friday, August 3, 2018 3:31:36 PM
Subject : FW: Due From Urban County

Frank,

There are three checks from 2012 and 2014 from the County's Special Revenue bank that have not been reimbursed. Can you review the attachment and provide us with a status on the reimbursement or if checks have been reimbursed supporting document to substantiate it. Let me know if you have any questions. Thank you

Becky Luna

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24966_Head Start Letter.pdf
166 KB

UPC DueFr.pdf
211 KB

From : Becky Luna <Becky.Morales@auditor.co.hidalgo.tx.us>
Subject : FW: Urban County abatement for account receivable
To : "Marianella Canton" <marianella.canton@co.hidalgo.tx.us>

Fri, Aug 24, 2018 05:22 PM

[3 attachments](#)

Becky Luna

Becky Luna

Director of Accounting

Hidalgo County Auditor's Office

2808 South Business Highway 281

Edinburg, TX 78539-6243

Phone: (956) 318-2511 ext. 4669

Fax: (956) 318-2577

becky.luna@auditor.co.hidalgo.tx.us



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Cc : Linda Fong <linda.fong@auditor.co.hidalgo.tx.us>, Nereyda Gonzalez <nereyda.gonzalez@auditor.co.hidalgo.tx.us>, Mr. Sergio Cruz <sergio.cruz@co.hidalgo.tx.us>, 'Francisco M. Martinez' <francisco.martinez@co.hidalgo.tx.us>

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Sent: Friday, August 24, 2018 5:17 PM
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Subject: Urban County abatement for account receivable

Marianella,

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A few years back the County has a similar situation with the Head Start Project (see AI-24966/24968), please place an agenda item to fund the monies that will not be reimbursed so that our office can clear the receivable due from Urban County.

Let me know if you have any questions/concerns.

Becky Luna

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 Director of Accounting
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From : francisco martinez <francisco.martinez@co.hidalgo.tx.us> Subject : Re: Due From Urban County To : Becky Luna <Becky.Morales@auditor.co.hidalgo.tx.us> Cc : Nereyda Gonzalez <nereyda.gonzalez@auditor.co.hidalgo.tx.us>	Mon, Aug 06, 2018 08:05 AM 1 attachment
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Francisco M. Martinez
Finance Director
Hidalgo County Urban Program
427 E. Duranta Ave. Suite 107
Alamo, TX 78516

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UPC DueFr.pdf
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Let me know if you have any questions/concerns.

VOID

BANK 02	Check	Check Amt	Check Date	Check No.	Outstanding	Reimbursements
	2-1288-463-00- URBAN COUNTY-CASH	20,582.50	10/23/2012	02-379098	1.25	20,581.25
	2-1288-463-00- URBAN COUNTY-CASH	3,514.01	10/23/2012	02-379097	10.68	3,503.33
	3-1288-463-00- URBAN COUNTY-CASH	1,080.00	1/7/2014	02-390426	171.00	909.00
		<u>25,176.51</u>			182.93	

A
B
C

(A)

Norma G. Garcia
Hidalgo County Treasurer
2810 South Business Hwy 281, Edinburg, Texas 78539-6243
Telephone: (956) 318-2506 Fax: (956) 318-2507

114,741.00+
129,056.58+
101,797.42+
8,064.90+
17,640.00+
15,190.00-
20,582.50+
1.25-
700.80+
114.40+
86,332.52+
1,245.80+
2,354.61+
2,610.00+
107,768.12+
12,955.00+
590,772.40*

MEMORANDUM

TO: Norma G. Garcia, Hidalgo County Treasurer
Raymundo Eufrazio, CPA, Hidalgo County Auditor

FROM: Gabriel Guajardo, Accountant I *[Signature]*

DATE: September 16, 2013

SUBJECT: Fund Transfer

I am requesting approval to process the following transfer(s):

From Account	To Account	Amount
Urban County Accounts Payable Acct. # 71015671	Special Rev. Acct. #71015647	590,772.40
Lone Star National Bank	Lone Star National Bank	
Total Amount		590,772.40

These funds are being transferred per memorandum request from Urban County (see attached) to cover checks issued out of Special Revenue;

Ck#02-382457...\$114,741.00 Ck#02-381673...\$700.80 ✖ Ck#02-384283...\$2,354.61
 Ck#02-383140...\$129,056.58 Ck#02-383873...\$114.40 Ck#02-385047...\$2,610.00
 Ck#02-384472...\$101,797.42 Ck#02-381672...\$86,332.52 ✖ Ck#02-384473...\$107,768.12
 Ck#02-385311...\$8,064.90 Ck#02-380681...\$1,245.80 ✖ Ck#02-385488...\$12,955.00
 Ck#02-383872...\$17,640.00 (Credit of \$15,190.00 as per memo. Please see attachment).
 Ck#02-379098...\$20,582.50 (Credit of \$1.25 as per memo. Please see attachment). ✖

(A) →

Transfer(s) will be done using On-line Banking Access provided by Lone Star National Bank.

Should you have any questions, please do not hesitate contact me at (956) 318-2506 ext#4810.

Norma G. Garcia
Norma G. Garcia
Hidalgo County Treasurer

Raymundo Eufrazio
Raymundo Eufrazio, CPA
Hidalgo County Auditor

NORMA G. GARCIA HIDALGO COUNTY TREASURER
 2810 South Business Hwy 281, Edinburg, TX 78539-8243
 VENDOR: DOB LOGISTICS, INC.

DATE	CHECK NO.	VENDOR NO.
10/23/12	00379098	343854

INVOICE	DESCRIPTION	P.O. NUMBER	AMOUNT PAID
RFP #7/FINAL	50583 PCT #1 - FLOOD DRAIN IMPROVEM	8367	20,582.50



NORMA G. GARCIA
 HIDALGO COUNTY TREASURER
 2810 South Business Hwy 281
 Edinburg, TX 78539-8243

FIRST NATIONAL BANK
 MEMBER FDIC
 88-2141/1148

VOID AFTER 180 DAYS

was allowed by the
 Comptroller General of
 the United States,
 at the term of Court
 indicated above, and
 to be paid out of the

Check Date	Check No.	Amount
10/23/12	00379098	\$20,582.50

SPECIAL REVENUE FUNDS

TWENTY THOUSAND FIVE HUNDRED EIGHTY TWO DOLLARS AND 50 CENTS

PAY

TO THE
 ORDER
 OF

DOB LOGISTICS, INC.
 P.O. BOX 8337
 WESLACO TX 78599

Witness my hand and
 seal of said court

NON-NEGOTIABLE COUNTY TREASURER

Pay the above stated
 amount to the order
 of the payee named:

NON-NEGOTIABLE COUNTY CLERK

NON-NEGOTIABLE COUNTY CLERK

COPY

COPY

COPY

COPY

COPY

**COUNTY OF HIDALGO
URBAN COUNTY PROGRAM**

MEMORANDUM

TO: Anna Salinas, General Land Office Grant Manager

FROM: Antonio Bares, Urban County Program Deputy Director 

DATE: July 26, 2013

RE: \$1.25 Difference in DOS Logistics, Inc. reimbursement request

Please accept this memo as explanation in regards to the matter mentioned above. DOS Logistics, Inc. was contracted to provide engineering services for the Delta Outfall drainage improvements project, in the amount of \$184,391.25. Urban County Program processed the final Request for Payment #7 in the amount of \$20,582.50. If you refer to Form A203, you will see that the budgeted amount for the line item (5, Flood/Drainage-Precinct 1, 30-Eng) is for a total amount of only \$184,390.00. We have come to understand that this \$1.25 shortage is due to rounding issues and have made the appropriate adjustments in order to receive reimbursement for this invoice.

Please feel free to contact me should you have any questions or concerns regarding this matter.

cc: Amanda Aguiros, UCP Accounting Clerk I
Ricardo Garcia, HNIB Project Facilitator

URBAN COUNTY PROGRAM
PAYMENT VOUCHER

10/17/2012

Voucher # : 46621

Obligation : 50583
Vendor number : 343854
Vendor data : DOS LOGISTICS, INC
2811 E. MILE 9 1/2
DONNA, TX 78537

PCT #1 - FLOOD DRAIN IMPROVEMENTS
ENGINEERING SERVICES
(LA VILLA AREA)

Account
A6536 91-0309-5100 P9110 6536-91-0309-5100

~~20,582.50~~

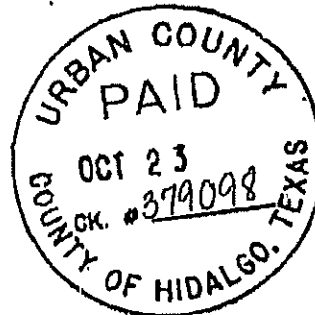
20,581.25

Description.
ENGINEERING SERVICES

Amount
20,582.50

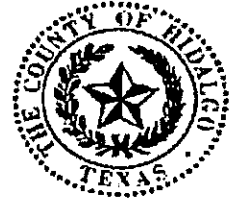
Grant/Year : TDRA 010068
Fixed Asset #: : N/A
Location : PCT 1
P.O. # : 8367
Batch # : 1644
HUD Activity #: : N/A

URBAN COUNTY APPROVAL:



[Handwritten Signature]

Norma G. Garcia
Hidalgo County Treasurer
 2810 South Business Hwy 281, Edinburg, Texas 78539-6243
 Telephone: (956) 318-2506 Fax: (956) 318-2507



(B)

MEMORANDUM

TO: Norma G. Garcia, Hidalgo County Treasurer
 Raymundo Eufrazio, CPA, Hidalgo County Auditor

FROM: Gabriel Guajardo, Accountant I ~~IG~~

DATE: February 27, 2013

SUBJECT: Fund Transfer

I am requesting approval to process the following transfer(s):

From Account	To Account	Amount
Urban County Accounts Payable Acct. #14010143	Special Rev. Acct. #14009463	834,412.01
Total Amount		834,412.01

These funds are being transferred per memorandum request from Urban County (see attached) to cover checks issued out of Special Revenue;

Ck#02-376396...\$236.50 ✓	Ck#02-376397...\$117,845.97 ✓	Ck#02-376675...\$236,295.30 ✓
Ck#02-376868...\$35,511.25 ✓	Ck#02-377065...\$51,111.00 ✓	Ck#02-377066...\$5,388.32 ✓
Ck#02-377979...\$107,901.18 ✓	Ck#02-379097...\$3,503.33 (Pen Reimbursement of \$10.68) ✓	→ (B)
Ck#02-379099...\$44,501.89 ✓	Ck#02-379556...\$112,893.00 ✓	Ck#02-379557...\$5,880.00 ✓
Ck#02-379784...\$483.50 ✓	Ck#02-379785...\$112,656.00 ✓	Ck#02-379918...\$204.77 ✓

Transfer(s) will be done using On-line Banking Access provided by First National Bank.

Should you have any questions, please do not hesitate contact me at (956) 318-2506 ext#4810.

Norma G. Garcia
 Norma G. Garcia
 Hidalgo County Treasurer

Raymundo Eufrazio
 Raymundo Eufrazio, CPA
 Hidalgo County Auditor

NORMA G. GARCIA HIDALGO COUNTY TREASURER
 2810 South Business Hwy 281, Edinburg, TX 78539-8243

VENDOR: ATLAS, HALL & RODRIGUEZ, L.L.P

DATE	CHECK NO.	VENDOR NO.
10/23/12	00379097	3666

INVOICE	DESCRIPTION	P.O. NUMBER	AMOUNT PAID
1013456	50579 PCT #4 - ACQUISITION	N/A	3,514.01



NORMA G. GARCIA
 HIDALGO COUNTY TREASURER
 2810 South Business Hwy 281
 Edinburg, TX 78539-8243

FIRST NATIONAL BANK
 MEMBER FDIC
 88-2141/1149

VOID AFTER 180 DAYS

was allowed by the
 Commissioners Court of
 Hidalgo County, Texas,
 as its term of Court
 indicated above, and
 to be paid out of the

Check Date	Check No.	Amount
10/23/12	00379097	\$3,514.01

SPECIAL REVENUE FUNDS

THREE THOUSAND FIVE HUNDRED FOURTEEN DOLLARS AND 01 CENTS

PAY

TO THE
 ORDER
 OF

ATLAS, HALL & RODRIGUEZ, L.L.P
 P.O. BOX 3725
 MCALLEN TX 78502-3725

Witness my hand and
 seal of said court

Pay the above stated
 amount to the order
 of the payee named.

NON-NEGOTIABLE COUNTY TREASURER

NON-NEGOTIABLE COUNTY AUDITOR

NON-NEGOTIABLE COUNTY CLERK

COPY

COPY

COPY

COPY

COPY

URBAN COUNTY PROGRAM
PAYMENT VOUCHER

10/16/2012

Voucher # : 46620

Obligation : 50579
Vendor number : 2666
Vendor data : ATLAS & HALL, ATTYS-AT-LAW
P.O. DRAWER 3725
MCALLEN, TX 78502

PCT #4 - ACQUISITION
PROFESSIONAL - OTHER
(PARCEL 11 SARA ELLEN/SAMUEL CHILDR

Account : 3,514.01
A6536 94-0100-5250 P9404 6536-94-0100-5250

Description
LEGAL FEES

Amount
3,514.01

02/27/13

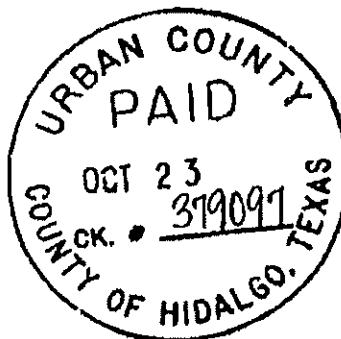
only reimbursing
\$ 3,503.33 difference
of \$10.68 to be reimbursed
in next vendor's RFP

Per Frank M.
Urban Co.

Grant/Year : DRS 010068
Fixed Asset #: : N/A
Location : UCP
P.O. # : N/A
Batch # : 1644
HUD Activity #: : N/A

URBAN COUNTY APPROVAL:

Alana R. Linn



Norma G. Garcia
Hidalgo County Treasurer
2810 South Business Hwy 281, Edinburg, Texas 78539-6243
Telephone: (956) 318-2506 Fax: (956) 318-2507



MEMORANDUM

TO: Norma G. Garcia, Hidalgo County Treasurer
Raymundo Eufrazio, CPA, Hidalgo County Auditor

FROM: Gabriel Guajardo, Accountant *JG*

DATE: April 11, 2014

SUBJECT: Fund Transfer

I am requesting approval to process the following transfer(s):

From Account	To Account	Amount
UCP Acct. # 71015671	Special Rev. Acct. #71015647	5,943.00
Total Amount		5,943.00

These funds are being transferred per memorandum request from Urban County (see attached) to cover checks issued out of Special Revenue;

Ck#02-392012...\$5,034.00

→ Ck#02-390426...Partial \$909.00' (C)

Transfer(s) will be done using On-line Banking Access provided by Lone Star National Bank.

Should you have any questions, please do not hesitate contact me at (956) 318-2506 ext#4810.

Norma G. Garcia
Norma G. Garcia
Hidalgo County Treasurer

Raymundo Eufrazio
Raymundo Eufrazio, CPA
Hidalgo County Auditor



HIDALGO COUNTY TREASURER
 2810 South Business Hwy 281
 Edinburg, TX 78539-6243

Check Date	Check No.	Amount
01/07/14	00390426	\$1,080.00

PAY SPECIAL REVENUE FUNDS
 ONE THOUSAND EIGHTY DOLLARS AND 00 CENTS

TO THE ORDER OF TEXAS FARM BUREAU MUTUAL INSURANCE COMPANY
 P.O. BOX 2690
 WACO TX 76702

NON-NEGOTIABLE

COPY

COPY

COPY

COPY

DATE	CHECK NO.	VENDOR NO.
01/07/14	00390426	419389

VENDOR: TEXAS FARM BUREAU MUTUAL INSURANCE

INVOICE	DESCRIPTION	P.O. NUMBER	AMOUNT PAID
1 YR INSURANCE	53505 MELINDA & NOE MARTINEZ	8963	1,080.00

Account No
 1-1288-463-00-250-007-1-899

Payment Amount Total
 1,080.00

909.00



Account: 71015671	Current Time: Wednesday, April 9, 2014	Current Balance: \$301,836.84	Available Balance: \$307,828.84	
Date	Ref/Check No	Description	Debit	Credit
04/09/2014		TEXAS COMPTROLLER INV-PAYMNTS ACH Entry Memo Posted Today		\$5,992.00
Totals:		Transactions: 1	Debits: \$0.00	Credits: \$5,992.00

GL0 # 7009099

RENE GARZA RFP # 3 5034.00 *increase*

RENE GARZA *PARTIAL INSURANCE* 909.00 *increase*

Texas Fed. Bureau Mut. Ins. → RENE GARZA 5943.00

LOC 49.00 *increase*

5992.00

* CLIENT NOE MARTINEZ NEEDS TO PAY COUNTY \$171.00.