

Exhibit 8

CITY CLERK DEPT
2023 AUG 28 AM 10:07

04-18-23

09 JORAN

Nov 22 AARON COMPANION RECEIVED
ANONYMOUS COMPLAINT THAT HE
REASONABLE USES CITY WAS CARE FOR
COMPANION

04/05/23 1:50pm meeting City 2
Nov. Anonymous complaint
City Rep Roadhouse name
was care for companion purpose

City Inactive a STAFF

City Rep Kennedy
Finance looks an audit commit
City Rep Claudia Rosamirez (former
District 6.

City Rep Cassandra Hernandez
District 3.

Billing Cycle 15th to 15th

Oct 22 billing cycle 1st to 31st
on all day 15 day

04/10/23 11:18 AM

Comms
Districts District 3, 2023.

CITY CLERK DEPT
2023 AUG 28 AM10:08

ADMINISTRATIVE POLICY: _____

SUBJECT: Commercial Fuel Card Policy & Use Procedure (ALON)

DATE ISSUED: July 5, 2021 Revised June 21, 2022 *RA*

DATE EFFECTIVE _____

APPROVED: _____

Distribution:
All City of El Paso Employees

SECTION 1: POLICY PURPOSE

The purpose of this policy is to establish uniform procedures, accountability, and controls for Commercial Fuel Card fueling of motor vehicles and equipment owned or controlled by the City of El Paso.

The City's Fleet manager (in conjunction with the Purchasing Agent) will serve as the city-wide administrators of the Fuel Card Program.

Each department shall appoint an employee (hereafter referred to as the 'department card administrator') who shall be assigned responsibility for administering the Commercial Fuel Card Program for their respective department/division. Each fuel card will be assigned to a specific city vehicle and city employee and is to be used exclusively for that vehicle by that employee for official City business.

Each authorized employee will be assigned a specific individualized Personal Identification Number (hereafter referred to as PIN) to be used in conjunction with a fuel card.

- This PIN serves as a digital signature.
- Generic PINs are prohibited, such as one PIN for an office/department.
- Under no circumstance should a PIN be used for another employee other than to whom it was assigned.
- PIN shall not be written on card sleeve.
- Compromised PINs will be cancelled immediately.

SECTION 2: SCOPE

This policy applies to the City of El Paso's departments that own, control, or use motor vehicles and equipment.

The Fleet Maintenance Division is responsible for answering questions relating to the provisions of this policy.

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

SECTION 3: FUEL CARD PURPOSE

Only authorized cardholders shall have access to and use a Commercial Fuel Card and PIN. Requests for fuel cards must be presented to Fleet Maintenance for approval to Identify Holders and Users of the cards.

Department heads and card administrators may enact a more restrictive policy regarding usage of cards in their respective departments.

Fuel cards will be restricted to purchase fuel for the city vehicle to which they are assigned. A fuel card is not to be used for personal vehicles, other city vehicles for which the card is not assigned, or rental vehicles.

If an employee finds it necessary to purchase fuel for a city vehicle with personal funds as opposed to the fuel card, the employee will follow the City or their departments policy for reimbursement. Fleet Maintenance is not responsible for reimbursement.

SECTION 4: PROCEDURES

The following procedures are required and shall be adhered to when using a fuel card and PIN.

- A. A Statement of Understanding (attached hereto) acknowledging the understanding of this policy, and the sanctions for misuse, must be signed and kept in a file by a department's card administrator for each individual utilizing a card.
- B. When using the card at a self-serve pump, the employee shall:
 - a. Insert the vehicle's fuel card.
 - b. Enter the employee's PIN.
 - c. Enter the (accurate) odometer reading.
 - d. Do not accept any offer (i.e. discounted car washes, etc).
 - e. Request for receipt (at the department's discretion).
- C. If incorrect fuel is placed in the vehicle **DO NOT ATTEMPT TO START THE VEHICLE.** Immediately contact Fleet Maintenance at 915-212-8048, and the appropriate arrangements will be made to correct the problem.
- D. The card is never to be used for non- fuel, personal, non-City related purchases and/or securing of goods or service.
- E. City Fleet Manager, with Streets and Maintenance Department Director approval, and at their discretion, may terminate privileges at any time due to misuse, abuse, etc.

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SECTION 5: OBTAINING A FUEL CARD

The department's card administrator shall make requests to Fleet Maintenance for fuel card(s). Each card shall have a pre-established account code, product limits, purchase limits, and a limit on the daily number of transactions.

The Fleet Maintenance Division will provide and issue fuel card(s)/PINs to the cardholder. The PIN, and access to the fuel card, shall not be released until all policy acknowledgment documents are signed and received by the Fleet Maintenance Administrator. The Fleet Maintenance Administrator shall maintain archives of such records and forms.

SECTION 6: CARD SECURITY

Fuel cards shall be kept in the designated vehicle and are to be kept secure and safe by the individual to whom they were issued. It is the assigned employee's responsibility to safeguard the fuel card and their employee PIN numbers.

If the fuel card is lost or stolen, the department's card administrator shall notify Fleet Maintenance immediately. Fleet Maintenance will then notify the fuel card company to cancel the lost or stolen fuel card. A new card will be promptly issued. If the lost or stolen fuel card is subsequently found, the fuel card shall be returned to Fleet Maintenance, where it will be destroyed or returned to the fuel card company.

SECTION 7: DOCUMENTING PURCHASES

Commercial Fuel Card user Departments are encouraged to maintain a log of fuel purchases and receipts. The log (an example of which is attached) may include:

- Date of the purchase
- Merchant name
- Quantity of gallons purchased
- Name and department of the purchaser
- Dollar amount of purchase
- Accurate odometer readings
- Any other information the department would like to track

The department's card administrator should reconcile the log and receipts to the monthly statement (which can be found on a network drive). Please note that while the gallons should reconcile, the dollar amount between the invoice and receipts may differ, as the receipt may not reflect the City discount.

On a sample basis, the department's card administrator should confirm odometer readings at the end of the month and analyze purchases being made. A cardholder may be required to pay undocumented charges with his/her own personal funds.

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SECTION 8: MILEAGE ENTRY

Accurate mileage is the lifeblood of good fuel management, and it is necessary for City of El Paso's Fleet Maintenance Division to effectively monitor vehicle utilization, track vehicle preventive maintenance compliance, predict accurate vehicle cost-per-mile, understand vehicle fuel miles-per-gallon, forecast vehicular carbon footprints, calculate optimal vehicle lifecycles, and other mileage-related activities.

Drivers of City of El Paso vehicles are required to enter the correct odometer reading at the time of fuel purchase when prompted. In the event the vehicle operator makes an error in the odometer reading entry, the driver should (at the department's discretion) provide the correct information to the department's card administrator. This information should be relayed to Fleet Services for correction.

SECTION 9: TRAVEL

The City's travel, vehicle-use, and pool car policies will be in effect, and use of the fuel card shall supplement these policies. Travel sheets, pool cars, fuel cards, and PINs may be utilized as part of an authorized travel request for City business.

SECTION 10: DISPUTED CHARGES

When the card statement is received, Fleet Maintenance shall reconcile the charges. If the statement does not reconcile, then Fleet Maintenance shall notify the department's card administrator for resolution. If the statement cannot be reconciled internally, then Fleet Maintenance shall notify the fuel card company and dispute any amounts that are determined to be in error.

SECTION 11: CANCELING A CARD/PIN

Fleet Maintenance shall be immediately notified by a department when:

- A vehicle is sold, wrecked, or removed from service;
- A vehicle is transferred to another city department; or
- An authorized card user's employment with the City is terminated.

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The notification shall include a request to cancel the card/PIN, the reasons for canceling the card/PIN, identify the fuel card number, unit number, and authorized user. Upon notification, Fleet Maintenance shall request from the fuel card company that the card and/or PIN be deactivated. The card shall be returned to the Fleet Maintenance Division for destruction/discarding.

SECTION 12: SEPARATION FROM THE CITY

Prior to separation from the City, the employee shall fuel card, and/or PIN to the department's card administrator. Upon receipt, the department's card administrator will forward the fuel card and/or PIN to Fleet Maintenance. Thereafter, Fleet Maintenance will contact the fuel card company and deactivate the fuel card/PIN, whereupon it will be destroyed or reassigned. All other fuel cards remain with the department's vehicles.

SECTION 13: DEPARTMENT TRANSFER

Before transferring to another City department, a fuel card holder of a fuel card shall surrender the card to their respective department's card administrator. The same miscellaneous fuel card procedures detailed in Section 12 shall be followed. All other fuel cards remain with the department's vehicles. The employee's PIN will remain unchanged.

SECTION 14: INTERNAL AUDIT

Ongoing reviews of all fuel bills will be performed for policy adherence and possible fraud. City of El Paso and/or collective bargaining agreement disciplinary policies will be followed for employees found to have committed.

SECTION 15: MANAGERS AND SUPERVISORS

Managers and supervisors of departments who own, control, or use City of El Paso vehicles are responsible for verifying that all required commercial fuel card policies are reviewed with all card users and employees.

At their discretion, managers and supervisors may review the monthly record of fuel card transactions to ensure drivers are in compliance with current published policies regarding use of fuel.

Managers and supervisors may contact Fleet Maintenance regarding any discrepancies.

SECTION 16: SANCTIONS

Employees having been investigated and found to have violated this policy will be disciplined in accordance with the City of El Paso's Personnel Policy and/or any applicable collective bargaining agreement.

Users suspected of possible fraudulent use, misuse, or abuse of the fuel card shall have their PIN suspended. PINs will only be reactivated when the user's Department Card Administrator has reviewed the suspected fraudulent charges and helped City Fleet Manager if the charges are justified.

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DATE: _____ BY: _____ TO: _____



**CITY OF EL PASO
COMMERCIAL FUEL
CARD POLICY**

STATEMENT OF UNDERSTANDING

I have read, understood and will abide by the City of el Paso's Fuel Card Policy (the "Policy"). I understand that the Fuel Card Policy is designed to improve the management and control of official business of the City of El Paso.

I further understand the issuance of a fuel card and/or PIN to me is in keeping with my assigned duties and responsibilities, and that I am being specifically directed to:

- Abide by all policies, rules, and understandings with respect to the card/PIN.
- Use the card only for those necessary and reasonable expenses incurred or authorized for the direct purposes of the Fuel Card Program.
- Make no personal use of the card.
- Use the card only as anticipated in the Budget.
- Retain and submit original receipts for all card use (at the department's discretion).
- Keep and maintain control any commercial fuel card assigned to me or my vehicle.
- Allow no one else to use the card or PIN assigned to me.
- Permanently surrender the card when my duties no longer require the use of the card.

I agree to comply with the terms and conditions of the City of El Paso's Fuel Card Policy. I understand that any misuse of the card will result in one or more of the following:

- Discipline and possible termination of employment.
- Payroll deduction of any unauthorized purchases and of any administrative cost associated with any unauthorized purchase.
- Reimbursement to the City of El Paso for unauthorized purchases and any administrative costs associated with the unauthorized purchase.
- Revocation of Commercial Fuel card privileges.
- Limitation on the use of the card and/or termination of my right to use the card/PIN at any time with or without cause.
- Other discipline as authorized by the City of El Paso for violation of Fuel Card Policy.

I certify that I have read, understood, and agree to abide by the above and all other policies, procedures, features, and regulations that apply to the City of El Paso, Fuel, and Fuel Cards/PINs.

Employee Signature

Date

Supervisor Signature

Date

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DATE _____ BY _____ TO: _____



Vehicle Log Book

Department Record of Fuel Purchases

Department:
Equipment ID:
Make/Model:

Date	Driver Name & Dept. (Printed)	Merchant Location	Gallons Purchased	Amount of Purchase	Odometer Reading

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO WORKFLOW REQUIRE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOV'T. CODE CH. 552)

DATE _____ BY _____ TO _____

-->MONTIELMA-->PSHCMPRD

Favorites Main Menu Workforce Administration Personal Information Biographical Modify a Person

Biograph | Details **B**

Cassandra Hernandez

Person ID: 099

Address Type	As Of Date	Street	Address	
Home	04/17/2013	A	[REDACTED]	View Address Detail
Mail	04/17/2013	A	[REDACTED]	View Address Detail

Phone Type	Title Phone	Extension	Preferred
Primary Cell Phone	[REDACTED]		<input type="checkbox"/>

Email Type	Email Address	Preferred
Business	Hernandez.Cassandra@elpasotexas.gov	<input checked="" type="checkbox"/>

Network ID	IP Protocol	IP Domain	Preferred
			<input type="checkbox"/>

Save Return to Search Previous in List Next in List Notify Refresh Update/Display Include History

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
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TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Back/Back 2

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for January 2022 - District 3

No. of P-Card	Date	Time	Address	Days	Link Cost	Gallons	Exempt Cost	Total Cost	Exempt Tax
1	12/27/2021	9:18	9635 McCombs St, El Paso, TX	UNL	\$2,970	17.046	\$50.77	\$3.13	
1	12/19/2021	3:11	1811 Hunter Dr 110, El Paso, TX	UNL	\$2,875	15.88	\$43.66	\$2.91	
1	12/26/2021	16:14	8366 Alameda Ave, El Paso, TX	UNL	\$2,818	14.819	\$41.76	\$2.71	
1	12/27/2021	13:01	5020 Sean Haggerty Dr, El Paso, TX	UNL	\$2,818	4.182	\$11.79	\$0.77	
1	12/31/2021	14:31	995 Lornaland Dr, El Paso, TX	UNL	\$2,836	15.211	\$43.14	\$2.78	
1	12/29/2021	18:08	1811 Hunter Dr 110, El Paso, TX	UNL	\$2,857	11.996	\$34.28	\$2.20	
1	12/29/2021	9:13	3525 N Yarrowhough Dr, El Paso, TX	UNL	\$2,853	5.081	\$14.50	\$0.93	
1	12/29/2021	9:20	3525 N Yarrowhough Dr, El Paso, TX	UNL	\$2,853	14.608	\$41.68	\$2.67	
Total						98.873	\$283.58	\$18.10	
		Average for the Month		3.43	\$2.86	12.359	\$32.45	\$2.26	
				January			City's Cost*	\$ 273.39	

Purpose: To calculate total fuel consumption for District 3 for the month of January 2022

Source: Mr Rene Barruz - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - January 2022, Detail" PDF

Notes: *The City's Cost is calculated as follows: (Total Gallons Purchased x 8¢) + (Total Monthly Cost - Total Exempt Tax)

**The 8¢ included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P-13

Procedure:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

- A review of Districts 3's Fuel Consumption for the month of January 2022 is as follows:
 - A total of 98.873 gallons of fuel was purchased for the month
 - A total cost of \$273.39 was paid by the City for the month
 - An average of 3.43 days passed between fuel fill-ups.
 - An average of \$2.86 per gallon of fuel was paid per transaction.
 - An average of 12.359 gallons of fuel was purchased per transaction.
 - An average of \$32.45 worth of fuel was purchased per transaction

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DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Cord. Travel Fuel Card Review F2023-06
 Fuel Usage for February 2022 - District 3

No. of Fill-Ups	Date	Time	Address	Days Between Fill-Ups	Unit Cost	Gallons Purchased	Exempt Tax
1	1/14/2022	8:49	599 N Yarmouth Dr. El Paso, TX		\$2.481	17.683	\$50.94
1	1/21/2022	14:29	7879 N Loop W Mesquite, El Paso, TX	7	\$2.930	17.453	\$51.14
1	1/29/2022	11:28	1811 Hunter Dr 110, El Paso, TX	2	\$2.919	22.262	\$64.98
1	1/29/2022	8:49	8366 Alameda Ave. El Paso, TX	6	\$3.023	16.551	\$50.03
1	2/1/2022	8:41	1811 Hunter Dr 110, El Paso, TX	3	\$3.050	18.456	\$56.99
1	2/6/2022	8:08	5998 Champlain St Road, El Paso, TX	5	\$3.184	17.997	\$56.03
1	2/9/2022	18:36	8366 Alameda Ave. El Paso, TX	2	\$3.187	17.268	\$55.03
1	2/9/2022	18:34	8366 Alameda Ave. El Paso, TX	1	\$3.189	11.18	\$35.65
1	2/13/2022	8:41	8366 Alameda Ave. El Paso, TX	4	\$3.250	15.902	\$51.68
1	2/17/2022	15:30	8366 Alameda Ave. El Paso, TX	1	\$3.250	17.893	\$58.15
Totals	10	Average for the Month		3.44	\$3.09	172.345	\$538.22
						City's Cost*	\$512.47

Back/Back 2

Purpose: To calculate total fuel consumption for District 3 for the month of February 2022.

Source: Mr. Rene Baraza - Administrative Services Manager, Streets and Maintenance; External Fuel Monthly Bill - February 2022, Detail - PDF

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8¢) + (Total Monthly Cost - Total Exempt Tax)

*The 8 ¢ is included in the City's Cost calculation as a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P. F.3

Procedures:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

- A review of Districts 3's Fuel Consumption for the month of February 2022 is as follows
- A total of 172.345 gallons of fuel was purchased for the month
- A total cost of \$512.47 was paid by the City for the month
- An average of 3.44 days passed between fuel fill-ups
- An average of \$3.09 per gallon of fuel was paid per transaction.
- An average of 17.235 gallons of fuel was purchased per transaction
- An average of \$53.02 worth of fuel was purchased per transaction

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DATE _____ BY _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for March 2022 - District 3

Back Back 2

No. of P-Card Usage	Date	Time	Address	City's Purpose (Public Use)	Fuel Type	Total Gallons Purchased	Total Cost	Exempt Tax	
1	2/27/2022	7:38	6100 Towerford Dr, El Paso, TX	UNIL	UNIL	\$3,203	16,004	\$51.36	
1	2/29/2022	9:13	8366 Alameda Ave, El Paso, TX	3	UNIL	\$3,239	16,821	\$54.48	
1	2/29/2022	9:44	8366 Alameda Ave, El Paso, TX	1	UNIL	\$3,257	20,885	\$68.02	
1	3/1/2022	10:34	7400 Alameda Ave, El Paso, TX	4	UNIL	\$3,241	15,994	\$51.84	
1	3/10/2022	10:33	2050 Towerwood Dr, El Paso, TX	9	UNIL	\$4,136	17,211	\$71.18	
1	3/10/2022	9:13	6100 Towerford Dr, El Paso, TX	1	UNIL	\$3,918	17,404	\$68.19	
1	3/19/2022	18:51	1811 Hunter Dr 110, El Paso, TX	3	UNIL	\$3,995	17,861	\$71.36	
Totals	7			3.50		\$3,57	172,009	\$436.43	
Average for the Month								3.50	\$423.85

Business: To calculate total fuel consumption for District 3 for the month of March 2022.

Source: Mr. Ron Barrera - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - March 2022 Detail" PDF

Notes: *The City's Cost is calculated as follows: (Total Gallons Purchased x 8% tax) + (Total Monthly Cost - Total Exempt Tax)

**The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/F: E-3

Procedures:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-ups

Results:

- A review of District 3's Fuel Consumption for the month of March 2022 is as follows
- A total of 172,009 gallons of fuel was purchased for the month
- A total cost of \$423.85 was paid by the City for the month
- An average of 3.5 days passed between fuel fill-ups
- An average of \$1.57 per gallon of fuel was paid per transaction
- An average of 17,458 gallons of fuel was purchased per transaction
- An average of \$62.35 worth of fuel was purchased per transaction

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DATE _____ BY _____ TO _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage for April 2022 - District 3

No. of P/Cs El Pas	Date	Plate	Address	Days Between P/Cs	Fuel Type	Usage	Gallons Purchased	Fuel Cost	Exempt Tax	
1	3/19/2022	8-30	1811 Hamer Dr 110, El Paso, TX		UNL	\$3,978	10,955	\$43.58	\$2.00	
1	3/26/2022	8-31	8366 Alameda Ave. El Paso, TX	7	SUP	\$4,449	16,451	\$73.19	\$3.01	
1	3/28/2022	8-36	8366 Alameda Ave. El Paso, TX	2	UNL	\$4,148	17,401	\$72.17	\$3.18	
1	4/02/2022	15-28	1811 Hamer Dr 110, El Paso, TX	5	UNL	\$3,893	17,212	\$67.01	\$3.15	
1	4/05/2022	1F-37-46	7400 Alameda Ave. El Paso, TX	3	UNL	\$3,897	19,236	\$74.96	\$3.52	
1	4/10/2022	19-216	7879 N Loop @ Manser, El Paso, TX	5	UNL	\$3,845	16,766	\$64.47	\$3.07	
1	4/13/2022	20-59	8366 Alameda Ave. El Paso, TX	3	UNL	\$3,761	18,034	\$67.82	\$3.30	
Totals	7			4.17		\$4.00	16,579	\$66.17	\$3.83	
Average for the Month										
								City's Cost*		\$ 481.25

Purpose: To calculate total fuel consumption for District 3 for the month of April 2022.

Source: Mr. Rene Barreza - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - April 2022, Default" PDF

Notes:

*The City's Cost is calculated as follows: (Total Gallons Purchased * 8%**) + (Total Monthly Cost - Total Exempt Tax)

**The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P, E-3

Procedure:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends.
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Main
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

- A review of District 3's Fuel Consumption for the month of April 2022 is as follows
- A total of 116,055 gallons of fuel was purchased for the month
- A total cost of \$491.25 was paid by the City for the month
- An average of 4.17 days passed between fuel fill-ups
- An average of \$4.00 per gallon of fuel was paid per transaction
- An average of 16,579 gallons of fuel was purchased per transaction
- An average of \$6.17 worth of fuel was purchased per transaction

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DATE _____ BY _____ TO _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review 12023-06
 Fuel Usage for May 2022 - District 3

No. of P-Card	Date	Time	Address	Days Between P-Card Use	Fuel Type	Units Used	Gallons Purchased	Total Cost	Exempt Cost	
1	4/29/2022	16:26	7400 Alameda Ave. El Paso, TX		UNL	\$4,023	17.37	\$69.87	\$3.18	
1	4/29/2022	10:23	995 Lombard Dr. El Paso, TX	6	UNL	\$3,960	15.65	\$61.98	\$2.86	
1	4/27/2022	9:54	7400 Alameda Ave. El Paso, TX	4	UNL	\$3,883	17.799	\$69.11	\$3.26	
1	4/29/2022	14:33	1811 Hunter Dr. El Paso, TX	1	UNL	\$1,894	17.916	\$69.77	\$3.28	
1	5/4/2022	15:30	11995 Graciew Blvd W. El Paso, TX	6	UNL	\$4,020	16.922	\$68.03	\$3.10	
1	5/8/2022	14:31	1811 Hunter Dr. El Paso, TX	4	UNL	\$4,199	17.006	\$71.41	\$3.11	
1	5/12/2022	11:49	8366 Alameda Ave. El Paso, TX	4	UNL	\$4,024	16.231	\$65.31	\$2.97	
Totals				4.17		\$4.00	118.897	\$475.48	\$21.76	
Average for the Month							City's Cost*	\$67.90	\$3.11	\$463.23

BACK/BACK

Purpose: To calculate total fuel consumption for District 3 for the month of May 2022

Source: Mr. Rene Herrera - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - May 2022 - Detail" PDF

Notes:

*The City's Cost is calculated as follows: (Total Gallons Purchased x 8¢) + (Total Monthly Cost - Total Exempt Tax)

**The 8 ¢ included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P: F-3

Procedure:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

- A review of District 3's Fuel Consumption for the month of May 2022 is as follows
- A total of 118,897 gallons of fuel was purchased for the month
- A total cost of \$463.23 was paid by the City for the month
- An average of 4.17 days passed between fuel fill-ups
- An average of \$4.00 per gallon of fuel was paid per transaction
- An average of 16,985 gallons of fuel was purchased per transaction
- An average of \$67.93 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NON-EXEMPTION
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for June 2022 - District 3

No. of Transactions	Date	Time	Address	Days between 12:00 AM	Fuel Type	Gallons Purchased	Total Cost	Exempt Tax
1	5/17/2022	9:32	995 Lomaland Dr, El Paso, TX	3	UNL	10.955	\$45.94	\$2.00
1	5/17/2022	17:16	8366 Alameda Ave, El Paso, TX	4	UNL	16.56	\$70.69	\$3.03
1	5/21/2022	7:29	6100 Hawthorne Dr, El Paso, TX	2	UNL	17.222	\$72.17	\$3.15
1	5/23/2022	8:46	8366 Alameda Ave, El Paso, TX	2	UNL	17.651	\$74.22	\$3.23
1	5/25/2022	17:06	8366 Alameda Ave, El Paso, TX	2	UNL	17.861	\$74.36	\$3.27
1	5/26/2022	18:32	5600 Alameda Ave, El Paso, TX	1	UNL	17.254	\$71.55	\$3.16
1	5/29/2022	21:41	1811 Hunter Dr 110, El Paso, TX	3	UNL	14.064	\$62.99	\$2.68
1	6/3/2022	16:10	1811 Hunter Dr 110, El Paso, TX	5	UNL	16.308	\$71.27	\$2.98
1	6/5/2022	10:04	6100 Trowland Dr, El Paso, TX	2	UNL	16.415	\$74.22	\$3.00
1	6/7/2022	21:51	1811 Hunter Dr 110, El Paso, TX	1	UNL	24.613	\$111.28	\$4.50
1	6/9/2022	17:14	7879 N Loop @ Meuser, El Paso, TX	3	UNL	17.773	\$79.12	\$3.25
1	6/15/2022	13:05	995 Lomaland Dr, El Paso, TX	2	UNL	12.657	\$57.34	\$2.32
1	6/19/2022	14:37	1811 Hunter Dr 110, El Paso, TX	3	UNL	17.111	\$76.13	\$3.13
Total	13	Average for the Month		2.59		217.056	\$941.38	\$39.70

Back/Back d

City's Cost* **\$ 918.94**

June

Purpose: To calculate total fuel consumption for District 3 for the month of June 2022
Mr. Rene Barraza - Administrative Services Manager, Streets and Maintenance; * External Fuel Monthly Bill - January, 2022 to December 2022 * Excel,
Source: *External Fuel Monthly Bill - District 3 and 6 Detail PDF.
Notes:
 *The City's Cost is calculated as follows: (Total Gallons Purchased x 85%**) + (Total Monthly Cost - Total Exempt Tax)
 **The 8.5% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P, P-3

Procedures:
 -Selected a judgmental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
 -Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-ups

Results:
 A review of District 3's Fuel Consumption for the month of June 2022 is as follows:
 -A total of 217,056 gallons of fuel was purchased for the month.
 -A total cost of \$918.94 was paid by the City for the month.
 -An average of 2.59 days passed between fuel fill-ups.
 -An average of \$4.33 per gallon of fuel was paid per transaction
 -An average of 16,697 gallons of fuel was purchased per transaction
 -An average of \$72.41 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO PUBLIC RECORDS CLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH 552)

DATE: _____ BY: _____ TO: _____

CITY OF EL PASO TEXAS
Internal Audit Office
City Council City Manager's Office P-Cand. Travel Fuel Card Review P2023-04
Fuel Usage for July 2022 - District 1

No. of Fill Ups	Date	Time	Address	Days Between Fill-Ups	Fuel Type	Unit Cost	Gallons Purchased	Total Cost	Exempt Co. Tax
1	6/16/2022	8:40	2050 Trarwood Dr. El Paso, TX	1	UNL	\$4.293	24.644	\$105.80	\$4.51
1	6/17/2022	13:48	7400 Alameda Ave. El Paso, TX	1	UNL	\$4.192	15.839	\$66.49	\$2.90
1	6/22/2022	16:00	8366 Alameda Ave. El Paso, TX	5	UNL	\$4.044	31.193	\$126.15	\$5.71
1	6/23/2022	11:58	6100 Trowbridge Dr. El Paso, TX	3	UNL	\$4.051	9.522	\$38.58	\$1.74
1	6/27/2022	18:05	1811 Hunter Dr. El Paso, TX	2	UNL	\$4.142	16.478	\$68.25	\$1.02
1	7/5/2022	8:45	6100 Trowbridge Dr. El Paso, TX	8	UNL	\$4.055	16.908	\$68.57	\$3.09
1	7/6/2022	12:24	6100 Trowbridge Dr. El Paso, TX	1	UNL	\$4.055	14.319	\$58.07	\$2.62
1	7/10/2022	13:19	995 Lomaland Dr. El Paso, TX	4	UNL	\$3.836	24.254	\$93.03	\$4.44
Totals	8			3.43		\$4.08	153.177	\$624.94	\$28.63
Average for the Month									
									City's Cost* \$ 609.16

Back/Back 2

Process: To calculate total fuel consumption for District 1 for the month of July 2022.

Source: Mr. Rene Uaraza - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - July 2022_Detail" PDF.

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) + (Total Monthly Cost - Total Exempt Tax)

**The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See [W/P-1-E-3](#)

Procedure:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-ups

Results:

- A review of Districts 3's Fuel Consumption for the month of July 2022 is as follows:
 - A total of 153.177 gallons of fuel was purchased for the month.
 - A total cost of \$609.16 was paid by the City for the month.
 - An average of 3.43 days passed between fuel fill-ups
 - An average of \$4.08 per gallon of fuel was paid per transaction
 - An average of 19.147 gallons of fuel was purchased per transaction
 - An average of \$78.12 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for August 2022 - District 1

No. of P/Bs Up	Date	Time	Address	Days Between P/Bs-Up	Fuel Type	Unit Cost	Gallons Purchased	Total Cost	Exempt Tax
1	7/26/2022	21:59	995 Lombard Dr. El Paso, TX		UNL	\$3.54	21.059	\$74.63	\$3.85
1	7/17/2022	14:28:28	8366 Alameda Ave. El Paso, TX	1	UNL	\$3.55	14.631	\$51.95	\$2.68
1	7/19/2022	16:38	6100 Troubridge Dr. El Paso, TX	2	UNL	\$3.55	16.947	\$60.19	\$3.10
1	7/20/2022	18:56	8366 Alameda Ave. El Paso, TX	1	UNL	\$3.58	24.275	\$86.82	\$4.44
1	7/22/2022	11:44	1811 Hunter Dr. El Paso, TX	2	UNL	\$3.59	5.167	\$19.25	\$0.98
1	7/23/2022	16:09	1811 Hunter Dr. El Paso, TX	1	UNL	\$3.47	11.848	\$41.12	\$2.17
1	7/27/2022	19:42	599 N Yarrow Dr. El Paso, TX	4	UNL	\$3.52	17.370	\$61.14	\$3.18
1	8/1/2022	19:42	1811 Hunter Dr. El Paso, TX	5	UNL	\$3.41	16.820	\$57.36	\$3.08
1	8/4/2022	16:35	1811 Hunter Dr. El Paso, TX	3	UNL	\$3.31	16.520	\$54.65	\$3.02
1	8/8/2022	14:19	6100 Troubridge Dr. El Paso, TX	5	UNL	\$3.17	16.746	\$53.10	\$3.06
1	8/11/2022	7:23	599 N Yarrow Dr. El Paso, TX	2	UNL	\$3.26	30.301	\$98.82	\$5.55
1	8/13/2022	21:43	1811 Hunter Dr. El Paso, TX	2	UNL	\$3.35	16.080	\$53.81	\$2.94
Total				2.55			207.976	\$712.84	\$38.05
Average for the Month								\$3.44	\$39.40
								City's Cost*	\$ 691.43

BACK/BACK 3

Findings: To calculate total fuel consumption for District 1 for the month of August 2022.
Sources: Mr. Rene Ramirez - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - January 2022 to December 2022" Excel; "External Fuel Monthly Bill - District 1 and 6 Detail" PDF.

Notes:
 *The City's Cost is calculated as follows: (Total Gallons Purchased x 8%**) + Total Monthly Cost - Total Exempt Tax
 **The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P-F-3

Procedures:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Unit, Exempt Cost and Days Between Fuel Fill-Ups

Results:

- A review of District 1's Fuel Consumption for the month of August 2022 is as follows
- A total of 207,976 gallons of fuel was purchased for the month.
- A total cost of \$691.43 was paid by the City for the month.
- An average of 2.55 days passed between fuel fill-ups
- An average of \$3.44 per gallon of fuel was paid per transaction.
- An average of 17,331 gallons of fuel was purchased per transaction
- An average of \$39.40 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOV'T CODE CH. 552)
 DATE _____ BY _____ TO _____

Tribe 1

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for September 2022 - District 3

No. of P-Card Use	Date	Time	Address	Days Between P-Card Use	Fuel Type	Fuel Cost	Gallons Purchased	Total Cost	Quantity Tax	
1	8/19/2022	0:59	6100 Townbridge Dr, El Paso, TX	5	UNL	\$3.28	17.097	\$55.98	\$3.12	
1	8/22/2022	21:31	7400 Alameda Ave, El Paso, TX	1	UNL	\$3.29	23.686	\$77.86	\$4.33	
1	8/23/2022	19:11	7150 Alameda Ave, El Paso, TX	1	UNL	\$3.33	22.81	\$76.00	\$4.17	
1	8/25/2022	16:12	8366 Alameda Ave, El Paso, TX	1	UNL	\$3.26	12.591	\$40.98	\$2.30	
1	9/1/2022	18:02	1811 Hunter Dr 110, El Paso, TX	6	UNL	\$3.18	17.189	\$54.65	\$3.15	
1	9/7/2022	10:57	8366 Alameda Ave, El Paso, TX	6	UNL	\$3.19	24.25	\$77.24	\$4.44	
1	9/9/2022	20:58	14995 Casway Blvd W, El Paso, TX	2	UNL	\$3.09	16.917	\$52.24	\$3.10	
1	9/17/2022	9:58	1811 Hunter Dr 110, El Paso, TX	2	UNL	\$3.24	23.338	\$75.50	\$4.27	
Totals	8			3.29		\$3.23	19.738	\$63.81	\$3.61	
Average for the Month								City's Cost*	\$ 494.28	

Purpose: To calculate total fuel consumption for District 3 for the month of September 2022.
Source: Mr. Renee Baraza - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - September 2022 Data" PDF

Notes: The City's Cost is calculated as follows: (Total Gallons Purchased x 8%*) + (Total Monthly Cost - Total Exempt Tax)

*The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee in cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P E-3

- Procedures:**
- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
 - Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 - Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 - Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

- Results:**
- A review of District 3's Fuel Consumption for the month of September 2022 is as follows
 - A total of 177.838 gallons of fuel was purchased for the month
 - A total cost of \$494.28 was paid by the City for the month
 - An average of 3.29 days passed between fuel fill-ups
 - An average of \$3.23 per gallon of fuel was paid per transaction
 - An average of 19.73 gallons of fuel was purchased per transaction
 - An average of \$63.81 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for October 2022 - District 3

No. of P-Card Uses	Date	Time	Address	Days between P-Cards	Fuel Type	Unit Cost	Gallons Purchased	Total Cost	Exempt Tax
1	9/15/2022	12:54	1811 Hunter Dr 110, El Paso TX	1	UNL	\$3.288	23.012	\$79.03	\$4.40
1	9/16/2022	14:55	6100 Troubadour Dr El Paso, TX	1	UNL	\$3.355	16.974	\$56.94	\$3.11
1	9/21/2022	8:12	2955 George Dieter Dr, El Paso, TX	5	UNL	\$3.359	24.241	\$81.41	\$4.44
1	9/21/2022	23:01	995 Lombard Dr, El Paso, TX	2	UNL	\$3.383	11.718	\$39.64	\$2.14
1	9/27/2022	17:09	1811 Hunter Dr 110, El Paso, TX	4	UNL	\$3.384	24.835	\$81.55	\$4.54
1	9/28/2022	18:50	2955 George Dieter Dr, El Paso, TX	1	UNL	\$3.315	17.303	\$57.36	\$3.17
1	10/2/2022	11:57	3366 Alameda Ave, El Paso, TX	4	UNL	\$3.385	26.996	\$91.38	\$4.94
1	10/5/2022	20:12	1811 Hunter Dr 110, El Paso, TX	1	UNL	\$3.385	20.697	\$70.06	\$3.79
1	10/7/2022	18:45	7879 N Loop @ Mans, El Paso, TX	4	UNL	\$3.649	17.256	\$62.96	\$3.16
1	10/12/2022	13:52	6100 Troubadour Dr, El Paso, TX	5	UNL	\$3.544	16.762	\$59.41	\$3.07
1	10/13/2022	14:23	1811 Hunter Dr 110, El Paso, TX	1	UNL	\$3.538	19.906	\$70.42	\$3.64
1	10/19/2022	7:41	6100 Troubadour Dr, El Paso, TX	6	UNL	\$3.493	17.614	\$61.53	\$3.22
1	10/22/2022	16:15	1811 Hunter Dr 110, El Paso, TX	3	UNL	\$3.437	19.437	\$66.81	\$3.56
1	10/25/2022	17:57	7400 Alameda Ave, El Paso, TX	3	UNL	\$3.445	24.294	\$83.70	\$4.45
1	10/26/2022	8:33	599 N Yalough Dr, El Paso, TX	1	UNL	\$3.492	16.011	\$55.91	\$2.93
Totals				2.93		\$3.42	298.976	\$1,018.11	\$54.56

BACK/BANK 4

Average for the Month: **October***** City's Cost: **\$ 987.39**

Purpose: To calculate total fuel consumption for District 3 for the month of October 2022
Source: Mr. Rene Baraza - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - January 2022 to December 2022" Excel; "External Fuel Monthly Bill - District 3 and 6 Detail" PDF

Notes:
 *The City's Cost is calculated as follows: (Total Gallons Purchased x 8%**) + (Total Monthly Cost - Total Exempt Tax)
 **The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P: F-3
 *** In the month of October 2022, there was a change in contract with Alon. Due to this change, the total fuel expense reflects a higher than average fuel expense for the month

Procedures:
 -Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
 -Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:
 A review of District 3's Fuel Consumption for the month of October 2022 is as follows
 -A total of 298 076 gallons of fuel was purchased for the month
 -A total cost of \$987.39 was paid by the City for the month
 -An average of 2.93 days passed between fuel fill-ups
 -An average of \$3.42 per gallon of fuel was paid per transaction
 -An average of 19.872 gallons of fuel was purchased per transaction
 -An average of \$67.87 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review 12/21-2/6
 Fuel Usage for November 2022 - District 3

Back/Back 2

No. of P/O Up	Date	Time	Address	Days Purchase Fuel Type	Unit Cost	Gallons Purchased	Total Cost	Distric Fuel Cost	
1	10/12/2022	15:06	7879 N Loop @ Maser, El Paso, TX	UNL	\$3.46	15.166	\$52.64	\$2.78	
1	11/23/2022	11:34	1811 Hunter Dr 110, El Paso, TX	UNL	\$3.42	16.953	\$57.97	\$3.10	
1	11/22/2022	7:34	995 Lombard Dr, El Paso, TX	UNL	\$3.49	24.519	\$85.35	\$4.49	
1	11/6/2022	21:36:23	995 Lombard Dr, El Paso, TX	UNL	\$3.54	10.464	\$37.03	\$1.91	
1	11/6/2022	19:40	1811 Hunter Dr 110, El Paso, TX	UNL	\$3.45	17.317	\$59.71	\$1.17	
1	11/13/2022	15:44	1811 Hunter Dr 110, El Paso, TX	UNL	\$3.36	17.672	\$59.40	\$3.23	
1	11/19/2022	19:16	6100 Towerbridge Dr, El Paso, TX	UNL	\$3.12	16.321	\$50.93	\$2.99	
1	11/21/2022	9:11	6100 Towerbridge Dr, El Paso, TX	UNL	\$3.06	19.244	\$58.89	\$3.52	
1	11/22/2022	12:05	7400 Alameda Ave, El Paso, TX	UNL	\$3.06	4.620	\$14.14	\$0.85	
1	11/25/2022	11:38	1811 Hunter Dr 110, El Paso, TX	UNL	\$3.07	20.166	\$61.82	\$3.69	
Totals	10			2.78	\$3.39	162.872	\$537.98	\$29.79	
Average for the Month								City's Cost*	\$521.38

Purpose: To calculate total fuel consumption for District 3 for the month of November 2022
Source: Mr Rene Ramirez - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - November 2022 Detail" PDF

Notes:
 *The City's Cost is calculated as follows: (Total Gallons Purchased x 8% * 1) + (Total Monthly Cost - Total Exempt Tax)
 **The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program See [W/PC E-3](#)

Procedures:
 -Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
 -Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:
 A review of Districts 3's Fuel Consumption for the month of November 2022 is as follows:
 -A total of 162,472 gallons of fuel was purchased for the month
 -A total cost of \$521.25 was paid by the City for the month
 -An average of 2.78 days passed between fuel fill-ups.
 -An average of \$3.30 per gallon of fuel was paid per transaction.
 -An average of 16,247 gallons of fuel was purchased per transaction
 -An average of \$51.80 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)
 DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review 12/2023-06
Fuel Usage for December 2022 - District 3

Back/Back 1

No. of P/Cs Type	Date	Time	Address	Days between P/Cs	Paid P/Type	Total Cost	Gallons Purchased	Total Cost	Exempt Tax	
1	12/1/2022	7:49	1811 Hunter Dr 110, El Paso, TX		UNL	\$3,969	17,243	\$51.53	\$3.16	
1	12/22/2022	17:06	1811 Hunter Dr 110, El Paso, TX	1	UNL	\$3,165	19,324	\$61.15	\$3.54	
1	12/26/2022	19:18	1811 Hunter Dr 110, El Paso, TX	4	UNL	\$3,037	17,593	\$53.43	\$3.22	
1	12/29/2022	17:32	1811 Hunter Dr 110, El Paso, TX	3	SUP	\$3,121	23.18	\$72.34	\$4.24	
1	12/18/2022	10:25	1811 Hunter Dr 110, El Paso, TX	9	UNL	\$2,678	12,874	\$34.48	\$2.36	
1	12/20/2022	16:53	7400 Alameda Ave, El Paso, TX	2	SUP	\$2,936	18,694	\$54.88	\$3.42	
1	12/27/2022	11:57	3601 Montblanc Ave, El Paso, TX	7	UNL	\$2,913	10,09	\$29.39	\$1.85	
Totals						\$2,98	118,998	\$357.20	\$21.79	
Average for the Month										
							December	City's Cost*		\$ 344.03

Purpose: To calculate total fuel consumption for District 3 for the month of December 2022
Subject: Mr Rene Barrera - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - December 2022_Detail PDF".

Notes:
 -The City's Cost is calculated as follows: (Total Gallons Purchased x 8%**) + (Total Monthly Cost - Total Exempt Tax)
 **The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) fee in cover direct and indirect costs of the City of El Paso's Fuel Program. See W/R F-3

Procedure:
 -Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
 -Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:
 A review of District 3's Fuel Consumption for the month of December 2022 is as follows:
 -A total of 118,998 gallons of fuel was purchased for the month
 -A total cost of \$344.93 was paid by the City for the month
 -An average of 4.33 days passed between fuel fill-ups
 -An average of \$2.98 per gallon of fuel was paid per transaction
 -An average of 17 gallons of fuel was purchased per transaction
 -An average of \$51.03 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-46
 Fuel Usage for January 2023 - District 3

No. of P-Card Usage	Date	Time	Address	Days Between Fill Ups	Fuel Type	Unit Cost	Gallons Purchased	Total Cost	Per Gallon Tax	
1	1/2/2023	17:12	1811 Hunter Dr El Paso TX	4	UNL	\$3.07	17.756	\$54.50	\$3.25	
1	1/7/2023	8:59	594 N Yarbrough Dr El Paso TX	7	UNL	\$2.90	25.876	\$74.94	\$4.74	
1	1/12/2023	8:36	6100 Fremontville Dr El Paso TX	3	UNL	\$2.90	17.956	\$51.77	\$3.27	
1	1/17/2023	15:02	1811 Hunter Dr El Paso TX	7	UNL	\$2.91	15.696	\$45.70	\$3.87	
1	1/24/2023	14:53	1811 Hunter Dr El Paso TX	7	SUP	\$3.35	19.275	\$64.46	\$3.33	
1	1/30/2023	11:14	1414 E Pasco Dr El Paso TX	6	UNL	\$3.40	17.225	\$58.55	\$3.15	
1	1/31/2023	17:33	995 Larnaland Dr El Paso TX	1	SUP	\$3.11	15.633	\$48.57	\$2.86	
1	1/30/2023	8:34	6100 Townsend Dr El Paso TX	9	SUP	\$3.39	15.966	\$54.23	\$2.93	
Total				3.86		\$3.13	145.305	\$464.69	\$3.33	
Average for the Month										
							City's Cost	\$	49.85	

2-26
 1-1
 1-8
 1-3
 Back/Back

3-14

Purpose: To calculate total fuel consumption for District 3 for the month of January 2023
Source: Mr Rene Barrera Administrative Services Manager Street and Maintenance; Internal Fuel Monthly Roll - January 2023 Details

Notes:
 The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) + (Total Monthly Cost - Total Exempt Tax)
 **The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program See W/F-53

Procedure:
 -Analyzed most recent months' fuel consumption records in Calendar Year 2023 as per Chief Internal Auditor's instructions
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost and Days Between Fuel Fill-Ups

Results:
 A review of District 3's Fuel Consumption for the month of January 2023 is as follows:
 -A total of 145,305 gallons of fuel was purchased for the month
 -A total cost of \$437.85 was paid by the City for the month
 -An average of 3.86 days passed between fuel fill-ups
 -An average of \$3.13 per gallon of fuel was paid per transaction
 -An average of 18,163 gallons of fuel was purchased per transaction
 -An average of \$56.60 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH 552)
 DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card Travel Fuel Card Review F2023-06
Fuel Usage for February 2023 - District 3

- 20
 - 1
 - 2-1
 - 2-1
 - 3-1 Back/Back 1

No. of P-Card	Date	Time	Address	Days of the Month	Fuel Type	Units Cost	Gallons Purchased	Total Cost	Exempt Tax
1	2/1/2023	7:53	800 N Carolina Dr, El Paso, TX		UNL	\$3.48	16.487	\$57.36	\$3.02
1	2/7/2023	11:40	2100 N Zana Jara Rd, El Paso, TX	7	UNL	\$2.82	17.099	\$48.13	\$3.13
1	2/14/2023	10:43	1346 Alameda Ave, El Paso, TX	2	UNL	\$3.27	17.141	\$56.01	\$3.14
1	2/14/2023	18:03	6601 N Loop 481 Frontal, El Paso, TX	4	UNL	\$2.89	25.763	\$74.34	\$4.71
1	2/14/2023	21:31	995 Lombard Dr, El Paso, TX	2	UNL	\$2.87	16.699	\$47.94	\$3.06
1	2/17/2023	19:33	995 Lombard Dr, El Paso, TX	5	UNL	\$2.81	21.445	\$60.33	\$3.92
1	2/24/2023	22:50	995 Lombard Dr, El Paso, TX	3	UNL	\$2.75	7.854	\$21.61	\$1.44
1	2/25/2023	31:54	995 Lombard Dr, El Paso, TX	2	UNL	\$2.81	11.698	\$32.85	\$2.14
1	2/26/2023	7:57	995 Lombard Dr, El Paso, TX	1	UNL	\$2.81	16.286	\$45.73	\$2.93
Total	9			325		\$2.94	16,719	\$49,37	\$3.06

Average for the Month

City's Cost: **429.08**

Purpose: To calculate total fuel consumption for District 3 for the month of February 2023

Sources: Mr Ron Ramirez - Administrative Services Manager, Streets and Maintenance; Internal Fuel Monthly Report - January 2023 Details

Notes:

The City's Cost is calculated as follows (Total Gallons Purchased x 8%) - (Total Monthly Cost - Total Exempt Tax)

**The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P: E-3

Procedures:

- Analyzed most recent months' fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instructions
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

A review of District 3's Fuel Consumption for the month of February 2023 is as follows:

- A total of 16,472 gallons of fuel was purchased for the month
- A total cost of \$49,37 was paid by the City for the month.
- An average of 325 days passed between fuel fill-ups
- An average of \$2.94 per gallon of fuel was paid per transaction
- An average of 16,719 gallons of fuel was purchased per transaction
- An average of \$49.37 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review F2023-06
 Fuel Usage for March 2023 - District 3

No. of P-Card	Card No.	Time	Address	City	Fuel Type	Unit Cost	Card No.	Total Cost	Amount Tax	
1	3072023	1:21	6100 Trowbridge Dr, El Paso, TX	El Paso, TX	UNL	\$3.932	18,385	\$54.49	\$3.40	
1	3072023	16:14	5598 Dempsey St, Rockl, El Paso, TX	El Paso, TX	UNL	\$3.963	16,236	\$48.38	\$3.99	
1	3072023	17:09	1811 Hunter Dr 110, El Paso, TX	El Paso, TX	UNL	\$3.094	5,036	\$15.38	\$0.92	
1	3072023	15:51	1811 Hunter Dr 110, El Paso, TX	El Paso, TX	UNL	\$3.047	16,503	\$50.28	\$3.02	
1	3072023	16:59	1811 Hunter Dr 110, El Paso, TX	El Paso, TX	SUP	\$3.516	18,494	\$65.02	\$3.38	
1	3072023	15:46	1811 Hunter Dr 110, El Paso, TX	El Paso, TX	UNL	\$3.159	11,891	\$37.56	\$2.18	
1	3072023	17:11	4140 N Mesa St, El Paso, TX	El Paso, TX	UNL	\$3.224	14,655	\$47.24	\$2.68	
1	30572023	13:34	7400 Alameda Ave, El Paso, TX	El Paso, TX	UNL	\$3.243	17,026	\$55.21	\$3.12	
Total	8	Average for the Month				\$3.15	118,516	\$373.76	\$21.69	
								City's Cost*	5	361.55

Back/Back 3

PREPARE SOURCE: To calculate total fuel consumption for District 3 for the month of March 2023 Ms Alejandra Marfil - Business & Financial Manager Streets and Maintenance Mr Rene Barrera - Administrative Services Manager, Streets and Maintenance "Internal Fuel Monthly Bill - March 2023 Details" PDF

Notes:
 *The City's Cost is calculated as follows: (Total Gallons Purchased x P-Card) + (Total Monthly Cost - Total Exempt Tax)
 **The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program See [W/P: 23](#)

Procedures:
 -Analyzed most recent monthly fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instruction;
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:
 A review of District 3's Fuel Consumption for the month of March 2023 is as follows
 -A total of 118,516 gallons of fuel was purchased for the month
 -A total cost of \$373.76 was paid by the City for the month.
 -An average of 3.14 days passed between fuel fill-ups
 -An average of \$3.15 per gallon of fuel was paid per transaction
 -An average of 14,815 gallons of fuel was purchased per transaction
 -An average of \$46.72 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION ON ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE HAVE BEEN REMOVED IN ACCORDANCE WITH THE TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)
 DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage Summary From January 2022 to December 2022 - District 3

Months/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost	Comments	W/W Performance
Jan-22	8	3.43	98,873	\$273.39		
Feb-22	10	3.44	172,345	\$512.47		
Mar-22	7	3.50	122,209	\$423.85		
Apr-22	7	4.17	116,055	\$451.25		
May-22	7	4.17	118,897	\$463.23		
Jun-22	13	2.58	217,056	\$918.94		
Jul-22	8	3.43	153,177	\$609.16		
Aug-22	12	2.55	207,976	\$691.43		
Sep-22	8	3.29	157,838	\$494.20		
Oct-22	15	2.93	298,076	\$987.39		
Nov-22	10	2.78	162,472	\$521.25		
Dec-22	7	4.33	118,998	\$344.93		
Totals	112		1,943,972	\$6,691.49		

Purpose: To calculate total fuel consumption for District 3 for calendar year 2022.

Source: Mr. Rene Barraza - Administrative Services Manager, Streets and Maintenance Department.

Procedures:

- Analyzed most recent months' fuel consumption trends in Calendar Year 2022, as per Chief Internal Auditor's instructions
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor.
- Calculated Total Gallons Purchased, Gross Cost and Net Cost.
- Calculated Average Days Between Fill-Ups

Results:

- A review of Districts 3's Fuel Consumption from the months of January 2022 to December 2022 demonstrated that:
 - A total of 1,943,972 gallons of fuel was purchased for the year.
 - A total of 112 fuel fill-ups for the year.
 - A total cost of \$6,691.49 per month was paid by the City for fuel.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
 Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review F2023-06
 Fuel Usage Summary From January 2023 to March 2023 - District 3

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost	Comments	W/P/References
Jan-23	8	3.86	145,305	\$ 437.85		
Feb-23	9	3.25	150,472	\$ 428.80		
Mar-23	8	3.14	118,516	\$ 361.55		
Totals	17		414,293	\$ 1,228.20		

Purpose: To calculate total fuel consumption for District 3 for the calendar year 2023

Source: Mr. Rene Borrazo - Administrative Services Manager, Streets and Maintenance.

Procedures:

- Analyzed most recent months' fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instructions
- Calculated Total Gallons Purchased, Gross Cost and Net Cost.
- Calculated Average Days Between Fill-Ups.

Results:

- A review of Districts 3's Fuel Consumption from January 2023 to March 2023 demonstrated that:
 - A total of 414,293 gallons of fuel was purchased.
 - A total of 17 fuel fill-ups for January and February.
 - A total cost of \$1228.20 was paid by the City for fuel.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

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Favorites Main Menu Work/e Ad... Personal Information... Modify a Person

Home Local Database Search Information Renewal

Cleavelle Rodriguez

Person ID 079973

Current Addresses

Address Type	As Of Date	Status	Address	View Address Data
Home	07/12/2010	A	[REDACTED]	View Address Data
Mailing	07/20/2010	A	[REDACTED]	View Address Data

Phone Information

Phone Type	Telephone	Extension	Preferred
Home	[REDACTED]		<input checked="" type="checkbox"/>

Email Addresses

Email Type	Email Address	Preferred
Business	[REDACTED]	<input checked="" type="checkbox"/>

Network Information

Network ID	IP Protocol	IP Domain	Preferred

Return to Search Home Update/Display Include History

PUBLIC RECORDS INFORMATION
 ALL CASE ELEVEN: SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Managers Office P-Cent, Travel Fuel Card Review P2023-06
 Fuel Usage for January 2022 - District 6

Ref #	City	Address	Qty	Unit	Total	City's Cost*	Average	
1	12/17/2021	2100 N Zaragoza Rd, El Paso, TX	3	SUP	\$3,295	11,339	\$37.36	
1	12/17/2021	1330 N Zaragoza Rd, El Paso, TX	3	SUP	\$2,875	18,715	\$33.81	
1	12/17/2021	1811 Mosier Dr 110, El Paso, TX	6	SUP	\$3,173	\$59.70	\$3.44	
1	12/17/2021	10026 Madras Ave, El Paso, TX	8	SUP	\$2,849	18,828	\$33.65	
1	12/17/2021	1490 George Dieter Dr, El Paso, TX	5	SUP	\$3,231	18,864	\$90.77	
1	12/17/2021	1490 George Dieter Dr, El Paso, TX	4	SUP	\$3,161	18,276	\$37.77	
Average for the Month					433	\$3,110	17,673	\$53.94
					January	City's Cost*	\$3,312.57	

Purpose: To calculate total fuel consumption for District 6 for the month of January, 2022

Source: Mr. Rene Barzua - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - January 2022, District 6" PDF

Notes: The City's Cost is calculated as follows: (Total Gallons Purchased x 3%*) + (Total Monthly Cost - Total Exempt Tax)

*The 3% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See [WAC B3](#)

Procedure: Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends.

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results: A review of Districts 6's Fuel Consumption for the month of January 2022 is as follows

- A total of 104,838 gallons of fuel was purchased for the month
- A total cost of \$312,273 was paid by the City for the month
- An average of 4.33 days passed between fuel fill-ups.
- An average of \$3.10 per gallon of fuel was paid per transaction
- An average of 17,473 gallons of fuel was purchased per transaction
- An average of \$33.94 worth of fuel was purchased per transaction

PUBLIC INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE _____ BY _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review 2023-06
 Fuel Usage for February 2022 - District 6

Receipt #	Date	Vendor	Quantity	Unit	Price	City's Cost*	City's Cost*	City's Cost*	City's Cost*
1	1/14/2022	1490 Umcgr Destr Tx, El Paso, TX	5	SUP	\$3,258	5,983	\$19.37	\$1.09	
1	1/19/2022	8160 Geomgr Blvd El, El Paso, TX	4	SUP	\$3,258	17,657	\$97.52	\$3.33	
1	1/19/2022	1490 Geomgr Destr Tx, El Paso, TX	6	SUP	\$3,265	19,04	\$62.17	\$3.48	
1	1/25/2022	2100 N Zaragoza Rd, El Paso, TX	6	SUP	\$3,023	18,835	\$56.99	\$3.45	
1	2/9/2022	11601 Logan @ Perdue, El Paso, TX	6	SUP	\$3,481	18,139	\$63.11	\$3.32	
Average for the Month			4.30		\$3.25	16,930	\$81.30	\$2.91	
Totals									\$291.66

Purpose: To calculate total fuel consumption for District 6 for the month of February 2022

Source: Mr. Rene Barzua - Administrative Services Manager, Streets and Maintenance; "Estimate Fuel Monthly Bill - February 2022_District 6" PDF

Notes: *The City's Cost is calculated as follows: (Total Gallons Purchased x 89%) + (Total Monthly Cost - Total Exempt Tax)

**The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See [WTR-23](#)

Procedure: Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results: A review of Districts 6's Fuel Consumption for the month of February 2022 is as follows:

- A total of 79,664 gallons of fuel was purchased for the month
- A total cost of \$250,96 was paid by the City for the month
- An average of 4.2 days passed between fuel fill-ups
- An average of \$3.25 per gallon of fuel was paid per transaction
- An average of 15,933 gallons of fuel was purchased per transaction
- An average of \$51.83 worth of fuel was purchased per transaction

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 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Cost, Total Fuel Cost Review F2023-06
 Fuel Usage for March 2022 - District 6

No. of Transactions	Date	From	To	City	City	City	City	City	City
1	3/19/2022	17-41	1490 George Deane Dr El Paso, TX	UNL	\$3,280	11,261	\$38.60	\$3.06	
1	3/19/2022	1700	2050 Tremont Dr El Paso, TX	UNL	\$3,183	6,777	\$21.55	\$1.24	
1	3/22/2022	13-97	8160 Gateway Blvd E El Paso, TX	UNL	\$3,199	8,777	\$28.08	\$1.61	
1	3/22/2022	14-56	1811 Hunter Dr 110 El Paso, TX	UNL	\$3,241	7,476	\$24.23	\$1.37	
1	3/22/2022	18/12	4480 Marmon/Alvarado, El Paso, TX	UNL	\$3,488	7,607	\$26.53	\$1.39	
1	3/22/2022	11/01	8160 Gateway Blvd E El Paso, TX	UNL	\$3,989	7,438	\$29.67	\$1.36	
1	3/22/2022	17/10	10026 Madonna Ave, El Paso, TX	UNL	\$4,136	17,861	\$71.87	\$3.27	
Totals			Average for the Month		3,29	9,499	\$29.35	\$1.76	
			March						\$233.61

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY _____ TO: _____

Purpose: To calculate total fuel consumption for District 6 for the month of March 2022

Source: Mr. Rene Barrera - Administrative Services Manager Streets and Maintenance - External Fuel Monthly Bill - March 2022, District POP

Notes: The City's Cost is calculated as follows: (Total Gallons Purchased x 8%*) + (Total Monthly Cost - Total Exempt Tax)

*The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/IC 123

Procedure: Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

A review of Districts 6's Fuel Consumption for the month of March 2022 is as follows:

- A total of 67,199 gallons of fuel was purchased for the month
- A total cost of \$233,61 was paid by the City for the month
- An average of 3.29 days passed between fuel fill-ups
- An average of \$3.50 per gallon of fuel was paid per transaction
- An average of 9,599 gallons of fuel was purchased per transaction
- An average of \$34.36 worth of fuel was purchased per transaction

Internal Audit Office
 City Council City Manager's Office P-Cont. Fuel Card Review 7/2023-06
 Fuel Usage for April 2022 - District 6

Dist	Date	Time	Address	Dist	Vehicle	Unit	Price	City's Cost*	City's Cost*	City's Cost*
1	4/15/22	16:30	6300 Gateway Blvd E, El Paso, TX	6	UNL	UNL	\$3,999	17,861	\$71.43	\$3.27
1	3/21/2022	17:59	6300 Gateway Blvd E, El Paso, TX	7	UNL	UNL	\$4,000	18.12	\$72.49	\$3.32
1	4/15/2022	9:47	6300 Gateway Blvd E, El Paso, TX	2	SUP	SUP	\$4,148	13,342	\$55.34	\$3.44
1	4/07/2022	11:29	1330 N Zaragoza Rd, El Paso, TX	4	SUP	SUP	\$4,296	16.74	\$71.91	\$3.06
1	4/07/2022	10:45	2100 N Zaragoza Rd, El Paso, TX	5	SUP	SUP	\$3,897	17,049	\$66.44	\$3.12
1	4/07/2022	14:02	10026 Morton Ave, El Paso, TX	5	SUP	SUP	\$3,805	17,049	\$64.87	\$3.12
1	4/14/2022	19:45	1330 N Zaragoza Rd, El Paso, TX	5	SUP	SUP	\$4,094	17,446	\$71.42	\$3.19
Average for the Month				4.14			\$4.03	117,607	\$473.90	\$3.52
April								16,801	\$67.70	\$3.87
								City's Cost*		\$461.79

Reference: To calculate total fuel consumption for District 6 for the month of April 2022

Source:

Mr. Rene Barrena - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - April 2022, District 6" PDF

Note:

*The City's Cost is calculated as follows: (Total Gallons Purchased x 84¢) + (Total Monthly Cost - Total Exempt Tax)

**The 8 ¢ is included in the City's Cost calculation as a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/F-13

Procedure:

-Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost, and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

A review of District 6's Fuel Consumption for the month of April 2022 is as follows

-A total of 117,607 gallons of fuel was purchased for the month.

-A total cost of \$461.79 was paid by the City for the month.

-An average of 4.14 days passed between fuel fill-ups.

-An average of \$4.03 per gallon of fuel was purchased per transaction.

-An average of 16,801 gallons of fuel was purchased per transaction.

-An average of \$67.70 worth of fuel was purchased per transaction.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Card Travel Fuel Card Review F2023-016
 Fuel Usage for May 2022 - District 6

No. of P-Cards	City	Address	City	State	Zip	City's Cost*	Total Cost	State
1	El Paso	8160 Gateway Blvd E, El Paso, TX	El Paso	TX	79907	\$4,364	17,446	\$3.19
1	El Paso	11601 Royal of Pecos, El Paso, TX	El Paso	TX	79907	\$4,348	16,308	\$3.98
1	El Paso	11601 Royal of Pecos, El Paso, TX	El Paso	TX	79907	\$4,271	16,597	\$3.04
1	El Paso	6200 Liberty Blvd E, El Paso, TX	El Paso	TX	79907	\$3,984	16.5	\$65.74
1	El Paso	10026 Mountain Ave, El Paso, TX	El Paso	TX	79907	\$4,020	16,356	\$65.76
1	El Paso	11601 Royal of Pecos, El Paso, TX	El Paso	TX	79907	\$4,039	16,627	\$74.00
1	El Paso	5717/8023, El Paso, TX	El Paso	TX	79907	\$4,327	15,628	\$69.19
1	El Paso	5017/8023, El Paso, TX	El Paso	TX	79907	\$4,326	115,685	\$492.61
7						\$4,326	16,401	\$79.37
Average for the Month						1.43		
May								
						City's Cost*	5,488.72	

PUBLIC RECORDS INFORMATION
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 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Footnote: To calculate total fuel consumption for District 6 for the month of May 2022

Source: Mr. Rose Ramirez - Administrative Services Manager, Streets and Maintenance, "General Fuel Monthly Bill - May 2022, Details" PDF

Note: The City's Cost is calculated as follows: (Total Gallons Purchased * 84¢) + (Total Monthly Cost - Total Exempt Tax)

*The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/F: 6.3

Procedure:

- Selected a judgmental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Derr Between Fuel Fill-Ups

Results:

- A review of Districts 6's Fuel Consumption for the month of May 2022 is as follows
 - A total of 115,685 gallons of fuel was purchased for the month
 - A total cost of \$488.72 was paid by the City for fuel
 - An average of 3.43 days passed between fuel fill-ups
 - An average of \$4.26 per gallon of fuel was paid per transaction
 - An average of 16,501 gallons of fuel was purchased per transaction
 - An average of \$70.37 worth of fuel was purchased per transaction

Internal Audit Office
 City Council City Manager's Office E-Card Travel Fuel Card Review: F2023-06
 Fuel Usage for June 2022 - District 6

Key-#	Date	Area	Days	Card Type	Fuel Cost	Other Fuel Cost	Total Fuel Cost	Total
1	6/1/2022	11601 Ruste @Pawville, El Paso, TX	3	SUP	\$4,456	13,623	\$69 64	\$2 06
1	6/1/2022	1490 George Decker Dr, El Paso, TX	3	SUP	\$4,567	13,468	\$70 64	\$7 83
1	6/2/2022	8160 Gateway Blvd E, El Paso, TX	3	SUP	\$4,519	13,467	\$69 19	\$2 83
1	6/2/2022	1330 N Zaragoza Rd, El Paso, TX	0	SUP	\$4,519	0 366	\$0 93	\$0 04
1	6/2/2022	400 Van Horn Dr, Van Horn, TX	1	SUP	\$5,399	13,891	\$75 00	\$2 34
1	6/2/2022	8160 Gateway Blvd E, El Paso, TX	2	SUP	\$4,529	13,792	\$71 53	\$2 89
1	6/2/2022	8160 Gateway Blvd E, El Paso, TX	4	SUP	\$4,528	16,708	\$75 66	\$3 06
1	6/2/2022	11601 Ruste @Pawville, El Paso, TX	3	SUP	\$4,644	17,365	\$80 64	\$3 18
1	6/2/2022	11601 Ruste @Pawville, El Paso, TX	3	SUP	\$4,644	118,526	\$513 90	\$58 23
Total			235		\$4,65	13,816	\$64 24	\$2 53
Average for the Month								
June								
					City's Cost*			\$ 502.54

Purpose: To calculate total fuel consumption for District 6 for the month of June 2022

Source: Mr. Rene Herrera - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - June 2022, Detail" PDF

Notes: *The City's Cost is calculated as follows (Total Gallons Purchased x 8%*) + (Total Monthly Cost - Total Exempt Tax)

**The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See WFE-53

Procedures: Selected a judgmental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor

Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results: A review of Districts 6's Fuel Consumption for the month of June 2022 is as follows:

- A total of 110,526 gallons of fuel was purchased for the month
- A total cost of \$502.54 was paid by the City for the month
- An average of 2.35 days passed between fuel fill-ups
- An average of \$4.65 per gallon of fuel was paid per transaction
- An average of 13,816 gallons of fuel was purchased per transaction
- An average of \$64.24 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office R-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for July 2022 - District 6

No. of Fuel Cards	Card No.	Address	Days	Fuel Type	City's Cost	City's Cost*	City's Cost	City's Cost
1	6422001	3335 N Verduynh Dr El Paso, TX	5	SUP	\$4,452	20,128	\$89.66	\$3.69
1	6422002	11601 Rojas @Pondera, El Paso, TX	5	SUP	\$4,446	20,121	\$91.48	\$3.68
1	77/2022	6680 Montana Ave, El Paso, TX	4	SUP	\$4,474	19,967	\$94.86	\$3.67
1	77/2022	11601 Rojas @Pondera, El Paso, TX	6	SUP	\$4,141	20,343	\$84.23	\$3.72
1	77/2022	8160 Cleburne Blvd E, El Paso, TX	4	SUP	\$4,316	20,041	\$84.50	\$3.67
1	77/2022	1143	3	UNL	\$3,630	19,518	\$70.34	\$3.57
1	77/2022	6680 Montana Ave, El Paso, TX	3	UNL	\$3,630	19,517	\$86.57	\$3.50
Average for the Month				3.67	\$4,24	19,856	\$84.36	\$3.63
Totals				6				
				Average for the Month	3.67			
					City's Cost*			\$,013.90

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
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 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Purpose: To calculate total fuel consumption for District 6 for the month of July 2022

Source: Mr. Rene Barrera - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - July 2022, Detail" PDF

Note: The City's Cost is calculated as follows: (Total Gallons Purchased x 84¢) + (Total Monthly Cost - Total Exempt Tax)

*The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See WPA EA

Procedure: Selected a judgmental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor.

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results: A review of Districts 6's Fuel Consumption for the month of July 2022 is as follows:

- A total of 119,127 gallons of fuel was purchased for the month
- A total cost of \$493.30 was paid by the City for the month
- An average of 3.67 days passed between fuel fill-ups
- An average of \$4.24 per gallon of fuel was paid per transaction
- An average of 19,856 gallons of fuel was purchased per transaction
- An average of \$84.36 worth of fuel was purchased per transaction

Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for August 2022 - District 6

No. of Days	Date	Vehicle	Mileage	Days	Fuel Type	Rate/Quad	Quantity	Total Cost	Tax			
1	7/26/2022	1415	8160 Conway Blvd E, El Paso, TX	4	SUP	\$3,914	17,192	\$67,29	\$3.15			
1	7/26/2022	19-28	2100 N Zaragoza Rd, El Paso, TX	4	SUP	\$3,977	16,622	\$70,90	\$3.63			
1	7/27/2022	21-30	2100 N Zaragoza Rd, El Paso, TX	7	SUP	\$3,530	19,163	\$67,45	\$3.51			
1	8/16/2022	14-1	1330 N Zaragoza Rd, El Paso, TX	3	SUP	\$3,733	20,799	\$77,64	\$3.81			
1	8/27/2022	38-36	6200 Guadalupe Blvd E, El Paso, TX	4	SUP	\$3,233	20,628	\$66,47	\$3.77			
1	8/27/2022	18-14	1490 George Street Dr, El Paso, TX	3	SUP	\$1,596	12,448	\$44,84	\$2.28			
1	8/11/2022	18-21	400 Van Horn Dr, Van Horn, TX	3	SUP	\$4,988	19,314	\$96,55	\$3.53			
7				3,71		\$3.79	129,282	\$491.14	\$23.68			
Average for the Month								3,71	\$3.79	18,483	\$78.16	\$3.38
Avg cost												
City's Cost*												\$ 677.81

Purpose: To calculate total fuel consumption for District 6 for the month of August 2022

Source: Mr. Kenz Barrios - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly, Bld - August 2022, District 6 PDF"

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) + (Total Monthly Cost - Total Exempt Tax)

**The 8 % included in the City's Cost calculation is a Street and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/IC-8-3

Procedures:

-Selected a judgmental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Requested sample to include all fuel activity on Calendar Year 2022 for all City Districts and the Mayor

-Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost

-Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

A review of Districts 6's Fuel Consumption for the month of August 2022 is as follows

-A total of 129,382 gallons of fuel was purchased for the month

-A total cost of \$477.81 was paid by the City for the month

-An average of 3.71 days passed between fuel fill-ups

-An average of \$3.79 per gallon of fuel was paid per transaction

-An average of 18.483 gallons of fuel was purchased per transaction

-An average of \$70.16 worth of fuel was purchased per transaction

ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office Fuel Card Review F2023-06
 Fuel Usage for September 2022 - District 6

Line Item	Date	Time	Address	Rate	Rate Type	Invoice	Quantity	Quantity	Quantity	Amount
1	8/27/22	8:48	11601 Majca, El Paso, TX	SUP	EL PASO, TX	\$3,720	21.433	\$79.72	\$3.92	
1	8/28/22	9:59	1330 N. Zaragoza Rd, El Paso, TX	SUP	EL PASO, TX	\$3,660	20.909	\$76.71	\$3.83	
1	8/28/22	11:03	1490 George Dezer Dr, El Paso, TX	SUP	EL PASO, TX	\$3,759	19.421	\$73.00	\$3.55	
1	8/29/2022	11:17	11601 Majca, El Paso, TX	SUP	EL PASO, TX	\$3,685	19.776	\$72.88	\$3.62	
1	8/31/2022	10:14	3011 Shadow Mountain Dr, El Paso, TX	SUP	EL PASO, TX	\$3,735	18.481	\$68.84	\$3.38	
1	9/12/22	15:27	11601 Majca, El Paso, TX	SUP	EL PASO, TX	\$3,566	20.563	\$73.32	\$3.76	
1	9/26/2022	16:18	1330 N. Zaragoza Rd, El Paso, TX	SUP	EL PASO, TX	\$3,600	20.077	\$72.28	\$3.67	
1	8/27/2022	14:31	6200 Gateway Blvd E, El Paso, TX	SUP	EL PASO, TX	\$3,235	20.238	\$65.47	\$3.70	
Totals			Average for the Month			3,590		\$64.62	\$3.68	
September										\$5,946.66

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Procedure: To calculate total fuel consumption for District 6 for the month of September 2022
Source: Mr. Rene Barrena - Administrative Services Manager, Streets and Maintenance, "External Fuel Monthly Bill - January 2022 to December 2022" Excel, "External Fuel Monthly Bill - District 6 and 6 Detail" PDF

Notes:
 -The City's Cost is calculated as follows: (Total Gallons Purchased x \$4.94) + (Total Monthly Cost - Total Exempt Tax)
 -The \$4.94 included in the City's Cost calculation is a Streets and Maintenance (S&M) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/PC E-3

Procedure:
 -Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends

-Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
 -Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
 -Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:
 A review of Districts 6's Fuel Consumption for the month of September 2022 is as follows

- A total of 160,898 gallons of fuel was purchased for the month
- A total cost of \$565,566 was paid by the City for the month
- An average of 3.5 days passed between fuel fill-ups
- An average of \$3.62 per gallon of fuel was paid per transaction
- An average of 20,112 gallons of fuel was purchased per transaction
- An average of \$72.78 worth of fuel was purchased per transaction

Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage for October 2022 - District 6

File #	Date	City	Address	District	Card #	Unit Cost	Quantity	Total Cost	Balance
1	9/18/2022	18-28	6640 Montana, El Paso, TX	3	SUP	\$3,776	21.017	\$79.37	\$3.85
1	9/19/2022	18-28	11601 Regal, El Paso, TX	3	SUP	\$3,768	19.232	\$72.47	\$3.52
1	9/20/2022	18-28	10026 Montana Ave, El Paso, TX	3	SUP	\$3,351	20.356	\$68.21	\$3.73
1	9/25/2022	18-17	6200 Gateway Blvd, El Paso, TX	3	SUP	\$3,288	19.781	\$65.03	\$3.62
1	9/29/2022	18-28	11601 Regal, El Paso, TX	4	SUP	\$3,829	20.546	\$78.19	\$3.76
1	10/7/2022	18-21	598 Campbell, El Paso, TX	3	SUP	\$3,833	19.879	\$76.19	\$3.64
1	10/4/2022	17-98	11601 Regal, El Paso, TX	2	SUP	\$3,824	20.147	\$77.05	\$3.68
1	10/7/2022	18-20	11601 Regal, El Paso, TX	4	SUP	\$4,084	19.562	\$79.88	\$3.18
1	10/7/2022	18-24	6200 Gateway Blvd, El Paso, TX	21	SUP	\$3,559	19.625	\$69.84	\$3.59
1	10/7/2022	18-24		21	SUP		188.145	\$666.71	\$32.98
Average for the Month				538		\$3.79	28.016	\$74.08	\$3.66
October***							City's Cost*	\$ 648.14	

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Purpose: To calculate total fuel consumption for District 6 for the month of October 2022

Source: Mr Rene Barrena - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - January 2022 to December 2022" Excel; "External Fuel Monthly Bill - District 3 and 6 Detail" PDF

Notes:

- *The City's Cost is calculated as follows: (Total Gallons Purchased x 8^{***}) + (Total Monthly Cost - Total Exempt Tax)
- **The 8 % included in the City's Cost calculation is a Streets and Maintenance (SMA) Fee in cover direct and indirect costs of the City of El Paso's Fuel Program. See W/L: R-3
- *** In the month of October 2022, there was a change in contract with Alon Due to this change, the total fuel expense reflects a higher than average fuel expense for the month.

Procedure:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Diffs Between Fuel P/B-Ups

Results:

- A review of Districts 6's Fuel Consumption for the month of October 2022 is as follows
- A total of 180,145 gallons of fuel was purchased for the month.
- A total cost of \$648.14 was paid by the City for the month.
- An average of 3.38 days passed between fuel fill-ups.
- An average of \$3.70 per gallon of fuel was paid per transaction.
- An average of 20,016 gallons of fuel was purchased per transaction.
- An average of \$74.08 worth of fuel was purchased per transaction.

Internal Audit Office
 City Council City Manager's Office P-Card Travel Fuel Card Review P2023-06
 Fuel Usage for November 2022 - District 6

Item #	Date	Time	Address	Days between fill-ups	Product	Price per Gallon	Gallons	Fuel Cost	Exempt Tax
1	11/01/2022	7:44	602 Horizon Blvd, Seaton, TX	4	SUP	\$3.853	19.689	\$75.85	\$3.60
1	11/7/2022	15:43	2100 N Zangeneh Rd, El Paso, TX	1	SUP	\$3.539	17.202	\$60.87	\$3.15
1	11/8/2022	9:15	1490 George Decker Dr, El Paso, TX	1	SUP	\$3.900	20.715	\$80.78	\$3.79
1	11/14/2022	12:55	2100 N Zangeneh Rd, El Paso, TX	2	SUP	\$3.421	15.459	\$52.88	\$2.83
1	11/15/2022	9:46	1811 Hunter Dr 110, El Paso, TX	3	SUP	\$3.725	19.588	\$72.97	\$3.58
1	11/19/2022	17:50	2100 N Zangeneh Rd, El Paso, TX	4	UNL	\$3.361	14.215	\$47.78	\$2.60
1	11/21/2022	1:23	3101 N Yorkwood Dr, El Paso, TX	4	UNL	\$3.223	10.299	\$33.20	\$1.88
1	11/21/2022	15:57	2955 George Decker Dr, El Paso, TX	2	UNL	\$3.121	14.484	\$45.20	\$2.65
1	11/28/2022	11:28	2955 George Decker Dr, El Paso, TX	9	UNL	\$3.059	17.917	\$54.53	\$2.73
1	11/29/2022	11:50	11601 Right, El Paso, TX	0	UNL	\$3.059	2.108	\$64.42	\$3.45
Totals							167.628	\$579.58	\$30.65
			Average for the Month	2.78		\$3.48	16,763	\$57,96	\$3.07
			November						\$,462.33

Purpose: To calculate total fuel consumption for District 6 for the month of November 2022

Source: Mr. Rene Herrera - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - November 2022, Detail" PDF

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) = (Total Monthly Cost - Total Exempt Tax)

**The 8% included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/P: P-3

Procedures:

- Selected a judgemental sample of Districts and Months in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups

Results:

- A review of Districts 6's Fuel Consumption for the month of November 2022 is as follows:
- A total of 167,628 gallons of fuel was purchased for the month
- A total cost of \$162,33 was paid by the City for the month
- An average of 2.78 days passed between fuel fill-ups
- An average of \$3.43 per gallon of fuel was paid per transaction.
- An average of 16,763 gallons of fuel was purchased per transaction.
- An average of \$57.96 worth of fuel was purchased per transaction.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-7-Fuel, Travel Fuel Cost Review (P2022-46)
 Fuel Usage for December 2022 - District 6

Line #	Quantity	Unit	Supplier	Product	Price	Total	City's Cost	
1	11881	gallons	El Paso TX	ULSD	\$3.84	\$45432.24	\$45432.24	
2	1490	gallons	El Paso TX	ULSD	\$3.78	\$5612.40	\$5612.40	
3	2551	gallons	El Paso TX	ULSD	\$3.78	\$9642.78	\$9642.78	
4	11801	gallons	El Paso TX	ULSD	\$3.78	\$44627.78	\$44627.78	
5	1490	gallons	El Paso TX	ULSD	\$3.78	\$5612.40	\$5612.40	
6	1812	gallons	El Paso TX	ULSD	\$3.78	\$6849.36	\$6849.36	
Totals	43825					\$166450.86	\$166450.86	
Average for the Month							\$3.78	\$166450.86

OBJECTIVE: To calculate total fuel consumption for District 6 for the month of December 2022.

SCOPE: Mr. Steve Herrera - Administration Services Manager, Streets and Maintenance, "Personal Fuel Monthly Bill - December 2022" District 6

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) + (Total Monthly Cost - Total Example Tax)

The 8% included in the City's Cost calculation is a Sales and Maintenance (SAM) Fee in our contract and address costs of the City of El Paso's Fuel Program. See W/C 153

Procedures:

- Selected a judgemental sample of District 6 and records in Calendar Year 2022 to analyze fuel consumption trends
- Expanded sample to include all fuel activity in Calendar Year 2022 for all City Districts and the Mayor
- Identified Total Gallons Purchased, Fuel Cost, Example Tax and City's Cost
- Identified Average Gallons Purchased, Fuel Cost, Example Tax and City's Cost

Results:

- A review of District 6's Fuel Consumption for the month of December 2022 is as follows:
 - A total of 18,125 gallons of fuel was purchased for the month.
 - A total cost of \$304,831 was paid by the City for the month.
 - An average of 6.2 days passed between fuel fill-ups.
 - An average of \$2.96 per gallon of fuel was paid per transaction.
 - An average of 17,742 gallons of fuel was purchased per transaction.
 - An average of \$32.81 worth of fuel was purchased per transaction.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Card Travel Fuel Card Review P2023-06
 Fuel Usage Summary From January 2022 to December 2022 - District 6

Month/Year	Days	Average Daily Average Fill-Ups	Total Gallons Purchased	Total Cost	Comments	W/P Reference
Jan-22	6	4.33	104.838	\$312.27		
Feb-22	5	4.20	79.664	\$250.96		
Mar-22	7	3.29	67.190	\$233.61		
Apr-22	7	4.14	117.607	\$461.79		
May-22	7	3.43	115.505	\$480.72		
Jun-22	8	2.25	110.526	\$502.54		
Jul-22	6	3.67	119.127	\$493.30		
Aug-22	7	3.71	129.382	\$477.81		
Sep-22	8	3.50	160.898	\$565.66		
Oct-22	9	5.38	180.145	\$648.14		
Nov-22	10	2.78	167.628	\$562.33		
Dec-22	6	6.20	106.453	\$304.81		
Totals	86		1,458,963	\$5,293.94		

Purpose: To calculate total fuel consumption for District 6 for calendar year 2022.

Source: Mr. Rene Barroza - Administrative Services Manager, Streets and Maintenance Department.

Procedure:

- Analyzed most recent month's fuel consumption trends in Calendar Year 2022 as per Chief Internal Auditor's instructions
- Calculated Total Gallons Purchased, Gross Cost and Net Cost.
- Calculated Average Days Between Fill-Ups

Results:

- A review of Districts 6's Fuel Consumption from the months of January 2022 to December 2022 demonstrated that:
 - A total of 1,458,963 gallons of fuel was purchased for the year.
 - A total of 86 fuel fill-ups for the year.
 - A total cost of \$5,293.94 for the year was paid by the City for fuel.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY: _____ TO: _____

No. of Trips	Time	Address	City	State	Zip	City's Purchase Price	City's Average Price	City's Total Cost	City's Average Cost	City's Total Cost	City's Average Cost				
1	12:12	4140 N. Loop W., El Paso, TX	El Paso	TX	79907	\$3.843	\$3.84	\$3.84	\$3.84	\$3.84	\$3.84				
Average for the Month															
<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">City's Cost</td> </tr> <tr> <td></td> <td style="text-align: right;">\$ 32.28</td> </tr> </table>													City's Cost		\$ 32.28
	City's Cost														
	\$ 32.28														

Purpose: To calculate total fuel consumption for District 6 for the month of January 2023

Request: Mr. Reed Barrera - Administrative Services Manager, Streets and Maintenance, External Fuel Monthly Bill - January 2023, District 6

Notes:

*The City's Cost is calculated as follows: (Total Gallons Purchased x Price) - (Total Monthly Cost - Total Example Tax)
 *The \$% included in the City's Cost calculation is a Vehicle and Motorist (SAVN) Fee to cover dance and address costs of the City of El Paso's Fuel Program. See [WFLPA](#)

Procedure:

- Analyzed more recent month's fuel consumption trends on Calendar Year 2021, as per Chief Internal Auditor's instructions
 - Reviewed Total Gallons Purchased, Fuel Cost, Example Cost and City's Cost
 - Calculated Average (Address Purchased, Fuel Cost, Example Cost, and City's Average) (if applicable)

Benefits:

- A review of District 6's Fuel Consumption for the month of January 2023 is as follows
- A total of 18,994 gallons of fuel was purchased for the month
- A total cost of \$72,311 was paid by the City for the month
- An average of \$3.84 per gallon of fuel was paid per transaction
- An average of 18,994 gallons of fuel was purchased per transaction
- An average of \$3.46 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
City Council City Manager's Office Fuel Card Review 2023-06
Fuel Usage for February 2023 - District 6

No. of Trucks	Date	Time	Address	Card	Bill Type	Unit	Gallons Purchased	Total Cost	Exempt Tax
1	2/6/2023	8:19	1928 Lombard Dr. El Paso, TX	UNL	UNL	16.685	\$46.97	\$3.05	
Average for the Month							16.685	\$46.97	\$3.05
February							16.685	\$46.97	\$3.05
City's Cost*									\$ 33.25

Purpose: To calculate total fuel consumption for District 6 for the month of February 2023

Source: Mr Rene Barzua - Administrative Services Manager Streets and Maintenance; External Fuel Monthly Bill - February 2023; Debit

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) - (Total Monthly Cost - Total Exempt Tax)

**The 8 % included in the City's Cost calculation is a Streets and Maintenance (SAM) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program See W/P 2-13

Precedents:

- Analyzed most recent month's fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instructions
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-Ups (if calculable)

Remarks:

- A review of Districts 6's Fuel Consumption for the month of February 2023 is as follows:
- A total of 16.685 gallons of fuel was purchased for the month
- A total cost of \$46.97 was paid by the City for the month
- An average of \$2.82 per gallon of fuel was paid per transaction
- An average of 16.685 gallons of fuel was purchased per transaction
- An average of \$46.97 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Cord, Travel Fuel Card Review P2023-06
 Fuel Usage for March 2023 - District 6

No. of Transactions	Date	Time	Address	Days Between Fuel Purchases	Quantity Purchased (Gallons)	Unit Cost (Dollars)	Quantity (Gallons)	Total Cost (Dollars)	Amount Over Budget
1	3/1/2023	9:14	1598 Lombard Dr, El Paso, TX	7	UNL	\$2,825	17,449	\$49,20	\$3.19
1	3/2/2023	14:27	1598 Lombard Dr, El Paso, TX	UNL		\$3,094	16,788	\$31,94	\$3.07
1	3/23/2023	20:27	2955 George Dieter Dr, El Paso, TX	15	UNL	\$3,185	18,514	\$59,19	\$3.40
Average for the Month				11.90		\$3,03	17,687	\$53,48	\$3.22
March									\$ 158,80

Period: To calculate total fuel consumption for District 6 for the month of March 2023
Source: Ms. Alondra Morillo - Business & Financial Manager, Streets and Maintenance, Mr. Rene Bartra - Administrative Services Manager, Streets and Maintenance; "External Fuel Monthly Bill - March 2023_Detailed" PDF.

Notes:

The City's Cost is calculated as follows: (Total Gallons Purchased x 8%) + (Total Monthly Cost - Total Exempt Tax)
 **The 8 % included in the City's cost calculation is a Streets and Maintenance (SMA) Fee to cover direct and indirect costs of the City of El Paso's Fuel Program. See W/IR-23

Precedence:

- Analyzed more recent month's fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instructions
- Calculated Total Gallons Purchased, Fuel Cost, Exempt Cost and City's Cost
- Calculated Average Gallons Purchased, Fuel Cost, Exempt Cost, and Days Between Fuel Fill-ups (if calculable)

Results:

- A review of Districts 6's Fuel Consumption for the month of March 2023 is as follows:
- A total of 52,821 gallons of fuel was purchased for the month
- A total cost of \$158,800 was paid by the City for the month.
- An average of 11 days passed between fuel fill-ups.
- An average of \$3.03 per gallon of fuel was paid per transaction
- An average of 17,687 gallons of fuel was purchased per transaction
- An average of \$53.48 worth of fuel was purchased per transaction

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY: _____ TO: _____

Internal Audit Office
 City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
 Fuel Usage Summary From January 2023 to March 2023 - District 6

Month/Year	Number of Fuel Fil-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Per-Gallon Price	Cost to City	W/C Balances
Jan-23	1	30.00	10,994	\$32.33		
Feb-23	1	30.00	16,685	\$45.25		
Mar-23	3	11.00	52,821	\$155.00		
Totals	5		80,500	\$257.58		

Purpose: To calculate total fuel consumption for District 6 for the calendar year 2023.

Source: Mr. Rene Baraza - Administrative Services Manager, Streets and Maintenance.

Procedures: Analyzed most recent month's fuel consumption trends in Calendar Year 2023 as per Chief Internal Auditor's instructions

- Calculated Total Gallons Purchased, Gross Cost and Net Cost.
- Calculated Average Days Between Fill-Ups

Results: A review of District 6's Fuel Consumption from January 2023 to March 2023 demonstrated that:

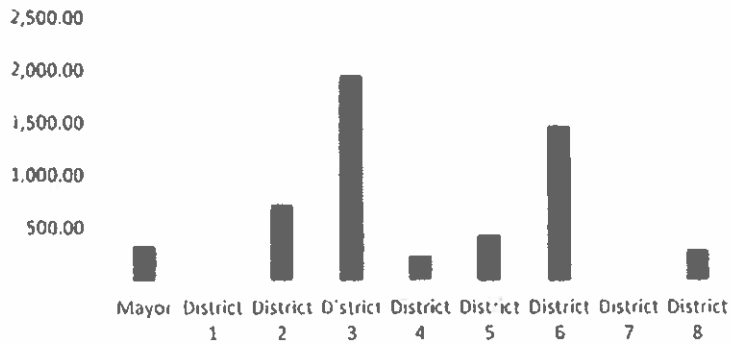
- A total of 80,500 gallons of fuel was purchased.
- A total of 5 fuel fill-ups for January and February.
- A total cost of \$257.58 was paid by the City for fuel.

PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

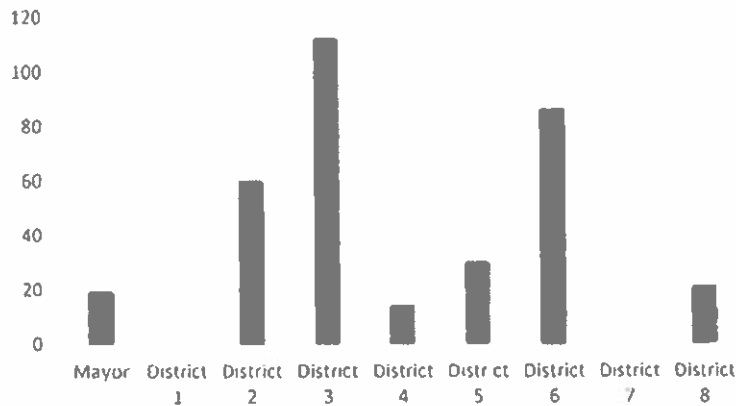
DATE: _____ BY: _____ TO: _____

**City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Summary From January 2022 to December 2022**

Total # of Gallons Purchased



Total # of Transactions in 2022



Net Fuel Cost for 2022



PUBLIC RECORDS INFORMATION
 ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
 HAVE BEEN REMOVED IN ACCORDANCE WITH THE
 TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Frequency Calendar - District 6

December 2021

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2022

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Legend:

- Fill-Up
- 2 Fill-Ups/Day

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 56)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Frequency Calendar - District 3

December 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Legend:

Fill-Up

2 Fill-Ups/Day

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY _____ TO _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Summary from January 2022 to December 2022

Fuel Usage Summary from January 2022 to December 2022 - District 1

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	0	N/A	0	\$0.00
Feb-22	0	N/A	0	\$0.00
Mar-22	0	N/A	0	\$0.00
Apr-22	0	N/A	0	\$0.00
May-22	0	N/A	0	\$0.00
Jun-22	0	N/A	0	\$0.00
Jul-22	0	N/A	0	\$0.00
Aug-22	0	N/A	0	\$0.00
Sep-22	0	N/A	0	\$0.00
Oct-22	0	N/A	0	\$0.00
Nov-22	0	N/A	0	\$0.00
Dec-22	0	N/A	0	\$0.00
Totals	0.00		0.000	\$0.00

Fuel Usage Summary from January 2022 to December 2022 - District 2

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	3	8.00	29.117	\$80.13
Feb-22	4	7.67	53.049	\$158.62
Mar-22	4	4.33	38.876	\$134.24
Apr-22	4	6.67	51.812	\$198.96
May-22	4	7.33	53.207	\$208.13
Jun-22	5	6.75	50.769	\$212.61
Jul-22	4	8.67	48.982	\$195.83
Aug-22	5	6.00	50.183	\$166.45
Sep-22	6	5.00	74.855	\$234.94
Oct-22	11	4.20	127.234	\$426.34
Nov-22	5	5.25	61.446	\$196.80
Dec-22	5	5.25	68.22	\$184.14
Totals	60		707.750	\$2,397.19

Fuel Usage Summary from January 2022 to December 2022 - District 3

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	8	3.43	98.873	\$273.39
Feb-22	10	3.44	172.345	\$512.47
Mar-22	7	3.50	122.209	\$423.85
Apr-22	7	4.17	116.055	\$451.25
May-22	7	4.17	118.897	\$463.23
Jun-22	13	2.58	217.056	\$918.94
Jul-22	8	3.43	153.177	\$609.16
Aug-22	12	2.55	207.976	\$691.43
Sep-22	8	3.29	157.838	\$494.20
Oct-22	15	3.08	298.076	\$987.39
Nov-22	10	2.78	162.472	\$521.25
Dec-22	7	4.33	118.998	\$344.93
Totals	112		1943.972	\$6,691.49

ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH. 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Summary from January 2022 to December 2022

Fuel Usage Summary from January 2022 to December 2022 - District 4

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	0	N/A	0	\$0.00
Feb-22	0	N/A	0	\$0.00
Mar-22	0	N/A	0	\$0.00
Apr-22	0	N/A	0	\$0.00
May-22	0	N/A	0	\$0.00
Jun-22	1	30.00	13,997	\$60.97
Jul-22	3	0.00	44,733	\$174.60
Aug-22	3	0.00	44,259	\$145.46
Sep-22	1	30.00	15,436	\$48.73
Oct-22	1	30.00	22,033	\$73.47
Nov-22	3	0.00	53,164	\$172.25
Dec-22	2	0.00	29,165	\$78.76
Totals	14		224,787	\$754.24

Fuel Usage Summary from January 2022 to December 2022 - District 5

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	5	6.50	57,918	\$169.22
Feb-22	3	12.00	47,455	\$146.48
Mar-22	4	7.67	59,181	\$213.36
Apr-22	3	10.00	45,828	\$180.11
May-22	4	6.67	61,889	\$248.28
Jun-22	3	10.00	47,143	\$207.39
Jul-22	3	13.00	46,425	\$189.96
Aug-22	2	13.00	29,184	\$99.85
Sep-22	1	30.00	1,907	\$6.33
Oct-22	0	N/A	0	\$0.00
Nov-22	0	N/A	0	\$0.00
Dec-22	2	7.00	31.52	\$82.87
Totals	30		428,450	\$1,543.85

Fuel Usage Summary from January 2022 to December 2022 - District 6

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	6	4.33	104,838	\$312.27
Feb-22	5	4.20	79,664	\$250.96
Mar-22	7	3.29	67,190	\$233.61
Apr-22	7	4.14	117,607	\$461.79
May-22	7	3.43	115,505	\$480.72
Jun-22	8	2.25	110,526	\$502.54
Jul-22	6	3.67	119,127	\$493.30
Aug-22	7	3.71	129,382	\$477.81
Sep-22	8	3.50	160,898	\$565.66
Oct-22	9	3.38	180,145	\$648.14
Nov-22	10	2.78	167,628	\$562.33
Dec-22	6	6.20	106,453	\$304.81
Totals	86		1,458,963	\$5,293.94

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT CODE CH 552)

DATE: _____ BY: _____ TO: _____

City of El Paso Texas
Internal Audit Office
City Council City Manager's Office P-Card, Travel Fuel Card Review P2023-06
Fuel Usage Summary from January 2022 to December 2022

Fuel Usage Summary from January 2022 to December 2022 - District 7

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	0	N/A	0	\$0.00
Feb-22	0	N/A	0	\$0.00
Mar-22	0	N/A	0	\$0.00
Apr-22	0	N/A	0	\$0.00
May-22	0	N/A	0	\$0.00
Jun-22	0	N/A	0	\$0.00
Jul-22	0	N/A	0	\$0.00
Aug-22	0	N/A	0	\$0.00
Sep-22	0	N/A	0	\$0.00
Oct-22	0	N/A	0	\$0.00
Nov-22	0	N/A	0	\$0.00
Dec-22	0	N/A	0	\$0.00
Totals	0		0.000	\$0.00

Fuel Usage Summary from January 2022 to December 2022 - District 8

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	2	15.00	28.673	\$79.95
Feb-22	2	14.00	24.078	\$76.83
Mar-22	1	30.00	13.224	\$45.40
Apr-22	3	10.50	38.708	\$158.74
May-22	0	NA	0	\$0.00
Jun-22	2	20.00	23.038	\$107.73
Jul-22	2	8.00	26.115	\$125.01
Aug-22	3	10.50	40.008	\$143.90
Sep-22	2	8.00	29.449	\$119.09
Oct-22	2	26.00	28.676	\$114.88
Nov-22	1	30.00	14.92	\$59.77
Dec-22	1	30.00	11.699	\$44.90
Totals	21		278.588	\$1,076.20

Fuel Usage Summary from January 2022 to December 2022 - Mayor

Month/Year	# of Fill-Ups	Average Days Between Fill-Ups	Total Gallons Purchased	Net Cost
Jan-22	1	30.00	13.791	\$42.37
Feb-22	1	30.00	19.335	\$61.63
Mar-22	2	17.00	35.013	\$143.41
Apr-22	1	30.00	15.526	\$68.25
May-22	1	30.00	16.211	\$63.16
Jun-22	3	7.00	40.374	\$209.78
Jul-22	1	30.00	21.635	\$108.09
Aug-22	1	30.00	23.662	\$82.74
Sep-22	2	10.00	31.457	\$108.43
Oct-22	3	8.00	53.439	\$199.95
Nov-22	2	15.00	31.214	\$108.55
Dec-22	1	30.00	24.771	\$63.80
Totals	19		326.428	\$1,260.16

PUBLIC RECORDS INFORMATION
ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE
HAVE BEEN REMOVED IN ACCORDANCE WITH THE
TEXAS PUBLIC INFORMATION ACT (TX GOVT. CODE CH. 552)

DATE _____ BY _____ TO _____



PARENT ACCOUNT:
City of El Paso

REPORT FOR:
City of El Paso
0780-00-113845-2
NOV-01-2022 TO NOV-30-2022

PAGE 148

Purchase Activity Report

ORD NUMBER	ORD DATE	ORD DESCRIPTION	ITEM NUMBER	QUANTITY	UNIT PRICE	TOTAL PRICE	TAX	TOTAL	DATE	STATUS	REMARKS
11-03	12/4	PERVIOUS ODOMETER	0712283	0	7388						
11-07	12/3	1402 Hendon Blvd, Socorro, TX	0712276	0	7388						
11-08	08/25	1409 George Odom Dr, El Paso, TX	0712276	0	7388						
11-10	12/8	1409 George Odom Dr, El Paso, TX	0712283	0	7388						
11-13	08/28	1811 Kuyper Dr NW, El Paso, TX	0084127	0	7388						
11-17	12/30	1409 George Odom Dr, El Paso, TX	0712283	0	7388						
11-18	12/7	2288 George Odom Dr, El Paso, TX	0712283	0	7388						
11-25	11/28	2288 George Odom Dr, El Paso, TX	0712283	0	7388						
11-28	11/28	11801 Rojas @ Presada, El Paso, TX	0712283	0	7388						
<p>***** TO ENSURE MORE ACCURATE MILEAGE REPORTING, VEHICLE DISTANCE STATISTICS ARE NOT CALCULATED WHEN NEW ODOMETER READINGS ARE NOT WITHIN AN ACCEPTABLE RANGE. *****</p>											
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11-07	12/3	1402 Hendon Blvd, Socorro, TX	0712276	0	7388						
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<p>P. ALL RECORDS INFORMATION ALL CASE ELEMENTS SUBJECT TO NONDISCLOSURE HAVE BEEN REMOVED IN ACCORDANCE WITH THE TEXAS PUBLIC INFORMATION ACT (TX GOV'T CODE CH. 552)</p>											
DATE:	BY:	TO:									

Transaction and Fee legend can be found on the last page of this report.

