

AI-13538

6.B.

Sheriff Auto Accident-Settlement Check

CC REGULAR

Date: 01/28/2009
Submitted By: Aida Alvarez, SAFETY DIVISION
Submitted For: Roy Quintanilha
Department: SAFETY DIVISION
Agenda Category: Comm. Court Executive Officer

Information

CAPTION

Requesting approval to accept settlement payment from Noelia Garcia for the amount of \$545.00 for an auto accident with County vehicle (Sheriff).

BACKGROUND

DOL: 10/13/08
 Acct #: 9-1100-360-00-000-005-0-000

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-360-00-000-005-0-000
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:
 No fiscal liability noted.

Attachments

No file(s) attached.

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 10:52 AM	APRV
2	Rey Salazar	Rey Salazar	01/23/2009 09:35 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Aida Alvarez Started On: 01/21/2009 09:33 AM

Final Approval Date: 01/23/2009

AI-13564

6.C.

Auto Settlements

CC REGULAR

Date: 01/28/2009
Submitted By: Aida Alvarez, SAFETY DIVISION
Submitted For: Roy Quintanilha
Department: SAFETY DIVISION
Agenda Category: Comm. Court Executive Officer

Information

CAPTION

Safety Division:

1. Acceptance of monthly installment agreement of \$50.00 per month from Ms. Sujeth Rodriguez to settle \$800.00 for an auto accident with County vehicle. (Sheriff)
2. Acceptance of monthly installment agreement of \$50.00 per month from Ms. Beatriz A. Cervantes to settle \$500.00 for an auto accident with County vehicle. (P1)

BACKGROUND

- 1) Sheriff Office
DOL: 07/09/08
Acct #: 9-1100-360-00-000-005-0-000

- 2) Precinct 1
DOL: 07/28/08
Acct #: 9-1100-360-00-000-005-0-000

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 04:08 PM	APRV
2	Damaris San Miguel	Damaris San Miguel	01/23/2009 04:57 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Aida Alvarez

Started On: 01/21/2009 03:51 PM

Final Approval Date: 01/23/2009

AI-13627

6.D.

457 plan w/d request

CC REGULAR

Date: 01/28/2009
Submitted By: Monica Badillo, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT
Agenda Category: Comm. Court Executive Officer

Information

CAPTION

Approval of 457 Plan withdrawal request due to hardship for employee #017663

BACKGROUND

Fiscal Impact

Attachments

Link: [request](#)

Form Routing/Status

Form Started By: Monica Badillo Started On: 01/23/2009 04:26
PM
Final Approval Date: 01/23/2009

SIMPKINS & ASSOCIATES HARDSHIP REQUEST NOTIFICATION

Please print or type.

Plan Name 457 Plan

Empl. # 017663

Participant Name

Address 809

Social Security

Daytime Phone

SECTION I - Hardship

I understand that the withdrawal is due to financial hardship and heavy financial need, and all distributions, other than hardship, and all other distributions, other than hardship, are to be taxable as ordinary income in the calendar year in which I receive it. In addition, a 10% penalty tax will apply unless I am at least 59-1/2 years of age or I use the funds withdrawn to pay certain deductible medical expenses as provided by law.

IRS rules require that you stop making contributions to the 401(k) Plan for at least 6 months upon taking this hardship withdrawal.

The IRS only allows the following reasons for taking a hardship withdrawal. Check the one that applies to you.

- Medical expenses incurred by me, my spouse, or any of my dependents (or any expense necessary to obtain medical care).
- Purchase (excluding mortgage payments) of my principal residence.
- Payment of tuition, related educational fees, and room and board expenses for the next 12 months of post-secondary education for me, my spouse, my children, or my dependents.
- The need to prevent eviction from or mortgage foreclosure on my primary residence.
- Funeral or burial expenses for my parent, spouse, child or dependent.
- Repair of casualty damage to my primary residence that would be deductible under IRC Section 165.

Hardship Requested \$ all Year-to-date deferrals _____

Total amount deferred since you initially joined the plan \$ _____

Have you ever taken a hardship before? _____ If so what was the amount taken \$ _____

I hereby request a hardship withdrawal from my account. I meet and agree to the requirements above and understand the tax implications of this withdrawal. If I am directing my investment accounts, make the withdrawal based on my current investment direction election. I understand that there may be a fee charged to my account by Simpkins & Associates for processing this request.

PARTICIPANT SIGNATURE X Cecilia C. Garcia Date 01-14-09

SECTION II - Authorized Plan Representative

As the Authorized Plan Representative, I authorize you to perform the ministerial acts relating to the hardship distribution. This request is in compliance with our Plan document.

AUTHORIZED PLAN REPRESENTATIVE X Date _____

SECTION III - Distribution Procedure

- Determine if distribution request complies with all provisions of your plan documents and policies.
- S&A will help facilitate the check as requested above.

Fax request to:
Simpkins & Associates
(972) 980-7133

AI-13506

7.B.

Claim - Memorial Funeral Home

CC REGULAR

Date: 01/28/2009
Submitted By: Dairen Sarmiento, HEALTH & HUMAN SERVICES DEPT.
Submitted For: Dairen Sarmiento
Department: HEALTH & HUMAN SERVICES DEPT.
Agenda Category: Health & Human Services Dept.

Information

CAPTION

Presentation for discussion, consideration and approval of claim from Memorial Funeral Home in the amount of \$6,900.00 for funeral and burial services rendered for pauper funeral & burial services with authority for auditor to issue payment after review, audit, and processing procedures are completed.

BACKGROUND

Due to lapse in contract, all invoices for memorial funeral home dated from 12-10-08 to 1-6-09 will have to be submitted for payment as claims, as per purchasing.

Fiscal Impact

FISCAL YEAR: 2008 **ACCT. #:** 8-1100-444-240-002-0-345
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Available balance as of 1-22-09 \$15,810.00

Attachments

Link: [claim](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 02:45 PM	APRV
2	Manuel Chapa	Manuel Chapa	01/22/2009 10:00 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Dairen Sarmiento			Started On: 01/20/2009 09:02 AM	
Final Approval Date: 01/23/2009				




Hidalgo County Health and Human Services Department

1304 S. 25th Street • Edinburg, Texas 78539
Tel: (956) 318-2011 • Fax: (956) 318-2019
318-2018 (Billing)

Iván Meléndez, M.D., M.B.A.
Health Authority / Chief Physician

Eduardo Olivarez
Chief Administrative Officer

MEMORANDUM

TO: Eduardo Olivarez – Chief Administrative Officer
FROM: Dairen Sarmiento – Human Services Director
DATE: Tuesday, January 20, 2009 
RE: Memorial Funeral Home Claims

Please be advised that the following payments must be submitted as claims:

Date Of Service	Amount	Death Certificate #
12/12/2008	\$ 650.00	04145
12/16/2008	\$1,350.00	52665
12/10/2008	\$ 775.00	04066
12/12/2008	\$ 650.00	d2747
12/15/2008	\$1,350.00	3168
12/17/2008	\$1,350.00	63802
12/12/2008	\$ 775.00	63917
	\$6,900.00	

As per Tony Hernandez, Internal Auditor, "Due to a lapse in contract, all invoices for Memorial Funeral Home dated from 12/10/08 to 1/6/09 will have to be submitted for payment as claims, as per purchasing." All the original documents will be submitted to the County Auditors office for payment.

Please be advised that we still are pending at least 12 more invoices for pauper funeral and burial services.

Should you have any questions please call me at 318-2011 or email me at dairen.sarmiento@hchd.org . Thank you.

Approval to Pay Invoices as a Claim

CC REGULAR

Date: 01/28/2009
 Submitted By: Alma Ybarra, GEN. GOVT. BLDGS.
 Submitted For: Alma Ybarra
 Department: GEN. GOVT. BLDGS.
 Agenda Category: Buildings and Grounds

Information

CAPTION

Presentation for discussion and approval of claim to pay Dealers Electrical Supply for invoice numbers 3871630-00 and 3871633-00, in the amounts of \$347.60 and \$2,326.14 (respectively). Additional electrical supplies were needed for repairs made at the Old Jail and the B&G offices. Requesting authority for county auditor to issue payment after review, audit and processing procedures are completed.

BACKGROUND

All electrical items first purchased were submitted for payment under invoice number 3849857-00, but after having started the work it was determined that additional electrical parts were going to be needed in order to complete job and meet deadline, but because of an over sight and having confused the pick tickets with other tickets that had already been paid, these invoices were over looked and therefore not submitted for payment .
 Project: Old Jail and B & G Offices

Fiscal Impact

FISCAL YEAR: ACCT. #: 8-1100-419-40-220-001-0-671
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:
 BUDGETARY IMPACT:
 Available balance is \$30,119.44 as of 1/20/09.

Attachments

Link: [Claim](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/15/2009 11:43 AM	APRV
2	Dale Kennan	Dale Kennan	01/20/2009 08:49 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Alma Ybarra			Started On: 01/15/2009 08:59 AM	
Final Approval Date: 01/23/2009				



dealers electrical supply

1401 E. UPAS AVE.
MCALLEN TX 78501-5546

PLEASE REMIT TO: P.O. BOX 2535
WACO, TX 76702-2535

REPRINT

956-630-2233
FAX 630-3840

*** ORIGINAL ***

Invoice

3871633-00

Invoice Date

12/06/07

Customer No.

372481-0002

Salesperson

ALFONSO GONZALEZ

S HIDALGO CNTY-BLDG & GROUNDS
O L ADMINISTRATION BUILDING
D 101 E CANO 2ND FLOOR
T O EDINBURG TX 78539

S HIDALGO COUNTY
H I BUILDING & GROUNDS DEPARTMENT
P 101 E CANO
T O EDINBURG TX 78539

Whse	Type	Tax Code / Description	Customer PO	Shipped Via	Inside Salesperson				
38	1	900 TEXAS TAX EX	565270	WILL CALL	ALBERTO GUTIERREZ				
Line	Ordered	Shipped	BO	Item	Description	Unit Price	U/M	Extension	
1	500	500		THHN4BK	THHN-4-BLACK-STRANDED	633.640	M	316.82	
2	500	500		THHN12S0LWE	THHN-12-WHITE-SOLID	96.430	M	48.22	
3	500	500		THHN12S0LBE	THHN-12-BLUE-SOLID	96.430	M	48.22	
4	500	500		THHN12S0LOE	THHN-12-ORANGE-SOLID	96.430	M	48.22	
5	500	500		THHN12S0LGN	THHN-12-GREEN-SOLID	96.430	M	48.22	
6	500	500		THHN12S0LPE	THHN-12-PURPLE-SOLID	96.430	M	48.22	
7	500	500		THHN12S0LBN	THHN-12-BROWN-SOLID	96.430	M	48.22	
8	500	500		THHN12S0LPK	THHN-12-PINK-SOLID	96.430	M	48.22	
9	500	500		THHN12S0LGY	THHN-12-GRAY-SOLID	96.430	M	48.22	
10	3750	3750		MC122BKWE	MC CABLE 12/2 W/G BLACK&WHITE	432.950	M	1623.56	
				TERMS:	VENDOR 10TH PROX				
IF PAID ON OR BEFORE >>>		01/10/08		YOU SAVE >>>	46.49	AND PAY ONLY >>>	2279.65	Total Due >>>	2326.14



dealers electrical supply

1401 E. UPAS AVE.
MCALLEN TX 78501-5546

PLEASE REMIT TO: P.O. BOX 2535
WACO, TX 76702-2535

REPRINT

956-630-2233
FAX 630-3840

*** ORIGINAL ***

Invoice

3871630-00

Invoice Date

12/06/07

Customer No.

372481-0002

Salesperson

ALFONSO GONZALEZ

S HIDALGO CNTY-BLDG & GROUNDS
O L ADMINISTRATION BUILDING
D 101 E CANO 2ND FLOOR
T O EDINBURG TX 78539

S HIDALGO COUNTY
H I BUILDING & GROUNDS DEPARTMENT
P 101 E CANO
T O EDINBURG TX 78539

Whse	Type	Tax Code / Description	Customer PO	Shipped Via	Inside Salesperson				
38	1	900 TEXAS TAX EX	578452	WILL CALL	ALBERTO GUTIERREZ				
Line	Ordered	Shipped	BO	Item	Description	Unit Price	U/M	Extension	
1	3	3		G09TR100R	GOULD TR100R 250V RKS TD FUSE	12.240	E	36.72	
2	2	2		DD223NRB	SQD D223NRB 100A-240V RT SW	155.440	EA	310.88	
				TERMS:	VENDOR 10TH PROX				
IF PAID ON OR BEFORE >>>		01/10/08		YOU SAVE >>>	3.84	AND PAY ONLY >>>	343.76	Total Due >>>	347.60

AI-13584

8.B.

**APPROVAL TO PAY FINAL INVOICE FOR ALCO CER GARCIA
CC REGULAR**

Date: 01/28/2009
Submitted By: Alma Ybarra, GEN. GOVT. BLDGS.
Submitted For: Alma Ybarra
Department: GEN. GOVT. BLDGS.
Agenda Category: Buildings and Grounds

Information

CAPTION

Presentation for discussion, consideration, acceptance, and approval of request for payment of Invoice No. Six (Final) in the amount of \$1,450.00 from Alcocer after Auditor's review and processing procedures are completed including authority for County Treasurer to issue payment/check.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008 ACCT. #: 8-1334-412-00-220-010-0-334
FUNDS AVAILABLE Y/N?: Pending MATCHING FUNDS Y/N?:
BUDGETARY IMPACT:
Funding is pending LIT (AI-13589) in the amount of \$1,450.00.

Attachments

Link: [ALCO CER INVOICE](#)

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Budget & Management	Veronica Lopez	01/22/2009 11:32 AM	APRV
2		Dale Kennan	Dale Kennan	01/22/2009 12:22 PM	APRV
3		Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Alma Ybarra				Started On: 01/22/2009 11:14 AM	
Final Approval Date: 01/23/2009					

147027



ALCÓCER GARCIA ASSOCIATES
DESIGN CONSULTING

1335 E. JASMINE AVE., McALLEN, TEXAS 78501 956.618.2007 FAX 956.618.2008

INVOICE FOR SERVICES:

CONTRACT C-06-177-04-11
P.O. # 570477

INVOICE NO. : Six (final)

DATE: September 23, 2008

PROJECT: STATE DISTRICT COURT 398 REMODEL
HIDALGO COUNTY COURTHOUSE

TO: OFFICE OF THE COUNTY JUDGE
c/o Hidalgo County Building & Grounds Department
Edinburg, Tx 78539

In accordance with the A/E contract dated April , 2006, there is due at this time for professional services on the above referenced project, the amount of : \$ 1,450.00

A/E fee, fixed sum of \$ 19,245.00

Fee breakdown:

Schematic Design Phase (15%).....	\$ 2,886.00 (pd)
Design Development Phase (20%).....	3,849.00 (pd)
Construction Documents Phase (40%).....	7,698.00 (pd)
Bidding Phase. (5%).....	962.00 (pd)
Construction Phase (20%).....	\$ 3,850.00 (\$ 2,400.00 pd)

This Invoice for:

3rd Draw, Construction Phase, due.....\$ 1,450.00

Please remit payment to:

Alcócer Garcia Associates Design Consulting
1333 East Jasmine Avenue
McAllen, Texas 78501

Thank you,
AGADC

George A. Garcia
Project Architect

GOOD SERVICES RECEIVED BY:

ON _____
 INVOICE RECEIVED BY Alma ON 9/25/08
 ON _____

661

AI-13607

9.A.

**Burn Ban/Declaration of State of Emergency due to Fires
CC REGULAR**

Date: 01/28/2009
Submitted By: Monica Badillo, BUDGET & MANAGEMENT
Submitted For: Tony Pena
Department: BUDGET & MANAGEMENT
Agenda Category: Emergency Services Division

Information

CAPTION

1. Discussion and action on Burn Ban for 90 Days
2. Discussion regarding the possible Declaration of State of Emergency due to fire issues

BACKGROUND

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 11:14 AM	APRV
2	Sylvia Solis	Sylvia Solis	01/23/2009 11:47 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Monica Badillo			Started On: 01/23/2009 11:05 AM	
Final Approval Date: 01/23/2009				

AI-13526

10.A.

**application cancellation - HOME Rehab Prog.
CC REGULAR**

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

Approval to cancel application for Melquiades Zepeda, at the request of HOME Staff.

BACKGROUND

The following family is being recommended for cancellation by the Housing Rehab Staff due to family already receiving assistance with the Urban County Program in 1994.

APPLICANT	CASE NUMBER	CITY	FUNDING YR.	LOCATION OF PROPERTY
Melquiades Zepeda Deferred Loan - Elderly Reconstruct	ME 50-09-01	Mercedes Precinct # 1	HOME 2007	All of Lot 21, Block 1 Garden Park Addition to the City of Mercedes, Hidalgo County, Texas

Fiscal Impact

Attachments

Link: [application cancellation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 08:04 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/21/2009 08:42 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Estella Webber			Started On: 01/20/2009 03:55 PM	
Final Approval Date: 01/23/2009				

CONSTRUCTION LOAN AGREEMENT
OWNER OCCUPIED HOUSING REHABILITATION PROGRAM

This Construction Loan Agreement ("Agreement"), effective as of OCTOBER 21, 1994, among the Borrower, Lender and Contractor who are identified and whose addresses are stated below. This Agreement relates to the manner of disbursement of the loan proceeds on the Note for the benefit of Borrower for the rehabilitation and/or renovation of the Improvements on the Property under the Lender's Owner Occupied Housing Rehabilitation Program administered through the Lender's Urban County Program. The Note is secured by liens on the Property and Improvements granted in a Mechanic's Lien Contract and a Deed of Trust.

BORROWER: JULIAN ZEPEDA

BORROWER'S ADDRESS: 1011 TANGERINE
MERCEDES, TEXAS 78570

LENDER: County of Hidalgo, State of Texas, a Texas political subdivision

LENDER'S ADDRESS:

Urban County Program
Deferred Loan/Grant Owner Occupied Housing
Rehabilitation Program
Hidalgo County Administration Building
100 E. Cano
Edinburg, Texas 78539

CONTRACTOR: SAMUEL RODRIGUEZ, JR.
DBA A-2-Z CONSTRUCTION COMPANY

CONTRACTOR'S ADDRESS: P.O. BOX 5206
MCALLEN, TEXAS 78502

NOTE:

\$ 8,650.00 Mechanic's Lien Note dated
OCTOBER 21, 1994, executed by Borrower,
payable to Contractor, as stated in the note, and
secured by the Property, which note has been renewed
and extended into a Real Estate Lien Note dated
OCTOBER 21, 1994, executed by
Borrower, payable to Lender, also secured by the
Property

EXHIBIT "A"

LEGAL DESCRIPTION OF PROPERTY

LOT 21, BLOCK 1, GARDEN PARK ADDITION, CITY OF MERCEDES, HIDALGO COUNTY, TEXAS,
ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 8 PAGE 12, MAP RECORDS,
HIDALGO COUNTY, TEXAS.

Amendment - projects (City of Weslaco)

CC REGULAR

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

Consideration and Approval of an amendment to the Urban County Program (Weslaco) Year 17, Year 18, Year 19 & Year 20(2004, 2005, 2006 & 2007) CDBG work plans. Amendment will include a new water/sewer improvements project, and a flood drain improvements project.

BACKGROUND

The City of Weslaco is requesting approval of the Program Amendment for Program Years 17, 18, 19 & 20 (2004, 2005, 2006, & 2007). The City of Weslaco held a public hearing on January 20, 2009 and citizen participation requirements have been met, thereafter an agenda item was presented to city council and amendment was considered and approved as presented. See attached detailed amendment.

The amendments will include the installation and purchase of a waterline along the alley between Nebraska and Indiana Street from 7th to just behind the Alta Vista Apartments. The flood drain improvements project will include the widening of the flood drain along the west side of the city between Phase I and Phase II of the Las Brisas de Oro Subdivision.

Fiscal Impact

Attachments

Link: [Budget & Prog. amendment](#)

Link: [Amendment](#)

Link: [City Min.](#)

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Budget & Management	Veronica Lopez	01/21/2009 08:06 AM	APRV
2		Veronica Lopez	Veronica Lopez	01/22/2009 08:15 AM	APRV
3		Auditor's Office		01/23/2009 05:22 PM	NEW

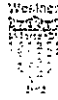
Form Started By: Estella Webber
Started On: 01/20/2009 04:56 PM

Final Approval Date: 01/23/2009



City of Weslaco

"The City on the Grow"



Buddy de la Rosa, Mayor
John F. Cuellar, Mayor Pro-Tem, District 2
Soyla R. Gonzalez, Commissioner, District 1
Rene Rodriguez, Jr., Commissioner, District 3
Adrian Gonzalez, Commissioner, District 4
Lupe V. Rivera, Commissioner, District 5
Patrick B. Kennedy, Commissioner, District 6

January 11, 2009

Ms. Diana R. Serna, Executive Director
County of Hidalgo
Urban County Program
1916 Tesoro Blvd.
Pharr, Texas 78577

Re: B & P Amendment

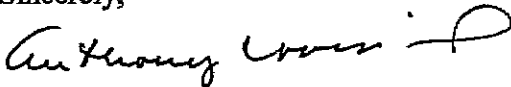
Ms. Serna,

The City of Weslaco is requesting a Budget & Program Amendment for its Urban County Program, Years 17, 18, 19, & 20 (2004, 2005, 2006, & 2007).

We have two projects that we would like to work with. The first is a waterline project along the alley between Nebraska and Indiana from 7th Street to just behind the Alta Vista Apartments and the second is a Drainage Improvement project along the west side and between Phase I and Phase II of the Las Brisas del Oro Subdivision.

Your review and approval will be greatly appreciated.

Sincerely,



Anthony Covacevich
City Manager

**PUBLIC HEARING NOTICE
CITY OF WESLACO
URBAN COUNTY PROGRAM**

Published On: January 16, 2009

PROGRAM AND BUDGET AMENDMENT

In compliance with Community Development Block Grant (CDBG) requirements, the City of Weslaco will conduct a Public Hearing to solicit input from interested parties on the City's proposed budget and program amendments to its Urban County program, Years 17, 18, 19 & 20 (2004, 2005, 2006 & 2007).

The Public Hearing will be held on, January 20, 2009 at 5:30 P.M. at the Weslaco City Hall, 255 S. Kansas St., Weslaco, TX, 78596.

<u>Existing</u>	<u>Year 17 (2004) Activities</u>	<u>Proposed</u>
\$139,924.95	Water & Sewer Improvements	\$139,924.95
\$139,924.95	Total	\$139,924.95

The proposed program amendment will include a waterline project along the alley between Nebraska and Indiana from 7th Street to just behind The Alta Vista Apartments.

<u>Existing</u>	<u>Year 18 (2005) Activities</u>	<u>Proposed</u>
\$155,190.00	Water/Sewer Improvements (Colonia) (-\$2,422.00)	\$ 152,768.00
\$ 97,309.36	Water & Sewer Improvements (+\$2,422.00)	\$ 99,731.36
\$252,499.36	Total	\$ 252,499.36

The proposed amendment will add a new waterline project along the alley between Nebraska and Indiana from 7th Street to an just behind The Alta Vista Apartments in the 2008 work plan, and DECREASE the Water/Sewer Improvement (Colonia) line item a surplus of funds.

<u>Existing</u>	<u>Year 19 (2006) Activities</u>	<u>Proposed</u>
\$288,000.00	Water & Sewer Improvements	\$288,000.00
\$288,000.00	Total	\$288,000.00

The proposed program amendment will add a new waterline project along the alley between Nebraska and Indiana from 7th Street to just behind The Alta Vista Apartments.

<u>Existing</u>	<u>Year 20 (2007) Activities</u>	<u>Proposed</u>
\$ 24,500.00	Clearance & Demolition (-\$11,893.00)	\$ 12,607.00
\$107,868.00	Sidewalk Project (-\$42,491.30)	\$ 65,376.70
\$166,000.00	Water & Sewer Improvements (-\$144,033.10)	\$ 21,966.90
\$ 0.00	Flood Drain Improvements (+\$198,417.40)	\$ 198,417.40
\$298,368.00	Total	\$ 298,368.00

The proposed amendment will **CREATE** a new Flood Drain Improvements line item for the improvement project along the west side and between Phase I and Phase II of the Las Brisas del Oro Subdivision the 2008 work plan, and **DECREASE** the Clearance & Demolition line item - all projects have been completed; **DECREASE** the Sidewalk Improvements line item -all projects have been completed; and **DECREASE** the Water & Sewer Improvements line item project has been completed.

Accommodations for individuals with handicaps shall be provided upon request.

Las presentaciones se haran en español para aquellas personas que asi lo deseen.

For more information, please come by our office or call (956) 968-3181. Written comments may be forwarded to:

Mayor Buddy de la Rosa
City of Weslaco, 255 S. Kansas St., Weslaco, TX. 78596



Weslaco Housing Authority

P. O. BOX 95
WESLACO, TEXAS 78599-0095

05 January 2009

Honorable Hector "Buddy" De La Rosa
Mayor City of Weslaco
255 S. Kansas Avenue
Weslaco, Texas 78596



Dear Mayor De La Rosa:

Per a request made by Ms. Sylvia Martinez, we offer the following as it pertains to the Alta Vista Apartments:

1. Alta Vista was constructed in 1973 with a grant from the U.S. Department of Housing and Urban Development and is located at 303 West Sixth Street.
2. Complex is a seven-story highrise containing 100 apartments (60 one-bedroom and 40 efficiency units).
3. Units are occupied by either elderly (62 years of age or over) or disabled families.
4. The ethnicity of the families residing at Alta Vista is mostly Hispanic (94%) with the remaining being Anglo (6%).

If you have questions or concerns, please do not hesitate to contact me.

Sincerely,

Ruben Sepulveda
Executive Director

C: Mr. Jose A. Leal, Chairperson
10.1

Post-It® Fax Note	7671	Date	1/5/09	# of pages	1
To	Mr. Barco	From	Sylvia		
Co./Dept.	UCP	Co.	City of Weslaco		
Phone #	787-8127	Phone #	968-3181		
Fax #	787-5291	Fax #	973-3128		

JAN 5 2009
E



**PUBLIC HEARING NOTICE
CITY OF WESLACO
URBAN COUNTY PROGRAM**

Published On: January 16, 2009

PROGRAM AND BUDGET AMENDMENT

In compliance with Community Development Block Grant (CDBG) requirements, the City of **Weslaco** will conduct a Public Hearing to solicit input from interested parties on the City's proposed budget and program amendments to its Urban County program, **Years 17, 18, 19 & 20 (2004, 2005, 2006 & 2007)**.

The Public Hearing will be held on, January **20, 2009** at **5:30 P.M.** at the **Weslaco** City Hall, **255 S. Kansas St., Weslaco, TX. 78596.**

<u>Existing</u>	<u>Year 17 (2004) Activities</u>	<u>Proposed</u>
\$139,924.95	Water & Sewer Improvements	\$ 139,924.95
\$139,924.95	Total	\$139,924.95

The proposed program amendment will include a waterline project along the alley between Nebraska and Indiana from 7th Street to just behind The Alta Vista Apartments.

<u>Existing</u>	<u>Year 18 (2005) Activities</u>	<u>Proposed</u>
\$155,190.00	Water/Sewer Improvements (Colonia) (-\$2,422.00)	\$ 152,768.00
\$ 97,309.36	Water & Sewer Improvements (+\$2,422.00)	\$ 99,731.36
\$252,499.36	Total	\$ 252,499.36

The proposed amendment will add a new waterline project along the alley between Nebraska and Indiana from 7th Street to an just behind The Alta Vista Apartments in the 2008 work plan, and **DECREASE** the Water/Sewer Improvement (Colonia) line item a surplus of funds.

<u>Existing</u>	<u>Year 19 (2006) Activities</u>	<u>Proposed</u>
\$288,000.00	Water & Sewer Improvements	\$ 288,000.00
\$288,000.00	Total	\$288,000.00

The proposed program amendment will add a new waterline project along the alley between Nebraska and Indiana from 7th Street to just behind The Alta Vista Apartments.

<u>Existing</u>	<u>Year 20 (2007) Activities</u>	<u>Proposed</u>
\$ 24,500.00	Clearance & Demolition (-\$11,893.00)	\$ 12,607.00
\$107,868.00	Sidewalk Project (-\$42,491.30)	\$ 65,376.70
\$166,000.00	Water & Sewer Improvements (-\$144,033.10)	\$ 21,966.90
\$ 0.00	Flood Drain Improvements (+\$198,417.40)	\$ 198,417.40
\$298,368.00	Total	\$ 298,368.00

The proposed amendment will **CREATE** a new Flood Drain Improvements line item for the improvement project along the west side and between Phase I and Phase II of the Las Brisas del Oro Subdivision the 2008 work plan, and **DECREASE** the Clearance & Demolition line item - all projects have been completed; **DECREASE** the Sidewalk Improvements line item –all projects have been completed; and **DECREASE** the Water & Sewer Improvements line item project has been completed.

Accommodations for individuals with handicaps shall be provided upon request.

Las presentaciones se haran en espanol para aquellas personas que asi lo deseen.

For more information, please come by our office or call **(956) 968-3181**. Written comments may be forwarded to:

Mayor Buddy de la Rosa
City of Weslaco
255 S. Kansas St.
Weslaco, TX. 78596



CERTIFICATE

I, Amanda C. Elizondo, City Secretary of the City of Weslaco, Texas, **DO HEREBY CERTIFY**, that the Weslaco City Commission at their Regular Meeting of January 20, 2009 held a public hearing to solicit input from interested parties on the City of Weslaco's Proposed Budget and Program Amendment to its Urban County Program, Years 17, 18, 19, & 20 (2004, 2005, 2006 & 2007).

I further certify that the Weslaco City Commission approved the following items:

- 1) Resolution No. 2009-02 adopting budget and program amendments to the Urban County Program to re-allocate funds from the previously approved work plans for Years 17, 18, 19, & 20 (2004, 2005, 2006 & 2007).
- 2) Resolution No. 2009-03 adopting the Annual Work Plan for Year 22 (2009) under Hidalgo County Urban County Program allocation to the City of Weslaco in the amount of \$369,703.00.

That such action of the Weslaco City Commission is recorded in Volume 45 of the Weslaco Minute Book.

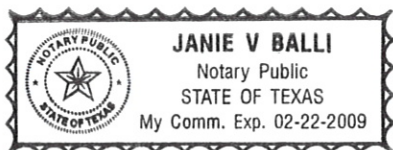
DATED this 21st day of January, 2009.

CITY OF WESLACO

Amanda C. Elizondo
City Secretary

NOTARY

SWORN AND SUBSCRIBED before me, this 21st day of January, 2009 and that the above facts are true and correct to the best of her knowledge.



Janie V. Balli

Janie V. Balli, Notary Public
My Commission expires: 02/22/09

STATE OF TEXAS COUNTY OF HIDALGO

AI-13532

10.C.

**Purchase order cancellation - Sullivan City Street Imp.
CC REGULAR**

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

The City of Sullivan City is requesting authorization to cancel purchase order with Hinojosa Engineering, Inc. in the amount of \$10,000.00 for the professional engineering services at El Pinto Road. Urban County Program Year 18 (2005) Street Improvement funds were utilized.

BACKGROUND

The City of Sullivan City has requested to cancel this purchase order. The services have been completed and paid for with a separate purchase order. A copy of the memo issued to the city by the engineer is attached for reference.

(Hidalgo County Commissioners' Court approved to issue the purchase order on May 2, 2006.)

Fiscal Impact

Attachments

Link: [cancellation - Street Imp.](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 08:05 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/21/2009 02:11 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Estella Webber
Started On: 01/20/2009 04:49 PM

Final Approval Date: 01/23/2009



City of Sullivan City

Mayor Gumaro "Maro" Flores
Mayor Pro-Tem Rosendo "Cheno" Benavides
Commissioner Oscar "Coach" Salinas
City Manager Rolando Gonzalez

November 24, 2008

Ms. Monica Luna
UCP Coordinator
County of Hidalgo Urban County Program
1916 Tesoro Blvd.
Pharr, TX 78577

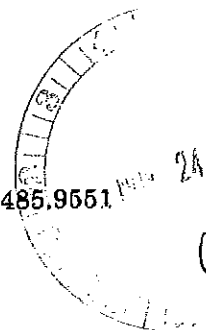
RE: Cancel P O # 7076

Dear Ms. Luna:

Please cancel Purchase Order # 7076 in the amount of \$10,000.00. Thank you for help and consideration.

Sincerely,

Rolando Gonzalez
City Manager





August 19, 2008

County of Hidalgo
Urban County Program
Monica Luna
1916 Tesoro Road
Pharr, Texas 78577

Re: Construction Staking for City of Sullivan (El Pinto Road)

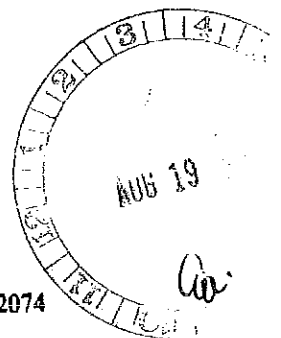
Project: 06-143

Dear Ms. Luna

This letter is in reference for the above reference project. Hinojosa Engineering, Inc. has been paid in full the work provided to the City of Sullivan.

Sincerely,

Ricardo Hinojosa
Hinojosa Engineering, Inc.



Engineering contract - Sullivan City

CC REGULAR

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code 262.024 (a)(4) for Professional Engineering Services in connection with Hidalgo County Urban County Program Year 17 (2004) & Year 18 (2005) for the Street Improvements Project in the City of Sullivan City.
2. Presentation of the scoring grid (of at least three (3) Engineering firms from the County’s approved “pool” as graded and evaluated by the City of Sullivan City) for the purposes of ranking by Commissioners’ Court in connection with an Urban County Program Street Improvements project in the City of Sullivan City.
3. Authority to negotiate a Professional Engineering Service contract with the No. 1 ranked firm of _____ for the provision of engineering services for a City of Sullivan City Street Improvements project.

BACKGROUND

The City of Sullivan City has graded three engineering firms from the County’s approved “pool”. Rodriguez Engineers, Flores Engineers, and Javier Hinojosa Engineering were rated for the 2004-2005 street improvements projects at Maro Street, Valle Street and El Faro Road located in the City of Sullivan City. See attached Grading-Scoring Grid for your review.

Funds Available: \$99,739.04 Yr 18 (2005) Sullivan City Street Improvement funds

Fiscal Impact

FISCAL YEAR: **ACCT. #:** Urban County funds

FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Urban County funds will be used for this project.

Funds Available: \$99,739.04 Year 18 (2005) Sullivan City Street Improvement funds

Attachments

Link: [engineering contract](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 08:05 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/21/2009 11:44 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Estella Webber Started On: 01/20/2009 04:35 PM

Final Approval Date: 01/23/2009

**City of Sullivan City
Engineering Services
Street Improvements
Year 17 & 18
Grading-Ranking Grid**

Criteria	Javier Hinojosa Engineering			Rodriguez Engineering			Flores Engineering		
	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3
Professional Qualifications of Team	20	20	N/A	20	20	N/A	20	20	N/A
Experience of Project Team	25	25	N/A	23	21	N/A	20	19	N/A
Experience/ Availability of Project Manager	20	20	N/A	18	17	N/A	18	16	N/A
Understanding of Project	25	25	N/A	25	25	N/A	25	25	N/A
Familiarity with Applicable Rules & Regulations	10	10	N/A	10	10	N/A	10	10	N/A
TOTALS	100	100	N/A	96	93	N/A	93	90	N/A
AVERAGES	200÷2=100			189÷2=94.50			183÷2=91.50		
RANKING									

Grader #1 Rolando Gonzalez

Grader #2 Hernan Guerra

Grader #3 n/a

Testing service contract - Sullivan City

CC REGULAR

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

- 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code 262.024 (a)(4) for Professional Testing Services in connection with Hidalgo County Urban County Program Year 17 (2004) & Year 18 (2005) for the Street Improvements Project in the City of Sullivan City.
2. Presentation of the scoring grid (of at least three (3) Testing firms from the County's approved "pool" as graded and evaluated by the City of Sullivan City) for the purposes of ranking by Commissioners' Court in connection with an Urban County Program Street Improvements project in the City of Sullivan City.
3. Authority to negotiate a Professional Testing Service contract with the No. 1 ranked firm of _____ for the provision of engineering services for a City of Sullivan City Street Improvements project.

BACKGROUND

The City of Sullivan City has graded three testing firms from the County's approved "pool". Raba-Kistner Consultants, Inc., L&G Engineering Laboratory, LLC, and Millennium Engineers Group were rated for the 2004-2005 street improvements projects at Maro Street, Valle Street and El Faro Road located in the City of Sullivan City. See attached Grading-Scoring Grid for your review.

Funds Available: \$99,739.04 Yr 18 (2005) Sullivan City Street Improvement funds

Fiscal Impact

FISCAL YEAR: ACCT. #: Urban County funds

FUNDS AVAILABLE Y/N?: MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Urban County funds will be used for this project.

Funds Available: \$99,739.04 Year 18 (2005) Sullivan City Street Improvement funds

Attachments

Link: testing service contract

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 08:05 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/21/2009 11:43 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Estella Webber Started On: 01/20/2009 04:26 PM

Final Approval Date: 01/23/2009

**City of Sullivan City
Testing Services
Street Improvements
Year 17 & 18
Grading-Ranking Grid**

Criteria	L&G Engineering Laboratory. LLC			Raba-Kistner Consultants, Inc.			Millennium Engineers		
	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3
Professional Qualifications of Team	20	20	N/A	20	20	N/A	20	20	N/A
Experience of Project Team	25	25	N/A	23	21	N/A	22	21	N/A
Experience/ Availability of Project Manager	20	20	N/A	20	18	N/A	19	17	N/A
Understanding of Project	25	25	N/A	25	25	N/A	25	25	N/A
Familiarity with Applicable Rules & Regulations	10	10	N/A	10	10	N/A	10	10	N/A
TOTALS	100	100	N/A	98	94	N/A	96	93	N/A
AVERAGES	200÷2=100			192÷2=96			189÷2=94.50		
RANKING									

Grader #1 Rolando Gonzalez

Grader #2 Hernan Guerra

Grader #3 n/a

Solar Lights Project - Pct. # 1 (Colonias)

CC REGULAR

Date: 01/28/2009
Submitted By: Estella Webber, URBAN COUNTY
Department: URBAN COUNTY
Agenda Category: Urban County

Information

CAPTION

The Urban County Program is requesting approval of a construction contract with Sol Technologies, LLC in the amount of \$135,358.00 Years 19 & 21 (2006 & 2008) funds for a Street Improvements Project (Installation of Solar Lights) within the three colonias within Precinct No. 1 boundaries.

BACKGROUND

Hidalgo County Precinct No. 1 received and opened bids on January 14, 2009. One bid was received from Sol Technologies LLC it was reviewed and recommendation was submitted by TEDSI Infrastructure Group to consider approval of contract in the amount of \$135,358.00. The three colonias where the solar lights will be installed are Agua Dulce, Las Palmas & Mel Gray Subdivisions. See attached bid tabulation and letter of recommendation submitted by project engineer.

Contract Amount:	\$ 135,358.00
Funds Available:	\$30,000.00 (2006) Street Improvement funds
	\$128,919.40 (2008) Street Improvement funds
Total Funds Available:	\$ 158,919.40

Fiscal Impact

FISCAL YEAR: **ACCT. #:** Urban County funds

FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Contract Amount:	\$135,358.00
Funds Available:	\$30,000.00 (2006) Street Improvement funds
	\$128,919.40 (2008) Street Improvement funds
Total Funds Available:	\$158,919.40

Attachments

Link: contract tabulations

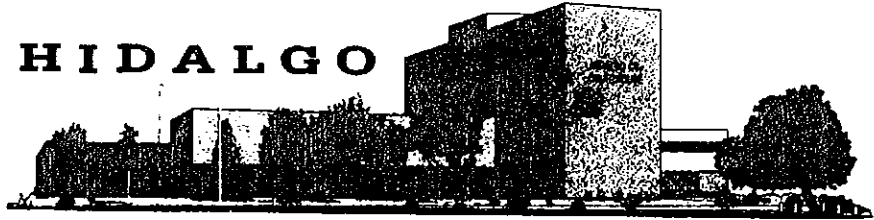
Link: [Construction Contract](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 08:04 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/22/2009 08:44 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Estella Webber
Started On: 01/20/2009 04:08 PM

Final Approval Date: 01/23/2009

COUNTY *of* **HIDALGO*****SYLVIA S. HANDY*****County Commissioner, Pct. 1****1902 Joe Stephens Ave.****Weslaco, TX 78596****(956) 968-8733**

January 20, 2009

Mrs. Lupita Garcia
Urban County Program
1916 Tesoro Blvd.
Pharr, Texas 78577

Re: Precinct # 1 Solar Light Project

Dear Mrs. Garcia:

Pct. 1 is requesting Hidalgo County Commissioners Court approve the recommendation from TEDSI Infrastructure Group to award the Solar Light Project contract to Sol Technologies LLC and prepare to enter into a binding contract with Sol Technologies to perform the work for the Solar Light Project. Attached is the recommendation letter from TEDSI and bid tabulation sheet.

Pct. 1 is requesting this item be placed on the January 27, 2009 Hidalgo County Commissioners Court Agenda.

If you need additional information, please contact Juan J. Ybarra, Pct. 1 CDBG Coordinator at (956) 968-8733.

Sincerely,

A handwritten signature in cursive script that reads "Joseph Palacios".

Joseph Palacios
Chief Administrator, Pct. 1

JAN 20 2009

JP



TEDSI INFRASTRUCTURE GROUP

Consulting Engineers

1201 E. Expressway 83 • Mission, Texas 78572

January 15, 2009

Commissioner Sylvia Handy
Hidalgo County Precinct No.1
1902 Joe Stevens
Weslaco, Texas 78596

Re: *Hidalgo County – Urban County Program “Precinct No. 1 Solar Light Project”*
Bid No.: 5007-91-0311-5000-9100-UCP-GVG, Bid Award Recommendation

Dear Commissioner Handy:

TEDSI Infrastructure Group has reviewed the Bid for the above referenced project opened on Wednesday, January 14, 2009 at the appointed time of 9:30 a.m. in the Hidalgo County Purchasing Department Conference Room at **Physical Location: 2802 S. Business Hwy 281, Hidalgo County New Administration Building, Edinburg, Texas 78539.**

TEDSI's cost estimate reflects a total amount of **\$151,200.00**. Only one bid was submitted and received by Hidalgo County – Urban County Program before the submittal deadline of 9:30 a.m. on January 14, 2009. **Sol Technologies LLC** submitted this bid with a total of **\$135,358.00** for the Solar Light project.

As a result, TEDSI Infrastructure Group recommends that Hidalgo County Precinct No. 1 considers and accepts the low bid submitted by **Sol Technologies LLC** and prepare to enter into a binding contract with them to perform the work for this Project.

Enclosed is a Tabulation of Bids illustrating TEDSI's cost estimate and the bid submitted on this Project by this contractor.

We appreciate the opportunity to serve Hidalgo County Precinct No. 1. Should there be questions please advise.

Sincerely,

TEDSI Infrastructure Group



Eric R. Dietrich, P.E., P.T.O.E.
Project Manager

Enclosures: As Stated

BID TABULATION

Hidalgo County Precinct No.1 Hidalgo County – Urban County Program “Precinct No. 1 Solar Light Project” Bid No.: 5007-91-0311-5000-9100-UCP-GVG				
ITEM	DESCRIPTION	UNIT	TEDSI INFRASTRUCTURE GROUP	SOL TECHNOLOGIES LLC
			Cost Estimate	Bid Amount
1	Installation of 21 wooden poles (Class 5) and 21 Solar Outdoor Light Fixtures complete in place including all labor and materials per plans and specifications	EA	\$151,200.00	\$135,358.00

**CONSTRUCTION
CONTRACT**

This Agreement, entered into this 27th day of January by and between **HIDALGO COUNTY URBAN COUNTY PROGRAM**, joined by **HIDALGO COUNTY PRECINCT NO. 1** (hereinafter called the "OWNER", acting herein through its **COUNTY JUDGE**, and **SOL TECHNOLOGIES, LLC** (a corporation) of **WESLACO**, State of Texas, hereinafter called "CONTRACTOR".

WITNESSETH

That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, the CONTRACTOR hereby agrees with the OWNER to commence and complete the construction described as follows:

PROJECT NAME: Hidalgo County Precinct No. 1
PROJECT #: 5006/8-91-0311-5000-9100
PROJECT DESCRIPTION: "Installation of Solar Lights"

hereinafter called the project, for the sum of (**\$ 135,358.00**) **One Hundred Thirty Five Thousand, Three Hundred Fifty Eight Dollars and no cents**, and all extra work in connection therewith, under the terms as stated in the General and Special Conditions of the Contract; and at his (its or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, the General Conditions, Supplemental General Conditions and Special Conditions of the contract, the—plans, which include all maps, plats, blue prints, and other drawings and printed or written explanatory matter thereof, the specifications and contract documents therefore as prepared by **TEDSI Infrastructure** entitled the Engineer, and as enumerated in Paragraph 1 of the Supplemental General Conditions, all of which are made a part hereof and collectively evidence and constitute the contract.

The CONTRACTOR hereby agrees to commence work under this contract on or after a date to be specified in a written "Notice to Proceed" of the OWNER and to fully complete the project within **90** consecutive calendar days thereafter. The CONTRACTOR further agrees to pay, as liquidated damages, the sum of **\$ 150.00** for each consecutive calendar day thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

The OWNER agrees to pay the CONTRACTOR in current funds for the performance of the contract, subject to additions and deductions, as provided in the General Conditions of the contract, and to make payments on account thereof as provided in Paragraph 25, "Payments to Contractor", of the General Conditions.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in four (4)

counterparts, each of which shall be deemed an original, in year and day first above mentioned.

Contractor

Name of Firm: Sol Technologies, LLC

Address: 606 S. Missouri
Weslaco, Texas 78596

Fed. I.D. #/S.S. 71-1020917

STATE OF TEXAS :

:

COUNTY OF HIDALGO :

This instrument was acknowledged before me on this the ____ day of _____, 20____,

by _____, _____ of and on behalf of _____ .
(title) (a corporation) (a partnership) (an individual)

Notary Public - Signature



WITNESS:

URBAN COUNTY PROGRAM

Diana R. Serna
Urban County Director

AI-13495

11.A.

Constable Pct. 5 invoices

CC REGULAR

Date: 01/28/2009

Submitted By: Roxanne Elizondo, CONSTABLE PCT. #5

Department: CONSTABLE PCT. #5

Information

CAPTION

Presentation for discussion, consideration, acceptance, and approval of request for payment of Invoice No. 12006 in the amount of \$46.00 and Invoice No. 12007 in the amount of \$46.00 from R & R Auto Repair after Auditor's review and processing procedures are completed including authority for County Treasurer to issue payment(s)/check(s).

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008

ACCT. #: 8-1100-421-00-295-001-0-434

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 01-16-09. (PO #596858)

Attachments

Link: [Constable%20Pct%20%235%20Invoice\[1\].pdf](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Dina Trevino	01/16/2009 03:46 PM	APRV
2	Sylvia Solis	Sylvia Solis	01/16/2009 04:37 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Roxanne Elizondo			Started On: 01/16/2009 02:01 PM	
Final Approval Date: 01/23/2009				

QUAN	PART NUMBER & DESCRIPTION	PRICE	AMOUNT	R & R AUTO REPAIR				Repair Order	
				General Auto Repair • Computer Diagnosis				No. 12006	
				319 North Broadway (P.O. Box 114)				DATE REC'D. 12-4-08	
				Elsa, Texas (956) 262 - 3050				A.M. P.M.	
	INVOICE RECEIVED BY			NAME		PROMISED		A.M. P.M.	
	Wanne Gonzalez			Hidalgo @ Pot # 5					
	GOODS/SERVICES RECEIVED BY			ADDRESS		MILEAGE			
	Wanne Gonzalez					4344			
				YEAR	MAKE & MODEL	VIN NUMBER	TERMS	PHONE	
				08	Crown Victoria				
				MECH.	DESCRIPTION OF WORK PERFORMED			AMOUNT	
	46-110481-00-295-01-0		434	1	complete oil change 5/20 Synthetic Beland Motorcraft 7qm 3 oil filter			46.00	
	P.O. # 596858				unit # R-03				
					P.O. # 596858				
					LP-104-1599				
				Not responsible for loss by fire or theft, or any other damage beyond our control.				Total Labor	
				I hereby authorize the above repair work to be done with the necessary material and grant permission to operate the vehicle for purpose of test-ing and inspection. An express mechanic's lien is acknowledged to secure the amount of repairs to vehicle.				Total Parts	
				Please Sign Below				Sales Tax	
				X <i>[Signature]</i> Chief Deputy				TOTAL 46.00	
				Unless otherwise regulated by law, the company above hereby disclaims all warranties, either express or implied, including any implied warranty of fitness for a particular purpose, and neither assumes or authorizes any other person to assume for it any liability in connection with the sale of said products or services sold or performed in above business.					
				REPF0RM5 - R & R MacDonald Signs & Adv. Alamo, TX 1-800-847-0018					

12-7

QUAN	PART NUMBER & DESCRIPTION	PRICE	AMOUNT	R & R AUTO REPAIR				Repair Order	
				General Auto Repair • Computer Diagnosis				No. 12007	
				319 North Broadway (P.O. Box 114)				DATE REC'D 12-4-08 A.M.	
				Elsa, Texas (956) 262 - 3050				PROMISED A.M.	
	INVOICE RECEIVED BY:			NAME Hidalgo G Pot #5				MILEAGE 4670	
	GOODS/SERVICES RECEIVED BY:			ADDRESS				PHONE	
				YEAR 08	MAKE & MODEL Crown Victoria	VIN NUMBER	TERMS		
				MECH.	DESCRIPTION OF WORK PERFORMED			AMOUNT	
	48-1100-42K-007395-001-0-434				complete oil change 720			46.00	
	POT # 596858				Synthetic Blend Motorcraft				
					7qt oil filter				
					POT # 596858				
					unit # R-04				
					HP-104-1598				
					Not responsible for loss by fire or theft, or any other damage beyond our control.			Total Labor	
					I hereby authorize the above repair work to be done with the necessary material and grant permission to operate the vehicle for purpose of test-ing and inspection. An express mechanic's lien is acknowledged to secure the amount of repairs to vehicle.			Total Parts	
					Please Sign Below			Sales Tax	
					X J. F. Fonne chf of Dept			TOTAL 46.00	
					REPF0RM5 - R & R MacDonald Signs & Adv. Alamo, TX 1 - 800 - 847 - 0018				

1 = \$

AI-13487
LAP-D Report
CC REGULAR

12.A.

Date: 01/28/2009
Submitted By: Linda Galaviz, HEAD START
Submitted For: Edmundo Garcia
Department: HEAD START
Agenda Category: Head Start

Information

CAPTION

Mid Learning Accomplishment Profile Diagnostic (LAP-D) Report

BACKGROUND

Policy Council Approval: 01.21.09

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
No fiscal impact.

Attachments

Link: [LAP-D Report](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:46 PM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 02:02 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Linda Galaviz
Started On: 01/16/2009 11:13 AM

Final Approval Date: 01/23/2009

Agency Name: Hidalgo County Head Start

Head Start Outcomes Report for Hidalgo County Head Start

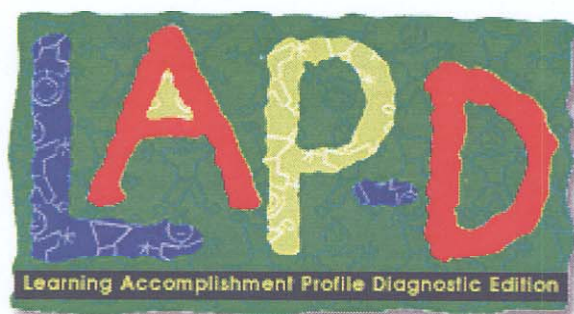
Based on Results From the LAP-D Assessment

Report Period: 08/18/2008 through 01/14/2009

Pre

Mid

Post



Head Start Child Outcome Framework:

Head Start programs must have in place an assessment system that not only measures and reports on a child's progress, but provides information useful for program planning and follow-up. As a standardized assessment instrument, the LAP-D measures children's developmental performance across four domains each containing two subscales and provides information concerning each child's developmental progress as compared to the normative sample. Two additional observation check-lists are included with the LAP-D for Personal/Social Development and Self-Help. The LAP-D provides information useful for measuring and reporting on a child's progress as well as aggregated data for program monitoring.

The following reports correlate the developmental milestones contained in the LAP-D to the Domains, Domain Elements, and Indicators from the Head Start Child Outcomes Framework. Selections were made based on the Domain, Domain Element and Indicator that most closely corresponded to the abilities of typically developing children at the developmental age for each milestone in the LAP-D. There are several instances in which specific milestone(s) could be associated with multiple indicators in the Outcomes Framework. For purposes of correlating the developmental milestones to the Outcomes Framework, we have kept items at a one-to-one association and matched the milestone to the indicator that best matches a child's ability at that age.

(The LAP-D does not measure progress towards listening, understanding and speaking English for non-English speaking children).

Tables 1 and 2 show the correspondence of the LAP-D to the Outcomes Framework. Legislatively, Head Start is required to collect and analyze data on thirteen specific Domain elements and/or indicators. Domains and/or Domain Elements containing these 13 items are denoted with an *.

Table 1

<u>Domain</u>	<u># of Milestones</u>
Language Development *	37
Literacy *	11
Mathematics *	52
Science	17
Creative Arts	3
Social & Emotional	35
Approaches to Learning	3
Physical Health & Development	168

Table 2 lists the Head Start Child Outcomes Framework, Domains, and Domain Elements and the individual LAP-D milestones associated with each Domain Element. Information contained in the LAP-D Milestone column refers to the LAP-D item number as shown in the scoring booklet

Table 2

<u>Domain</u>	<u>Domain Element</u>	<u>LAP-D Milestone</u>
Language Development	Listening and Understanding *	LC1,LC2,LC3,LC4,LC5,LC7,LC8,LC9,LC10,LC11,LC12,LC13
	Speaking and Communicating *	LN1,LN2,LN3,LN4,LN5,LN6,LN7,LN8,LN9,LN10,LN11,LN13,LN14,LN23,LN24,LN25,LN26
Literacy	Phonological Awareness *	CM24
	Book Knowledge and Appreciation *	FM3,FM7,LN21,LC15
	Print Awareness and Concepts *	LN30,LC23
	Early Writing	FW2,FW20
	Alphabet Knowledge *	LC22, LN27
Mathematics	Number and Operations *	CC1,CC8,CC10,CC12,CC13,CC14,CC15,CC16,CC17,CC18 CC19,CC20,CC21,CC22,CC23,CC24,CC25,CC26,CC27
	Geometry and Spatial Sense	FM17,FM18,FM20,FM21,FM23,CM5,CM6,CM7,CM12,CM16
	Patterns and Measurement	CC3,CC6,CC7,CC11,CM3,CM10,CM21
Science	Scientific Skills and Methods	CM8,CM9,CM19,LN19,LN28,LN29
	Scientific Knowledge	FW13,FW15,FW21,FW23, FW25,CC30,CM15,LN15,LN16,LN17,LN20
Creative Arts	Music	-
	Art	-
	Movement	PS40
	Dramatic Play	PS2,PS23
Social and Emotional Development	Self Concept	PS4,PS5,PS6,PS16,PS17,PS18,PS27,PS30,PS35
	Self-Control	PS14,PS20,PS21,PS34

<u>Domain</u>	<u>Domain Element</u>	<u>LAP-D Milestone</u>
Social and Emotional Development	Cooperation	PS3,PS8,PS9,PS11,PS12,PS19,PS22,PS33,PS37,PS39
	Social Relationships	PS1,PS10,PS24,PS25,PS31,PS32,PS36
	Knowledge of Families and Communities	PS15,PS26,PS28,PS29,PS38
Approaches to Learning	Initiative and Curiosity	LN12,LN18,LN22
	Engagement and Persistence	-
	Reasoning and Problem Solving	-
Physical Health and Development	Fine Motor Skills	FM1,FM2,FM4,FM5,FM6,FM8,FM9,FM10,FM11,FM12 FM13,FM14,FM15,FM16,FM19,FM22,FM24,FM25,FM26 FM27,FM28,FW1,FW3,FW4,FW5,FW6,FW7,FW8,FW9 FW10,FW11,FW12,FW14,FW16,FW17,FW18,FW19 FW22,FW24,FW26,FW27,FW28,FW29,FW30,FW31 CC5,CM1,CM2,CM4,CM11,CM14
	Gross Motor Skills	GB1,GB2,GB3,GB4,GB5,GB6,GB7,GB8,GB9,GB10,GB11 GB12,GB13,GB14,GB15,GB16,GB17,GB18,GB19,GB20 GB21,GB22,GB23,GB24,GB25,GB26,GB27,GB28,GB29 GB30,GB31,GB32,GB33,GB34,GO1,GO2,GO3,GO4 GO5,GO6,GO7,GO8,GO9,GO10,GO11,GO12,GO13 GO14,GO15,GO16,GO17,GO18,GO19,GO20,GO21
	Health Status and Practices	SH1,SH2,SH3,SH4,SH5,SH6,SH7,SH8,SH9,SH10,SH11 SH12,SH13,SH14,SH15,SH16,SH17,SH18,SH19,SH20 SH21,SH22,SH23,SH24,SH25,SH26,SH27,SH28,SH29 SH30,SH31,SH32,SH33,SH34,SH35,SH36,SH37,SH38 SH39,SH40,SH41,SH42,SH43,SH44,SH45,SH46,SH47 SH48,SH49,SH50,SH51,SH52,SH53,SH54,SH55,SH56 SH57,SH58,SH59,SH60

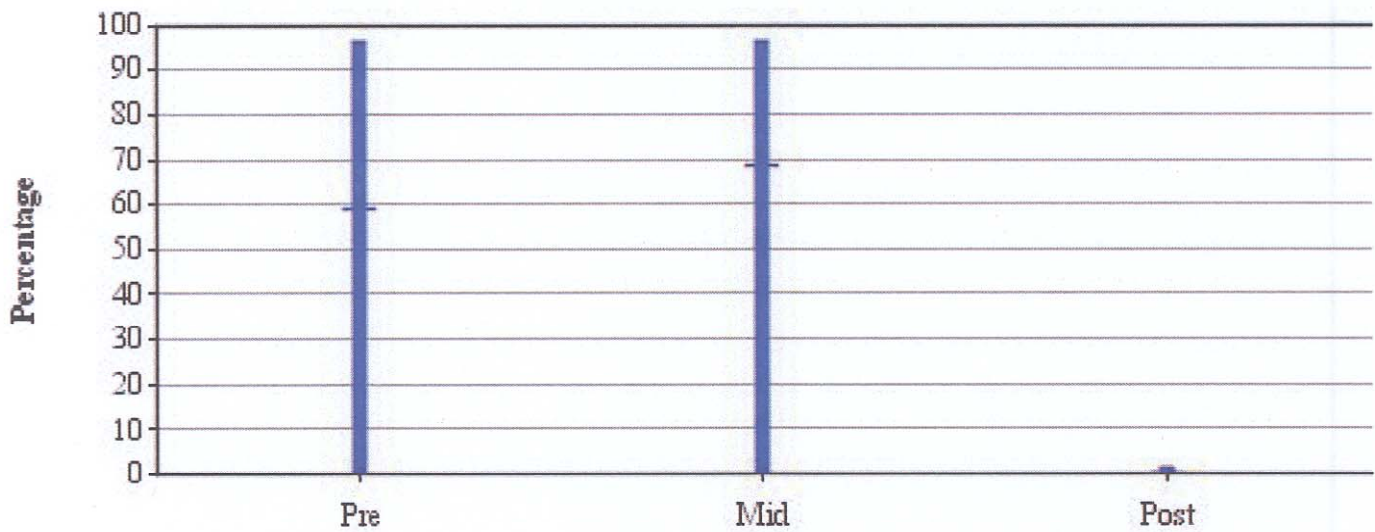
Legend:

FM Fine Motor: Manipulation	GBGross Motor: Body Movement
FW Fine Motor: Writing	GOGross Motor: Object Movement
CM Cognitive: Matching	PSPersonal/Social
CC Cognitive: Counting	SHSelf-Help
LN Language: Naming	
LC Language: Comprehension	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Language Development
 Domain Element: Listening and Understanding *
 Speaking and Communicating *



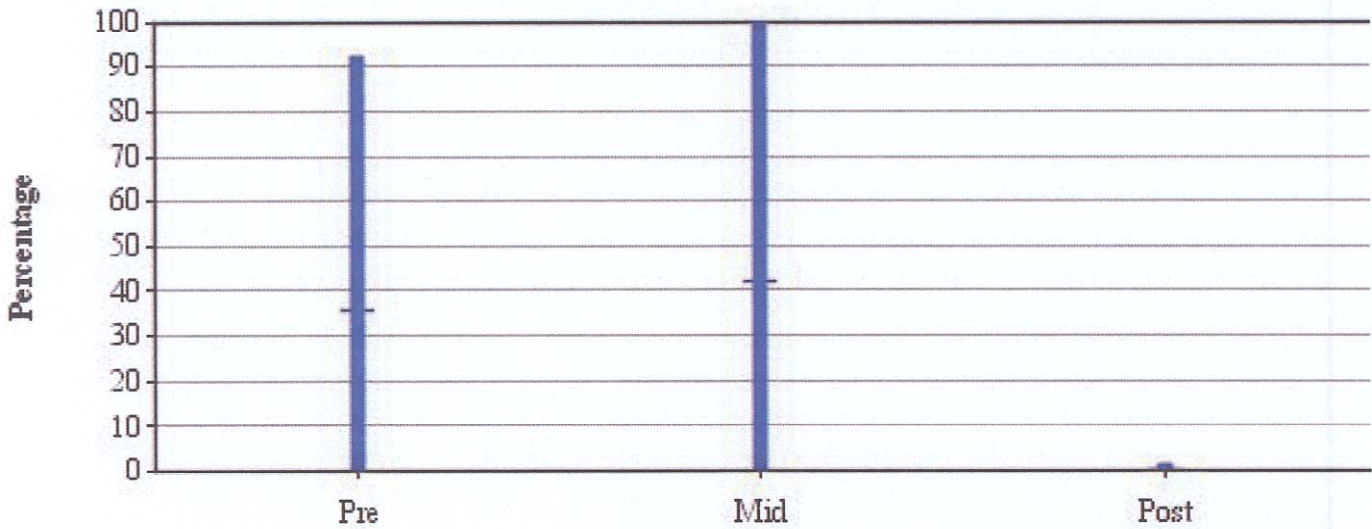
Lowest Percentage	0.00	0.00
Program Average	59.20	68.85
Highest Percentage	94.59	94.59

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	59.20	68.85	
Avg. Percentage Gain <Loss>		9.65	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Literacy
 Domain Element: Phonological Awareness *
 Book Knowledge and Appreciation *
 Print Awareness and Concepts *
 Early Writing
 Alphabet Knowledge *



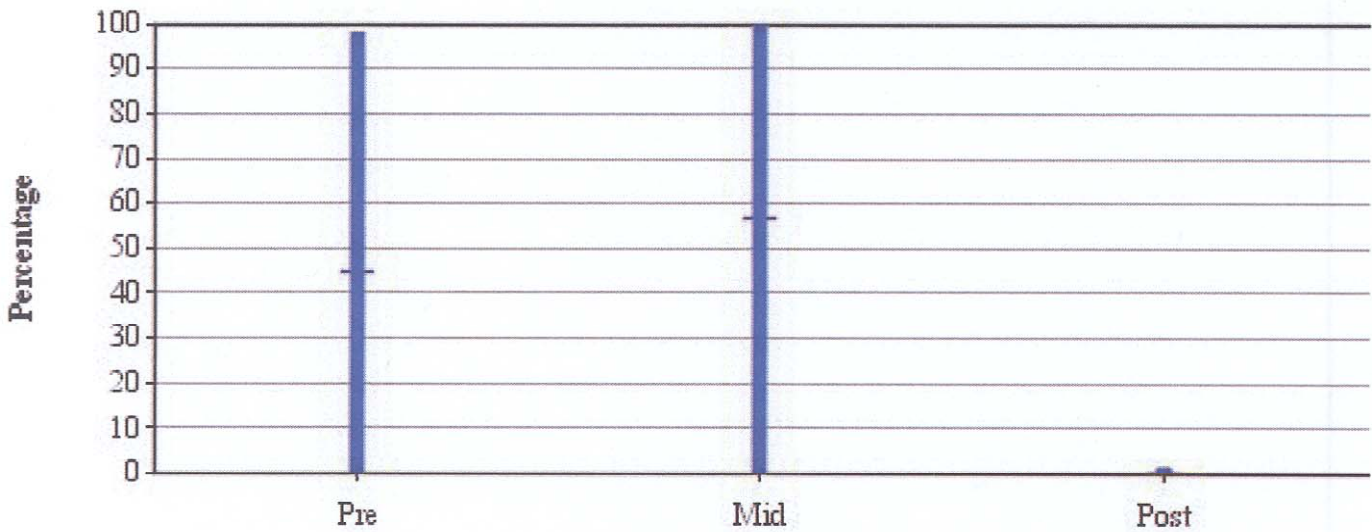
Lowest Percentage	0.00	0.00
Program Average	35.67	42.04
Highest Percentage	90.90	100.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	35.67	42.04	
Avg. Percentage Gain <Loss>		6.37	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Mathematics
 Domain Element: Number and Operations *
 Geometry and Spatial Sense
 Patterns and Measurements



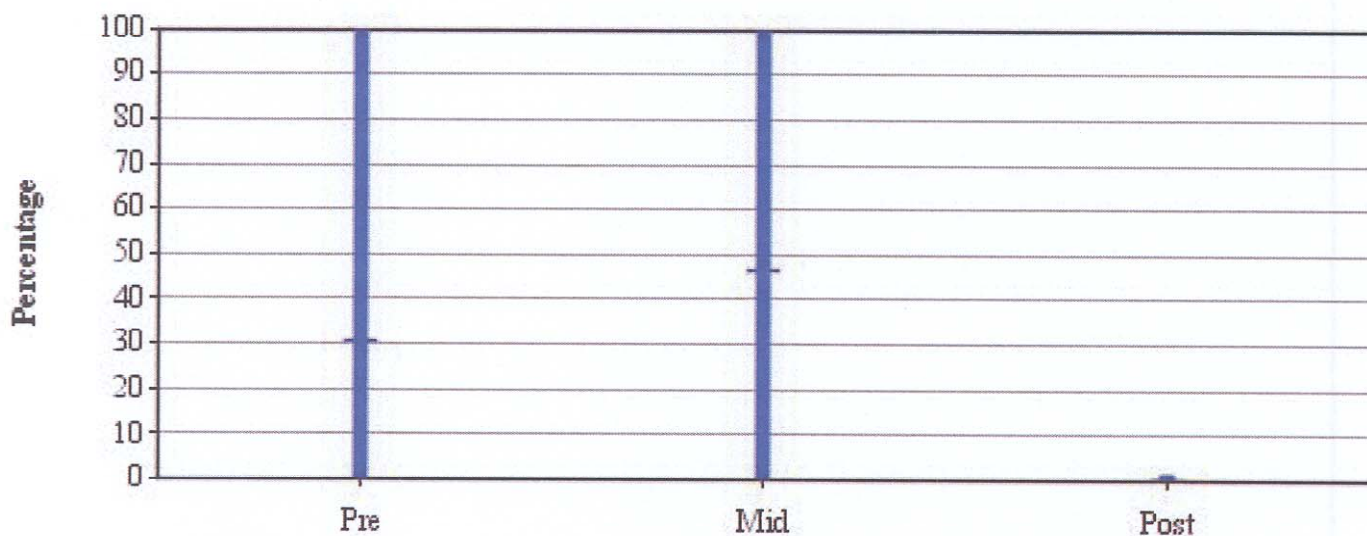
Lowest Percentage	0.00	0.00
Program Average	44.68	56.91
Highest Percentage	96.15	100.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	44.68	56.91	
Avg. Percentage Gain <Loss>		12.23	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Science
 Domain Element: Scientific Skills and Methods
 Scientific Knowledge



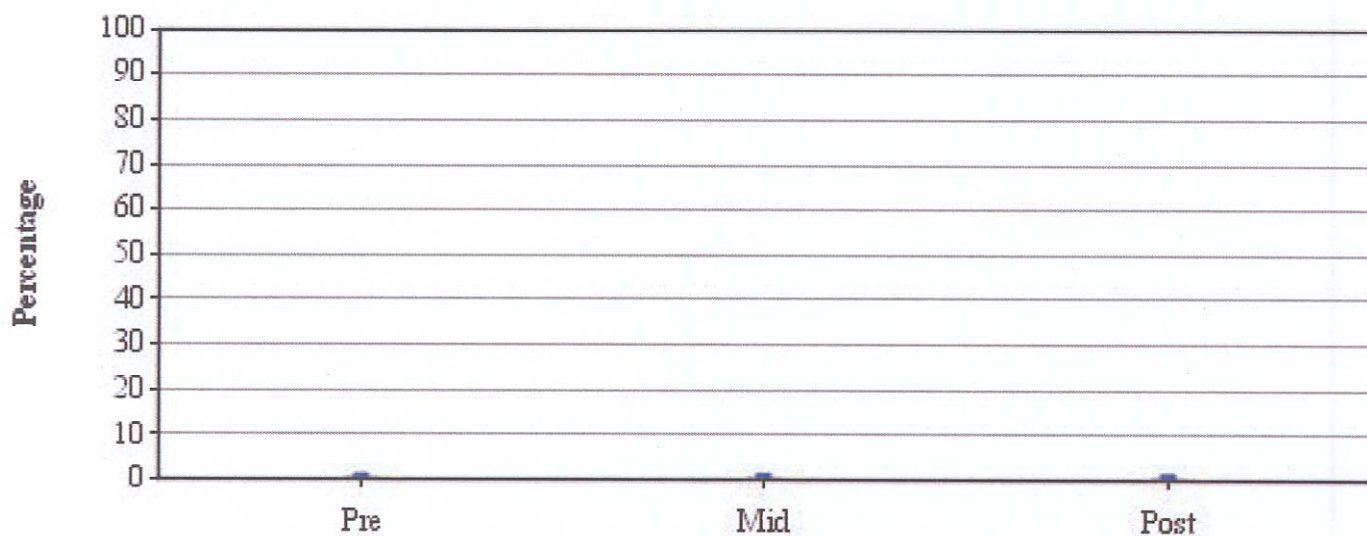
Lowest Percentage	0.00	0.00
Program Average	30.78	46.41
Highest Percentage	100.00	100.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	30.78	46.41	
Avg. Percentage Gain <Loss>		15.62	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Creative Arts
 Domain Element: Music
 Art
 Movement
 Dramatic Play



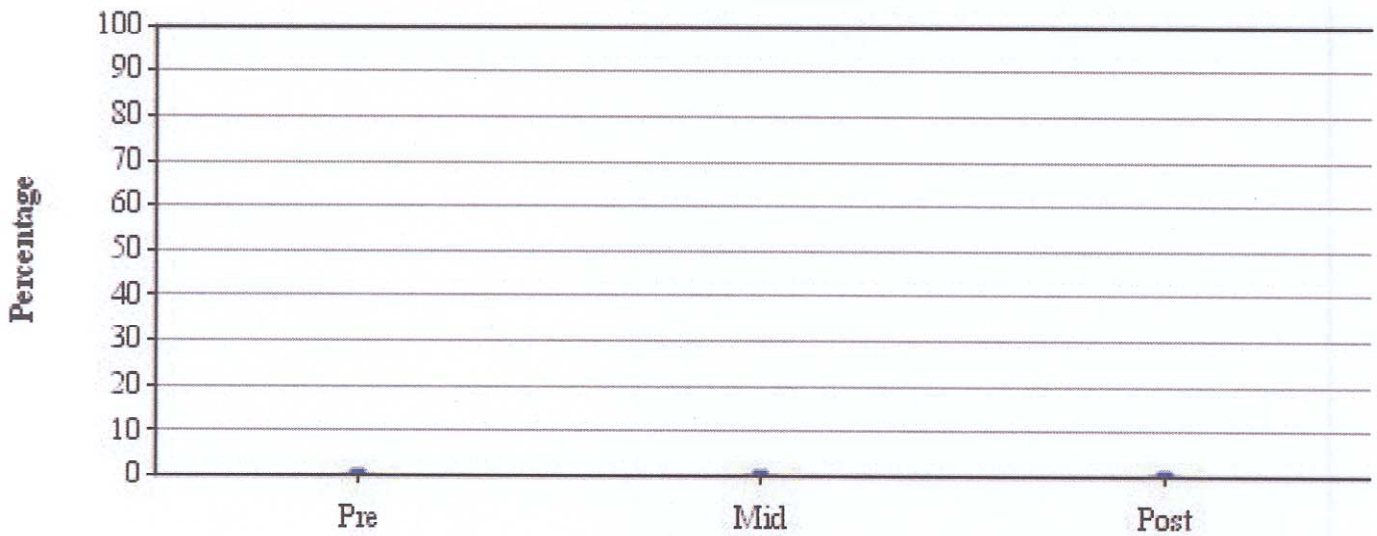
Lowest Percentage	0.00	0.00
Program Average	0.00	0.00
Highest Percentage	0.00	0.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	0.00	0.00	
Avg. Percentage Gain <Loss>		0.00	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Social and Emotional Development
 Domain Element: Self Concept
 Self-Control
 Cooperation
 Social Relationships
 Knowledge of Families and Communities



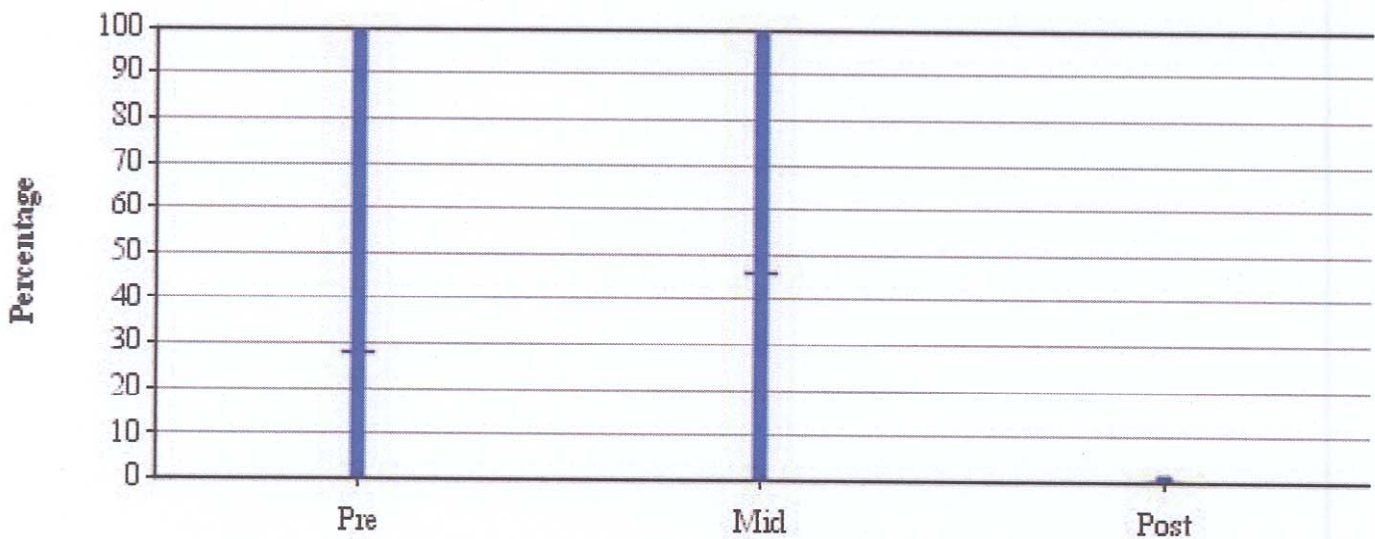
Lowest Percentage	0.00	0.00
Program Average	0.00	0.00
Highest Percentage	0.00	0.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	0.00	0.00	
Avg. Percentage Gain <Loss>		0.00	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Approaches to Learning
 Domain Element: Initiative and Curiosity
 Engagement and Persistence
 Reasoning and Problem Solving



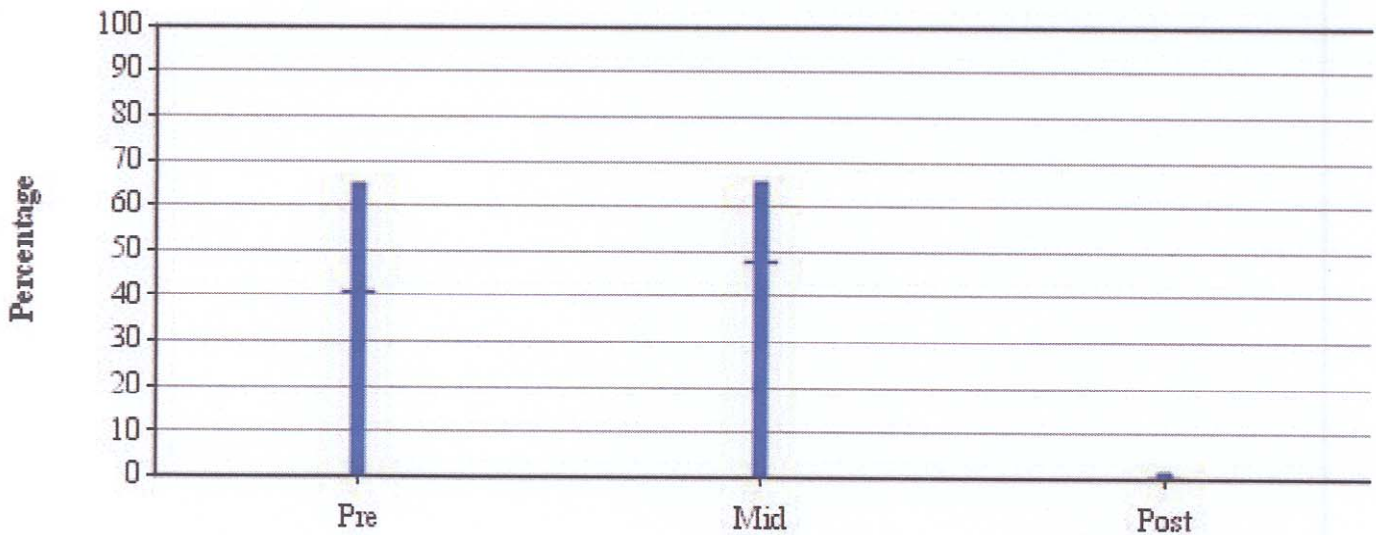
Lowest Percentage	0.00	0.00
Program Average	27.93	45.74
Highest Percentage	100.00	100.00

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	27.93	45.74	
Avg. Percentage Gain <Loss>		17.82	

The following report reflects the progress of children in the Head Start Domains at Hidalgo County Head Start over time.

Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the program with the total number of potential milestones for that domain. Results are reflected over time showing the child's progress.

Domain: Physical Health and Development
 Domain Element: Fine Motor Skills
 Gross Motor Skills
 Health Status and Practices



Lowest Percentage	0.00	0.00
Program Average	40.71	47.62
Highest Percentage	63.69	64.28

	<u>Pre</u>	<u>Mid</u>	<u>Post</u>
Number of Sites:	43	43	
Number of Children	3578	3371	
Average	40.71	47.62	
Avg. Percentage Gain <Loss>		6.91	

AI-13490

12.B.

Bid Awards and Contracts

CC REGULAR

Date: 01/28/2009
Submitted By: Linda Galaviz, HEAD START
Submitted For: Edmundo Garcia
Department: HEAD START
Agenda Category: Head Start

Information

CAPTION

Discussion/Approval of Bid Awards and Contracts to Bidders Meeting all Specifications for the Lease of Classroom Space/Land in the Following Areas:

1. Weslaco Area #2008-11-021
2. Weslaco Area #2208-11-022
3. Granjeno Area #2008-11-012

BACKGROUND

Policy Council Approval: 01.21.09

Bid Chart will be presented at Commissioners' Court.

Fiscal Impact

Attachments

Link: [Bid Awards](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:59 PM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 03:11 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Linda Galaviz			Started On: 01/16/2009 11:23 AM	
Final Approval Date: 01/23/2009				



Hidalgo County Head Start Program Policy Council Agenda

DATE: January 21, 2009

SUBJECT: Discussion/Approval of Bid Awards and Contracts to Bidders Meeting All Specifications for the Lease of Classroom/Land Space in the Following Areas:

1. Weslaco Area Bid #2008-11-021
2. Weslaco Area Bid #2008-11-022
3. Granjeno Area Bid #2008-11-012

RATIONALE/NEED: To renew contracts for existing facilities to serve children and families.

RECOMMENDATION: Administration recommends approval

COST: Yearly Estimate Cost:

1. Horacio Aguirre, \$2,290 Mth/\$27,480 Yr
2. Knights of Columbus, \$2,095 Mth/\$25,140 Yr
3. David Garza, \$300.00 Mth/\$3,600 Yr

RELATED INFORMATION INCLUDED: Contract

INITIATED BY: Ambrosio Tovar, Procurement Director *A.T.*

REVIEWED BY: Mr. Edmundo Garcia, Assistant Director

PROGRAM DIRECTOR'S APPROVAL: *Edmundo Garcia*

STATE OF TEXAS
COUNTY OF HIDALGO

§
§
§

**LEASE AGREEMENT BETWEEN
HORACIO AGUIRRE AND
HIDALGO COUNTY**

This Lease is made and entered into by and between Horacio Aguirre (Weslaco III) herein referred to as the "LESSOR" and Hidalgo County through the Head Start Program, herein referred to as the "LESSEE" in the Lease.

In consideration of the mutual covenants and agreements set forth in this Lease, and other good and valuable consideration, LESSOR demises and leases to LESSEE, and LESSEE leases from LESSOR, that certain building described as the Head Start Building lying and being situated at 6 ½ W. & Expressway 83 Weslaco, TX 78596, Texas in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the Premises" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises and/or land shall be used for the purpose of HEAD START CLASSROOMS AND PARENTS' MEETING subject to the special terms (if any) which may be listed below, and which shall be determined by mutual agreement of both parties. The Leased Premises are deemed for the purposes of this Agreement and constitute all 100% percent of such building in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve (12) months commencing on January 1st 2009 (“commencement date”) and ending on December 31st, 2009 (“termination date”) unless sooner terminated as provided in this Lease, or unless renewed and extended in accordance with Paragraph 1.03, hereof.

Renewal or Termination

1.03 Provided LESSEE has not defaulted in any of the terms, conditions or provisions thereof, LESSEE shall be given the right of renewal and extending the term of the lease hereof, commencing on the first day of January, 2010, for a like term or other terms as may be subsequently agreed to upon by both parties.

Each party shall give the other Party notice of termination of the Lease, in writing, at least sixty (60) days prior to the termination of the this Agreement or any subsequent agreement, unless otherwise agreed by the parties. LESSEE shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to LESSOR.

1.04 LESSEE shall comply with the Texas Department of Human Services Inspection in regards to the number of children that can safely occupy the building at any one time.

Base Rent

1.05 LESSEE agrees to pay LESSOR the maximum rent amount of \$27,480.00 per year, in twelve (12) equal payments payable on the 1st day of each month. Payment shall be mailed to Name/Address City, State Zip Code Shown on Article VII, 7.01.

1.06 LESSOR covenants and agrees that LESSEE on paying the rent and other charges herein provided for and observing and keeping the covenants, conditions, and terms of this Lease on LESSEE'S part to be kept or performed, shall lawfully and quietly hold, occupy, and enjoy the Leased Premises during the term of this Lease without hindrance or disruption by LESSOR or any person claiming under LESSOR except such portion of the Leased Premises, if any as shall be taken under the power of eminent domain.

LESSEE shall accept possession of Leased Premises and equipment (if any) in their present condition and location.

ARTICLE 2. TAXES

Taxes

2.01 LESSOR shall pay all real property taxes assessments until this lease either expires or terminates as provided here

2.02 LESSOR shall pay all personal property taxes and assessments on such Leased Premises as presently owned by LESSOR.

ARTICLE 3. MAINTENANCE ON PREMISES

3.01 LESSEE agrees to maintain the Leased Premises in a condition suitable for use for which this lease is intended.

3.02 LESSEE will keep all and singular the said building, including all of LESSOR'S fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEE'S expense and shall remain the property of the LESSOR at the

termination of the lease. Reasonable use and wearing of said fixtures, appurtenances, equipment and machinery, damage thereto by accidental fire, accident, or natural disaster, shall be exempt from the provision.

3.03 LESSEE shall provide housekeeping services for said premises, limited to sweeping, mopping and emptying trash cans, at most, every two (2) working days, and waxing floors not more often than every two (2) weeks.

3.04 In the event that the Leased Premises are destroyed by flood or other casualty, the parties agree that this lease will be terminated and shall not be in force and effect during that period of time while the Leased Premises cannot be used for the purposes intended by Agreement.

3.05 It is agreed that all permanent improvements made to or furnished by the LESSEE on the Leased Premises shall be deemed to be and shall become part of the realty and shall belong to LESSOR upon expiration of the Lease or any extension hereof; provided, however that all window air condition units, carpeting and lighting fixtures shall be deemed chattels temporarily attached to realty and shall remain the personal property of LESSEE and may be removed upon termination of the Lease or any extension hereof; provided, further, that all chattels that will not damage the permanent improvement, if removed, shall be deemed the property of LESSEE and may be removed upon termination of the Lease.

3.06 LESSEE may make alteration, paint the interior or exterior of said building, but if major alterations which might adversely affect the exterior or interior of said building are desired by the LESSEE, such alterations shall not be made, nor signs erected without the written consent of LESSOR.

3.07 LESSOR shall maintain the building roof, air conditioner, heating system before and during the lease of the building and will provide all major repairs at its own expense.

ARTICLE 4. UTILITIES

Utility Charges

4.01 LESSEE shall pay the charges for the water, sewer, garbage, trash pick up services, telephone, gas and electricity furnished to the Lease Premises during the term of this lease.

ARTICLE 5. INSURANCE AND INDEMNITY

Property Insurance

5.01 LESSOR shall insure the building and equipment covered by this lease against fire, accident, or natural disaster. In the event the building(s), or equipment or any part thereof shall, during said term or any renewal hereof, be destroyed by fire, accident, or natural disaster the same shall be thereby rendered unfit for use and habitation, then and in such case, the rent heretofore reserved, or a just and proportionate part thereof, according to the nature and extent of the injury sustained, shall be suspended or abated until said Lease Premises shall have been put in proper condition for use and habitation, by LESSEE or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSEE shall name LESSOR as additional insured on it's fire and casualty policy. LESSEE agrees to provide a copy to such policy of insurance to LESSOR at time of execution of this agreement.

5.02 To the extent allowable under law, LESSEE agrees to hold LESSOR harmless for any liability for any accident or other legal cause of action based upon any tort which occurs on the Lease Premises, caused solely by LESSEE, its agent or employees.

5.03 LESSEE agrees that, during the term of this lease, it shall have in effect a liability insurance policy to protect LESSOR from any third party claims that may arise as a result of injuries caused to any person upon the premises herein described. The limits of this policy shall be not less than \$100,000.00 per person and \$300,000.00 per occurrence.

ARTICLE 6. MISCELLANEOUS

6.01 This agreement shall be binding upon and insure to the benefit of the parties hereto and their respective successors, but LESSEE shall not assign any part of the premises.

6.02 LESSEE will not cause to be carried upon the premises any trade or business, which increases the rate of insurance premiums on the Leased Premises, building(s) or contents.

6.03 LESSEE will permit LESSOR at reasonable times to make such repairs as it may deem necessary for the protection of the premises.

6.04 This Agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of parties created hereunder are performable in Hidalgo County, Texas.

6.05 Commitment of Current Revenues Only. In the event that, during any term hereof, the County does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then the LESSEE may terminate

this Agreement upon sixty (60) days written notice to the other party. The LESSEE agrees, however to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend these provisions to be a continuing right to terminate this Agreement at the expiration of each budget period of the LESSEE.

6.06 LESSEE shall permit LESSOR and its agents to enter into and upon the Leased Premises at approved specified times after written notice to LESSEE for the purpose of inspecting the same or for the purpose of maintaining or making repairs to the Leased Premises required hereby. However, the LESSOR agrees to not disrupt or interfere with the LESSOR'S program.

WAVIER OF BREACH

A wavier by either LESSOR or LESSEE of a breach of this Lease by the other party shall not constitute a continuing wavier or waiver of any subsequent breach of the Lease.

ARTICLE 7. MISCELLANEOUS

Notices and Addresses

7.01 All notices required under this Lease will be deemed delivered when deposited in certified or registered mail, addressed to the proper party, at the following addresses:

LESSOR:

Horacio Aguirre
1923 South Border
Weslaco, Texas 78596

LESSEE:

Hidalgo County Head Start Program
Attn: Teresa Flores, Executive Director
P.O. Box 0117
Edinburg, TX 78540-0117

Either party may change the address to which notices are to be sent in by giving the other party notice of the new address in the manner provided in this section.

Legal Construction

In case any one or more of the provisions contained in this agreement shall for any reason be held by the court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of the agreement, and this agreement shall be construed as if the invalid illegal, or unenforceable provision had never been included in the agreement.

Prior Agreement

This agreement constitutes the sole and only agreement of the parties to the agreement and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this agreement.

Amendment

No amendment, modification, or alteration of the terms of this agreement shall be binding unless it is in writing, dated subsequent to the date of this agreement, and duly executed by the parties to this agreement.

Rights and Remedies Cumulative

The rights and remedies provided by this Lease agreement are cumulative, and the use of any one right or remedy by either party shall not

preclude or waive that party's right to use any or all other remedies. The rights and remedies provided in this Lease are in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

Attorney's Fees and Costs

If, as a result of a breach of this agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Lease, then the breaching or defaulting party agrees to pay the other party the reasonable attorney's fees and cost incurred to enforce the Lease. As awarded by a court of competent jurisdiction.

Force Majeure

Neither LESSOR nor LESSEE shall be required to perform any term, conditions, or covenant in this Lease so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and other cause not reasonably within the control of LESSOR or LESSEE and which by the exercise of due diligence LESSOR or LESSEE is unable, wholly or in part, to prevent or overcome.

Estopple Information

LESSEE shall, at the request of LESSOR, provide any and all information with respect to this Lease to any person designated by LESSOR.

Time of Essence

Time is of the essence of this agreement.

THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2009.

LESSEE:

BY: _____
J.D. Salinas III, County Judge

BY: _____
Teresa Flores, Executive Director

LESSOR:

BY: _____
Horacio Aguirre

ATTEST:

BY: _____
Arturo Guajardo, JR.,
Hidalgo County Clerk

APPROVED AS TO FORM:

BY: _____
Hon. Ricardo Gonzalez
Oxford & Gonzalez, Attorney
for Hidalgo County Head Start Program

BY: _____
Hon. Steven Crain
Atlas & Hall, LLP
Attorney for Hidalgo Country

Date Approved by Policy Council:
Date Approved by County Commissioner:

STATE OF TEXAS
COUNTY OF HIDALGO

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**LEASE AGREEMENT BETWEEN
DANIEL GARZA AND
HIDALGO COUNTY**

This Lease is made and entered into by and between Daniel Garza (Granjeno) herein referred to as the "LESSOR" and Hidalgo County through the Head Start Program, herein referred to as the "LESSEE" in the Lease.

In consideration of the mutual covenants and agreements set forth in this Lease, and other good and valuable consideration, LESSOR demises and leases to LESSEE, and LESSEE leases from LESSOR, that certain building described as the Head Start Building lying and being situated at 6610 South FM 494 Mission, Texas in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the Premises" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises and/or land shall be used for the purpose of HEAD START CLASSROOMS AND PARENTS' MEETING subject to the special terms (if any) which may be listed below, and which shall be determined by mutual agreement of both parties. The Leased Premises are deemed for the purposes of this Agreement and constitute all 100% percent of such building in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve (12) months commencing on January 1st 2009 (“commencement date”) and ending on December 31st, 2009 (“termination date”) unless sooner terminated as provided in this Lease, or unless renewed and extended in accordance with Paragraph 1.03, hereof.

Renewal or Termination

1.03 Provided LESSEE has not defaulted in any of the terms, conditions or provisions thereof, LESSEE shall be given the right of renewal and extending the term of the lease hereof, commencing on the first day of January, 2010, for a like term or other terms as may be subsequently agreed to upon by both parties.

Each party shall give the other Party notice of termination of the Lease, in writing, at least sixty (60) days prior to the termination of the this Agreement or any subsequent agreement, unless otherwise agreed by the parties. LESSEE shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to LESSOR.

1.04 LESSEE shall comply with the Texas Department of Human Services Inspection in regards to the number of children that can safely occupy the building at any one time.

Base Rent

1.05 LESSEE agrees to pay LESSOR the maximum rent amount of \$3,600.00 per year, in twelve (12) equal payments payable on the 1st day of each month. Payment shall be mailed to Name/Address City, State Zip Code Shown on Article VII, 7.01.

1.06 LESSOR covenants and agrees that LESSEE on paying the rent and other charges herein provided for and observing and keeping the covenants, conditions, and terms of this Lease on LESSEE'S part to be kept or performed, shall lawfully and quietly hold, occupy, and enjoy the Leased Premises during the term of this Lease without hindrance or disruption by LESSOR or any person claiming under LESSOR except such portion of the Leased Premises, if any as shall be taken under the power of eminent domain.

LESSEE shall accept possession of Leased Premises and equipment (if any) in their present condition and location.

ARTICLE 2. TAXES

Taxes

2.01 LESSOR shall pay all real property taxes assessments until this lease either expires or terminates as provided here

2.02 LESSOR shall pay all personal property taxes and assessments on such Leased Premises as presently owned by LESSOR.

ARTICLE 3. MAINTENANCE ON PREMISES

3.01 LESSEE agrees to maintain the Leased Premises in a condition suitable for use for which this lease is intended.

3.02 LESSEE will keep all and singular the said building, including all of LESSOR'S fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEE'S expense and shall remain the property of the LESSOR at the

termination of the lease. Reasonable use and wearing of said fixtures, appurtenances, equipment and machinery, damage thereto by accidental fire, accident, or natural disaster, shall be exempt from the provision.

3.03 LESSEE shall provide housekeeping services for said premises, limited to sweeping, mopping and emptying trash cans, at most, every two (2) working days, and waxing floors not more often than every two (2) weeks.

3.04 In the event that the Leased Premises are destroyed by flood or other casualty, the parties agree that this lease will be terminated and shall not be in force and effect during that period of time while the Leased Premises cannot be used for the purposes intended by Agreement.

3.05 It is agreed that all permanent improvements made to or furnished by the LESSEE on the Leased Premises shall be deemed to be and shall become part of the realty and shall belong to LESSOR upon expiration of the Lease or any extension hereof; provided, however that all window air condition units, carpeting and lighting fixtures shall be deemed chattels temporarily attached to realty and shall remain the personal property of LESSEE and may be removed upon termination of the Lease or any extension hereof; provided, further, that all chattels that will not damage the permanent improvement, if removed, shall be deemed the property of LESSEE and may be removed upon termination of the Lease.

3.06 LESSEE may make alteration, paint the interior or exterior of said building, but if major alterations which might adversely affect the exterior or interior of said building are desired by the LESSEE, such alterations shall not be made, nor signs erected without the written consent of LESSOR.

3.07 LESSOR shall maintain the building roof, air conditioner, heating system before and during the lease of the building and will provide all major repairs at its own expense.

ARTICLE 4. UTILITIES

Utility Charges

4.01 LESSEE shall pay the charges for the water, sewer, garbage, trash pick up services, telephone, gas and electricity furnished to the Lease Premises during the term of this lease.

ARTICLE 5. INSURANCE AND INDEMNITY

Property Insurance

5.01 LESSOR shall insure the building and equipment covered by this lease against fire, accident, or natural disaster. In the event the building(s), or equipment or any part thereof shall, during said term or any renewal hereof, be destroyed by fire, accident, or natural disaster the same shall be thereby rendered unfit for use and habitation, then and in such case, the rent heretofore reserved, or a just and proportionate part thereof, according to the nature and extent of the injury sustained, shall be suspended or abated until said Lease Premises shall have been put in proper condition for use and habitation, by LESSEE or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSEE shall name LESSOR as additional insured on it's fire and casualty policy. LESSEE agrees to provide a copy to such policy of insurance to LESSOR at time of execution of this agreement.

5.02 To the extent allowable under law, LESSEE agrees to hold LESSOR harmless for any liability for any accident or other legal cause of action based upon any tort which occurs on the Lease Premises, caused solely by LESSEE, its agent or employees.

5.03 LESSEE agrees that, during the term of this lease, it shall have in effect a liability insurance policy to protect LESSOR from any third party claims that may arise as a result of injuries caused to any person upon the premises herein described. The limits of this policy shall be not less than \$100,000.00 per person and \$300,000.00 per occurrence.

ARTICLE 6. MISCELLANEOUS

6.01 This agreement shall be binding upon and insure to the benefit of the parties hereto and their respective successors, but LESSEE shall not assign any part of the premises.

6.02 LESSEE will not cause to be carried upon the premises any trade or business, which increases the rate of insurance premiums on the Leased Premises, building(s) or contents.

6.03 LESSEE will permit LESSOR at reasonable times to make such repairs as it may deem necessary for the protection of the premises.

6.04 This Agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of parties created hereunder are performable in Hidalgo County, Texas.

6.05 Commitment of Current Revenues Only. In the event that, during any term hereof, the County does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then the LESSEE may terminate

this Agreement upon sixty (60) days written notice to the other party. The LESSEE agrees, however to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend these provisions to be a continuing right to terminate this Agreement at the expiration of each budget period of the LESSEE.

6.06 LESSEE shall permit LESSOR and its agents to enter into and upon the Leased Premises at approved specified times after written notice to LESSEE for the purpose of inspecting the same or for the purpose of maintaining or making repairs to the Leased Premises required hereby. However, the LESSOR agrees to not disrupt or interfere with the LESSOR'S program.

WAVIER OF BREACH

A wavier by either LESSOR or LESSEE of a breach of this Lease by the other party shall not constitute a continuing wavier or waiver of any subsequent breach of the Lease.

ARTICLE 7. MISCELLANEOUS

Notices and Addresses

7.01 All notices required under this Lease will be deemed delivered when deposited in certified or registered mail, addressed to the proper party, at the following addresses:

LESSOR:

Daniel Garza
6610 South FM 494
Mission, TX

LESSEE:

Hidalgo County Head Start Program
Attn: Teresa Flores, Executive Director
P.O. Box 0117
Edinburg, TX 78540-0117

Either party may change the address to which notices are to be sent in by giving the other party notice of the new address in the manner provided in this section.

Legal Construction

In case any one or more of the provisions contained in this agreement shall for any reason be held by the court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of the agreement, and this agreement shall be construed as if the invalid illegal, or unenforceable provision had never been included in the agreement.

Prior Agreement

This agreement constitutes the sole and only agreement of the parties to the agreement and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this agreement.

Amendment

No amendment, modification, or alteration of the terms of this agreement shall be binding unless it is in writing, dated subsequent to the date of this agreement, and duly executed by the parties to this agreement.

Rights and Remedies Cumulative

The rights and remedies provided by this Lease agreement are cumulative, and the use of any one right or remedy by either party shall not

preclude or waive that party's right to use any or all other remedies. The rights and remedies provided in this Lease are in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

Attorney's Fees and Costs

If, as a result of a breach of this agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Lease, then the breaching or defaulting party agrees to pay the other party the reasonable attorney's fees and cost incurred to enforce the Lease. As awarded by a court of competent jurisdiction.

Force Majeure

Neither LESSOR nor LESSEE shall be required to perform any term, conditions, or covenant in this Lease so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and other cause not reasonably within the control of LESSOR or LESSEE and which by the exercise of due diligence LESSOR or LESSEE is unable, wholly or in part, to prevent or overcome.

Estopple Information

LESSEE shall, at the request of LESSOR, provide any and all information with respect to this Lease to any person designated by LESSOR.

Time of Essence

Time is of the essence of this agreement.

THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2009.

LESSEE:

BY: _____
J.D. Salinas III, County Judge

BY: _____
Teresa Flores, Executive Director

LESSOR:

BY: _____
Daniel Garza

ATTEST:

BY: _____
Arturo Guajardo, JR.,
Hidalgo County Clerk

APPROVED AS TO FORM:

BY: _____
Hon. Ricardo Gonzalez
Oxford & Gonzalez, Attorney
for Hidalgo County Head Start Program

BY: _____
Hon. Steven Crain
Atlas & Hall, LLP
Attorney for Hidalgo Country

Date Approved by Policy Council:
Date Approved by County Commissioner:

STATE OF TEXAS

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COUNTY OF HIDALGO

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**LEASE AGREEMENT BETWEEN
COLUMBUS CLUB OF WESLACO AND
HIDALGO COUNTY**

This Lease is made and entered into by and between Columbus Club of Weslaco (Weslaco II) herein referred to as the "LESSOR" and Hidalgo County through the Head Start Program, herein referred to as the "LESSEE" in the Lease.

In consideration of the mutual covenants and agreements set forth in this Lease, and other good and valuable consideration, LESSOR demises and leases to LESSEE, and LESSEE leases from LESSOR, that certain building described as the Head Start Building lying and being situated at 3030 North Texas Blvd., Weslaco, TX 78596, Texas in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the Premises" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises and/or land shall be used for the purpose of HEAD START CLASSROOMS AND PARENTS' MEETING subject to the special terms (if any) which may be listed below, and which shall be determined by mutual agreement of both parties. The Leased Premises are deemed for the purposes of this Agreement and constitute all 100% percent of such building in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve (12) months commencing on January 1st 2009 (“commencement date”) and ending on December 31st, 2009 (“termination date”) unless sooner terminated as provided in this Lease, or unless renewed and extended in accordance with Paragraph 1.03, hereof.

Renewal or Termination

1.03 This Lease Agreement may be renewed by the LESSEE with a two term renewal option at a 5%, increase base on the same terms and conditions. After the initial one (1) year lease term, should LESSEE opt to renew the Lease, then LESSEE shall pay LESSOR an increase of five percent (5%) each year in the total LEASE price.

Each party shall give the other Party notice of termination of the Lease, in writing, at least sixty (60) days prior to the termination of the this Agreement or any subsequent agreement, unless otherwise agreed by the parties. LESSEE shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to LESSOR.

1.04 LESSEE shall comply with the Texas Department of Human Services Inspection in regards to the number of children that can safely occupy the building at any one time.

Base Rent

1.05 LESSEE agrees to pay LESSOR the maximum rent amount of \$25,140.00 per year, in twelve (12) equal monthly payments, payable on the 1st day of each month. Payment shall be made payable to Knights of Columbus Payment shall be mailed to Name/Address City, State Zip Code shown on Article VII, 7.01.

1.06 LESSOR covenants and agrees that LESSEE on paying the rent and other charges herein provided for and observing and keeping the covenants, conditions, and terms of this Lease on LESSEE'S part to be kept or performed, shall lawfully and quietly hold, occupy, and enjoy the Leased Premises during the term of this Lease without hindrance or disruption by LESSOR or any person claiming under LESSOR except such portion of the Leased Premises, if any as shall be taken under the power of eminent domain.

LESSEE shall accept possession of Leased Premises and equipment (if any) in their present condition and location.

ARTICLE 2. TAXES

Taxes

2.01 LESSOR shall pay all real property taxes assessments until this lease either expires or terminates as provided here

2.02 LESSOR shall pay all personal property taxes and assessments on such Leased Premises as presently owned by LESSOR.

ARTICLE 3. MAINTENANCE ON PREMISES

3.01 LESSEE agrees to maintain the Leased Premises in a condition suitable for use for which this lease is intended.

3.02 LESSEE will keep all and singular the said building, including all of LESSOR'S fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEE'S expense and shall remain the property of the LESSOR at the termination of the lease. Reasonable use and wearing of said fixtures,

appurtenances, equipment and machinery, damage thereto by accidental fire, accident, or natural disaster, shall be exempt from the provision.

3.03 LESSEE shall provide housekeeping services for said premises, limited to sweeping, mopping and emptying trash cans, at most, every two (2) working days, and waxing floors not more often than every two (2) weeks.

3.04 In the event that the Leased Premises are destroyed by flood or other casualty, the parties agree that this lease will be terminated and shall not be in force and effect during that period of time while the Leased Premises cannot be used for the purposes intended by Agreement.

3.05 It is agreed that all permanent improvements made to or furnished by the LESSEE on the Leased Premises shall be deemed to be and shall become part of the realty and shall belong to LESSOR upon expiration of the Lease or any extension hereof; provided, however that all window air condition units, carpeting and lighting fixtures shall be deemed chattels temporarily attached to realty and shall remain the personal property of LESSEE and may be removed upon termination of the Lease or any extension hereof; provided, further, that all chattels that will not damage the permanent improvement, if removed, shall be deemed the property of LESSEE and may be removed upon termination of the Lease.

3.06 LESSEE may make alteration, paint the interior or exterior of said building, but if major alterations which might adversely affect the exterior or interior of said building are desired by the LESSEE, such alterations shall not be made, nor signs erected without the written consent of LESSOR.

3.07 LESSOR shall maintain the building roof, air conditioner, heating system before and during the lease of the building and will provide all major repairs at its own expense.

ARTICLE 4. UTILITIES

Utility Charges

4.01 LESSEE shall pay the charges for the water, sewer, garbage, trash pick up services, telephone, gas and electricity furnished to the Lease Premises during the term of this lease.

ARTICLE 5. INSURANCE AND INDEMNITY

Property Insurance

5.01 LESSOR shall insure the building and equipment covered by this lease against fire, accident, or natural disaster. In the event the building(s), or equipment or any part thereof shall, during said term or any renewal hereof, be destroyed by fire, accident, or natural disaster the same shall be thereby rendered unfit for use and habitation, then and in such case, the rent heretofore reserved, or a just and proportionate part thereof, according to the nature and extent of the injury sustained, shall be suspended or abated until said Lease Premises shall have been put in proper condition for use and habitation, by LESSEE or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSEE shall name LESSOR as additional insured on it's fire and casualty policy. LESSEE agrees to provide a copy to such policy of insurance to LESSOR at time of execution of this agreement.

5.02 To the extent allowable under law, LESSEE agrees to hold LESSOR harmless for any liability for any accident or other legal cause of action

based upon any tort which occurs on the Lease Premises, caused solely by LESSEE, its agent or employees.

5.03 LESSEE agrees that, during the term of this lease, it shall have in effect a liability insurance policy to protect LESSOR from any third party claims that may arise as a result of injuries caused to any person upon the premises herein described. The limits of this policy shall be not less than \$100,000.00 per person and \$300,000.00 per occurrence.

ARTICLE 6. MISCELLANEOUS

6.01 This agreement shall be binding upon and insure to the benefit of the parties hereto and their respective successors, but LESSEE shall not assign any part of the premises.

6.02 LESSEE will not cause to be carried upon the premises any trade or business, which increases the rate of insurance premiums on the Leased Premises, building(s) or contents.

6.03 LESSEE will permit LESSOR at reasonable times to make such repairs as it may deem necessary for the protection of the premises.

6.04 This Agreement shall be construed under and in accordance with the laws of the State of Texas and all obligations of parties created hereunder are performable in Hidalgo County, Texas.

6.05 Commitment of Current Revenues Only. In the event that, during any term hereof, the County does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then the LESSEE may terminate this Agreement upon sixty (60) days written notice to the other party. The LESSEE agrees, however to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend these

provisions to be a continuing right to terminate this Agreement at the expiration of each budget period of the LESSEE.

6.06 LESSEE shall permit LESSOR and its agents to enter into and upon the Leased Premises at approved specified times after written notice to LESSEE for the purpose of inspecting the same or for the purpose of maintaining or making repairs to the Leased Premises required hereby. However, the LESSOR agrees to not disrupt or interfere with the LESSOR'S program.

WAVIER OF BREACH

A wavier by either LESSOR or LESSEE of a breach of this Lease by the other party shall not constitute a continuing wavier or waiver of any subsequent breach of the Lease.

ARTICLE 7. MISCELLANEOUS

Notices and Addresses

7.01 All notices required under this Lease will be deemed delivered when deposited in certified or registered mail, addressed to the proper party, at the following addresses:

LESSOR:

Columbus Club of Weslaco
Attn: Victor R. Garza
850 North Iowa
Weslaco, Texas 78596

LESSEE:

Hidalgo County Head Start Program
Attn: Teresa Flores, Executive Director
P.O. Box 0117
Edinburg, TX 78540-0117

Either party may change the address to which notices are to be sent in by giving the other party notice of the new address in the manner provided in this section.

Legal Construction

In case any one or more of the provisions contained in this agreement shall for any reason be held by the court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of the agreement, and this agreement shall be construed as if the invalid illegal, or unenforceable provision had never been included in the agreement.

Prior Agreement

This agreement constitutes the sole and only agreement of the parties to the agreement and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this agreement.

Amendment

No amendment, modification, or alteration of the terms of this agreement shall be binding unless it is in writing, dated subsequent to the date of this agreement, and duly executed by the parties to this agreement.

Rights and Remedies Cumulative

The rights and remedies provided by this Lease agreement are cumulative, and the use of any one right or remedy by either party shall not preclude or waive that party's right to use any or all other remedies. The rights and remedies provided in this Lease are in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

Attorney's Fees and Costs

If, as a result of a breach of this agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Lease, then the breaching or defaulting party agrees to pay the other party the reasonable attorney's fees and cost incurred to enforce the Lease. As awarded by a court of competent jurisdiction.

Force Majeure

Neither LESSOR nor LESSEE shall be required to perform any term, conditions, or covenant in this Lease so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and other cause not reasonably within the control of LESSOR or LESSEE and which by the exercise of due diligence LESSOR or LESSEE is unable, wholly or in part, to prevent or overcome.

Estoppel Information

LESSEE shall, at the request of LESSOR, provide any and all information with respect to this Lease to any person designated by LESSOR.

Time of Essence

Time is of the essence of this agreement.

THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2009.

LESSEE:

BY: _____
J.D. Salinas III, County Judge

BY: _____
Teresa Flores, Executive Director

LESSOR:

BY: _____
Victor R. Garza

ATTEST:

BY: _____
Arturo Guajardo, JR.,
Hidalgo County Clerk

APPROVED AS TO FORM:

BY: _____
Hon. Ricardo Gonzalez
Oxford & Gonzalez, Attorney
for Hidalgo County Head Start Program

BY: _____
Hon. Steven Crain
Atlas & Hall, LLP
Attorney for Hidalgo Country

Date Approved by Policy Council:
Date Approved by County Commissioner:

AI-13489
Financial Reports
CC REGULAR

12.C.

Date: 01/28/2009
Submitted By: Linda Galaviz, HEAD START
Submitted For: Edmundo Garcia
Department: HEAD START
Agenda Category: Head Start

Information

CAPTION

Discussion/Approval of Financial Reports: November 2008 and December 2008

BACKGROUND

Policy Council Approval: 01.21.09

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
No fiscal impact.

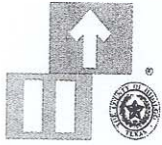
Attachments

Link: [Financial Reports](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:59 PM	APRV
2	Erika Reyna	Erika Reyna	01/22/2009 05:58 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Linda Galaviz
Started On: 01/16/2009 11:18 AM
Final Approval Date: 01/23/2009



Hidalgo County Head Start Program

Policy Council Agenda

DATE: January 21, 2009

SUBJECT: Discussion/Approval of Program Financial Reports

RATIONALE/NEED: Approval is needed to comply with the Head Start Performance Standard 1304.51(h) (1).

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Financial Reports -
November/December 2008

INITIATED BY: Elma Keller, Finance Director *E. Keller*

REVIEWED BY: Edmundo Garcia, Assistant Program Director *E. Garcia*

EXECUTIVE DIRECTOR'S APPROVAL: *Leres Flores*

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 11/1/2008 Through 11/30/2008

Account Code	Account Title	Total Budget	YTD Actual	YTD Encumbrance	Total Budget Balance	Percent Budget Remaining	Current Actual
01	SALARIES	15,099,275.04	12,545,214.38	0.00	2,554,060.66	17.00%	1,098,137.42
02	FRINGE BENEFITS	5,564,297.06	4,756,608.72	0.00	807,688.34	15.00%	442,000.24
03	OUT OF TOWN TRAVEL	10,000.00	0.00	0.00	10,000.00	100.00%	0.00
04	EQUIPMENT	0.00	0.00	0.00	0.00	0.00%	0.00
05	SUPPLIES	826,302.60	948,853.01	40,553.61	*(163,104.02)	-20.00%	52,606.49
06	OTHER COST	<u>1,828,015.30</u>	<u>1,804,965.19</u>	<u>77,615.58</u>	<u>*(54,565.47)</u>	<u>-3.00%</u>	<u>130,243.89</u>
Report Total		<u>23,327,890.00</u>	<u>20,055,641.30</u>	<u>118,169.19</u>	<u>3,154,079.51</u>	<u>14.00%</u>	<u>1,722,988.04</u>

*Supplies Line item shows a negative variance due to the purchase of additional supplies over budgeted amount. It is an annual occurrence that is absorbed by the budget excess in the Salary line item.

* Other Cost Line item includes a negative variance due to higher utility bills

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 12/1/2008 Through 12/31/2008

Account Code	Account Title	Total Budget	YTD Actual	YTD Encumbrance	Total Budget Balance	Percent Total Budget Remaining - Revised	Current Actual
01	SALARIES	15,099,275.04	14,534,194.17	0.00	565,080.87	0.04%	1,988,979.79
02	FRINGE BENEFITS	5,564,297.06	5,336,847.21	0.00	227,449.85	0.04%	580,238.49
03	OUT OF TOWN TRAVEL	10,000.00	0.00	0.00	10,000.00	1.00%	0.00
04	EQUIPMENT	0.00	0.00	0.00	0.00	0.00%	0.00
05	SUPPLIES **	826,302.60	1,021,791.90	122,802.37	(318,291.67)	(0.39)%	55,341.42
06	OTHER COST ***	1,828,015.30	1,956,445.32	51,252.07	(179,682.09)	(0.10)%	134,428.08
Report Total		<u>23,327,890.00</u>	<u>22,849,278.60</u>	<u>174,054.44</u>	<u>304,556.96</u>	<u>0.01%</u>	<u>2,758,987.78</u>

** Supplies line item shows a negative balance due to the purchase of additional supplies over budgeted amount. It is an annual occurrence that is absorbed by the budget excess in the salary line item.

*** Other cost line item shows a negative balance due to higher utility bills.

PAYROLL ACCRUAL - 3 DAYS & 4TH QUARTER PENSION ADMINIST. COSTS	224,500.00
UTILITIES FOR DECEMBER HAVEN'T ALL BEEN REC'D - WAITING TO PAY	80,056.96

AI-13488

12.D.

**Self Assessment Schedule
CC REGULAR**

Date: 01/28/2009
Submitted By: Linda Galaviz, HEAD START
Submitted For: Edmundo Garcia
Department: HEAD START

Information

CAPTION

Discussion/Approval of Self Assessment Schedule

BACKGROUND

Policy Council Approval: 01.21.09

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
No funding required

Attachments

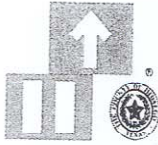
Link: [Self Assessment](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:58 PM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 02:03 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Linda Galaviz
Started On: 01/16/2009 11:16 AM

Final Approval Date: 01/23/2009



Hidalgo County Head Start Program

Policy Council Agenda

DATE: January 21, 2009

SUBJECT: Discussion/Approval of Self Assessment Schedule

RATIONALE/NEED: A self assessment is required to be conducted each year. The purpose of the self assessment is to self monitor the program regarding compliance with Performance Standards. Documents to be used are aligned with requirements for the Office of Head Start Monitoring Protocol (OHSMS). The self assessment is tentatively scheduled for February 9-20, 2009. The self assessment training will be held on Friday, February 6, 2008.

RECOMMENDATION: Administration recommends approval.

COST:

RELATED INFORMATION INCLUDES: None

INITIATED BY: Nora S. Munoz, Assistant Program Director 

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: 

AI-13491

12.E.

Re-Advertise for Sealed Bids

CC REGULAR

Date: 01/28/2009
Submitted By: Linda Galaviz, HEAD START
Submitted For: Edmundo Garcia
Department: HEAD START

Information

CAPTION

Discussion/Approval to Re-Advertise Including Approval of Specifications (as attached hereto) for Sealed Bids on Lease of Classroom Space/Land for the Following Areas:

- | | |
|------------------------------|------------------------------|
| 1. Classroom Space -Donna | 6. Classroom Space -Mercedes |
| 2. Classroom Space -Edinburg | 7. Classroom Space -Mercedes |
| 3. Classroom Space -Pharr | 8. Classroom Space -Mission |
| 4. Classroom Space -McAllen | 9. Classroom Space -Mission |
| 5. Classroom Space -McAllen | 10. Land Space -La Joya |

BACKGROUND

Policy Council Approval: 01.21.09

No bids received

Fiscal Impact

<u>FISCAL YEAR:</u>	<u>ACCT. #:</u>
<u>FUNDS AVAILABLE Y/N?:</u>	<u>MATCHING FUNDS Y/N?:</u>
<u>BUDGETARY IMPACT:</u>	
No fiscal impact.	

Attachments

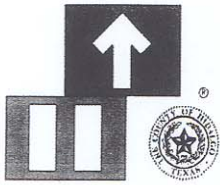
Link: [Re-Advertise Sealed Bids](#)

Link: [Backup](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:59 PM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 04:46 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Linda Galaviz			Started On: 01/16/2009 11:30 AM	

Final Approval Date: 01/23/2009



Hidalgo County Head Start Program Policy Council Agenda Request

DATE: January 21, 2009

SUBJECT: Discussion/Approval to Re-Advertise Including Approval of Specifications (as attached hereto) for Sealed Bids on Lease of Classroom Space/Land for the Following Areas:

- | | |
|-----------------------------|-----------------------------|
| A. Classroom Space-Donna | F. Classroom Space-Mercedes |
| B. Classroom Space-Edinburg | G. Classroom Space-Mercedes |
| C. Classroom Space -Pharr | H. Classroom Space- Mission |
| D. Classroom Space -McAllen | I. Classroom Space- Mission |
| E. Classroom Space-McAllen | J. Land Space- La Joya |

RATIONALE/NEED: There is a need to re-bid classroom and land space for to serve families in the Donna, Edinburg, La Joya, McAllen, Mercedes, Mission, and Pharr areas. No bids were received for these areas.

RECOMMENDATION: Administration recommends approval

COST: N/A

RELATED INFORMATION INCLUDED: Specifications

INITIATED BY: Ambrosio Tovar, Procurement Director *A.T.*

REVIEWED BY: Mr. Edmundo Garcia, Assistant Director *E. Garcia*

PROGRAM DIRECTOR'S APPROVAL: *Loren Flores*

**SPECIFICATION
LAND SPACE**

EXHIBIT "A"
FOR
HIDALGO COUNTY HEAD START PROGRAM
"LEASE OF LAND SPACE- La Joya Area"

BID NO. 2009-01-010

Instructions to bidders:

These instructions apply to all offers made to Hidalgo County Head Start Program (herein referred to as "Count") by all prospective vendors (herein after referred to as "Bidders") on behalf of Solicitations including, but not limited to, Invitations to Bid.

- Please review this document in its entirety. Be sure your bid is complete, and double check your accuracy.
- Open records access to all information submitted. All information included will be open to the public, other bidders, media as per Open Records Act and not be confidential in nature. If you deem any information as confidential it should not be made part of your bid package.

Lease Land Specifications:

1. Land – Minimum three quarter ($\frac{3}{4}$) acre Track of land in the La Joya Area.

Exceptions: _____

2. This lease contract will have a clause for termination without cause upon sixty (60) days written notice to the other.

Exceptions: _____

3. Hidalgo County Head Start Program reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for next contract term.

Exceptions: _____

4. Bid premises must have water, sewer, garbage pickup in addition to electricity and natural gas available. Lessor will be responsible for electrical maintenance.

Exceptions / Variations: _____

5. The award of the bid will evidenced by a written lease agreement in a form acceptable to Hidalgo County Head Start Program. A copy of the required lease is on file at the Hidalgo County Head Start Program.

Exceptions / Variations: _____

6. The contract for lease will be for an initial of one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional One (1) year based on the same terms and conditions.

Exceptions / Variations: _____

7. There will also be a sixty (60) day clause for termination due to lack of funding. The contract will also have a sixty (60) day clause for termination by either party without cause.

Exceptions / Variations: _____

8. Hidalgo County Head Start Program reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for next contract term.

Exceptions / Variations: _____

Notice To Bidders:

It is mandatory that the legal description of the property is provided with your bid.

REQUIREMENTS AND/OR TERMS AND CONDITIONS

1. Bidder shall charge by the square foot of rental space;
3. Hidalgo County Head Start Program reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for the next contract term;
5. The awarded bidder shall adhere to the following insurance requirements:
 - Property insurance policy shall provide that any proceeds for loss or damage to building or to improvements shall be payable solely to Lessor, which sum shall be used by Lessor for repair and restoration purpose;
 - Certificates of insurance shall be submitted to Hidalgo County Head Start Program for approval prior to rental services being performed by Lessor hereunder;
 - The award of the bid will be evident by a written lease agreement in a form acceptable to Hidalgo County Head Start Program;

Each policy of insurance required hereunder shall extend for a period equivalent or longer than the term of this Lease, and any insurer hereunder shall be required to give at least thirty (#) days written notice to the County prior to the cancellation of any such coverage on the termination date or otherwise the lease shall be automatically suspended upon the cancellation or other termination or required insurance policy hereunder;

If a new building is to be constructed there should be a completion date of approximately one hundred and twenty (120) days from date bid was awarded. If completion date is not met, bid will become void/null;

After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract/lease agreement, Hidalgo County Head Start Program reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County Head Start Program shall charge the successful bidder the difference for any additional cost to the County.

The complete space will be inspected by Hidalgo County Head Start Program – Field Operations Director, before lease contract is in place, in order to verify status and kind of business activity within the building;

Hidalgo County Head Start Program reserves the right to hold bids for a period of sixty (60) days without taking any action;

Provide the legal description of the property along with your bid and include a proposed “floor plan layout” of your facility.

TERM:

1. The term of the lease will be for an initial one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional one (1) year based on the same terms and conditions. During initial lease term and any renewals or extensions permitted herein, contract will have a sixty (60) day termination/cancellation clause;
2. Any renewal or extension of this lease shall be on the same terms and conditions as provided in the current contract;
3. All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and not reimbursements for such charges or expenses shall be passed onto Hidalgo County Head Start Program.

ADDITIONAL INFORMATION:

Information regarding this project can be addressed in writing, to the Hidalgo County Head Start Program – Procurement Department. Hidalgo County Head Start Program is requesting that any or all questions, inquires and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Ambrosio Tovar, Procurement Director, at 1901 West State Highway 107, McAllen, TX 78504. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

All written inquiries will be accepted via facsimile no later than, Tuesday, **February 24, 2009**, at 2:00 p.m. at (956) 381-0439. Responses to said inquiries will be sent to all applicants via facsimile by no later than 2:00 p.m., Thursday, **February 26, 2009**.

Approved as to form Ricardo Gonzalez: _____ / /
Hidalgo County Head Start Program – Attorney Date

Approved as to form County Purchasing: _____ / /
County of Hidalgo – Purchasing Department Date

SPECIFICATION CLASSROOM SPACE

EXHIBIT "A"
FOR
HIDALGO COUNTY HEAD START PROGRAM
"LEASE OF CLASSROOM SPACE- Donna Area"

BID NO. 2009-01-001

Instructions to bidders:

These instructions apply to all offers made to Hidalgo County Head Start Program (herein referred to as "Count") by all prospective vendors (herein after referred to as "Bidders") on behalf of Solicitations including, but not limited to, Invitations to Bid.

- Please review this document in its entirety. Be sure your bid is complete, and double check your accuracy.
- Open records access to all information submitted. All information included will be open to the public, other bidders, media as per Open Records Act and not be confidential in nature. If you deem any information as confidential it should not be made part of your bid package.

CLASSROOM SPECIFICATIONS:

1. Said Space shall have designated areas for three (3) Classrooms with adequate lighting. Each classroom must have two (2) Exits. Must have adequate space for an Office area of 8' x 10', and Playground Area.

Exceptions / Variations: _____

2. The building should consist of minimum of 700 Sq. Ft. per Classroom Areas, Office area of 8'x10', Playground area of 3,000 square feet to accommodate 36 children at one time. Building must be located within a three (3) mile radius from an existing Head Start Centers in order to coordinate services.

Exceptions / Variations: _____

3. Bidder must charge by the square foot for Rental Space.

Exceptions / Variations: _____

4. The building will meet all ADA requirements.

Exceptions / Variations: _____

5. The guest parking lot will consist of at least 8 to 10 parking space of which one (1) will be designed as handicap accessible.

Exceptions / Variations: _____

6. Bid premises must have handicapped accessibility toilet facilities for both men and women. Toilet facilities to accommodate sixty (60) children. Toilet facilities must meet ADA Requirements. Must also have a minimum of four (4) hand washing sink areas, as well as four (4) toilet commodes in each restroom.

Exceptions / Variations: _____

7. Bidder will maintain liability insurance on the building plus insure building for fire, accident and natural disaster. Also, must maintain liability insurance on the premises. See Exhibit "C" Insurance Requirement.

Exceptions / Variations: _____

8. Bid premises must have water, sewer, garbage pickup in addition to electricity and natural gas available. Lessor will be responsible for electrical maintenance.

Exceptions / Variations: _____

9. Building should be in good working condition to provide services to clients.

Exceptions / Variations: _____

10. Building to be constructed to comply with applicable federal, state and local building codes and regulations. If a new building is to be constructed there should be completion date of approximately 120 days upon execution of contract and notice to proceed. If completion date is not met, bid will become void/null.

Exceptions / Variations: _____

11. There should be a designated area for deliveries preferably by the storage area.

Exceptions / Variations: _____

12. The building should be well insulated with an ERA rating of minimum of eleven (11).

Exceptions / Variations: _____

13. Central air and heating will be provided for ample cooling and heating of the entire building. Maintenance of air and heating is responsibility of Lessor.

Exceptions / Variations: _____

14. The award of the bid will evidenced by a written lease agreement in a form acceptable to Hidalgo County Head Start Program. A copy of the required lease is on file at the Hidalgo County Head Start Program.

Exceptions / Variations: _____

15. The building shall also be free from rodents and insects prior to occupancy by the Hidalgo County Head Start Program staff. Lessor will be responsible and at Lessor's expense for pest control throughout term of this contract/lease.

Exceptions / Variations: _____

16. Building should have a minimum of three (3) fire extinguishers or amount required by the city Fire Code under federal, state, local and building codes and regulations. Floor area exits or exit access doorways must comply with the City Fire Code under federal, state and local building codes and regulations.

Exceptions / Variations: _____

17. An existing building must be ready for occupancy with all specifications completed and in compliance with the Americans with Disabilities Act, ninety (90) days upon execution of contract and notice to proceed. If the completion date is not met bid will become void/null.

Exceptions / Variations: _____

18. The contract for lease will be for an initial of one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional One (1) year

based on the same terms and conditions. There will also be a sixty (60) day clause for termination due to lack of funding.

Exceptions / Variations: _____

19. There will also be a sixty (60) day clause for termination due to lack of funding. The contract will also have a sixty (60) day clause for termination by either party without cause.

Exceptions / Variations: _____

20. Hidalgo County Head Start Program reserves the right to continue this bid for a ninety (90) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for next contract term.

Exceptions / Variations: _____

NOTICE TO BIDDERS: IT IS MANDATORY THAT THE LEGAL DESCRIPTION OF THE PROPERTY BE PROVIDED WITH YOUR BID.

REQUIREMENTS AND/OR TERMS AND CONDITIONS

22. The awarded bidder of the contract/lease will ensure that the facilities (toilets, water, faucets, air conditioning, heating, etc.) within the building are working properly before and during the rental of the building and will provide all upkeep and maintenance under the contract;
23. Bidder shall charge by the square foot of rental space;
24. Any and all repairs will be on a timely manner as prioritized by the Hidalgo County Head Start Program Field Operations Director;
25. Hidalgo County Head Start Program reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for the next contract term;
26. The awarded bidder shall adhere to the following insurance requirements:
- Property insurance policy shall provide that any proceeds for loss or damage to building or to improvements shall be payable solely to Lessor, which sum shall be used by Lessor for repair and restoration purpose;

- Certificates of insurance shall be submitted to Hidalgo County Head Start Program for approval prior to rental services being performed by Lessor hereunder;
- The award of the bid will be evident by a written lease agreement in a form acceptable to Hidalgo County Head Start Program;

Each policy of insurance required hereunder shall extend for a period equivalent or longer than the term of this Lease, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date or otherwise the lease shall be automatically suspended upon the cancellation or other termination or required insurance policy hereunder;

If a new building is to be constructed there should be a completion date of approximately one hundred and twenty (120) days from date bid was awarded. If completion date is not met, bid will become void/null;

After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract/lease agreement, Hidalgo County Head Start Program reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County Head Start Program shall charge the successful bidder the difference for any additional cost to the County.

The complete space will be inspected by Hidalgo County Head Start Program – Field Operations Director, before lease contract is in place, in order to verify status and kind of business activity within the building;

Hidalgo County Head Start Program reserves the right to hold bids for a period of sixty (60) days without taking any action;

Provide the legal description of the property along with your bid and include a proposed “floor plan layout” of your facility.

TERM:

4. The term of the lease will be for an initial one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional one (1) year based on the same terms and conditions. During initial lease term and any renewals or extensions permitted herein, contract will have a sixty (60) day termination/cancellation clause;
5. Any renewal or extension of this lease shall be on the same terms and conditions as provided in the current contract;
6. All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and not reimbursements for such charges or expenses shall be passed onto Hidalgo County Head Start Program.

ADDITIONAL INFORMATION:

Information regarding this project can be addressed in writing, to the Hidalgo County Head Start Program – Procurement Department. Hidalgo County Head Start Program is requesting that any or all questions, inquires and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Ambrosio Tovar, Procurement Director, at 1901 West State Highway 107, McAllen, TX 78504. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

All written inquiries will be accepted via facsimile no later than, Tuesday, **February 24, 2009**, at 2:00 p.m. at (956) 381-0439. Responses to said inquiries will be sent to all applicants via facsimile by no later than 2:00 p.m., Thursday, **February 26, 2009**.

Approved as to form Ricardo Gonzalez: _____ / /
Hidalgo County Head Start Program – Attorney Date

Approved as to form County Purchasing: _____ / /
County of Hidalgo – Purchasing Department Date

DRAFT

EXHIBIT "A"
FOR
HIDALGO COUNTY HEAD START PROGRAM
"LEASE OF CLASSROOM SPACE-
BID NO.

Instructions to bidders:

These instructions apply to all offers made to Hidalgo County Head Start Program (herein referred to as "Count") by all prospective vendors (herein after referred to as "Bidders") on behalf of Solicitations including, but not limited to, Invitations to Bid.

- Please review this document in its entirety. Be sure your bid is complete, and double check your accuracy.

- Open records access to all information submitted. All information included will be open to the public, other bidders, media as per Open Records Act and not be confidential in nature. If you deem any information as confidential it should not be made part of your bid package.

CLASSROOM SPECIFICATIONS:

1. Said Space shall have designated areas for three (3) Classrooms with adequate lighting. Each classroom must have two (2) Exits. Must have adequate space for an Office area of 8' x 10', and Playground Area.

Exceptions / Variations:

-
2. The building should consist of minimum of 700 Sq. Ft. per Classroom Areas, Office area of 8'x10', Playground area of 3,000 square feet to accommodate 36 children at one time. Building must be located within a three (3) mile radius from an existing Head Start Centers in order to coordinate services.

Exceptions / Variations:

-
3. Bidder must charge by the square foot for Rental Space.

Exceptions / Variations:

-
4. The building will meet all ADA requirements.

Exceptions / Variations:

-
5. The guest parking lot will consist of at least 8 to 10 parking space of which one (1) will be designed as handicap accessible.

Exceptions / Variations:

-
6. Bid premises must have handicapped accessibility toilet facilities for both men and women. Toilet facilities to accommodate sixty (60) children. Toilet facilities must meet ADA Requirements. Must also have a minimum of four (4) hand washing sink areas, as well as four (4) toilet commodes in each restroom.

**Exceptions /
Variations:**

-
7. Bidder will maintain liability insurance on the building plus insure building for fire, accident and natural disaster. Also, must maintain liability insurance on the premises. See Exhibit "C" Insurance Requirement.

Exceptions /

Variations: _____

—

8. Bid premises must have water, sewer, garbage pickup in addition to electricity and natural gas available. Lessor will be responsible for electrical maintenance.

Exceptions / Variations:

—

9. Building should be in good working condition to provide services to clients.

Exceptions / Variations:

—

10. Building to be constructed to comply with applicable federal, state and local building codes and regulations. If a new building is to be constructed there should be completion date of approximately 120 days upon execution of contract and notice to proceed. If completion date is not met, bid will become void/null.

Exceptions / Variations:

—

11. There should be a designated area for deliveries preferably by the storage area.

Exceptions / Variations:

—

12. The building should be well insulated with an ERA rating of minimum of eleven (11).

Exceptions / Variations:

—

13. Central air and heating will be provided for ample cooling and heating of the entire building. Maintenance of air and heating is responsibility of Lessor.

Exceptions / Variations:

-
14. The award of the bid will be evidenced by a written lease agreement in a form acceptable to Hidalgo County Head Start Program. A copy of the required lease is on file at the Hidalgo County Head Start Program.

Exceptions / Variations:

-
15. The building shall also be free from rodents and insects prior to occupancy by the Hidalgo County Head Start Program staff. Lessor will be responsible and at Lessor's expense for pest control throughout term of this contract/lease.

Exceptions / Variations:

-
16. Building should have a minimum of three (3) fire extinguishers or amount required by the city Fire Code under federal, state, local and building codes and regulations. Floor area exits or exit access doorways must comply with the City Fire Code under federal, state and local building codes and regulations.

Exceptions / Variations:

-
17. An existing building must be ready for occupancy with all specifications completed

and in compliance with the Americans with Disabilities Act, ninety (90) days upon execution of contract and notice to proceed. If the completion date is not met bid will become void/null.

Exceptions / Variations:

-
18. The contract for lease will be for an initial of one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional One (1) year based on the same terms and conditions. There will also be a sixty (60) day clause for termination due to lack of funding.

Exceptions / Variations:

19. There will also be a sixty (60) day clause for termination due to lack of funding. The contract will also have a sixty (60) day clause for termination by either party without cause.

Exceptions / Variations:

-
20. Hidalgo County Head Start Program reserves the right to continue this bid for a ninety (90) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for next contract term.

Exceptions / Variations:

NOTICE TO BIDDERS: IT IS MANDATORY THAT THE LEGAL DESCRIPTION OF THE PROPERTY BE PROVIDED WITH YOUR BID.

REQUIREMENTS AND/OR TERMS AND CONDITIONS

21. The awarded bidder of the contract/lease will ensure that the facilities (toilets, water, faucets, air conditioning, heating, etc.) within the building are working properly before and during the rental of the building and will provide all upkeep and maintenance under the contract;
22. Bidder shall charge by the square foot of rental space;
23. Any and all repairs will be on a timely manner as prioritized by the Hidalgo County Head Start Program Field Operations Director;
24. Hidalgo County Head Start Program reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for the next contract term;
25. The awarded bidder shall adhere to the following insurance requirements:
 - Property insurance policy shall provide that any proceeds for loss or damage to building or to improvements shall be payable solely to Lessor, which sum shall be used by Lessor for repair and restoration purpose;
 - Certificates of insurance shall be submitted to Hidalgo County Head Start Program for approval prior to rental services being performed by Lessor hereunder;
 - The award of the bid will be evident by a written lease agreement in a form acceptable to Hidalgo County Head Start Program;

Each policy of insurance required hereunder shall extend for a period equivalent or longer than the term of this Lease, and any insurer hereunder shall be required to give at

least thirty (#) days written notice to the County prior to the cancellation of any such coverage on the termination date or otherwise the lease shall be automatically suspended upon the cancellation or other termination or required insurance policy hereunder;

If a new building is to be constructed there should be a completion date of approximately one hundred and twenty (120) days from date bid was awarded. If completion date is not met, bid will become void/null;

After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract/lease agreement, Hidalgo County Head Start Program reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County Head Start Program shall charge the successful bidder the difference for any additional cost to the County.

The complete space will be inspected by Hidalgo County Head Start Program – Field Operations Director, before lease contract is in place, in order to verify status and kind of business activity within the building;

Hidalgo County Head Start Program reserves the right to hold bids for a period of sixty (60) days without taking any action;

Provide the legal description of the property along with your bid and include a proposed “floor plan layout” of your facility.

TERM:

4. The term of the lease will be for an initial one (1) year period with the Hidalgo County Head Start Program option to renew for two (2) additional one (1) year based on the same terms and conditions. During initial lease term and any renewals or extensions permitted herein, contract will have a sixty (60) day termination/cancellation clause;

5. Any renewal or extension of this lease shall be on the same terms and conditions as provided in the current contract;

6. All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and not reimbursements for such charges or expenses shall be passed onto Hidalgo County Head Start Program.

ADDITIONAL INFORMATION:

Information regarding this project can be addressed in writing, to the Hidalgo County Head Start Program – Procurement Department. Hidalgo County Head Start Program is requesting that any or all questions, inquires and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Ambrosio Tovar, Procurement Director, at 1901 West State Highway 107, McAllen, TX 78504. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

All written inquiries will be accepted via facsimile no later than, Tuesday, **February 24, 2009**, at 2:00 p.m. at (956) 381-0439. Responses to said inquiries will be sent to all applicants via facsimile by no later than 2:00 p.m., Thursday, **February 26, 2009**.

Approved as to form Ricardo
Gonzalez: _____ / /

Hidalgo County Head Start Program –

Attorney Date

Approved as to form County
Purchasing: _____ / /

County of Hidalgo – Purchasing

Department Date

AI-13462

13.A.

2009 - Membership Dues

CC REGULAR

Date: 01/28/2009

Submitted By: Yvette Pacheco, PUBLIC DEFENDERS

Department: PUBLIC DEFENDERS

Information

CAPTION

Request and approval to pay the 2009 Membership Dues in the amount of \$100.00 to the National College for DUI Defense for Chief Public Defender Jaime Gonzalez

BACKGROUND

Membership dues payable thru the grant

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1282-412-30-085-001-9-810

FUNDS AVAILABLE Y/N?: Pending

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available pending carry over after period 13.

Available balance in 8-1282-412-30-085-001-9-810 \$900.00 as of 01-15-09

Attachments

Link: [Affidavit \(Jimmy\)](#)

Link: [Renewal Notice \(Jimmy\)](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/15/2009 12:58 PM	APRV
2	Veronica Lopez	Veronica Lopez	01/15/2009 03:46 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Yvette Pacheco			Started On: 01/15/2009 11:58 AM	
Final Approval Date: 01/23/2009				

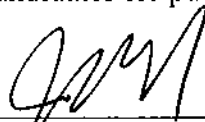
**TO THE COUNTY AUDITOR
AFFIDAVIT FOR MEMBERSHIP DUES**

THE STATE OF TEXAS

COUNTY OF HIDALGO

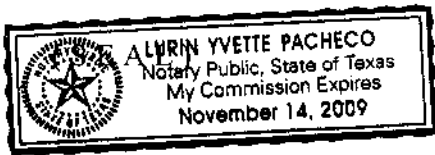
I, Jaime E. Gonzalez, do hereby state that my membership in the National College for DUI Defense on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official / employee of Hidalgo County. I further state the following:

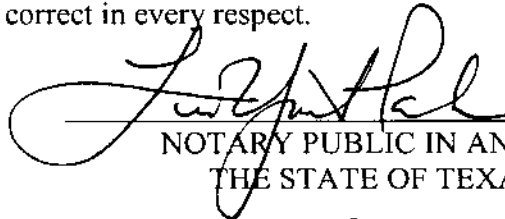
1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: 
TITLE: Chief Public Defender

DATE: 1/14/09

Before me Lurin Yvette Pacheco, a Notary Public, appeared Jaime E. Gonzalez, and on his / hers oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.




NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

COUNTY AUDITOR'S FORM: RE-CA-041
REVISED: 02/2007


DEPARTMENT HEAD APPROVAL

**RENEWAL FORM
GENERAL MEMBERSHIP**

Please print out this form and mail or fax to the address or fax number below.

National College for DUI Defense, Inc.

445 S. Decatur St.

Montgomery, AL 36104

Tel: 334-264-1950

Fax: 334-264-1920

1. Name JAIMÉ "JIMMY" GONZALEZ

If no changes in #1, please skip to #2.

Address _____

City/State/Zip _____

Telephone (956) 292-7040 Facsimile (956) 292-7049

Bar Number/State _____

E-Mail Address _____

Website _____

Would you like to be on the NCDD Yahoo Groups Listserv? Yes No _____

Email for NCDD Office and NCDD Website: JIMMY.GONZALEZ@CO. HIDALGO, TX. US.

Email for NCDD Yahoo Groups Listserv: _____ (if different from above)

2. Since your last application, have you been arrested, prosecuted, convicted or received a "deferred" or "diverted" disposition on any charge involving drug/substance/alcohol use or abuse?

Yes _____ No

If "yes", please explain:

3. Since your last application, have you had a complaint/charge made against you by your State Bar Association or licensing authority arising from drug/substance/alcohol use or abuse?

Yes _____ No

If "yes", please explain:

4. Since your last application, have you been convicted or received a "deferred" or "diverted" disposition of any crime involving moral turpitude?

Yes _____ No

If "yes", please explain:

5. Since your last application, has your Bar Association or licensing authority conducted any investigation or inquiry based upon complaints, have you been subject to disciplinary action by your bar association, or has your license been suspended for any period of time?

Yes _____ No

If "yes", please explain:

6. Are you presently serving in any capacity (either part time or full time) in a law enforcement or prosecution agency (Example: reserve duty or municipal prosecutor)?

Yes _____ No

If "yes", please explain:

7. I understand that any future service in any branch of law enforcement or as a prosecutor of state, county, district, or municipal ordinances or statutes requires my immediate disclosure to NCDD and termination of my membership.

Yes No _____

8. I certify that I have attended the following NCDD sponsored or co-sponsored seminar(s) or State seminar(s) approved by NCDD and listed on the NCDD website in the last two (2) years. (Required of all members as of 1/1/06)

Yes _____ No

If "yes", please list: **You must state the approved seminar(s) and date(s) attended**

I have read the general membership rules and I understand and agree to be bound by them. I declare under penalty of perjury that the foregoing two (2) pages are true and correct to the best of my knowledge.

Executed at 1:45pm, this 12 day of JANUARY, 2009.

Signature _____

Printed Name: JADNE E. GONZALEZ

Checks made payable to:
The National College for DUI Defense, Inc.

Enclosed find a check for ~~\$175.00~~ ^{\$100.00} for annual dues.

Enclosed find a check for \$ _____ for a Voluntary Contribution to NCDD Scholarship Fund.

Charge \$175.00 annual dues.

Charge \$ _____ for a Voluntary Contribution to NCDD Scholarship Fund.

Charge the above amount(s) to my:

____ Visa #: _____ Exp. Date _____

____ MasterCard #: _____ Exp. Date _____

____ Amer. Express #: _____ Exp. Date _____

Signature (for credit cards only)

Billing Address for Credit Card:

National College for DUI Defense

445 S Decatur St
Montgomery, AL 36104

Invoice

Date	Invoice #
1/8/2009	8066

Bill To
Jaime E. Gonzalez 100 E Cano Ste 206 Edinburg TX 78539

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	2009 Membership Dues Public Defender	100.00	100.00
<p>INVOICE RECEIVED BY: <u>Lyp 1-12-09</u></p> <p>GOOD / PROD. RECVD. BY <u>Lyp 1-12-09</u></p> <p>9 1282-412 30-085-001-9-810</p> <p><i>JH</i></p>			
Total			(F) \$100.00

AI-13463

13.B.

2009 - Membership Dues

CC REGULAR

Date: 01/28/2009

Submitted By: Yvette Pacheco, PUBLIC DEFENDERS

Department: PUBLIC DEFENDERS

Information

CAPTION

Request and approval to pay the 2009 membership dues in the amount of \$40.00 to the National Defender Investigator Association for Investigator L. Yvette Pacheco.

BACKGROUND

Memership dues allowed thru the grant

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1282-412-30-085-001-9-810

FUNDS AVAILABLE Y/N?: Pending

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available pending carry over after period 13.

Available balance in 8-1282-412-30-085-001-9-810 as of 01-15-09 \$900.00

Attachments

Link: [Affidavit \(Yvette\)](#)

Link: [Renewal Notice \(Yvette\)](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/15/2009 02:03 PM	APRV
2	Veronica Lopez	Veronica Lopez	01/15/2009 02:49 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Yvette Pacheco			Started On: 01/15/2009 01:23 PM	
Final Approval Date: 01/23/2009				

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR MEMBERSHIP DUES**

THE STATE OF TEXAS

COUNTY OF HIDALGO

I, Lurin Yvette Pacheco, do hereby state that my membership in the National Defender Investigator Association on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official / employee of Hidalgo County. I further state the following:

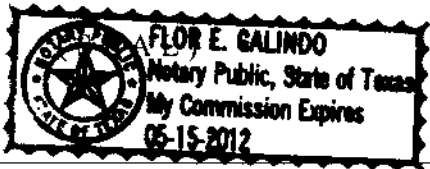
1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.


SIGNATURE: 

DATE: 1-5-09

TITLE: Investigator

Before me Flor Galindo, a Notary Public, appeared Lurin Yvette Pacheco, and on his / hers oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.




NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002


DEPARTMENT HEAD APPROVAL

8 1282-412 30-085-001-9-810

National Defender Investigator Association
460 Smith Street, Suite K
Middletown, CT 06457
Phone: 860-635-5533
Fax: 866-668-9858
E-mail: NDIA@cox.net
www.ndia.net

12/5/2008

Lurin Yvette Pacheco
Hidalgo County Public Defender
100 E Cano, Ste 206
Edinburg, TX 78539

COPIES RECEIVED BY:

Lyp 12/30/08

PROD. RECVD. BY

Lyp 12/30/08

2009 NDIA Membership Dues

NDIA 2009 dues must be paid in order to receive discounted member price for National or Regional Conference

\$40.00 1 Year

\$65.00 2 Years

\$90.00 3 Years

tax id 85 043 5581



Please Return this portion with your payment to Beverly Davidson at the NDIA address below:

NDIA 2009 Membership Dues

Member No
MWO8176R

Lurin Yvette Pacheco
Hidalgo County Public Defender
100 E Cano, Ste 206
Edinburg TX 78539

Fax (956) 292-7049
Phone (956) 292-7040

Payment Options:

1 Year.....\$40.00
2 Years.....\$65.00
3 Years.....\$90.00

TAX ID: 85 043 5581

Payable to: NDIA
460 Smith Street, Ste. K
Middletown, CT 06457

Amount Enclosed: \$ 40.00

Credit Card: MC Visa AmerExp Discover

Card# _____

Exp Date: _____

Signature: _____

Please call Beverly Davidson at the NDIA Office (860-635-5533) if you need further information.
Thank you for your renewal and continued support of the N.D.I.A.



National Defender Investigator Association

460 Smith Street, Suite K • Middletown, CT 06457

Tel: (860) 635-5533 • Fax: (866) 668-9858 • Email: NDIA@cox.net

www.ndia.net

President
Matthew W. Whalen

Office of Public Defender
235 Church Street
New Haven, CT 06510
Tel: (203) 503-6818
Fax: (203) 789-6863
ctdefense@yahoo.com

Vice President
Teri Moore

Federal Public Defender
22 South Clinton Avenue
Station Plaza 4
Trenton, NJ 08609
Tel: (609) 989-2160
Fax: (609) 989-2153
teri_moore@fd.org

Secretary/Treasurer
Bill Smith

Public Defender Commission
120 Edmunds Boulevard
P.O. Box 1010
Halifax, VA 24558
Tel: (434) 476-4139
Fax: (434) 476-4140
wsmith@idc.virginia.gov

Midwest Director
Tom Hinton

Federal Public Defenders Office
1010 Market Street, Suite 200
St. Louis, MO 63101
Tel: (314) 241-1255
Fax: (314) 421-3177
Thomas_hinton@fd.org

Northeast Director
David Young

Office of the Public Defender
60 Hamilton Street, 3rd Floor
Paterson, NJ 07505
Tel: (973) 977-4178
Fax: (973) 247-8245
dyoung1002@msn.com

Southeast Director
Marvin Jeffcoat

Mecklenburg County Public Defender
720 East 4th Street, Suite 308
Charlotte, NC 28202
Tel: (704) 417-1919
Fax: (704) 342-6640
marvin.jeffcoat@mecklenbergcountync.gov

West Director
Larry Carlson

Washoe County Public Defender
One California Avenue
Reno, NV 89509
Tel: (775) 337-4834
Fax: (775) 337-4856
lcarlson@mail.co.washoe.nv.us

Executive Secretary
Beverly Davidson

Tel: (860) 635-5533
Fax: (866) 668-9858
ndia@cox.net

December 2008

TO: NDIA Members

RE: 2009 Membership Renewals

FROM: Matt Whalen, President

Thank you for your continued support and dedication over the past year, and hope that you will decide to renew your membership in the NDIA. I'm sure you will agree that our board of directors, committee chairs, staff and volunteers have served you well. The NDIA continues to support communications among academic institutions and other organizations having similar educational goals and encourages the emergence and development of new and innovative investigative techniques.

Some of our member benefits include an on-line subscription to the *Eagle's Eye*, our quarterly association newsletter; reduced conference fees for our Regional and National meetings; NDIA professional certification; continuing education credit hours; and our membership directory (on-line or hard copy available.) NDIA provides a forum for members to network through our website, www.ndia.net, whether it's for assistance on a case, posting announcements or position openings on our "Members Only" area of the website.

Our 2009 National Conference will be held April 1-3 in Daytona Beach, Florida, and our 2009 Regional Conference in San Diego September 17 & 18. I hope to see all of you there, but in the meantime, thank you for your valued, continued support for NDIA. NDIA would not exist without all of you.

AI-13521

14.A.

Reimbursement-Romeo Rodriguez

CC REGULAR

Date: 01/28/2009
Submitted By: Monica Hinojosa, SHERIFF DEPT.
Submitted For: Monica Hinojosa
Department: SHERIFF DEPT.
Agenda Category: Sheriff's Office

Information

CAPTION

Requesting approval to reimburse Senior Deputy Romeo Rodriguez from the Sheriff's Office for the purchase of fuel using personal funds. Deputy Rodriguez purchased 15.073 gallons of fuel at the cost of \$23.50 for unit # 223 at the Stripes in Pharr (8001 S. Jackson). Deputy Rodriguez was working a special assignment and was not able to return to the Sheriff's Office for refueling.

BACKGROUND

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Form Started By: Monica Hinojosa Started On: 01/20/2009 03:09 PM
Final Approval Date: 01/23/2009

AI-13536

15.A.

**2009 Membership Dues for National Association of County Recorders,
Election Officials & Clerk
CC REGULAR**

Date: 01/28/2009
Submitted By: Delia Rodriguez, COUNTY CLERK
Submitted For: Delia Rodriguez
Department: COUNTY CLERK
Agenda Category: County Clerk

Information

CAPTION

Requesting approval to pay the 2009 National Association of County Recorders, Election Officials & Clerks (NACRC) membership dues in the total amount of \$250.00 for Arturo Guajardo, Jr., with authority for County Treasurer to issue check after review, audit, and processing procedures are complete by the County Auditor.

BACKGROUND

NACRC provides members with opportunities to exchange ideas and information on a national level concerning their offices, provide continuing education, keep abreast on latest technologies, provide a stronger voice on Federal legislation affecting our office.

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-415-40-180-001-0-810
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Available Balance as of 1-21-09 \$450.00.

Attachments

Link: Membership application & Affidavit

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/21/2009 10:49 AM	APRV
2	Ivan Cantu	Ivan Cantu	01/21/2009 01:33 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Delia Rodriguez			Started On: 01/21/2009 08:39 AM	
Final Approval Date: 01/23/2009				

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, ARTURO GUAJARDO, JR., do hereby state that my membership in the NAT'L ASSN. OF COUNTY RECORDERS ELECTION OFFICIALS & CLERKS on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: _____

Arturo Guajardo Jr

DATE: 1/20/09

TITLE: HIDALGO COUNTY CLERK

Before me DELIA S. RODRIGUEZ, a Notary Public, appeared ARTURO GUAJARDO, JR., and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)

Delia S Rodriguez

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

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 [MEMBERS](#)
 [EVENTS](#)
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 [LINKS](#)

HOW TO JOIN

News

Membership Application

Any county of local official acting as a Recorder, Clerk, Register of Deeds, Records Manager, Auditor, Election Official, Recorder of Wills or handling marriage licenses or in a similar position is eligible for membership. An assistant to a member may join as an associate member.

Name: Arturo Guajardo, Jr.
Official Title: County Clerk
Company/County: Hidalgo County
Address: 100 N. Closner
City: Edinburg
State: TX
Zip: 78539
Phone: 956-318-2149
Fax: 956-318-2105
E-mail: aguasero13@yahoo.com
Website: www.hidalgocountyclerk.us
Referred By:

Please check ALL job functions for which you are responsible.

- Court Administration
- Clerk to Boards/Commissions
- Elections
- Recording
- Vital Records
- Land Records

Please designate membership category:

- New, first year public official member \$55
- County population of 25,000 or less \$55
- Population of 25,001 to 75,000 \$135
- Population of 75,001 to 200,000 \$175
- Population of 200,000 - 500,000 \$200
- Population over 500,001 \$250
- Associate Member - Assistant to county official member \$35

- Corporate/Business Membership \$500
- State Association \$350
- National Association \$500
- Deputy/Director of Association \$50

My County's population is: 750,000

CC Card: **Select Card Type**

Name on

CC:

CC

Number

CC Exp.

Date:

CC

Security

Code:

Total

Dues: \$

Make checks payable and remit to:
NACRC
2501 Aerial Center Parkway, Suite 103
Morrisville, NC 27560
Federal ID# 43.1429307

Print

Submit

Reset

NACRC - 2501 Aerial Center Pkwy, Ste. 103, Morrisville, NC 27560 | ph.919.459.2080 fx.919.459.2075 © copyright 2006

**Approval of Membership Dues
CC REGULAR**

Date: 01/28/2009
Submitted By: Mary Garcia, TAX OFFICE
Submitted For: Armando Barrera Jr.
Department: TAX OFFICE
Agenda Category: Tax Office

Information

CAPTION

1. Approval for Membership dues for Armando Barrera Jr. payable to TACA in the amount of \$85.00
2. Approval for membership dues for Armando Barrera Jr., Paul Villarreal, Elvia De La Rosa, Yolanda Villescas, Neida Chavana, Fernando Cantu and Eva Mireles for BTPE (Board of Tax Professional Examiners for \$ \$55.00 ea total \$385.00.

BACKGROUND

Elvia De La Rosa's signed affidavit will be provided at Commissioners' Court.

Fiscal Impact

FISCAL YEAR: 2009
FUNDS AVAILABLE Y/N?: Y
BUDGETARY IMPACT:
 \$915.00 available as of 01/23/09.

ACCT. #: 9-1100-415-15-140-001-0-810
MATCHING FUNDS Y/N?:

Attachments

- Link: [Affidavits](#)
 Link: [Invoices](#)
 Link: [Application](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 09:49 AM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 04:56 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Mary Garcia			Started On: 01/15/2009 01:31 PM	
Final Approval Date: 01/23/2009				

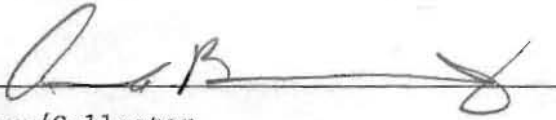
**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Armando Barrera Jr., do hereby state that my membership in the Board of Tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
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SIGNATURE: _____



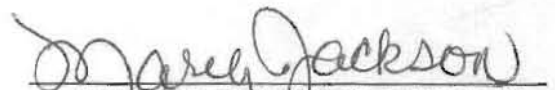
DATE: 1/22/2009

TITLE: Tax-Assessor/Collector

Before me Mary Jackson, a Notary Public, appeared Armando Barrera Jr. and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.



(SEAL)


NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT: LGC § 113.064(b)

AUTHORITY TO PAY MEMBERSHIP DUES: LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Pablo (Paul) Villarreal, do hereby state that my membership in the Board of Tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
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SIGNATURE: Pablo (Paul) Villarreal
TITLE: Chief of Operations

DATE: 1/22/2009

Before me Mary Jackson, a Notary Public, appeared Pablo (Paul) Villarreal and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)



Mary Jackson
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Neida Chavana, do hereby state that my membership in the Board of Tax Professional Examiens on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
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5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: Neida Chavana

DATE: 1/22/2009

TITLE: Executive Assistant

Before me Mary Jackson, a Notary Public, appeared Neida Chavana, and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)



Mary Jackson
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

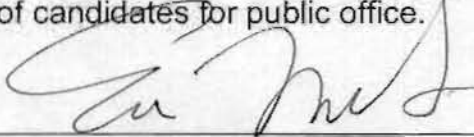
AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Eva Mireles, do hereby state that my membership in the Board of Tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: 

DATE: 1/22/2009

TITLE: Head Accountant

Before me Mary Jackson, a Notary Public, appeared Eva Mireles, and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)



Mary Jackson
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

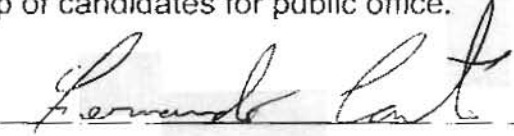
AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Fernando Cantu, do hereby state that my membership in the Board of Tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

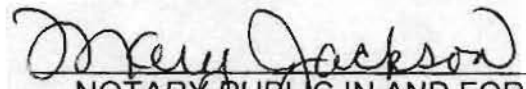
SIGNATURE: 
TITLE: Account Reports Specialist

DATE: 1/22/2009

Before me Mary Jackson, a Notary Public, appeared Fernando Cantu and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)




NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Yolanda M. Villescas, do hereby state that my membership in the Board of tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: Yolanda Villescas
TITLE: Office Manager

DATE: 1/22/2009

Before me Mary Jackson, a Notary Public, appeared Yolanda Villescas, and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)



Mary Jackson
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Elvia De La Rosa, do hereby state that my membership in the Board of Tax Professional Examiners on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
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5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: _____

DATE: 1/22/2009

TITLE: Assessing Supervisor

Before me _____, a Notary Public, appeared _____, and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(S E A L)

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

**TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES**

**THE STATE OF TEXAS
COUNTY OF HIDALGO**

I, Armando Barrera Jr., do hereby state that my membership in the TACA on behalf of Hidalgo County and dues to be paid by Hidalgo County is necessary in the performance of my duties as an official employee of Hidalgo County. I further state to the best of my knowledge and belief the following:

1. My participation in the association or organization is for the betterment of County Government and the benefit of me as a County official or employee;
2. The association or organization is not affiliated with a labor organization;
3. Neither the association or organization nor an employee of the association or organization directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature.
4. The association or organization may provide information for a member of the legislature to appear before a legislative committee at the request of the committee or member of the legislature to provide information related to County Government, but not to attempt to influence legislation; and
5. Neither the association nor organization directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: _____

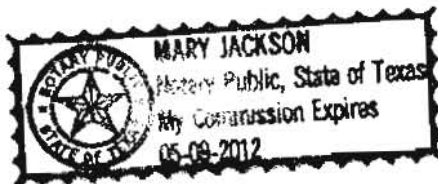


DATE: 1/22/2009

TITLE: Tax-Assessor/Collector

Before me Mary Jackson, a Notary Public, appeared Armando Barrera Jr. and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)




NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT: LGC § 113.064(b)

AUTHORITY TO PAY MEMBERSHIP DUES: LGC § 89.002

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
 Receipt #:

2009 Registrant Renewal Statement Printed: November 25, 2008

Please return this form with the Agency Consolidated Renewal Bill and correct renewal fee no later than **January 31, 2009**.

RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)
Dual Field: **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the Assessor Collector field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY)

BTPE #: 15084
ARMANDO BARRERA
HIDALGO COUNTY TAX OFFICE
P.O.Box 178
Edinburg, Texas 78540

Jurisdiction: HIDALGO COUNTY TAX OFFICE
Classification: Registered Texas Assessor Collector

Phone #: (956) 318-2170
Fax #: (956) 318-2733

*If required please
 make corrections.*

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours	Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.
365	Adv. Prop. Tax Assess & Collec. -24	05/09/1996	0	
130	Prop. Tax Assess. & Coll. -24	03/13/1997	0	
365	Adv Property Tax A/C-26	03/26/1998	0	
RCER	RECERTIFICATION CEU'S -218	03/30/1999	0	
130	Property Tax A/C -INSTRUCTOR-24	05/20/1999	0	
235	Property Tax Assmnt - Instructor-20	06/20/1999	0	
RECERT	RECERTIFICATION-273	03/30/2004	0	
Conf.	50th TACA Conference	05/20/2004	6	
CRS	Truth in Taxation	07/28/2004	2	
Con.	TAAO-2004 Conference	08/22/2004	7	
Sem.	18th Ad-Valorem Tax.	09/03/2004	8	
Sem.	22nd County Tax A/C Sem.	11/17/2004	4	
Con.	24th TAAO-2005	02/23/2005	11	
Con.	Tip of Texas	03/05/2005	5	
Con.	51st. TACA Con.	06/16/2005	8	
Sem.	Truth in Taxation	08/11/2005	5	
Sem.	19th Ad-Valorem	09/02/2005	8	
Sem.	19th Ad-Valorem	09/02/2005	8	
Con.	25th TAAO-Annual Con.	02/24/2006	10	
Class	Tip O Tex	03/04/2006	5	
TNT	TNT	06/08/2006	3	
MTG	2006 ACT User Mtg	08/03/2006	7	
Sem	AdValorem Taxation	09/06/2006	9	
Sem.	24th Tax A/C Seminar	11/15/2006	7	
Conf.	26th Annual App. Conference	02/24/2007	10	
Conf.	TIPOFTEX Rio Grande	03/03/2007	5	
Conf	53rd Annual TACA Conf.	06/07/2007	7	
Meet	2007 ACT Annual user's meet	06/13/2007	7	
Sem	21st Annual Legal Seminar	08/29/2007	9	
Conf.	TAAO 27th. on Appraisal	02/20/2008	8	
Conf	Tip O Tex	03/01/2008	2	
Conf.	TSAA Annual Conf.	03/31/2008	9	
Con.	TACA Annual Conference	06/12/2008	11	
Sem.	22nd Legal on Ad Valorem	08/29/2008	9	
			Total CEUs: 190	

RECEIVED BY
 COUNTY AUDITOR
 JAN -9 AM 10:22

RECEIVED BY: *[Signature]* on 11-10-08
 SERVICES RECEIVED BY: *[Signature]* on 11-10-08

9-110041515-140-0010811
 PO#1614862

[Signature] B. R. [Signature]
 11/3/08

* meet 2008 act user's meeting 4/2008

Field: Assessor Collector **Application Date: 04/27/78** **Base Date: 05/15/80**
Field Completion Deadline Date: **Last Recertification Date: 03/30/2004**
Field Completion Date: 03/30/1994 **Next Recertification Deadline Date: 03/30/2009**

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Assessor Collector	100	Texas Property Tax System		02/26/1988
	120	Intro to Appraisal		02/26/1988

* Please add

Class II Assessor Collector			06/09/1992
	130	Propert Tax Assessment & Colle	02/26/1988
	235	Propert Tax Assessment	09/19/1985
	325	Propert Tax Law	03/16/1984
	365	Advanced Collections	02/26/1988
		Level 3 A/C Exam	
Class III Assessor Collector			03/30/1994
	270	Property Tax Administration	
	210	Cost Approach to Value	09/12/1979
	230	Income Approach to Value	07/18/1979
	270	Level Four A/C Exam	03/21/1994

ARMANDO

BARRERA

BTPE #: 15084

RECEIVED BY
COUNTY AUDITOR
2009 JAN -9 AM 10: 29

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942

Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
Receipt #:

2009 Registrant Renewal Statement

Printed: November 25, 2008

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RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)

Dual Field: **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the **Assessor Collector** field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(**INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY**)

BTPE #: 67211

PABLO

VILLARREAL

HIDALGO COUNTY TAX OFFICE

P.O. Box 178

Edinburg,

Texas 78540

Jurisdiction: HIDALGO COUNTY TAX OFFICE

Classification: Registered Texas Assessor Collector

Phone #: (956) 318-2160

Fax #: (956) 318-2733

*If required please
make corrections.*

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours
235	Property Tax Assmnt-22	06/23/1999	0
235	Property Tax Assmnt-Co Instr.-24	05/17/2000	0
8	Property Tax A/C-Instr.-36	05/17/2002	0
CRS	#8 Assessment & Collections-Instr.-18	03/28/2003	0
RECERT	RECERTIFICATION-236	04/12/2004	0
CRS	#1-Instr.	06/11/2004	36
CRS	Truth in Taxation	07/28/2004	2
Con.	TAAO-2004 Conference	08/22/2004	9
Con.	Tip of Texas	03/05/2005	5
Con.	51st.TACA Con.	06/16/2005	8
Sem.	Truth in Taxation	08/11/2005	5
Wksp.	Team Bldg. Activity	10/21/2005	2
Class	Tip O Tex	03/04/2006	5
Mtg.	Spring Board Mtg.	03/31/2006	1
Con.	52nd TACA Conference	05/12/2006	9
TNT	TNT	06/08/2006	3
MTG	2006 ACT User Mtg	08/03/2006	7
Con.	2006 TAAO Conference	08/29/2006	10
Sem.	24th Tax A/C Seminar	11/15/2006	7
Conf.	TIPOFTEX Rio Grande	03/03/2007	5
Conf	53rdAnnual TACA Conf.	06/07/2007	7
Meet	2007 ACT Annual user's meet	06/13/2007	7
meet	True in Taxation	08/08/2007	4
meet	True in Taxation	08/08/2007	4
Conf	TAAO 68th annual Conferenc	08/28/2007	17
Conf	Tip O Tex	03/01/2008	5
Conf.	TSAA Annual Conf.	03/31/2008	10

Total CEUs: 168

Field: Assessor Collector

Application Date: 02/03/97

Base Date: 08/19/89

Field Completion Deadline Date: 08/03/1999

Last Recertification Date: 04/12/2004

Field Completion Date: 04/12/1999

Next Recertification Deadline Date: 04/12/2009

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Assessor/Collector			02/03/1997	02/03/1997
Class II Assessor/Collector			02/03/1997	02/03/1997
	100	Texas Property Tax System		05/05/1989
	120	Introduction to Appraisal		03/22/1991
Class III Assessor/Collector			02/03/1997	02/03/1997
	130	Property Tax Assess. & Collect		04/12/1988
	235	Property Tax Assessment		06/08/1988
	325	Property Tax Law		10/04/1988
	365	Advanced Tax Assessment & Coll		10/19/1988
	RTA 3	III Assessing/Collecting Exam		02/26/1993

** please*

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COUNTY CLERK
NOV 15 2008 10:29 AM
RECEIVED BY
on 11/7/08
SERVICES RECEIVED BY
on 11/7/08
9-1100-415-15-740-001-08
POT 10/4/8/08

Registered Texas Assessor/Collector

270 Propert Tax Office Admin.
EC 1 Mass Appraisal
230 INCOME APPROACH TO VALUE
RTA 4 IV Assessing/Collecting Exam

08/03/1999 04/12/1999
09/15/1991
09/22/1997
02/12/1998
04/12/1999

PABLO

VILLARREAL

BTPE #: 67211

RECEIVED 12
COUNTY AUDITOR
2009 JAN -9 AM 10: 29

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
Receipt #:

2009 Registrant Renewal Statement Printed: November 25, 2008

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RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)
Dual Field: **No** **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the Assessor Collector field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY)

BTPE #: 66162
YOLANDA M. VILLESAS
HIDALGO COUNTY TAX OFFICE
P.O. Box 178
Edinburg, Texas 78540

Jurisdiction: HIDALGO COUNTY TAX OFFICE
Classification: Registered Texas Assessor Collector

Phone #: (956) 318-2171
Fax #: (956) 318-2733

*If required please
make corrections.*

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours	
300	APPRAISAL OF AG LAND - 28	09/22/1994	0	Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.
210	COST APPROACH TO VALUE - 15	08/24/1995	0	
235	Property Tax Assmnt - 22	06/23/1999	0	
RECERT	RECERTIFICATION -74	04/06/2003	0	
RCER	RECERTIFICATION-78	04/06/2008	0	
* Meet	2008 Act User's meeting	6/2008	7(?)	

Total CEUs: 0

Field: Assessor Collector **Application Date: 02/20/97** **Base Date: 06/29/83**
Field Completion Deadline Date: 02/20/1999 **Last Recertification Date: 04/06/2008**
Field Completion Date: 04/06/1998 **Next Recertification Deadline Date: 04/06/2013**

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Assessor/Collector			02/20/1997	02/20/1997
Class II Assessor/Collector			02/20/1997	02/20/1997
	100	Texas Property Tax System		06/29/1988
	120	Introduction to Appraisal		04/17/1986
Class III Assessor/Collector			02/20/1999	09/10/1997
	130	Property Tax Assess. & Collect		05/20/1983
	235	Property Tax Assessment		09/10/1997
	325	Property Tax Law		06/29/1988
	365	Advanced Tax Assessment & Coll		02/04/1987
	N/A	III Assessing/Collecting Exam		02/20/1997
Registered Texas Assessor/Collector			09/10/1999	04/06/1998
	270	Propert Tax Office Admin.		09/15/1991
	210	Cost Approach to Value		08/24/1995
	300	Appraisal of Agricultural Land		09/22/1994
	RTA 4	IV Assessing/Collecting Exam		04/06/1998

YOLANDA M. VILLESAS

BTPE #: 66162

RECEIVED BY:
mas on 11/7/09
 SERVICES RECEIVED BY:
mas on 11/7/09

* please add

9-1100-415-15-140-0010-810
 P# 614862

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 COUNTY ADD-ON
 2009 JAN 9 AM

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
Receipt #:

2009 Registrant Renewal Statement Printed: November 25, 2008

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RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)
Dual Field: **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the **Assessor Collector** field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY)

BTPE #: 66761
NEIDA S. CHAVANA
HIDALGO COUNTY TAX OFFICE
P.O.Box 178
Edinburg, Texas 78540

Jurisdiction: HIDALGO COUNTY TAX OFFICE
Classification: Registered Texas Collector

Phone #: (956) 318-2160
Fax #: (956) 318-2733

*If required please
make corrections.*

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours	
Class	Tip O Tex	03/04/2006	5	Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.
RCER	RECERTIFICATION - 28	11/21/2006	0	
Conf.	TIPOFTEX Rio Grande	03/03/2007	5	
Meet	2007 ACT Annual user's meet	06/13/2007	7	
Conf	Tip O Tex	03/01/2008	5	
* meet	2008 ACT Annual user's meet	6/2008	7(?)	

Total CEUs: 22

Field: Collector

Application Date: 12/28/89

Base Date: 12/29/88

Field Completion Deadline Date:

Last Recertification Date: 11/21/2006

Field Completion Date: 11/21/1991

Next Recertification Deadline Date: 11/21/2011

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Collector			12/28/1989	12/28/1989
	100	Texas Property Tax System		09/26/1985
Class II Collector	120	Intro to Appraisal		04/17/1986
			12/28/1990	12/02/1991
	130	Propert Tax Assessment & Colle		04/12/1988
	270	Property Tax Administration		10/03/1991
	325	Propert Tax Law		04/15/1988
	365	Advanced Collections		10/19/1989
		Level 3 Collections Exam		11/21/1991

NEIDA S. CHAVANA

BTPE #: 66761

APPLICABLE RECEIVED BY:

[Signature] on 11/19/09

GOODS/SERVICES RECEIVED BY:

[Signature] on 11/19/09

* Please add

9-1100415-15-140-001-0810
 PO # 614862

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
 Receipt #:

2009 Registrant Renewal Statement

Printed: November 25, 2008

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Dual Field: **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the **Assessor Collector** field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY)

BTPE #: 497

ELVIA

HIDALGO COUNTY TAX OFFICE

P.O. Box 178

Edinburg,

Texas 78540

DE LA ROSA

Jurisdiction: HIDALGO COUNTY TAX OFFICE

Classification: Registered Texas Collector

Phone #: (956) 318-2188

Fax #: (956) 318-2733

If required please
 make corrections.

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours
8	Property Tax A/C-24	05/17/2002	0
RCER	RECERTIFICATION-60	02/26/2006	0
Class	Tip O Tex	03/04/2006	5
TNT	TNT	06/08/2006	3
Conf.	TIPOFTEX Rio Grande	03/03/2007	5
meet	True in Taxation	08/08/2007	4
Conf	Tip O Tex	03/01/2008	5

Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.

Total CEUs: 22

Field: Collector

Field Completion Deadline Date:

Field Completion Date: 02/26/1988

Application Date: 04/27/78

Base Date: 03/05/78

Last Recertification Date: 02/26/2006

Next Recertification Deadline Date: 02/26/2011

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Collector			04/27/1978	04/27/1978
	100	Texas Property Tax System		04/01/1978
	120	Intro to Appraisal		04/01/1978
Class II Collector			04/27/1979	03/01/1988
	130	Propert Tax Assessment & Colle		05/18/1983
	270	Property Tax Administration		09/15/1991
	325	Propert Tax Law		
	365	Advanced Collections		02/04/1987
		Level 3 Collections Exam		02/26/1988

ELVIA

DE LA ROSA

BTPE #: 497

RECEIVED BY
 COUNTY AUDITOR
 2009 JAN 10 10:29

RECEIVED BY: MS on 11/7/09
 SERVICES RECEIVED BY: MS on 11/7/09

9-1100-45-75 140-0010-810
 PO# 614862

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
Receipt #:

2009 Registrant Renewal Statement Printed: November 25, 2008

Please return this form with the Agency Consolidated Renewal Bill and correct renewal fee no later than **January 31, 2009**.
RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)
Dual Field: **No** - Renewal Fee is **\$55** (Single Field)
 (Registration in the Assessor Collector field alone is Single Field with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY)

BTPE #: 70971 EVA HIDALGO COUNTY TAX OFFICE P. O. Box 178 Edinburg, Texas 78540	Jurisdiction: HIDALGO COUNTY TAX OFFICE Classification: Registered Texas Assessor Collector Phone #: (956) 318-0414 Fax #: (956) 318-2106
--	--

If required please make corrections.

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours
Class	Tip O Tex	03/04/2006	5
TNT	TNT	06/08/2006	3
MTG	2006 ACT User Mtg	08/03/2006	7
Conf.	TIPOFTEX Rio Grande	03/03/2007	5
Meet	2007 ACT Annual user's meet	06/13/2007	7
Conf	Tip O Tex	03/01/2008	5

Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.

Total CEUs: 32

Field: Assessor Collector	Application Date: 12/29/03	Base Date: 08/21/02
Field Completion Deadline Date: 12/07/2029		Last Recertification Date: 08/21/2007
Field Completion Date: 08/21/2007	Next Recertification Deadline Date: 08/21/2012	

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Assessor/Collector			12/29/2003	12/29/2003
Class II Assessor/Collector			12/29/2004	12/29/2003
	1	Texas Property Tax System		04/19/2002
Class III Assessor/Collector			12/29/2006	12/29/2005
	8	Property Tax Assess. & Collect		05/17/2002
	7	Property Tax Law		01/24/2001
	9	Advanced Tax Assessment & Coll		06/13/2002
	RTA 3	III Assessing/Collecting Exam		10/07/2005
Registered Texas Assessor/Collector			12/29/2007	08/21/2007
	6	Proper Tax Office Admin.		09/25/2003
	2	Appraisal of Real Property		12/02/2005
	4	Personal Property		08/25/2005
	RTA 4	IV Assessing/Collecting Exam		03/02/2006

EVA MIRELES BTPE #: 70971

RECEIVED BY: JVA on 11/17/09
 SERVICES RECEIVED BY: NJS on 11/17/09
 9-1100-41515 HO-COL-0810
 PD# 6148602

RECEIVED BY: CONTROLLER AUDITOR 9 AM 10:29

BOARD OF TAX PROFESSIONAL EXAMINERS

333 Guadalupe Street, Tower 2, Suite 520, Austin, Texas 78701-3942
 Phone: (512) 305-7300 Fax: (512) 305-7304

For office use only
Receipt #:

2009 Registrant Renewal Statement Printed: November 25, 2008

Please return this form with the Agency Consolidated Renewal Bill and correct renewal fee no later than **January 31, 2009**.

RENEWAL FEE: If Dual Field Box is: **Yes** - Renewal Fee is **\$105** (Dual Field)
Dual Field: **No** - Renewal Fee is **\$55** (Single Field)

(Registration in the Assessor Collector field alone is **Single Field** with the Renewal Fee = **\$55**, **not** "Dual Field")

If this registrant is no longer active in property taxation please return this form indicating current status:
(INACTIVE / RETIRED / NO LONGER EMPLOYED WITH THIS ENTITY?)

BTPE #: 72202
FERNANDO CANTU
HIDALGO COUNTY TAX OFFICE
 P.O.Box 178
 Edinburg, Texas 78540

Jurisdiction: HIDALGO COUNTY TAX OFFICE
Classification: Class II Assessor/Collector

Phone #: (956) 318-2187
Fax #: (956) 318-2733

*If required please
make corrections.*

Continuing Education Units (CEUs)

Course No.	Course Title	Completion Date	Hours
Conf	Tip O Tex	03/01/2008	0
meet	2008 ACT user's meeting	6/2008	1

Evidence of CEUs and course(s) completion not listed should be attached and returned with documentation. List is as of Nov 15, 2008. VG Young and TRCA conferences are not included.

RECEIVED BY
COUNTY AUDITOR
NOV 15 2008 AM 10:29

Total CEUs: 0

Field: Assessor Collector

Application Date: 04/27/07

Base Date: 04/27/06

Field Completion Deadline Date: 04/12/2027

Last Recertification Date:

Field Completion Date:

Next Recertification Deadline Date:

Class	Course No.	Course Title	Deadline Date	Completion Date
Class I Assessor/Collector			04/27/2007	04/27/2007
Class II Assessor/Collector			04/27/2008	04/27/2008
	1	Texas Property Tax System		10/26/2007
	Ethics	Ethics		02/14/2008
Class III Assessor/Collector			04/27/2010	
	8	Property Tax Assess. & Collect		07/25/2008
	7	Property Tax Law		10/29/2008
	9	Advanced Tax Assessment & Coll		
	RTA 3	III Assessing/Collecting Exam		
Registered Texas Assessor/Collector			04/27/2012	
	6	Proper Tax Office Admin.		
	EC 1	Elective Course		
	EC 2	Elective Course		
	RTA 4	IV Assessing/Collecting Exam		

FERNANDO

CANTU

BTPE #: 72202

RECEIVED BY: MS on 11/7/09
 SERVICES RECEIVED BY: MS on 11/7/09

9-1100-415-15-140-001-0-810
 PO# 614862

* Please
add

TACA MEMBERSHIP APPLICATION

For TACA Use Only _____

Amt Pd. (Check One) \$85 _____

\$40 _____

NAME: Barrera Armando Jr.

Last

First

Middle Initial

County or Business Name: Hidalgo County Tax Office

Mailing Address: 2804 S Bus Hwy 281

Street Address: same

City, State, Zip: Edinburg, Tx 78539

Office Phone: (956) 289-7450 FAX: (956) 318-2733

YR Taking Office: 2009 BTPE# 15084 YR Certified: _____

My email address is: armando.barrera@taxoffice.co.hidalgo.tx.us

TACA Dues: (circle one)	Regular Member (Elected County Tax Assessor-Collector)	<u>\$85.00</u>
----------------------------	---	----------------

Affiliate Member (Tax Related Business, Vendor, Non-County Tax Office Employee)	\$85.00
--	---------

Associate Member (County Deputy Tax Assessor-Collector)	\$40.00
--	---------

Life Member	\$0.00
-------------	--------

Honorary Member (by invitation only)	\$0.00
---	--------

Enclosed is my check for \$_____ for Annual Dues.

Make check payable to TACA and mail to:

TACA
P O Box 1929
Angleton, Texas 77516-1929

Any questions please call 979-864-1326 or email:
roving@brazoria-county.com or connieb@brazoria-county.com

AI-13423

17.A.

**Cell Phone Replacement
CC REGULAR**

Date: 01/28/2009
Submitted By: Griselda Salazar, IT DEPARTMENT
Submitted For: Renan Ramirez
Department: IT DEPARTMENT
Agenda Category: Precinct #4

Information

CAPTION

Pursuant to Hidalgo County Telephone Policy, presentation for consideration, acceptance and approval of Cellular Request Form (for replacement of lost equipment) for the following elected official(s), department head(s), program director(s) and employee(s):

Department Name:	Name of Employee:	Equipment Type:	One Time Equipment Cost:
Commissioner Pct. 4	John R. Kaufold	IC 502	\$50.00

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1204-431-00-124-007-0-664

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance as of 1-15-09 \$27,163.70

Attachments

Link: [Cell Phone Replacement](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/14/2009 01:06 PM	APRV
2	Manuel Chapa	Manuel Chapa	01/15/2009 08:50 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Griselda Salazar
Started On: 01/14/2009 12:00 PM

Final Approval Date: 01/23/2009

CELLULAR PHONE REQUEST FORM
HIDALGO COUNTY, TEXAS

(1) Type of Request:

Phone and service (NEW) User Name Change
 Phone and service (Porting/Existing number: 956-467-2617) Delete Service
 Plan change Other Replacement

(2) Requesting employee/position: John Robert Kaufold
 Employee ID #: 167908 Office: Pct #4 Budget Acct. #: 9-1204-431-00-124-007-0-532

(3) Type of duties:

Offsite duties On-call duties Law Enforcement Emergency Response Other: _____

(4) Describe how cell phone will be used: Drainage Improvement Project Business

(5) Anticipated usage in minutes per month (check only one):


Sprint	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> BE1000	<input type="checkbox"/> Data Plan	<input type="checkbox"/> Equipment Type	<input type="checkbox"/> Equipment Cost
Plan Cost	\$	\$55.00	\$55.00	<u>1c 502</u>	\$

(6) Will phone be used outside of the County of Hidalgo _____. If yes indicate where and how frequently _____

(7) Cell phones come with desktop charger. Additional accessories needed:
 Car charger _____ Carrying case _____ Extra battery _____ Other: _____

(8) If requesting a different model or make of cell phone than is supplied under the current contract indicate justification for additional expense _____

Department Head / Elected Official

 ↑ Signature ↑	Commissioner <u>Oscar H. Garza Jr.</u> ↑ Print Name ↑	<u>7-07-09</u> ↑ Date Signed ↑
--	---	-----------------------------------

APPROVED BY HIDALGO COUNTY COMMISSIONERS' COURT

APPROVAL DATE : _____

AI-13424

17.B.

Data Card Request

CC REGULAR

Date: 01/28/2009
Submitted By: Griselda Salazar, IT DEPARTMENT
Submitted For: Renan Ramirez
Department: IT DEPARTMENT
Agenda Category: Precinct #4

Information

CAPTION

Pursuant to Hidalgo County Cellular Telephone Policy, presentation for consideration, acceptance and approval of Cellular Phone Request Form for the following elected official(s), department head(s), program director(s) and employee(s):

Department Name:	Name of Employee:	Basic Rate Plan:	Total Per Month:	One Time Equipment Cost:
Commissioner Pct. 4	John Robert Kaufold	Data Plan	\$55.00	\$99.99
Commissioner Pct. 4	Jorge Guerra	Data Plan	\$55.00	\$99.99

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1204-431-00-124-007-0-534
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Available balance as of 1-15-09 \$1,020.00

Attachments

Link: [Data Card Request](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/14/2009 01:07 PM	APRV
2	Manuel Chapa	Manuel Chapa	01/15/2009 08:50 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Griselda Salazar Started On: 01/14/2009 12:22 PM
Final Approval Date: 01/23/2009

CELLULAR PHONE REQUEST FORM
HIDALGO COUNTY, TEXAS

(1) Type of Request:

Phone and service (NEW) User Name Change
 Phone and service (Porting/Existing number: 956-____-____) Delete Service
 Plan change Other Data Sprint Card

(2) Requesting employee/position: John Robert Kaufeld
 Employee ID #: 167908 Office: Pct # 4 Budget Acct. #: 9-1204-431-00-124-007-0-534

(3) Type of duties:

Offsite duties On-call duties Law Enforcement Emergency Response Other: _____

(4) Describe how cell phone will be used: _____

(5) Anticipated usage in minutes per month (check only one):

<input checked="" type="checkbox"/> Sprint	<input type="checkbox"/> Other	<input type="checkbox"/> BE1000	<input checked="" type="checkbox"/> Data Plan	<input checked="" type="checkbox"/> Equipment Type	<input checked="" type="checkbox"/> Equipment Cost
Plan Cost	\$	\$55.00	\$55.00	<u>Option 8227</u>	\$ <u>99.99</u>

(6) Will phone be used outside of the County of Hidalgo _____. If yes indicate where and how frequently

(7) Cell phones come with desktop charger. Additional accessories needed:
 Car charger _____ Carrying case _____ Extra battery _____ Other: _____

(8) If requesting a different model or make of cell phone than is supplied under the current contract indicate justification for additional expense _____

Department Head / Elected Official

<u>D. L. Wray Jr.</u> ↑ Signature ↑ <u>Dms</u>	<u>Commissioner</u> <u>Oscar L. Garza JR</u> ↑ Print Name ↑	<u>7-09-09</u> ↑ Date Signed ↑
---	---	-----------------------------------

APPROVED BY HIDALGO COUNTY COMMISSIONERS' COURT

APPROVAL DATE : _____

CELLULAR PHONE REQUEST FORM
HIDALGO COUNTY, TEXAS

(1) Type of Request:

Phone and service (NEW) User Name Change

Phone and service (Porting/Existing number: 956-____-____) Delete Service

Plan change Other Data Sprint Card

(2) Requesting employee/position: Jorge Guerra

Employee ID #: 084069 Office: Rct#4 Budget Acct. #: 9-1204-431-00-124-007-0-534

(3) Type of duties:

Offsite duties On-call duties Law Enforcement Emergency Response Other: _____

(4) Describe how cell phone will be used: _____

(5) Anticipated usage in minutes per month (check only one):

Sprint	<input type="checkbox"/> Other	<input type="checkbox"/> BE1000	<input checked="" type="checkbox"/> Data Plan	<input checked="" type="checkbox"/> Equipment Type	<input checked="" type="checkbox"/> Equipment Cost
Plan Cost	\$ _____	\$55.00	\$55.00	<u>rotation 4927</u>	\$ <u>99.99</u>

(6) Will phone be used outside of the County of Hidalgo _____. If yes indicate where and how frequently _____

(7) Cell phones come with desktop charger. Additional accessories needed:

Car charger _____ Carrying case _____ Extra battery _____ Other: _____

(8) If requesting a different model or make of cell phone than is supplied under the current contract indicate justification for additional expense _____

Department Head / Elected Official

<u>O. L. Garza Jr.</u> ↑ Signature ↑	Comissioneer <u>Oscar L. Garza JR</u> ↑ Print Name ↑	<u>1-09-09</u> ↑ Date Signed ↑
---	--	-----------------------------------

APPROVED BY HIDALGO COUNTY COMMISSIONERS' COURT

APPROVAL DATE : _____

**Correction to budgeted salary
CC REGULAR**

Date: 01/28/2009
Submitted By: Rosie Cantu, BUDGET & MANAGEMENT
Submitted For: Constable Precinct No. 4
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Constable Precinct No. 4 (1100):
1. Approval to correct the budgeted salary for one (1) temporary full-time Secretary position, slot no. T010 to \$26,090.00. (previously approved by CC on 01/06/09).
2. Approval of revised salary schedule.

BACKGROUND

Temporary position was created as a result of employee (secretary) out on FMLA. Budgeted salary should have been \$26,090.00 not \$24,090.00.

Fiscal Impact

Attachments

Link: [Revised Salary Schedule](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Dina Trevino	01/22/2009 04:06 PM	APRV
2	Sylvia Solis	Sylvia Solis	01/23/2009 02:30 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Rosie Cantu			Started On: 01/22/2009 03:17 PM	

Final Approval Date: 01/23/2009

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-421-00-294-001-0
CONSTABLE PCT.4**

AI-13592

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	111	CONSTABLE	\$54,340.00	\$0.00	\$54,340.00	0.05	\$2,717.00	\$11,133.00	\$68,190.00	\$68,190.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$76,190.00
0002	113	CHIEF DEPUTY CONSTABLE STEP I	\$47,589.00	\$0.00	\$47,589.00	0	\$0.00	(\$1,609.00)	\$45,980.00	\$45,980.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,980.00
0003	113	SR. DEPUTY CONSTABLE STEP III	\$44,777.00	\$0.00	\$44,777.00	0	\$0.00	\$0.00	\$44,777.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
0004	113	SR. DEPUTY CONSTABLE STEP III	\$44,777.00	\$0.00	\$44,777.00	0	\$0.00	\$0.00	\$44,777.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
0005	113	SR. DEPUTY CONSTABLE STEP II	\$43,263.00	\$0.00	\$43,263.00	0	\$0.00	\$0.00	\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$44,763.00
0006	113	SR. DEPUTY CONSTABLE STEP I	\$41,800.00	\$0.00	\$41,800.00	0	\$0.00	\$0.00	\$41,800.00	\$41,800.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$42,400.00
0007	113	DEPUTY CONSTABLE STEP I	\$38,000.00	\$0.00	\$38,000.00	0	\$0.00	\$0.00	\$38,000.00	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00
0008	113	SECRETARY	\$24,090.00	\$0.00	\$24,090.00	0.05	\$1,204.50	\$795.50	\$26,090.00	\$26,090.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,090.00
0009	113	DEPUTY CONSTABLE STEP I	\$38,000.00	\$0.00	\$38,000.00	0	\$0.00	\$0.00	\$38,000.00	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00
				s/b \$26,090.00 ↓	s/b \$26,090.00 ↓				s/b \$26,090.00 ↓							
T010	121	SECRETARY	\$0.00	\$24,090.00	\$24,090.00	0	\$0.00	\$0.00	\$24,090.00	\$24,090.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,090.00
			\$376,636.00	\$24,090.00	\$400,726.00		\$3,921.50	\$10,319.50	\$414,967.00	\$325,413.00	\$300.00	\$0.00	\$1,800.00	\$8,000.00	\$0.00	\$335,513.00

Approval to correct the budgeted salary for slot no. T010, pending CC approval. Temporary position previously approved by CC on 01/06/2009.

AI-13594

18.B.

Transfer of position to correct account

CC REGULAR

Date: 01/28/2009
Submitted By: Rosie Cantu, BUDGET & MANAGEMENT
Submitted For: Department of Budget & Management
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

DBM- W/C Division (2202):

1. Approval to correct the program no. for one (1) Planning Analyst I position, should have been program 065, slot no. 0015, not program 060, slot no. 0001.
2. Approval of revised salary schedule

BACKGROUND

Position previously approved by CC on 01/2007

Fiscal Impact

FISCAL YEAR: **ACCT. #:** 9-2202-419-50-115-065-0-XXX

FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

No fiscal impact to general fund; funding for this item will come from 2202 fund balance.

Attachments

Link: [Fiscal Note \(R\)](#)

Link: [\(R\) Salary Schedule- Program 065](#)

Link: [Copy of 13594 WC PRGM 060- AI 13594 Revised Salary Schedule](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 08:02 AM	APRV
2	Veronica Lopez	Veronica Lopez	01/23/2009 03:51 PM	APRV
3	Dale Kennan	Dale Kennan	01/23/2009 04:39 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Rosie Cantu

Started On: 01/22/2009 03:50 PM

Final Approval Date: 01/23/2009

Hidalgo County Budget Office
FISCAL NOTE

•Fiscal notes are prepared by the Budget Office to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court
From: Valde Guerra, Budget Officer
CC Date: Tuesday, December 30, 2008

Agenda Item: 13594

Summary of request/proposal:

Approval to correct the program no. for one (1) Planning Analyst 1 position, slot no. 0001 from program 060 to slot no. 0015, program 065 within the Worker's Comp fund 2202.

Fund	Position	Slot#	Obj	Current Budgeted Salary	Adjustment/ Salary Requested	Total Adjustment/ Salary Requested
2202	Planning Analyst I	0001	113	40,404.00	-40,404.00	-40,404.00
2202	Planning Analyst I	0015	113	0.00	40,404.00	40,404.00
						0.00

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
9-2202-419-50-115-065-0 113	DBM- W/C Division PERM F/T EMPL	40,404.00
9-2202-419-50-115-065-0 211	DBM- W/C Division HEALTH INSURANCE	4,164.00
9-2202-419-50-115-065-0 212	DBM- W/C Division LIFE INSURANCE	27.00
9-2202-419-50-115-065-0 220	DBM- W/C Division FICA	3,090.91
9-2202-419-50-115-065-0 230	DBM- W/C Division RETIREMENT	3,644.44
9-2202-419-50-115-065-0 250	DBM- W/C Division UNEMPLOYMENT COM	202.02
9-2202-419-50-115-065-0 260	DBM- W/C Division WORKER'S COMP	80.81
	2009 Budgetary Impact	51,613.18

2010 Budgetary Impact: \$51,613.18

Possible Funding Sources: Fund Balance

Budget Office Recommendation:

--

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**2202-419-50-115-065-0-
DBM - W/C DIVISION**

AI-13594

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	113	W/C DIVISION ADMINISTRATOR	\$57,200.00	\$0.00	\$57,200.00	0.05	\$2,860.00	\$0.00	\$60,060.00	\$60,060.00	\$420.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$64,480.00
0002	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$49,046.00
0003	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,046.00
0004	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,046.00
0005	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,046.00
0006	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,006.00
0007	113	SAFETY OFFICER	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,046.00
0008	113	CLAIMS INVESTIGATOR II	\$43,853.00	\$0.00	\$43,853.00	0.05	\$2,192.65	\$0.00	\$46,045.65	\$46,046.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,346.00
0009	113	W/C CLERK III	\$36,400.00	\$0.00	\$36,400.00	0.05	\$1,820.00	\$0.00	\$38,220.00	\$38,220.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,000.00
0010	113	W/C CLERK II	\$31,517.00	\$0.00	\$31,517.00	0.05	\$1,575.85	\$0.00	\$33,092.85	\$33,093.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,393.00
0011	113	W/C CLERK II	\$31,517.00	\$0.00	\$31,517.00	0.05	\$1,575.85	\$0.00	\$33,092.85	\$33,093.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,573.00
0012	113	SECRETARY	\$25,552.00	\$0.00	\$25,552.00	0.05	\$1,277.60	\$722.40	\$27,552.00	\$27,552.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,552.00
0013	113	CHIEF ADMINISTRATOR	\$5,200.00	\$0.00	\$5,200.00	0.05	\$260.00	\$0.00	\$5,460.00	\$5,460.00	\$21.43	\$0.00	\$0.00	\$0.00	\$0.00	\$5,481.43
0014	113	RISK MANAGEMENT SPECIALIST	\$37,000.00	\$0.00	\$37,000.00	0.05	\$1,850.00	\$0.00	\$38,850.00	\$38,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,850.00
0015	113	PLANNING ANALYST I	\$0.00	\$40,404.00	\$40,404.00	0	\$0.00	\$0.00	\$40,404.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		TOTAL	\$531,357.00	\$40,404.00	\$571,761.00		\$26,567.85	\$722.40	\$599,051.25	\$558,650.00	\$3,261.43	\$0.00	\$3,000.00	\$4,000.00	\$0.00	\$568,911.43

Approval to correct the program no. for one (1) Planning Analyst 1 position, slot no. 0001 from program 060 to slot no. 0015, program 065 within the Worker's Comp fund 2202..

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**2202-419-50-115-060-0-
HIDALGO CO W/C**

AI-13594

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	113	PLANNING ANALYST I	\$38,480.00	\$0.00	\$38,480.00	0.05	\$1,924.00	\$0.00	\$40,404.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			\$38,480.00	\$0.00	\$38,480.00		\$1,924.00	\$0.00	\$40,404.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

APPROVAL TO TRANSFER POSITION FROM PROGRAM 060 TO CORRECT PROGRAM 065 WITHIN THE WORKERS COMP FUND, PENDING CC APPROVAL.

AI-13582

18.C.

**93rd District Court - Supplemental Pay
CC REGULAR**

Date: 01/28/2009
Submitted By: Sylvia Solis, BUDGET & MANAGEMENT
Submitted For: 93rd District Court
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

93rd District Court (1100):

1. Approval to allocate Supplemental Pay for slot no. 0002, employee no. 023302, in the amount of \$3,000.00 for administrative duties transferred to the 93rd District Court.
2. Approval of 2009 revised salary schedule.

BACKGROUND

Fiscal Impact

<u>FISCAL YEAR:</u> 2009	<u>ACCT. #:</u> 9-1100-412-00-002-001-0-XXX
<u>FUNDS AVAILABLE Y/N?:</u> Y	<u>MATCHING FUNDS Y/N?:</u>

BUDGETARY IMPACT:

9-1100-412-00-002-001-0-890 (other) - \$3,000.00 funds available as of 01-22-08.
Transfer of funds from 890 to 117 and related fringes, pending CC approval.

Attachments

- Link: [Fiscal Note](#)
 Link: [Memo](#)
 Link: [Personnel Adjustment Request Form](#)
 Link: [Revised salary schedule](#)

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Sylvia Solis	Sylvia Solis	01/23/2009 08:41 AM	APRV
2		Budget & Management	Veronica Lopez	01/23/2009 10:10 AM	APRV
3		Roland Garcia	Rolando Garcia	01/23/2009 11:15 AM	APRV
4		Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Sylvia Solis				Started On: 01/22/2009 10:56 AM	
Final Approval Date: 01/23/2009					

Hidalgo County
Department of Budget & Management
FISCAL NOTE

•Fiscal notes are prepared by the Department of Budget & Management to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court
 From: Raul Silguero Jr., Budget Officer
 CC Date: Tuesday, January 27, 2009

Agenda Item: AI-13582

Summary of request/proposal:

93rd District Court is requesting approval to allocate Supplemental Pay for slot no. 0002, employee no. 023302, in the amount of \$3,000.00 for administrative duties transferred to the 93rd District Court.

Fund	Position	Slot#	Obj	Current Budgeted Salary	Adjustment Requested	Total Requested
1100	Supplemental Pay	0002	117	0.00	3,000.00	3,000.00
				0.00	3,000.00	3,000.00

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
9-1100-412-00-002-001-0- 117	93rd DISTRICT COURT - SUPPLEMENTAL PAY	\$2,977.01
9-1100-412-00-002-001-0- 211	93rd DISTRICT COURT - HEALTH INSURANCE	\$0.00
9-1100-412-00-002-001-0- 212	93rd DISTRICT COURT - LIFE INSURANCE	\$0.00
9-1100-412-00-002-001-0- 220	93rd DISTRICT COURT - FICA	\$227.74
9-1100-412-00-002-001-0- 230	93rd DISTRICT COURT - RETIREMENT	\$268.53
9-1100-412-00-002-001-0- 250	93rd DISTRICT COURT - UNEMPLOYMENT COMP	\$14.89
9-1100-412-00-002-001-0- 260	93rd DISTRICT COURT - WORKER'S COMP	\$5.95
	2009 Budgetary Impact	\$3,494.12

2010 Budgetary Impact: \$7,712.10

Possible Funding Sources: General Fund

Budget Office Recommendation:



**JUDGE
RUDY DELGADO**

93RD JUDICIAL DISTRICT
OF TEXAS
100 N. CLOSNER
EDINBURG, TEXAS 78540
(956) 318-2255

M E M O

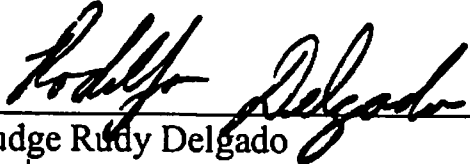
To: Valde Guerra - Director
Hidalgo County Budget Dept.
From: Judge Rudy Delgado
Date: December 24, 2008
Re: Supplemental Salary Transfer

Dear Mr. Guerra;

This is to request that the supplemental salary of \$3,000.00 that is allowed to the Administrative Judge for his staff duties be transferred to the salary of _____, employee number 023302.

Please let me know what else is required by me to get this done expeditiously as possible.

Thank you for your help in this matter and please do not hesitate to ask for any additional information.



Judge Rudy Delgado
93rd. District Court

HIDALGO COUNTY

LAURA HINOJOSA • DISTRICT CLERK • P.O. BOX 87 • EDINBURG, TEXAS 78540



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: 93rd District Court / 002

DATE: 1-21-09

CURRENT POSITION TITLE: Court Coordinator

CURRENT SLOT #: 0002

REQUESTED POSITION TITLE: NIA
(For new positions or reclassifications)

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*

Other Supplemental Pay
Administrative
Judge Asst.

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 64,293.00 ~~Current Budgeted Salary~~
 \$ 3,000.00 ~~72,293.00~~ Proposed Budgeted Salary
 \$ 3,000.00 Net Change

Position to be funded from one of the following:

- Current Department Budget 64,293.00 rc
 Annual Budget Cycle
 Will Require Additional Funds

Other Hidalgo County Administrative Judge - \$3000.00

POSITION Type:

Full Time Employee Object 113
 Part Time Employee Object 114 _____
 Full Time Temporary Object 121
 Part Time Temporary Object 122 \$ _____
 Enter hourly rate for temp. positions
 Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input checked="" type="checkbox"/>	FLSA: Exempt	<input type="checkbox"/>	
Non-Exempt	<input type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

To help the Administrative Judge of Hidalgo County

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | | |
|----|--|----------------|-----------------------------------|------------------------------|-----------------------------|
| 1. | <u><i>Robbly D. Lopez</i></u> | <u>1-21-09</u> | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | <u>HUMAN RESOURCES DIRECTOR</u> | <u>DATE</u> | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. | <u>DEPARTMENT OF BUDGET & MANAGEMENT</u> | <u>DATE</u> | BUDGET PROCEDURES COMPLETED | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. | <u>COMMISSIONERS COURT APPROVAL</u> | <u>DATE</u> | | | |

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**9-1100-412-00-002-001-0-
93RD DISTRICT COURT**

AI-13582

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	113	COURT REPORTER	\$72,800.00	\$0.00	\$72,800.00	0.05	\$3,640.00	\$0.00	\$76,440.00	\$76,440.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,220.00
		Allocation of Supplemental Pay											\$3,000.00			
0002	113	COURT COORDINATOR	\$62,612.00	\$0.00	\$62,612.00	0.05	\$3,131.00	\$3,131.00	\$68,874.00	\$68,874.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,294.00
0003	113	BAILIFF/INTERP	\$38,924.00	\$0.00	\$38,924.00	0.05	\$1,946.20	\$0.00	\$40,870.20	\$38,925.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$42,925.00
0004	113	ASST CRT COOR	\$37,539.00	\$0.00	\$37,539.00	0.05	\$1,876.95	\$0.00	\$39,415.95	\$35,490.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$37,490.00
0005	111	DISTRICT JUDGE	\$15,000.00	\$0.00	\$15,000.00	0	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$10,373.00	\$0.00	\$25,373.00
TOTAL			\$226,875.00	\$0.00	\$226,875.00		\$10,594.15	\$3,131.00	\$240,600.15	\$234,729.00	\$1,200.00	\$6,000.00	\$3,000.00	\$10,373.00	\$0.00	\$252,302.00

APPROVAL TO ALLOCATE SUPPLEMENTAL PAY FOR COURT COORDINATOR POSITION SLOT NO. 0002, IN THE AMOUNT OF \$3,000.00 FOR ADMINISTRATIVE DUTIES TRANSFERRED TO THE 93RD DISTRICT COURT, PENDING COMMISSIONERS' COURT APPROVAL.

Refunding Bonds (Debt)

CC REGULAR

Date: 01/28/2009
Submitted By: Monica Badillo, BUDGET & MANAGEMENT
Submitted For: Comm. Palacios
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

1. Discussion, consideration and action to proceed with refunding certain county debt obligations resulting in savings to the county.
2. Adoption of an Order Authorizing Issuance of the Hidalgo County, Texas General Obligation Refunding Bonds, Series 2009, delegating certain discretionary authority to the County Judge and other designated officials of the County to authorize issuance upon the satisfaction of certain Parameters.

BACKGROUND

Noe Hinojosa will get documentation to us on Monday. MB

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 01:22 PM	APRV
2	Ivan Cantu	Ivan Cantu	01/23/2009 01:31 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Monica Badillo			Started On: 01/23/2009 11:33 AM	
Final Approval Date: 01/23/2009				

**Mutual Agreement with Drainage District
CC REGULAR**

Date: 01/28/2009
Submitted By: Sergio Cruz, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

1. Discussion, consideration, and approval of mutual service agreement between Hidalgo County (County) and Hidalgo County Drainage District No. 1 (HCDD1) for services to be provided by County and be reimbursed by HCDD1 as allowed under Section 2 of Interlocal Cooperation Agreement approved on April 22, 2008.
2. Approval of certification of estimated revenue (as certified by the County Auditor) in the amount of \$526,885.00 as a result of mutual service agreement between County and HCDD1.
3. Approval of 2009 appropriation of funds into County Wide Administration in the amount of \$526,885.00.

BACKGROUND

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Form Started By: Sergio Cruz Started On: 01/23/2009 04:24
PM
Final Approval Date: 01/23/2009

AI-13630
New Position
CC REGULAR

18.F.

Date: 01/28/2009
Submitted By: Damaris San Miguel, BUDGET & MANAGEMENT
Submitted For: Comm. Palacios
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Sanitation Pct. 2 (1100):

1. Approval to create one (1) regular fulltime Custodian position, slot no.0026 budgeted at \$18,720.00 per year.
2. Approval of revised salary schedule.

BACKGROUND

Fiscal Impact

Attachments

No file(s) attached.

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Damaris San Miguel (Originator)	Damaris San Miguel	01/23/2009 05:15 PM	APRV
2	Budget & Management		01/23/2009 05:22 PM	NEW

Form Started By: Damaris San Miguel

Started On: 01/23/2009 05:04 PM

Final Approval Date: 01/23/2009

**Elections - Deletion/Creation of Positions & Reclassifications
CC REGULAR**

Date: 01/28/2009
Submitted By: Rolando Garcia, BUDGET & MANAGEMENT
Submitted For: Yvonne Ramon
Department: BUDGET & MANAGEMENT
Agenda Category: Elections Administration **Purchasing only:** Elections

Information

CAPTION

Elections Department (130):

1. Approval to delete (1) one vacant, permanent full time Voter Registration Assistant position, slot no. 0008 at \$31,935.00 per year.
2. Approval to create (1) one permanent full time Street Indexing Specialist position, slot no. 0086 at \$34,000.00 per year.
3. Approval of position reclassifications for the following:

slot no.	Current Position Title	Current Budgeted Salary	Proposed Position Title	Proposed Budgeted Salary
0010	Administrative Secretary/Bookkeeper	\$29,445.00	Accounting Clerk	\$32,000.00
0014	Data Processor	\$24,149.00	Data Processor III	\$27,000.00
0015	Data Processor	\$21,149.00	Data Processor II	\$25,500.00
0016	Election Clerk	\$21,424.00	Data Processor II	\$25,500.00
0017	Election Clerk	\$21,424.00	Data Processor I	\$24,000.00
0018	Election Clerk	\$21,424.00	Data Processor I	\$24,000.00
0019	Election Clerk	\$21,424.00	Data Processor I	\$24,000.00
0020	Election Clerk	\$21,424.00	Data Processor I	\$24,000.00
0021	Election Clerk	\$21,424.00	Data Processor I	\$24,000.00
0022	Data Processor	\$21,424.00	Data Processor I	\$24,000.00
	Total	\$224,711.00		\$254,000.00

4. Approval of revised salary schedule.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1100-414-00-130-001-0-113

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Please see fiscal note.

Attachments

Link: [reclassifications](#)

Link: [fiscalnote](#)

Link: [jobdescriptions](#)

Link: [PARs](#)

Link: [PAR deleted slot](#)

Link: [job descr deleted slot](#)

Link: [revised salary schedule](#)

Form Routing/Status

Form Started By: Rolando
Garcia

Started On: 01/22/2009 10:38
AM

Final Approval Date: 01/23/2009



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections REQUEST DATE: 12/24/08
DEPARTMENT NUMBER: 130 PROGRAM NUMBER: 001
CURRENT SLOT #: 130-001-0015

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Data Processor \$24,149.00
Classification/Position Title Pay Grade/Salary

REQUESTED ADJUSTMENT:

Data Processor II \$25,500.00
Classification/Position Title Pay Grade/Salary

COMMITTEE RECOMMENDATION

Data Processor II \$25,500.00
Classification/Position Title Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative Date

County Treasurer Representative Date

Budget & Management Representative Date



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections

REQUEST DATE: 12/24/08

DEPARTMENT NUMBER: 130

PROGRAM NUMBER: 001

CURRENT SLOT #: 022

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Data Processor
Classification/Position Title

\$ 21,424.00
Pay Grade/Salary

REQUESTED ADJUSTMENT:

Data Processor I
Classification/Position Title

\$ 24,000.00
Pay Grade/Salary

COMMITTEE RECOMMENDATION

Data Processor I
Classification/Position Title

\$ 24,000.00
Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative

Date

County Treasurer Representative

Date

Budget & Management Representative

Date



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections

REQUEST DATE: 12/24/08

DEPARTMENT NUMBER: 130

PROGRAM NUMBER: 001

CURRENT SLOT #: 0016

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Election Clerk

Classification/Position Title

\$21,424.00

Pay Grade/Salary

REQUESTED ADJUSTMENT:

Data Processor II

Classification/Position Title

\$25,500.00

Pay Grade/Salary

COMMITTEE RECOMMENDATION

Data Processor II

Classification/Position Title

\$25,500.00

Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative

Date

County Treasurer Representative

Date

Budget & Management Representative

Date



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections
DEPARTMENT NUMBER: 130
CURRENT SLOT #: 0014

REQUEST DATE: 12/24/08
PROGRAM NUMBER: 001

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Data Processor \$ 24,149.00
Classification/Position Title Pay Grade/Salary

REQUESTED ADJUSTMENT:

Data Processor II \$ 27,000.00
Classification/Position Title Pay Grade/Salary

COMMITTEE RECOMMENDATION

Data Processor III \$ 27,000.00
Classification/Position Title Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative Date

County Treasurer Representative Date

Budget & Management Representative Date



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections

REQUEST DATE: 12/24/08

DEPARTMENT NUMBER: 130

PROGRAM NUMBER: 001

CURRENT SLOT #: 130-001-010

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Administrative Sec./Bookkeeper

Classification/Position Title

\$29,445.00

Pay Grade/Salary

REQUESTED ADJUSTMENT:

Accounting Clerk

Classification/Position Title

\$32,000.00

Pay Grade/Salary

COMMITTEE RECOMMENDATION

Accounting Clerk

Classification/Position Title

\$32,000.00

Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative

Date

County Treasurer Representative

Date

Budget & Management Representative

Date



HIDALGO COUNTY

RECLASSIFICATION COMMITTEE ADJUSTMENT RECOMMENDATION FORM

DEPARTMENT NAME: Elections
DEPARTMENT NUMBER: 130
CURRENT SLOT #: 017, 018, 019, 020, 021

REQUEST DATE: 12/24/08
PROGRAM NUMBER: 001

DEPARTMENT RECLASSIFICATION REQUEST

CURRENT:

Election Clerk
Classification/Position Title

\$ 21,424.00
Pay Grade/Salary

REQUESTED ADJUSTMENT:

Data Processor I
Classification/Position Title

\$ 24,000.00
Pay Grade/Salary

COMMITTEE RECOMMENDATION

Data Processor I
Classification/Position Title

\$ 24,000.00
Pay Grade/Salary

COMMENTS:

SIGNATURES

Human Resources Representative

Date

County Treasurer Representative

Date

Budget & Management Representative

Date

Hidalgo County
Department of Budget & Management
FISCAL NOTE

•Fiscal notes are prepared by the Department of Budget & Management to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court
 From: Raul Silguero, Budget Officer
 CC Date: Wednesday, January 28, 2009

REVISED
08/18/2008

Agenda Item: 13580

Summary of request/proposal:

The Elections Administrator is requesting approval to Delete (1) one vacant, permanent full time Voter Registration Assistant position, slot no. 0008 at \$31,935.00/year. Approval to create (1) one permanent full time Street Indexing Specialist position, slot no. 0086 at \$34,000.00/year. Reclassify (1) Adm. Secretary/Bookkeeper position, slot no. 0010 to Accounting Clerk same slot no., increase salary from \$29,445.00/year to \$32,000.00/year. Reclassify (1) Data Processor to Data Processor III slot no. 0014 at \$24,149.00/ year increase salary to \$27,000.00/year. Reclassify (1) Data Processor to Data Processor II slot no. 0015 at \$21,149.00/year increase salary to \$25,500.00. Reclassify (1) Election Clerk position to Data Processor II slot no. 0016 from current salary \$21,424.00/year to \$25,500.00/year. Reclassify (5) Election Clerk positions to Data Processors I slot no.'s 0016, 0017, 0018, 0019, 0020, 0021, respectively, at current salaries of \$21,424.00/year to \$24,000.00/year. Reclassify (1) Data Processor to Data Processor I slot no. 0022 at \$21,424.00/year to \$24,000.00/year.

Fund	Current Position	New Position	Slot#	Obj	Current Budgeted Salary	Adjustment/ Salary Requested	Total Adjustment Requested
1100	Voter Registration Assistant	Delete	0008	113	31,935.00	-	(31,935.00)
1100	None	Street Index Specialist	0086	113	-	34,000.00	34,000.00
1100	Administrative Secretary/Bookkeeper	Accounting Clerk	0010	113	29,445.00	32,000.00	2,555.00
1100	Data Processor	Data Processor III	0014	113	24,149.00	27,000.00	2,851.00
1100	Data Processor	Data Processor II	0015	113	21,149.00	25,500.00	4,351.00
1100	Election Clerk	Data Processor II	0016	113	21,424.00	25,500.00	4,076.00
1100	Election Clerk	Data Processor I	0017	113	21,424.00	24,000.00	2,576.00
1100	Election Clerk	Data Processor I	0018	113	21,424.00	24,000.00	2,576.00
1100	Election Clerk	Data Processor I	0019	113	21,424.00	24,000.00	2,576.00
1100	Election Clerk	Data Processor I	0020	113	21,424.00	24,000.00	2,576.00
1100	Election Clerk	Data Processor I	0021	113	21,424.00	24,000.00	2,576.00
1100	Data Processor	Data Processor I	0022	113	21,424.00	24,000.00	2,576.00
							31,354.00

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
9-1100-415-14-115-001-0-113	BUDGET & PERM F/T EMPLOYEES	28,960.56
9-1100-415-14-115-001-0-211	BUDGET & HEALTH INSURANCE	-
9-1100-415-14-115-001-0-212	BUDGET & LIFE INSURANCE	-
9-1100-415-14-115-001-0-220	BUDGET & FICA	2,215.48
9-1100-415-14-115-001-0-230	BUDGET & RETIREMENT	3,258.34
9-1100-415-14-115-001-0-250	BUDGET & UNEMPLOYMENT COMP	183.87
9-1100-415-14-115-001-0-260	BUDGET & WORKER'S COMP	112.35
2009 Budgetary Impact		\$34,730.60

2010 Budgetary Impact: \$37,644.84

Possible Funding Sources: General Fund

Budget Office Recommendation:

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HIDALGO COUNTY Elections Department

Job Title:	Street Indexing Specialist	FLSA Status:	Non - Exempt
Dept No:	130-001	Civil Service Status:	Non-Exempt

SUMMARY:

Performs a variety of functions which follow established procedures and which may require some judgment and specialized subject knowledge such as advanced technological understanding of various programs and resources.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Ability to work with comma delimited and other file formats such as csv;
- Extensive knowledge of Microsoft Office Suite (Excel, Access)SQL;
- Computer and Network Troubleshooting: Hp Print Servers;;
- Ability to troubleshoot and repair printers or scanners;
- Knowledge of ArcGis Desktop; (geocoding), (gps);
- Act as a technical advisor regarding standard or innovative elements for IT and GIS technology transfer;
- Assist in the determination of IT and GIS standards for Department, and any required modifications;
- Work closely with city and school officials on their boundaries to prepare on GIS System;
- Experience with plotter, printing in various sizes; laser and dot matrix printers and have knowledge of jurisdictional lines and outliers;
- Requires training of office staff on new technology and procedures to help in improving accuracy of voter registration entries;
- Work closely with the Voter Registration Department and generate and upload daily reports to the Secretary of State;
- Check State Validation listings, errors, rejects, plus DPS downloads and have knowledge of converting into database format which then requires Geo-coding;
- Work in a multi-task environment;
- Fulfill public information requests such as but not limited to voter lists and maps of jurisdictions, cities, schools, etc;
- Prepare and print all polling location maps for poll workers during elections and have knowledge of special maps such as split precincts, and overlapping boundaries;
- Must be able to work overtime when required;
- Must be flexible and available if assigned to perform other department duties for cross training;
- Must have good judgment, be courteous, cooperative, maintain a good attendance record and be properly dressed for the job;
- Must be able to perform consistently and effectively under extreme pressure;
- Must be observant of rules and safety procedures;

- Working hours may vary, especially during elections;
- Ability to work well with others;
- Regular attendance is a must.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities;

EDUCATION and/or EXPERIENCE

- Bachelor of Science degree and/or commensurate experience in information technology (IT);
- Geographical information system (GIS) technology preferred;
- Must have at least three (3) years experience in computer field or at least one (1) year experience in an Elections Department;
- Knowledge of industry standard hardware and software preferred;
- Bilingual is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS

- Employee must have a current valid Texas Motor Vehicle Operator's License;

OTHER SKILLS AND ABILITIES

- Ability to read and interpret document such as safety rules, operating and maintenance instructions and procedures manuals.
- Ability to fill out reports and answer correspondence.
- Ability to speak effectively before groups of customers and employees.
- Ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals.
- Ability to compute rate, ration and percent to draw and interpret bar graphs.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to deal with problems involving several concrete variables.
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel;

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus;

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job;

The noise level in the work environment is usually moderate;

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time;
- operating assigned equipment;

Maintain mental capacity, which permits:

- making sound decisions and using good judgment;
- demonstrating intellectual capabilities;

Effectively handle a work environment and conditions, which involve:

- working closely with others;
- working in a multi-task environment;

Maintain effective audio-visual discrimination and perception needed for:

- making observations;
- reading and writing;
- operating assigned equipment;
- communicating with others;

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations;

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Data Processor	FLSA Status:	Non-Exempt
Dept. Code: 130-001	Civil Service Status:	Non-Exempt

SUMMARY:

Works closely with other data processors in an effort to perform the duties of processing voter registration questions to the public and election workers. Work is performed under the immediate direction of the Election Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries.
- Provide public assistance in responding to telephone calls, questions, and requests for information.
- Regular attendance is a must.
- Ability to work well with others.
- Perform such other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE

- High school diploma or general education degree (GED).
- One (1) year experience.
- Computer and data entry skills.
- Bilingual is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

- None

OTHER SKILLS AND ABILITIES

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk, sit, use hands to

finger, handle or feel objects, tools, or controls, reach with hands and arms, climb or balance, stoop or kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable Accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time.
- operating assigned equipment.

Maintain mental capacity, which permits:

- making sound decisions and using good judgment.
- demonstrating intellectual capabilities.

Effectively handle a work environment and conditions, which involve:

- working closely with others.
- working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations.
- reading and writing.
- operating assigned equipment.
- communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

ADDITIONAL DUTIES AND RESPONSIBILITY

Approved by CC 3/25/03

- Work closely with Voter registrar to maintain accurate and update voter registration files.
- Assist the Voter Registrar Assistant with projects assigned by Elections Administrator.
- Regular attendance is a must.
- Manual filing of voter registration applications.

HIDALGO COUNTY

Elections Department

Job Title: Data Processor II	FLSA Status: Non - Exempt
Dept. Code: 130-001	Civil Service Status: Non - Exempt

SUMMARY:

Will work closely with Data Processors I & III to perform the duties of processing voter registration applications and forms; will work with the public to answer questions and assist with public requests; will work closely with the Street Indexing Specialist to correct data entered. Work is performed under the immediate supervision and direction of the Elections Administrator and Executive Assistant.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries for proper precinct locations;
- Perform street indexing on incorrect data entry such as addresses and precincts;
- Knowledgeable of Deputizing Program for public, business and organizations utilized in Voter Registration process;
- Assist the phone bank supervisor as needed during elections;
- Assist Election Specialist with mail-in ballots, provisional ballots, overseas ballots, and other duties as necessary;
- Be knowledgeable of election laws and policies;
- Assist with all Secretary of State Reports, such as, but not limited to DPS, cancellations, deceased, and felons;
- Assist with presentations and projects as assigned by the Elections Administrator and/or Executive Assistant;
- Maintain accurate and up to date voter registration data and files;
- Assist public either by telephone or in person with voter registration application information and elections information as needed;
- Provide public assistance in responding to telephone calls;
- Assist public with request information and questions;
- Perform manual filing and scanning of voter applications and forms;
- Must have good writing and communication skills;
- Must be well organized;
- Ability to work well with others including contractual entities, department employees, elected officials, and department heads;
- Assist the IT department in the Election's Warehouse in regards to voting equipment and election supplies;
- Perform other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree GED;
- Must have excellent computer and data entry skills;
- Knowledgeable of Microsoft Office programs such as Word and Excel;
- Bilingual is preferred.

OTHER SKILLS AND ABILITIES:

- Able to read maps and boundaries and acquire knowledge of county jurisdictional lines such as county, commissioner, Justice of the Peace, city and school districts, etc.;
- Ability to read, interpret and accept documents such as public requests;
- Ability to communicate effectively with staff and the public.

ADDITIONAL DUTIES

- During elections, must be available to work extended hours and/or weekends when necessary;
- Must be able to work under stressful and demanding conditions;
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;
- Regular attendance punctuality is a must.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over thirty-five (35) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time;
- Operating assigned equipment.

Maintain mental capacity which permits:

- Making sound decisions and using good judgment;
- Demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- Working closely with others;
- Working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- Making observations;
- Reading and writing;
- Operating assigned equipment;
- Communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Data Processor FLSA Status: Non-Exempt

Dept. Code: 130-001 Civil Service Status: Non-Exempt

SUMMARY:

Works closely with other data processors in an effort to perform the duties of processing voter registration questions to the public and election workers. Work is performed under the immediate direction of the Election Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries.
- Provide public assistance in responding to telephone calls, questions, and requests for information.
- Regular attendance is a must.
- Ability to work well with others.
- Perform such other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE

- High school diploma or general education degree (GED).
- One (1) year experience.
- Computer and data entry skills.
- Bilingual is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

- None

OTHER SKILLS AND ABILITIES

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk, sit, use hands to

finger, handle or feel objects, tools, or controls, reach with hands and arms, climb or balance, stoop or kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable Accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time.
- operating assigned equipment.

Maintain mental capacity, which permits:

- making sound decisions and using good judgment.
- demonstrating intellectual capabilities.

Effectively handle a work environment and conditions, which involve:

- working closely with others.
- working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations.
- reading and writing.
- operating assigned equipment.
- communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

ADDITIONAL DUTIES AND RESPONSIBILITY

Approved by CC 3/25/03

- Work closely with Voter registrar to maintain accurate and update voter registration files.
- Assist the Voter Registrar Assistant with projects assigned by Elections Administrator.
- Regular attendance is a must.
- Manual filing of voter registration applications.

ADDITIONAL DUTIES

- During elections, must be available to work extended hours and/or weekends when necessary;
- Must be able to work under stressful and demanding conditions;
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;
- Regular attendance punctuality is a must.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over thirty-five (35) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time;
- Operating assigned equipment.

Maintain mental capacity which permits:

- Making sound decisions and using good judgment;
- Demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- Working closely with others;
- Working in a multi-task environment.
- Maintain effective audio-visual discrimination and perception needed for:
- Making observations;
- Reading and writing;
- Operating assigned equipment;
- Communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title:	Elections Clerk	FLSA Status:	Exempt
Dept No:	130-001	Service Status:	Exempt

SUMMARY:

Works closely with other data processors in an effort to perform the duties of processing voter registration questions to the public and election workers. Work is performed under the immediate direction of Elections administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries for proper precinct locations for voters;
- Provide public assistance in responding to telephone calls, questions, and requests for information;
- Regular attendance is a must;
- Ability to work well with others;
- Performs such other duties as may be assigned;
- Assist the Voter Registrar Assistant with projects assigned by Elections Administrator;
- Manual filing of voter registration applications;

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities;

EDUCATION and/or EXPERIENCE:

- High School Diploma or GED;
- One (1) year experience;
- Computer and data entry skills;
- Bilingual is preferred;

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's Insurance carrier;

OTHER SKILLS AND ABILITIES:

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job;

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel;

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus;

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job;

The noise level in the work environment is usually moderate;

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time;
- operating assigned equipment;

Maintain mental capacity which permits:

- making sound decisions and using good judgment;
- handling financial affairs effectively and honestly;
- maintaining confidentiality;
- demonstrating intellectual capabilities;

Effectively handle a work environment and conditions which involve:

- working closely with others;
- working in a multi-task environment;

Maintain effective audio-visual discrimination and perception needed for:

- making observations;
- reading and writing;
- operating assigned equipment;
- communicating with others;

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations;

HIDALGO COUNTY

Elections Department

Job Title:	Data Processor II	FLSA Status:	Non - Exempt
Dept. Code:	130-001	Civil Service Status	Non - Exempt

SUMMARY:

Will work closely with Data Processors I & III to perform the duties of processing voter registration applications and forms; will work with the public to answer questions and assist with public requests; will work closely with the Street Indexing Specialist to correct data entered. Work is performed under the immediate supervision and direction of the Elections Administrator and Executive Assistant.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries for proper precinct locations;
- Perform street indexing on incorrect data entry such as addresses and precincts;
- Knowledgeable of Deputizing Program for public, business and organizations utilized in Voter Registration process;
- Assist the phone bank supervisor as needed during elections;
- Assist Election Specialist with mail-in ballots, provisional ballots, overseas ballots, and other duties as necessary;
- Be knowledgeable of election laws and policies;
- Assist with all Secretary of State Reports, such as, but not limited to DPS, cancellations, deceased, and felons;
- Assist with presentations and projects as assigned by the Elections Administrator and/or Executive Assistant;
- Maintain accurate and up to date voter registration data and files;
- Assist public either by telephone or in person with voter registration application information and elections information as needed;
- Provide public assistance in responding to telephone calls;
- Assist public with request information and questions;
- Perform manual filing and scanning of voter applications and forms;
- Must have good writing and communication skills;
- Must be well organized;
- Ability to work well with others including contractual entities, department employees, elected officials, and department heads;
- Assist the IT department in the Election's Warehouse in regards to voting equipment and election supplies;
- Perform other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree GED;
- Must have excellent computer and data entry skills;
- Knowledgeable of Microsoft Office programs such as Word and Excel;
- Bilingual is preferred.

OTHER SKILLS AND ABILITIES:

- Able to read maps and boundaries and acquire knowledge of county jurisdictional lines such as county, commissioner, Justice of the Peace, city and school districts, etc.;
- Ability to read, interpret and accept documents such as public requests;
- Ability to communicate effectively with staff and the public.

ADDITIONAL DUTIES

- During elections, must be available to work extended hours and/or weekends when necessary;
- Must be able to work under stressful and demanding conditions;
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;
- Regular attendance punctuality is a must.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over thirty-five (35) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time;
- Operating assigned equipment.

Maintain mental capacity which permits:

- Making sound decisions and using good judgment;
- Demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- Working closely with others;
- Working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- Making observations;
- Reading and writing;
- Operating assigned equipment;
- Communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Data Processor	FLSA Status:	Non-Exempt
Dept. Code: 130-001	Civil Service Status:	Non-Exempt

SUMMARY:

Works closely with other data processors in an effort to perform the duties of processing voter registration questions to the public and election workers. Work is performed under the immediate direction of the Election Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries.
- Provide public assistance in responding to telephone calls, questions, and requests for information.
- Regular attendance is a must.
- Ability to work well with others.
- Perform such other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE

- High school diploma or general education degree (GED).
- One (1) year experience.
- Computer and data entry skills.
- Bilingual is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

- None

OTHER SKILLS AND ABILITIES

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk, sit, use hands to

finger, handle or feel objects, tools, or controls, reach with hands and arms, climb or balance, stoop or kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable Accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time.
- operating assigned equipment.

Maintain mental capacity, which permits:

- making sound decisions and using good judgment.
- demonstrating intellectual capabilities.

Effectively handle a work environment and conditions, which involve:

- working closely with others.
- working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations.
- reading and writing.
- operating assigned equipment.
- communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

ADDITIONAL DUTIES AND RESPONSIBILITY

Approved by CC 3/25/03

- Work closely with Voter registrar to maintain accurate and update voter registration files.
- Assist the Voter Registrar Assistant with projects assigned by Elections Administrator.
- Regular attendance is a must.
- Manual filing of voter registration applications.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential function duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree GED;
- Must have excellent computer and data entry skills;
- Knowledgeable of Microsoft Office programs such as Word and Excel;
- A minimum of two (2) years experience in reading and interpreting maps and boundaries and knowledge of county jurisdictional lines such as county, commissioner, Justice of the Peace, city and school districts, etc.;
- Must have experience in reading and interpreting public requests;
- Bilingual is preferred.

OTHER SKILLS AND ABILITIES:

- Ability to supervise staff;
- Ability to communicate effectively with the staff and the public;
- Ability to deal with problems involving elections or other situations;
- Regular attendance punctuality is a must;

ADDITIONAL DUTIES

- During elections, must be available to work extended hours and/or weekends when necessary;
- Must be able to work under stressful and demanding conditions;
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;
- Regular attendance is a must.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier;

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over thirty-five (35) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time.
- Operating assigned equipment.

Maintain mental capacity which permits:

- Making sound decisions and using good judgment.
- Demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- Working closely with others.
- Working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- Making observations.
- Reading and writing.
- Operating assigned equipment.
- Communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Administrative Secretary Bookkeeper **FLSA Status:** Non-Exempt

Dept. Code: 150 **Civil Service Status:** Non-Exempt

SUMMARY:

Perform bookkeeping and secretarial duties within the Elections Department. This is a responsible position that may involve supervision and working closely with the Elections Administrator. Work is performed under the administrative direction of the Elections Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- o Responsible for maintaining employees' attendance records and time sheets;
- o Responsible for maintaining records of accounts receivables, accounts payables, requisitions, and asset inventory;
- o Provide public assistance in responding to telephone calls, questions and requests for information;
- o Process voter registration applications to determine voter eligibility;
- o Work closely with city and school districts regarding lists of registered voters;
- o Prepare correspondence for applications and other parties involved in the process and notify applicants of their voters' status;
- o Prepare the supplies and material list for the early voting election workers;
- o Regular attendance
- o Get along with co-workers

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and requirements.

EDUCATION AND EXPERIENCE:

- o High school diploma or GED
- o One (1) year experience in bookkeeping
- o Must have good computer skills
- o Bilingual -- preferred
- o Some travel required

CERTIFICATES, LICENSES & REGISTRATIONS:

- o Must have a current valid Texas driver's license
- o Must be able to be insured by County Insurance carrier.

OTHER SKILLS AND ABILITIES:

- o Employee may be assigned other duties in addition to those that are listed and duties may change according to changing needs of department.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit;

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BUDGET OFFICE
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use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- o sitting for extended periods of time
- o operating assigned equipment

Maintain mental capacity which permits:

- o making sound decisions and using good judgment
- o handling financial affairs effectively and honestly
- o demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- o working closely with others
- o working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- o making observations
- o reading and writing
- o operating assigned equipment
- o communicating with others

ACCIDENT PREVENTION PROGRAM:

Required to follow all department's safety regulations.

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HIDALGO COUNTY ELECTION'S DEPARTMENT

Job Title: Accounting Clerk FLSA Status: Non - Exempt

Dept. Code: 130-001 Civil Services Status: Non - Exempt

SUMMARY:

The Accounting Clerk performs duties under the direct supervision of the Accountant and the Elections Administrator and assists in a variety of accounting procedures in an effort to oversee all financial activity for the Elections Department.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist the Accountant and Elections Administrator in gathering information for the preparation of all Reports and billing statements in accordance with generally accepted accounting principles; to include but not limited to any contracts, services and/or grant(s);
- Assist the Accountant and Elections Administrator in gathering information for the preparation of an annual budget report;
- Review budget amendments and line item transfer entries for accuracy on as deemed necessary;
- Assist and/or prepare accounts receivable payments and maintain a system of the accountability of such;
- Prepare and/or assist and supervise purchases of items necessary for the operation of the Elections Department;
- Prepare and/or assist in the preparation of requisition and purchase orders for the purpose of buying and/or encumbering items for the operation of the Elections Department;
- Assist and/or receive and audit invoices for services rendered to the Elections Department to be submitted and processed by the county auditor;
- Assist in the reconciliation and maintenance of vendor accounts with Hidalgo County;
- Assist general public, answer phone inquiries and refer calls accordingly;
- Type letters, reports and other necessary documents as requested by the Accountant and/or the Elections Administrator;

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- On a daily basis, assist and/or prepare entries into programs such as SAGE for purchase order requisitions;
- Have excellent knowledge of Microsoft Office programs, including but not limited to Excel and Word;
- Review daily receipts for accuracy and prepare journal entries if needed;
- Process voter registration applications;
- Meet with the Elections Administrator and Accountant in regards to issues and concerns;
- Must be punctual and have good attendance;
- Must be flexible and available, if assigned to perform other duties in other departments for cross training;
- Any other related duties as may be assigned by the Election's Administrator.

EDUCATION AND EXPERIENCE:

- High School Diploma or GED
- Preferable two (2) years experience in bookkeeping practices;
- Knowledge in computer applications: Microsoft Word, Excel, SAGE, and TAAP.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have proof of a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by County Insurance carrier.

OTHER SKILLS AND ABILITIES:

- Must work well with co-workers.
- Bilingual – preferred.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

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WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time
- operating assigned equipment

Maintain mental capacity, which permits:

- making sound decisions and using good judgment
- handling financial affairs effectively and honestly
- maintaining confidentiality
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions, which involve:

- working closely with others in a respectful manner
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

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HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Elections Clerk	FLSA Status: Exempt
Dept No: 130-001	Service Status: Exempt

SUMMARY:

Works closely with other data processors in an effort to perform the duties of processing voter registration questions to the public and election workers. Work is performed under the immediate direction of Elections administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interpret and read city and county map boundaries for proper precinct locations for voters;
- Provide public assistance in responding to telephone calls, questions, and requests for information;
- Regular attendance is a must;
- Ability to work well with others;
- Performs such other duties as may be assigned;
- Assist the Voter Registrar Assistant with projects assigned by Elections Administrator;
- Manual filing of voter registration applications;

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities;

EDUCATION and/or EXPERIENCE:

- High School Diploma or GED;
- One (1) year experience;
- Computer and data entry skills;
- Bilingual is preferred;

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's Insurance carrier;

OTHER SKILLS AND ABILITIES:

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job;

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel;

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus;

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job;

The noise level in the work environment is usually moderate;

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time;
- operating assigned equipment;

Maintain mental capacity which permits:

- making sound decisions and using good judgment;
- handling financial affairs effectively and honestly;
- maintaining confidentiality;
- demonstrating intellectual capabilities;

Effectively handle a work environment and conditions which involve:

- working closely with others;
- working in a multi-task environment;

Maintain effective audio-visual discrimination and perception needed for:

- making observations;
- reading and writing;
- operating assigned equipment;
- communicating with others;

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations;

HIDALGO COUNTY Elections Department

Job Title:	Data Processor I	FLSA Status:	Non - Exempt
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Dept. Code: 130-001	Civil Service Status Non - Exempt
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SUMMARY:

Will work closely with Data Processors II & III to perform the duties of processing voter registration applications and forms; will work with the public to answer questions and assist with public requests. Work is performed under the immediate supervision and direction of the Elections Administrator and Executive Assistant.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Maintain accurate and up to date voter registration data and files;
- Assist public either by telephone or in person, with voter registration application information and elections information as needed;
- Provide public assistance in responding to telephone calls;
- Assist public with request information and questions;
- Knowledgeable of Deputizing Program for public, business and organizations utilized in Voter Registration process;
- Perform manual filing and scanning of voter applications and forms;
- Assist Data Processors II & III in interpreting and reading city and county map boundaries for proper precinct locations;
- Must have good writing and communication skills;
- Must be well organized;
- Ability to work well with others including contractual entities, department employees, elected officials, and department heads;
- Assist the IT department in the Election's Warehouse in regards to voting equipment and election supplies;
- Perform other duties as may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree GED;
- Must have a minimum of one year of computer and data entry skills experience;
- Bilingual is preferred.

OTHER SKILLS AND ABILITIES:

- Ability to read, interpret and accept documents such as public requests;
- Ability to communicate effectively with staff and the public.

ADDITIONAL DUTIES

- During elections, must be available to work extended hours and/or weekends when necessary;
- Must be able to work under stressful and demanding conditions;
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;
- Regular attendance punctuality is a must.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, and kneel.

The employee must occasionally lift and/or move over thirty-five (35) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time;
- Operating assigned equipment.

Maintain mental capacity which permits:

- Making sound decisions and using good judgment;
- Demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- Working closely with others;
- Working in a multi-task environment.
- Maintain effective audio-visual discrimination and perception needed for:
- Making observations;
- Reading and writing;
- Operating assigned equipment;
- Communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

NEW POSITION: Brief job description and attach a copy of the new job description.

sdfdsfdf

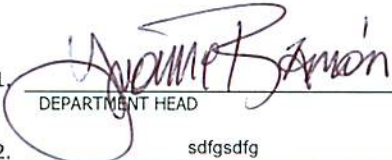
POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

ADDITIONAL DUTIES: Explain reason for additional duties and attach list of additional duties.

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	01/22/09 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	sdfgsdfg HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		

NEW POSITION: Brief job description and attach a copy of the new job description.

The Street Indexing Specialist must have extensive knowledge of file formats such as csv, must have extensive knowledge of SQL, and must work closely with the Voter Registration Department, which is the center of the Elections Department. Mapping, geocoding and street indexing are crucial in providing correct information to all entities that work with the Election Department.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)


Description attached.

COMMENTS: (Any comments you wish to make regarding this request)

A Street Indexing Specialist not only works closely with the Elections Department, but also fulfills all public voter information requests. The preparation and printing of all location maps for poll workers during elections would not be possible without this person. This person must have so much more knowledge of VEMACS, the Voter Registration Database, plus the intricacies of all of the technological needs that are necessary on a day-to-day basis.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	12/22/08 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
2.	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/23/2008

CURRENT POSITION TITLE: DATA PROCESSOR

CURRENT SLOT. #: 0015

REQUESTED POSITION TITLE: DATA PROCESSOR II
(For new positions or reclassifications)

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 24,149.00 \$ 25,500.00 \$ 1,351.00
Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other COUNTY WIDE ADM-CONTINGENCY

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Enter hourly rate for temp. positions
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date End Date Working Days & Hours Hours Per Week Duration (2 weeks, 3 months, etc.)

CIVIL SERVICE: FLSA:
Exempt Exempt
Non-Exempt Non-Exempt
N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

A reclassification of job descriptions is necessary during this time of reorganizing the Elections Department. The Election Clerk position and the Data Processor position expectations are basically the same, with no systemic approach to the demands of each position. Reclassifying both positions into Data Processor I, II, and III will allow internal growth and will allow supervisors to quantify and qualify work performance.

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NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

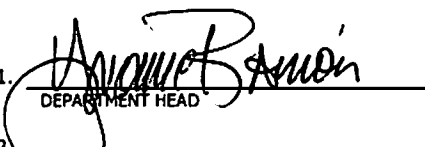
Data Processor II duties include but are not limited to increase in knowledge in interpreting and analyzing maps, and interpreting and submitting reports to the Secretary of State, DPS, cancellations, deceased and felons. This position is critical in assisting Election Specialist with mail-in ballots, provisional ballots, overseas ballots and Ballot Board preparations. The Data Processor II position must perform street indexing, which is a decisive step in creating an accurate voter registration data base.

COMMENTS: (Any comments you wish to make regarding this request)

The Data Processor II position will most likely grow into the highest position most data processors may attain. It is important to hire and keep employees that are detailed oriented and have the ability not just to read, but also interpret the various kinds of maps the Election Department utilizes. This position must assist in gathering data for all reporting, especially to the Secretary of State.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	12/23/08 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
2.	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/24/2008

CURRENT POSITION TITLE: DATA PROCESSOR

CURRENT SLOT. #: 0022

REQUESTED POSITION TITLE: DATA PROCESSOR I
(For new positions or reclassifications)

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 21,424.00 \$ 24,000.00 \$ 2,576.00
Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other COUNTY WIDE ADM- CONTINGENCY

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Enter hourly rate for temp. positions
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date End Date Working Days & Hours Hours Per Week Duration (2 weeks, 3 months, etc.)

CIVIL SERVICE: FLSA:
Exempt Exempt
Non-Exempt Non-Exempt
N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

A reclassification of job descriptions is necessary during this time of reorganizing the Elections Department. The Election Clerk position and the Data Processor position expectations are basically the same, with no systemic approach to the demands of each position. Reclassifying both positions into Data Processor I, II, and III will allow internal growth and will allow supervisors to quantify and qualify work performance.

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NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

The Election Clerk position will reclassify into the Data Processor I position with specific job description and expectations. This position will be an entry level position, but could also serve as a permanent position for those employees that do not possess characteristics and abilities to read and interpret maps, the ability to learn the various precinct jurisdictional lines and the ability to perform street indexing.

COMMENTS: (Any comments you wish to make regarding this request)

After reviewing the job descriptions for Election Clerk and Data Processor, it was evident that a reclassifying of positions and request of salary schedules was necessary. This specific position is another example of why this area of the Elections Department needed reclassification. Although this specific position held the title of Data Processor, it had the responsibilities of an Election Clerk and the salary of an Election Clerk.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Yvonne Ramin</i> DEPARTMENT HEAD	12/23/08 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/23/2008

CURRENT POSITION TITLE: ELECTION CLERK

CURRENT SLOT. #: 0016

REQUESTED POSITION TITLE: DATA PROCESSOR II
(For new positions or reclassifications)

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 21,424.00 \$ 25,500.00 \$ 4,076.00
 Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other County Wide ADM-Contingency

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Enter hourly rate for temp. positions
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date End Date Working Days & Hours Hours Per Week Duration (2 weeks, 3 months, etc.)

CIVIL SERVICE: FLSA:
Exempt Exempt
Non-Exempt Non-Exempt
N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

A reclassification of job descriptions is necessary during this time of reorganizing the Elections Department. The Election Clerk position and the Data Processor position expectations are basically the same, with no systemic approach to the demands of each position. Reclassifying both positions into Data Processor I, II, and III will allow internal growth and will allow supervisors to quantify and qualify work performance.

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BUDGET OFFICE

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)


This specific Election Clerk position has surpassed the Election Clerk duties and has been performing Data Processor II duties such as street indexing with specific reporting duties related to the Secretary of State, DPS, cancellations, deceased and felons. This position has also assisted the Election Specialist with mail-in ballots, provisional ballots, overseas ballots and Ballot Board preparations.

COMMENTS: (Any comments you wish to make regarding this request)

This position is an example of how the Election Clerk and Data Processor positions had no clarification or systemic guidelines to the job duties and job expectations and/or performance.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.		12/23/08	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
2.	DEPARTMENT HEAD	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	HUMAN RESOURCES DIRECTOR	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	COMMISSIONERS COURT APPROVAL		
	COMMISSIONERS COURT APPROVAL	DATE			



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/24/2008

CURRENT POSITION TITLE: DATA PROCESSOR

CURRENT SLOT. #: 014

REQUESTED POSITION TITLE: DATA PROCESSOR III
(For new positions or reclassifications)

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 24,149.00 \$ 27,000.00 \$ 2,851.00
 Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other COUNTY WIDE ADM-CONTINGENCY

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Enter hourly rate for temp. positions
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date End Date Working Days & Hours Hours Per Week Duration (2 weeks, 3 months, etc.)

CIVIL SERVICE: FLSA:
Exempt Exempt
Non-Exempt Non-Exempt
N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

A reclassification of job descriptions is necessary during this time of reorganizing the Elections Department. Since no clear guidelines exist for the division of duties and expectations, the Election Clerk and Data Processor position outlined the same job descriptions. Data Processor III is the highest level that may be attained by a data processor in the Elections Department. Aside from possessing skills attributed to not just reading but also interpreting maps, this person must also possess the ability to work with programs on street indexing and also possess supervisory characteristics.

2008 DEC 24 PM 2 04
HIDALGO COUNTY
BUDGET OFFICE



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/23/2008

CURRENT POSITION TITLE: Administrative Secretary/Bookkeeper

CURRENT SLOT. #: 130-001-0010

REQUESTED POSITION TITLE: Accounting Clerk
(For new positions or reclassifications)

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 29,445.00 \$ 32,000.00 \$ 2,555.00
 Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Other COUNTY WIDE ADM- CONTINGENCY

2008 DEC 24 PM 2 04
HIDALGO COUNTY
BUDGET OFFICE

POSITION Type:

Full Time Employee Object 113
 Part Time Employee Object 114 _____
 Full Time Temporary Object 121
 Part Time Temporary Object 122 \$ _____
 Enter hourly rate for temp. positions
 Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

<u>Start Date</u>	<u>End Date</u>	<u>Working Days & Hours</u>	<u>Hours Per Week</u>	<u>Duration (2 weeks, 3 months, etc.)</u>
-------------------	-----------------	---------------------------------	-----------------------	---

CIVIL SERVICE:
 Exempt FLSA: Exempt
 Non-Exempt Non-Exempt
 N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

The position of Administrative Secretary/Bookkeeper changed when the Head Bookkeeper position was vacated in February of 2008. The Adm.Secretary/Bkkeeper took over the added responsibilities of purchasing items, preparing requisitions and purchase orders, receiving and auditing invoices for services rendered to the department; reconciling and maintaining vendor accounts, and working closely with the Auditors and Budget Analysts in handling procedures such as item line transfers, as well as working with the Elections Administrator.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

New job description attached: Responsibilities of Accounting Clerk to assist Accountant I in preparing purchase items, preparing requisitions and purchase orders, assist in receiving and auditing invoices for services, and assist in reconciling and maintaining vendor accounts. The Accounting Clerk must also assist in creating and billing statements to contracted entities after elections, work closely with the Elections Administrator and the Auditors to ensure honesty and integrity in the billing and collection of monies. The position requires knowledge of various county programs such as SAGE, TAAP, Agenda Quick, and VEMACS, plus knowledge of Microsoft office programs such as Excel and Word.

COMMENTS: (Any comments you wish to make regarding this request)

Running an efficient department requires key personnel in place that are knowledgeable of the financial demands of the department. An Accounting Clerk could assist the Accountant as well as assist the Elections Administrator in these critical areas.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

2008 DEC 24 PM 2 04
HIDALGO COUNTY
BUDGET OFFICE

1.	<u>Urbano Ramon</u> DEPARTMENT HEAD	12/23/08 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
2.	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: ELECTIONS (130-001)

DATE: 12/24/2008

CURRENT POSITION TITLE: ELECTION CLERK

CURRENT SLOT. #:

0017 0020
0018 0021
0019

REQUESTED POSITION TITLE: DATA PROCESSOR I
(For new positions or reclassifications)

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 21,424.00 \$ 24,000.00 \$ 2,576.00
 Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Other COUNTY WIDE ADM- CONTINGENCY

HIDALGO COUNTY
BUDGET OFFICE
2008 DEC 24 PM 2 04

POSITION Type:

- Full Time Employee Object 113
 Part Time Employee Object 114 _____
 Full Time Temporary Object 121
 Part Time Temporary Object 122 \$ _____

 Enter hourly rate for temp. positions

 Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	<input type="checkbox"/>	
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

A reclassification of job descriptions is necessary during this time of reorganizing the Elections Department. The Election Clerk position and the Data Processor position expectations are basically the same, with no systemic approach to the demands of each position. Reclassifying both positions into Data Processor I, II, and III will allow internal growth and will allow supervisors to quantify and qualify work performance.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)


The Election Clerk position will reclassify into the Data Processor I position with specific job description and expectations. This position will be an entry level position, but could also serve as a permanent position for those employees that do not possess characteristics and abilities to read and interpret maps, the ability to learn the various precinct jurisdictional lines and the ability to perform street indexing.

COMMENTS: (Any comments you wish to make regarding this request)

After reviewing the job descriptions for Election Clerk and Data Processor, it was evident that a reclassifying of positions and request of salary schedules was necessary.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	12/23/08 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
2.	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			

NEW POSITION: Brief job description and attach a copy of the new job description.

sdfsdsg

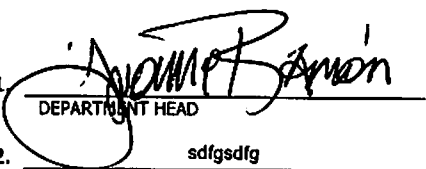
POSITION RECLASIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

ADDITIONAL DUTIES: Explain reason for additional duties and attach list of additional duties.

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	01/22/09 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	sdfgsdfg HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		

HIDALGO COUNTY ELECTIONS DEPARTMENT

Job Title: Voter Registrar Assistant	FLSA Status:	Non-Exempt
Dept. Code: 130-001	Civil Service Status:	Non-Exempt

SUMMARY:

Perform the duties of processing voter registration applications and elections. Work is performed under the immediate direction of the Election Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Organize and maintain an accurate file system on computer regarding mail in ballot requests for voters.
- Verify voter eligibility, process requests to vote by mail, and mail ballots.
- Process both incoming and outgoing mail requests for ballots.
- Provide public assistance in responding to telephone calls requesting information.
- Process voter registration applications to determine voter eligibility.
- Interpret and read city and county map boundaries for proper precinct locations for voters.
- Keep abreast of new and changing laws and legislation.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

EDUCATION and/or EXPERIENCE

- High school diploma or general education degree (GED).
- One (1) year experience in election procedures.
- Must have good computer skills.
- Travel may be required.
- Bilingual is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have a current valid Texas Motor Vehicle Operator's License.
- Must be able to be insured by the County's Insurance carrier.

OTHER SKILLS AND ABILITIES

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to stand. The employee is required to walk, sit, use hands to finger, handle or feel objects, tools, or controls, reach with hands and arms, climb or balance, stoop or kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time.
- operating assigned equipment.

Maintain mental capacity which permits:

- making sound decisions and using good judgment.
- demonstrating intellectual capabilities.

Effectively handle a work environment and conditions which involve:

- working closely with others.
- working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations.
- reading and writing.
- operating assigned equipment.
- communicating with others.

ACCIDENT PREVENTION PROGRAM:

Required to follow all departments' safety regulations.

ADDITIONAL DUTIES AND RESPONSIBILITY

Approved by CC 3/25/03

- Work closely with System Technology Specialist to organize city and county map boundaries on GIS system.
- Systems Technician III.
- Work closely with city and school officials to organize their boundaries.

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE (revised)**

1100-414-00-130-001-0

AI - 13580

ELECTIONS DEPT

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpel. 116	Supplem. 117	Auto A. 118	Clothing 119	
1	112	ELECTIONS ADMIN	70,000.00	0.00	70,000.00	5.00%	3,500.00	0.00	73,500.00	73,500.00	0.00	0.00	0.00	0.00	0.00	73,500.00
2	113	INFO TECH MANAGER	59,933.00	0.00	59,933.00	5.00%	2,996.65	0.00	62,929.65	62,930.00	360.00	0.00	0.00	0.00	0.00	63,290.00
5	113	ELECTIONS SPECIALIST	37,500.00	0.00	37,500.00	5.00%	1,875.00	0.00	39,375.00	39,375.00	420.00	0.00	0.00	0.00	0.00	39,795.00
7	113	SENIOR FIELD SERVICE SPECIALIST	31,116.00	0.00	31,116.00	5.00%	1,555.80	0.00	32,671.80	32,672.00	0.00	0.00	0.00	0.00	0.00	32,672.00
APPROVAL TO DELETE (1) VACANT, PERMANENT FULL TIME VOTER REGISTRATION ASSISTANT POSITION, SLOT NO. 0008, AT \$31,935.00 PER YEAR, PENDING CC APPROVAL 01/28/09																
8	113	VOTER REG ASST	29,935.00	0.00	29,935.00	5.00%	1,496.75	503.25	31,935.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
		S/B ACCOUNTING CLERK							S/B \$32,000.00							
10	113	ADM SEC BKPR	27,445.00	0.00	27,445.00	5.00%	1,372.25	627.75	29,445.00	29,445.00	1,860.00	0.00	0.00	0.00	0.00	31,305.00
11	113	ELECTIONS SPECIALIST ASSISTANT	26,980.00	0.00	26,980.00	5.00%	1,349.00	651.00	28,980.00	28,980.00	300.00	0.00	0.00	0.00	0.00	29,280.00
13	113	FIELD SERVICE SPECIALIST	26,301.00	0.00	26,301.00	5.00%	1,315.05	684.95	28,301.00	28,301.00	0.00	0.00	0.00	0.00	0.00	28,301.00
		s/b DATA PROCESSOR III							s/b \$27,000.00							
14	113	DATA PROCESSOR	22,149.00	0.00	22,149.00	5.00%	1,107.45	892.55	24,149.00	24,149.00	0.00	0.00	0.00	0.00	0.00	24,149.00
		s/b DATA PROCESSOR II							s/b \$25,500.00							
15	113	DATA PROCESSOR	22,149.00	0.00	22,149.00	5.00%	1,107.45	892.55	24,149.00	24,149.00	0.00	0.00	0.00	0.00	0.00	24,149.00
		s/b DATA PROCESSOR II							s/b \$25,500.00							
16	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
17	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
18	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
19	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
20	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
21	113	ELECTION CLERK	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	21,424.00	0.00	0.00	0.00	0.00	0.00	21,424.00
		s/b DATA PROCESSOR I							s/b \$24,000.00							
22	113	DATA PROCESSOR	19,424.00	0.00	19,424.00	5.00%	971.20	1,028.80	21,424.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
85	113	EXECUTIVE ASSISTANT	40,000.00	0.00	40,000.00	5.00%	2,000.00	0.00	42,000.00	40,950.00	1,200.00	0.00	0.00	0.00	0.00	42,210.00
APPROVAL TO CREATE (1) NEW FULL TIME STREET INDEXING SPECIALIST POSITION SLOT NO. 00086 AT \$34,000.00 PER YEAR PENDING CC APPROVAL 01/28/09																
86	113	STREET INDEXING SPECIALIST	0.00	0.00	0.00	0.00%	0.00	0.00	34,000.00	34,000.00	0.00	0.00	0.00	0.00	0.00	34,000.00
T088	121	DATA PROCESSOR	16,640.00	0.00	16,640.00	0.00%	0.00	0.00	16,640.00	16,640.00	0.00	0.00	0.00	0.00	0.00	16,640.00
T095	121	DATA PROCESSOR	16,640.00	0.00	16,640.00	0.00%	0.00	0.00	16,640.00	16,640.00	0.00	0.00	0.00	0.00	0.00	16,640.00
T100	121	DATA PROCESSOR	16,640.00	0.00	16,640.00	0.00%	0.00	0.00	16,640.00	16,640.00	0.00	0.00	0.00	0.00	0.00	16,640.00
T103	121	DATA PROCESSOR	16,640.00	0.00	16,640.00	0.00%	0.00	0.00	16,640.00	16,640.00	0.00	0.00	0.00	0.00	0.00	16,640.00
T108	121	DELIVERY DRIVER	16,640.00	0.00	16,640.00	0.00%	0.00	0.00	16,640.00	16,640.00	0.00	0.00	0.00	0.00	0.00	16,640.00
			612,676.00	0.00	612,676.00		26,473.80	11,453.65	681,957.45	630,195.00	4,200.00	0.00	0.00	0.00	0.00	638,395.00

The Elections Administrator is requesting approval to Delete (1) one vacant, permanent full time Voter Registration Assistant position, slot no. 0008 at \$31,935.00/year. Approval to create (1) one permanent full time Street Indexing Specialist position, slot no. 0086 at \$34,000.00/year. Reclassify (1) Adm. Secretary/Bookkeeper position, slot no. 0010 to Accounting Clerk same slot no., increase salary from \$29,445.00/year to \$32,000.00/year. Reclassify (1) Data Processor to Data Processor III slot no. 0014 at \$24,149.00/ year increase salary to \$27,000.00/year. Reclassify (1) Data Processor to Data Processor II slot no. 0015 at \$21,149.00/year increase salary to \$25,500.00. Reclassify (1) Election Clerk position to Data Processor II slot no. 0016 from current salary \$21,424.00/year to \$25,500.00/year. Reclassify (5) Election Clerk positions to Data Processors I slot no.'s 0016, 0017, 0018, 0019, 0020, 0021, respectively, at current salaries of \$21,424.00/year to \$24,000.00/year. Reclassify (1) Data Processor to Data Processor I slot no. 0022 at \$21,424.00/year to \$24,000.00/year.

**Deletion and creation of position and employee transfer
CC REGULAR**

Date: 01/28/2009
Submitted By: Sylvia Solis, BUDGET & MANAGEMENT
Submitted For: Sheriff's Office
Department: BUDGET & MANAGEMENT
Agenda Category: Sheriff's Office

Information

CAPTION

Sheriff's Office (1100):
1. Approval to delete one (1) Director of Maintenance position, slot no. 0043 budgeted at \$39,940.00, effective upon Commissioners Court approval.
2. Approval to create one (1) regular full-time Electrician position, slot no. 0395 budgeted at \$31,969.00 and transfer employee no. 120901 to position effective upon Commissioners Court approval.
3. Approval of revised salary schedule.

BACKGROUND

Fiscal Impact

Attachments

Link: [PARS](#)
Link: [Fiscal Note](#)
Link: [Salary Schedule](#)
Link: [Job Desc.- Electrician](#)
Link: [Job Desc. - Maintenance Director](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Sylvia Solis	Sylvia Solis	01/20/2009 04:24 PM	APRV
2	Budget & Management	Veronica Lopez	01/21/2009 08:03 AM	APRV
3	Rey Salazar	Angela Garcia	01/22/2009 09:19 AM	APRV
4	Sylvia Solis	Sylvia Solis	01/22/2009 10:32 AM	APRV
5	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Sylvia Solis			Started On: 01/16/2009 08:50 AM	

Final Approval Date: 01/23/2009



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: SHERIFF'S (JAIL 280-002-395)

DATE: 1/22/09

CURRENT POSITION TITLE:

CURRENT SLOT. #: 280-002-395

REQUESTED POSITION TITLE: ELECTRICIAN
(For new positions or reclassifications)

REQUEST FOR:

- New Position
- Temporary Position
- Position Reclassification*
- Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ _____ \$ 31,970.00 \$ 31,970.00
Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds

Other FUNDS FROM DELETED DIRECTOR OF MAINTENANCE (SLOT NO. 280-002-043) POSITION.

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Enter hourly rate for temp. positions

Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
------------	----------	----------------------	----------------	------------------------------------

CIVIL SERVICE: FLSA:

Exempt Exempt

Non-Exempt Non-Exempt

N/A

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

The Sheriff's Office has reorganized the management of the Maintenance section that places the assignment of maintenance back a different Division. Based on this reorganization the current needs of the Jail Bureau requires this position to be created.

NEW POSITION: Brief job description and attach a copy of the new job description.

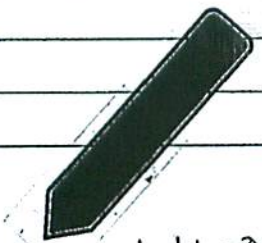
Responsible for the maintenance and repair and some installation of the electrical
system.

POSITION RECLASIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation



- | | | | | | |
|----|---|--------------------------|-----------------------------------|---|-----------------------------|
| 1. | <u>[Signature]</u>
DEPARTMENT HEAD | DATE
<u>1-16-09</u> | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | <u>[Signature]</u>
HUMAN RESOURCES DIRECTOR | DATE
<u>1/22/2009</u> | PERSONNEL PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. | <u>[Signature]</u>
DEPARTMENT OF BUDGET & MANAGEMENT | DATE
<u>1/20/2009</u> | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | | |



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: **SHERIFF'S (JAIL 280-002-043)** DATE: **1/22/09**

CURRENT POSITION TITLE: **DIRECTOR OF MAINTENANCE** CURRENT SLOT #: **280-002-043**

REQUESTED POSITION TITLE:
(For new positions or reclassifications)

REQUEST FOR:

- New Position
- Temporary Position
- Position Reclassification*
- Other DELETION OF POSITION

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 39,940.00 Current Budgeted Salary \$ 0 Proposed Budgeted Salary \$ 39,940.00 Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds

Other WILL HAVE SURPLUS OF FUNDS

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114

Full Time Temporary Object 121 Part Time Temporary Object 122

Enter hourly rate for temp. positions
\$ _____
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

The Sheriff's Office has reorganized the management of the Maintenance section that places the assignment of maintenance back a dirrent Division. Based on this reorganization the current needs of the Jail Bureau have changed and this position is no longer needed.



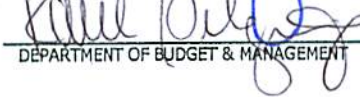
NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	1-16-09 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	1/22/2009 DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	1/20/2009 DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			

Hidalgo County Budget Office
FISCAL NOTE

•Fiscal notes are prepared by the Budget Office to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court
From: Raul Silguero Jr., Budget Officer
CC Date: Tuesday, January 27, 2009

Agenda Item: AI-13480

Summary of request/proposal:

The Jail Dept. is requesting approval to create one (1) new regular full time Electrician position, slot no. 0395 budgeted at \$31,969.00, and transfer employee no. 12090 effective upon CC approval, and delete one (1) Director of Maintenance position, slot no. 0043 budgeted at \$39,940.00.

Fund	Position	Slot#	Obj	Current Budgeted Salary	Adjustment/ Salary Requested	Total Adjustment/ Salary Requested
1100	Director of Maintenance	0043	113	39,940.00	-39,940.00	-39,940.00
1100	Electrician	0395	113	0.00	31,969.00	31,969.00
						-7,971.00

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
9-1100-423-21-280-002-0 113	JAIL- PERM F/T EMPL	(7,545.07)
9-1100-423-21-280-002-0 211	JAIL- HEALTH INSURANCE	-
9-1100-423-21-280-002-0 212	JAIL- LIFE INSURANCE	-
9-1100-423-21-280-002-0 220	JAIL- FICA	(577.20)
9-1100-423-21-280-002-0 230	JAIL- RETIREMENT	(662.46)
9-1100-423-21-280-002-0 250	JAIL- UNEMPLOYMENT COM	(37.73)
9-1100-423-21-280-002-0 260	JAIL- WORKER'S COMP	(31.69)
	2009 Budgetary Impact	(8,854.15)

2010 Budgetary Impact: (5,156.97) Cost Savings

Possible Funding Sources: **No Budgetary Impact**

Budget Office Recommendation:

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**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	113	DIVISION COMMANDER	\$75,000.00	\$0.00	\$75,000.00	0	\$0.00	\$0.00	\$75,000.00	\$75,000.00	\$960.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$77,660.00
0002	113	RN	\$62,288.00	\$0.00	\$62,288.00	0.05	\$3,114.40	\$0.00	\$65,402.40	\$65,402.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,402.00
0003	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0	\$0.00	\$0.00	\$65,000.00	\$65,000.00	\$1,380.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,680.00
0004	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0	\$0.00	\$0.00	\$65,000.00	\$65,000.00	\$1,380.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,680.00
0005	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0	\$0.00	\$0.00	\$65,000.00	\$65,000.00	\$960.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,260.00
0006	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,492.00	\$0.00	\$52,324.00	\$52,324.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,324.00
0007	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,492.00	\$0.00	\$52,324.00	\$50,231.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,231.00
0008	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$52,324.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,924.00
0009	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$52,324.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,624.00
0010	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0011	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,492.00	\$0.00	\$52,324.00	\$50,231.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,231.00
0012	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0013	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0014	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0015	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,492.00	\$0.00	\$52,324.00	\$50,231.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,231.00
0016	113	LVN	\$49,832.00	\$0.00	\$49,832.00	0.05	\$2,491.60	\$0.00	\$52,323.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0017	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$1,260.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$49,195.00
0018	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$1,020.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$49,255.00
0019	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$1,380.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$48,115.00
0020	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$1,080.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,215.00
0021	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$960.00	\$0.00	\$600.00	\$0.00	\$0.00	\$46,495.00
0022	113	LIEUTENANT STEP IV	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$44,935.00	\$1,140.00	\$0.00	\$600.00	\$0.00	\$0.00	\$46,675.00
0023	113	LIEUTENANT STEP III	\$42,774.00	\$642.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$43,416.00	\$420.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$46,536.00
0024	113	SR. DEPUTY SHERIFF STEP III	\$40,134.00	\$3,282.00	\$43,416.00	0.035	\$1,520.00	\$0.00	\$44,936.00	\$42,162.00	\$1,080.00	\$0.00	\$3,900.00	\$0.00	\$500.00	\$47,642.00
0025	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$480.00	\$0.00	\$2,400.00	\$0.00	\$0.00	\$43,731.00
0026	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$540.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$42,591.00
0027	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$42,711.00
0028	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$480.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$42,531.00
0029	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$1,140.00	\$0.00	\$600.00	\$0.00	\$0.00	\$42,591.00
0030	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$1,080.00	\$0.00	\$600.00	\$0.00	\$0.00	\$42,531.00
0031	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$420.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$42,471.00
0032	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$660.00	\$0.00	\$600.00	\$0.00	\$0.00	\$42,111.00
0033	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$1,380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,231.00
0034	113	SERGEANT STEP I	\$36,300.00	\$544.00	\$36,844.00	0.035	\$1,290.00	\$0.00	\$38,134.00	\$36,844.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,964.00
0035	113	SERGEANT STEP I	\$36,300.00	\$544.00	\$36,844.00	0.035	\$1,290.00	\$0.00	\$38,134.00	\$36,844.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,144.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0036	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,211.00
0037	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,871.00
0038	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,991.00
0039	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,451.00
0040	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,631.00
0041	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,811.00
0042	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$40,851.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,511.00
Approval to delete one (1) slot no. 0043, Director of Maintenance position budgeted at \$39,940.00, pending CC approval.																
0043	113	DIRECTOR OF MAINTENANCE	\$38,038.00	\$0.00	\$38,038.00	0.05	\$1,901.90	\$0.00	\$39,939.90	\$39,940.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,240.00
0044	113	SERGEANT STEP III	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$39,469.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,829.00
0045	113	SERGEANT STEP III	\$38,886.00	\$583.00	\$39,469.00	0.035	\$1,381.00	\$0.00	\$40,850.00	\$39,469.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,009.00
0046	113	SERGEANT STEP IV	\$38,886.00	\$583.00	\$39,469.00	0.03501	\$1,382.00	\$0.00	\$40,851.00	\$39,469.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,829.00
0047	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$1,380.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$40,316.00
0048	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$40,316.00
0049	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$39,716.00
0050	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0051	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$660.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$39,896.00
0052	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$40,316.00
0053	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0054	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0055	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,916.00
0056	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,916.00
0057	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,276.00
0058	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,796.00
0059	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0060	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0061	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0062	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0063	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0064	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,976.00
0065	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,036.00
0066	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$31,516.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,696.00
0067	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,856.00
0068	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,796.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0069	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,796.00
0070	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0071	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0072	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0073	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,156.00
0074	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,736.00
0075	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0076	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,676.00
0077	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,616.00
0078	113	SR. DETENTION OFFICER STEP IV	\$35,350.00	\$530.00	\$35,880.00	0.035	\$1,256.00	\$0.00	\$37,136.00	\$37,136.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,736.00
0079	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$40,741.00
0080	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$40,741.00
0081	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$38,941.00
0082	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$38,941.00
0083	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0084	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0085	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,341.00
0086	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0087	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,341.00
0088	113	SR. DETENTION OFFICER STEP II	\$34,155.00	(\$3,705.00)	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0089	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$31,950.00
0090	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,341.00
0091	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0092	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0093	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0094	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$38,041.00
0095	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$40,741.00
0096	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$37,681.00
0097	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0098	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0099	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$37,501.00
0100	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$37,381.00
0101	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$600.00	\$0.00	\$0.00	\$36,901.00
0102	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$600.00	\$0.00	\$0.00	\$36,901.00
0103	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$38,821.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0104	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$600.00	\$0.00	\$0.00	\$36,781.00
0105	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$600.00	\$0.00	\$0.00	\$36,901.00
0106	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$38,821.00
0107	113	DETENTION OFFICER STEP I	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0108	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0109	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0110	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0111	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0112	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0113	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0114	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0115	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0116	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0117	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0118	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0119	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0120	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0121	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0122	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0123	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0124	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0125	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0126	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0127	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0128	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0129	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0130	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0131	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0132	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0133	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,061.00
0134	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0135	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0136	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0137	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0138	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0139	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0140	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0141	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$32,619.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,979.00
0142	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0143	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0144	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0145	113	SR. DETENTION OFFICER STEP II	\$34,155.00	(\$3,705.00)	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0146	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0147	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0148	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0149	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0150	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0151	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$32,619.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,979.00
0152	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0153	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0154	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0155	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0156	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0157	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0158	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0159	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0160	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0161	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0162	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0163	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0164	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0165	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0166	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0167	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0168	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0169	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0170	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0171	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0172	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0173	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0174	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0175	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0176	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,301.00
0177	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0178	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0179	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0180	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0181	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0182	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0183	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0184	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0185	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0186	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0187	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0188	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0189	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,281.00
0190	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0191	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0192	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0193	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0194	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0195	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0196	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0197	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0198	113	DETENTION OFFICER STEP I	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0199	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$38,221.00
0200	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0201	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0202	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0203	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0204	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0205	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0206	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0207	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0208	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0209	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0210	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0211	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0212	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0213	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0214	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0215	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0216	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0217	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0218	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0219	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0220	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0221	113	DETENTION OFFICER STEP I	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0222	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0223	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0224	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$31,650.00
0225	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0226	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0227	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0228	113	SR. DETENTION OFFICER STEP II	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$32,619.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,979.00
0229	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0230	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$31,650.00
0231	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0232	113	DETENTION OFFICER	\$34,155.00	(\$3,705.00)	\$30,450.00	0	\$0.00	(\$1,218.00)	\$29,232.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0233	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0234	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0235	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0236	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0237	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0238	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00
0239	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0240	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0241	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0242	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0243	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,241.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0244	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0245	113	SR. DETENTION OFFICER STEP II	\$34,155.00	(\$3,705.00)	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0246	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0247	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0248	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,690.00
0249	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0250	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0251	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,412.00
0252	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0253	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0254	113	DETENTION OFFICER	\$28,800.00	\$432.00	\$29,232.00	0.035	\$1,023.00	\$0.00	\$30,255.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0255	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0256	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0257	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0258	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0259	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0260	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0261	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0262	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0263	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,181.00
0264	113	SR. DETENTION OFFICER STEP III	\$34,155.00	\$512.00	\$34,667.00	0.035	\$1,213.00	\$0.00	\$35,880.00	\$35,881.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,121.00
0265	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0266	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$37,275.00
0267	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$36,347.00
0268	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0269	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0270	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0271	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$35,775.00
0272	113	SR. DETENTION OFFICER STEP I	\$33,000.00	(\$2,550.00)	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0273	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0274	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0275	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0276	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0277	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0278	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0279	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$36,947.00
0280	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0281	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0282	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0283	113	DETENTION OFFICER STEP I	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$30,450.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$31,650.00
0284	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0285	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0286	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0287	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0288	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0289	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0290	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$36,047.00
0291	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0292	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0293	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0294	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0295	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0296	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0297	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0298	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0299	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0300	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0301	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0302	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0303	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0304	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$34,667.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,847.00
0305	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0306	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0307	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0308	113	DETENTION OFFICER STEP I	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0309	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$35,775.00
0310	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$33,136.00
0311	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	(\$1,979.00)	\$31,516.00	\$31,516.00	\$300.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$33,016.00
0312	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$32,010.00
0313	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$32,836.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0314	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0315	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0316	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0317	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0318	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0319	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0320	113	SR. DETENTION OFFICER STEP I	\$33,000.00	(\$2,550.00)	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0321	113	DETENTION OFFICER STEP I	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$30,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,450.00
0322	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0323	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0324	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0325	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0326	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0327	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0328	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0329	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0330	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0331	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0332	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0333	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0334	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0335	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0336	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0337	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0338	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0339	113	SR. DETENTION OFFICER STEP I	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,615.00
0340	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0341	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0342	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0343	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0344	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0345	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,636.00
0346	113	DETENTION OFFICER STEP II	\$30,000.00	\$450.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$30,450.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,510.00
0347	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0.035	\$1,066.00	\$0.00	\$31,516.00	\$29,232.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$30,732.00
0348	113	SR DETENTION OFFICER STEP I	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$33,495.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,555.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0349	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0350	113	SR. DETENTION OFFICER STEP II	\$33,000.00	\$495.00	\$33,495.00	0.035	\$1,172.00	\$0.00	\$34,667.00	\$33,495.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,675.00
0351	113	DETENTION OFFICER STEP II	\$31,050.00	\$466.00	\$31,516.00	0.0628	\$1,979.00	\$0.00	\$33,495.00	\$31,516.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,576.00
0352	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,232.00
0353	113	DETENTION OFFICER	\$28,800.00	\$1,650.00	\$30,450.00	0	\$0.00	\$0.00	\$30,450.00	\$29,232.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$30,432.00
0354	113	PLUMBER	\$30,447.00	\$0.00	\$30,447.00	0.05	\$1,522.35	\$0.00	\$31,969.35	\$31,969.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,329.00
0355	113	TECHNICIAN	\$30,447.00	\$0.00	\$30,447.00	0.05	\$1,522.35	\$0.00	\$31,969.35	\$31,969.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,329.00
0356	113	ELECTRICIAN	\$30,447.00	\$0.00	\$30,447.00	0.05	\$1,522.35	\$0.00	\$31,969.35	\$31,969.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,969.00
0357	113	A/C TECHNICIAN	\$30,446.00	\$0.00	\$30,446.00	0.05	\$1,522.30	\$0.00	\$31,968.30	\$31,968.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,268.00
0358	113	FOOD PREP SPEC	\$30,417.00	\$0.00	\$30,417.00	0.05	\$1,520.85	\$0.00	\$31,937.85	\$31,938.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,658.00
0359	113	FOOD PREP SPEC	\$30,417.00	\$0.00	\$30,417.00	0.05	\$1,520.85	\$0.00	\$31,937.85	\$31,938.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,238.00
0360	113	BUDGET CONTROL OFFICER	\$29,632.00	\$0.00	\$29,632.00	0.05	\$1,481.60	\$518.40	\$31,632.00	\$31,632.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,932.00
0361	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$31,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,120.00
0362	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$31,120.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,420.00
0363	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
0364	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$31,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,120.00
0365	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$31,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,120.00
0366	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$29,955.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,955.00
0367	113	CERTIFIED MEDICAL ASSISTANT	\$29,120.00	\$0.00	\$29,120.00	0.05	\$1,456.00	\$544.00	\$31,120.00	\$31,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,120.00
0368	113	MAINTENANCE TECH	\$28,066.00	\$0.00	\$28,066.00	0.05	\$1,403.30	\$596.70	\$30,066.00	\$30,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,066.00
0369	113	MAINTENANCE TECH	\$28,066.00	\$0.00	\$28,066.00	0.05	\$1,403.30	\$596.70	\$30,066.00	\$30,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,066.00
0370	113	MAINTENANCE TECH	\$28,066.00	\$0.00	\$28,066.00	0.05	\$1,403.30	\$596.70	\$30,066.00	\$30,066.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,366.00
0371	113	MAINTENANCE TECH	\$28,066.00	\$0.00	\$28,066.00	0.05	\$1,403.30	\$596.70	\$30,066.00	\$30,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,066.00
0372	113	FOOD PREP II	\$27,323.00	\$0.00	\$27,323.00	0.05	\$1,366.15	\$633.85	\$29,323.00	\$29,323.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,163.00
0373	113	FOOD PREP II	\$27,323.00	\$0.00	\$27,323.00	0.05	\$1,366.00	\$634.00	\$29,323.00	\$28,330.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,330.00
0374	113	FOOD PREP II	\$27,323.00	\$0.00	\$27,323.00	0.05	\$1,366.15	\$633.85	\$29,323.00	\$29,323.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,323.00
0375	113	SECRETARY III	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,817.00
0376	113	SWITCHBOARD OPERATOR	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,737.00
0377	113	SWITCHBOARD OPTR	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,737.00
0378	113	SWITCHBOARD OPTR	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,737.00
0379	113	SWITCHBOARD OPTR	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,737.00
0380	113	SWITCHBOARD OPTR	\$24,737.00	\$0.00	\$24,737.00	0.05	\$1,236.85	\$763.15	\$26,737.00	\$26,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,737.00
0381	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,384.00
0382	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
0383	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.00	\$796.00	\$26,084.00	\$25,121.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,121.00

**HIDALGO COUNTY
COMMISSIONER COURT
2009 SALARY SCHEDULE**

**1100-423-21-280-002-0
JAIL**

AI - 13480

Slot #	Obj Code	POSITION TITLE	2008 BUDGETED SALARY	2009 ADJUSTED SALARY	2009 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2009 BUDGETED SALARY APPROVED	2009 ACTUAL SALARY	Other Allowances					2009 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0384	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,084.00
0385	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,084.00
0386	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,444.00
0387	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,084.00
0388	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,384.00
0389	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,084.00
0390	113	SECRETARY II	\$24,084.00	\$0.00	\$24,084.00	0.05	\$1,204.20	\$795.80	\$26,084.00	\$26,084.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,384.00
0391	113	MEDICAL CLERK	\$21,717.00	\$0.00	\$21,717.00	0.05	\$1,085.85	\$914.15	\$23,717.00	\$23,717.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,717.00
0392	113	CUSTODIAN	\$20,345.00	\$0.00	\$20,345.00	0.05	\$1,017.25	\$982.75	\$22,345.00	\$22,345.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,345.00
0393	113	CUSTODIAN	\$20,345.00	\$0.00	\$20,345.00	0.05	\$1,017.25	\$982.75	\$22,345.00	\$22,345.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,345.00
0394	113	CUSTODIAN	\$20,345.00	\$0.00	\$20,345.00	0.05	\$1,017.25	\$982.75	\$22,345.00	\$22,345.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,345.00
0395	113	ELECTRICIAN	\$0.00	\$31,969.00	\$31,969.00		\$0.00	\$0.00	\$31,969.00							
TOTAL			\$13,248,789.00	\$178,839.00	\$13,427,628.00		\$475,291.15	\$21,817.40	\$13,924,736.55	\$12,840,312.00	\$106,320.00	\$0.00	\$142,200.00	\$0.00	\$2,500.00	\$13,091,332.00

Approval to create one (1) new regular full time Electrician position, slot no. 0395 budgeted at \$31,969.00, and transfer employee no. 120901 effective upon CC approval.

HIDALGO COUNTY SHERIFF'S OFFICE

Job Title: Electrician **FLSA Status: Non-Exempt**

Department: 280-002 **Civil Service Status: Non-Exempt**

SUMMARY:

Responsible for the maintenance and repair and some installation of the electrical system at the Hidalgo County Sheriff's and Jail Departments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Study blueprints and or work orders and determine the number of hours and materials required to complete the job.
- Plan layout, install and repair wiring and electrical fixtures.
- Prepares sketches showing locations of wiring and equipment or follows diagrams or blueprints, insuring that concealed wiring is installed before completion of future walls, ceiling, and flooring.
- Measures cuts, bends, threads, assembles and installs electrical conduit.
- Pulls wiring through conduit.
- Slicing and connecting wires using recongnized electrical standards.
- Uses equipment and tools to accomplish job task.
- Installs control and distribution apparatus, such as switches, relays, circuit breaker panels.
- Installs and repairs light fixtures.
- Performs a wide variety of moderately complex construction tasks, preventative maintenance and repair work on equipment, building components, electrical systems and facilities.
- Functions as an expert tradesperson on electronic systems, circuits and heating and air conditioning.
- Builds additions to existing electrical systems.
- Calculates and analyses loads on existing electrical circuits.
- Regular attendance is a must.
- Ability to work well with others.

SUPERVISORY RESPONSIBILITIES

- None

QUALIFICATION REQUIREMENT:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- High School Diploma or GED;
- Two (2) years of formal training from a State approved technical school.
- Five (5) years working as a licensed electrician.

CERTIFICATES, LICENSES, REGISTRATIONS

- Applicant must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier
- Must possess a current Masters License.

OTHER SKILLS AND ABILITIES

- Ability to solve basic mathematics problems involving addition, subtraction, multiplication and division, and ability to use decimals and percentages in solving such problems.
- Ability to read and write in the English language.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedures manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with citizens and employees of organization.
- Ability to speak and write in Spanish preferred, but not an absolute requirement.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in write, oral, diagram or schedule form.
- Ability to understand and follow written and oral instructions.
- Ability to write clear and concise reports and to maintain complete records as required.
- Ability to meet established physical standards.
- Ability to establish and maintain effective working relationships with other county employees and officials, law enforcement agencies and the general public.

- Employee may be assigned to other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS

The physical demands described here are representative to those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to stand, walk, talk or hear. The employee is required to sit, use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; stoop, kneel, crouch or crawl.

The employee must regularly lift and/or move up to ten (10) pounds, and occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Employee utilizes all visual abilities to keep and maintain control of the inmates.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job the employee frequently works near moving mechanical parts. The employee is exposed to fumes or airborne particles. The risk of electrical shock is present because of the large amount of electrical equipment which the employee encounters during the shift. The employee may be required to work outdoors or in areas where temperatures could exceed 100 degrees Fahrenheit or below 0 degrees Fahrenheit.

The noise level in the work environment is usually moderate to loud.

SAFETY REQUIREMENTS

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Standing for extended periods of time
- Operating assigned equipment

Maintain mental capacity which permits:

- Making sound decisions and using good judgement
- Maintaining confidentiality
- Demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- Working closely with others

- Working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- Making observations
- Reading and writing
- Operating assigned equipment
- Communicating with others

ACCIDENT PREVENTION PROGRAM

Required to follow all department's safety regulations.

HIDALGO COUNTY SHERIFF'S OFFICE

Job Title: Director of Maintenance	FLSA Status:	Non-Exempt
Department: 280-002	Civil Service Status:	Non-Exempt

SUMMARY:

The Hidalgo County Sheriff's Maintenance Director will direct activities of workers engaged in operating and maintaining and repairing physical structures and equipment in all Sheriff's Office buildings; and for the implementation of an operations and maintenance program in the Adult Detention Center and all Sheriff's Office structures.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Oversees the operation and maintenance of building, grounds, and related support services;
- Implements preventative maintenance, equipment replacement and energy conservation programs;
- Inspects facilities and equipment to determine need and extent of services, equipments required, and type and number of operation and maintenance personnel needed;
- Assigns workers to duties such as maintenance, repair, or renovation and obtains bids for additional work from outside contractors and inspects completed work for conformance to blueprints, specifications and standards;
- Directs contracted projects to verify adherence to specifications;
- Oversee purchases of building and maintenance supplies, machinery, equipment and furniture;
- Plans and administers building department budget;
- Compiles records of labor and material costs for operating budget, and studies production schedules and estimates worker hour requirements for completion of job assignments, and may obtain advice from engineering consultants;
- Conducts quarterly maintenance inspections of each county-owned facility. Provides a summary of maintenance recommendations to the Sheriff's Office;
- Evaluates long term needs in relation of major projects and property improvements and develops a five-year plan outline same in cooperation with consultants;
- Provides staff training in a variety of safety and maintenance topics;
- Conducts safety inspections and related training;

- Selects, trains, evaluates and supervises assigned staff;
- Performs other duties as assigned;

QUALIFICATION REQUIREMENT:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities;

1. Broad background and knowledge in building maintenance and repair, building codes and regulation and project oversight.
2. Ability to manage multiple projects in an environment of rapid growth and change.
3. Good communication and interpersonal skills.

EDUCATION and/or EXPERIENCE

- Minimum of High School Diploma or G.E.D. Prefer Associates Degree in a Building Trades field such as Electrician, Plumber, A/C Technician, Commercial Construction, or related field.
- Five (5) years of experience in a Building Trade as identified above with at least two years of supervisory experience.
- Minimum of a journeyman's License/ Certificate in one of the following related Building Trades: Electrician, Plumber, A/C Technician, Commercial Construction, or related field.

CERTIFICATES, LICENSES, REGISTRATIONS

- Applicant must have a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by the County's insurance carrier

OTHER SKILLS AND ABILITIES

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County;

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to stand, walk, talk and hear. The employee is required to sit; use hands to finger, handle or feel

objects, tools or controls; reach with hands and arms; stoop, kneel, couch or crawl.

The employee must occasionally lift and/or move over fifty (50) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus;

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderate;

SAFETY REQUIREMENTS

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- Sitting for extended periods of time
- Operating assigned equipment

Maintain mental capacity which permits:

- Making sound decisions and using good judgment
- Handling financial affairs effectively and honestly
- Maintaining confidentiality
- Demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- Working closely with others
- Working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- Making observations
- Reading and writing
- Operating assigned equipment
- Communicating with others

ACCIDENT PREVENTION PROGRAM

Require to follow all department safety regulations.

AI-13502

18.I.1.

Pct #3 Inter-departmental Transfer

CC REGULAR

Date: 01/28/2009
Submitted By: Norma Ceballos, COMM. PCT. #3
Department: COMM. PCT. #3
Agenda Category: Precinct #3

Information

CAPTION

Pct. #3 Colonia Access Program:
 Requesting approval of 2009 inter-departmental transfer for Precinct #3 Colonia Access Program fund (1310) from La Palma (program 062) to Basham 16 (program 462) in the amount of \$772.89.

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
 Funding pending rollover.

Attachments

Link: [Interdepartmental Transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 09:51 AM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 08:59 AM	APRV
3	Auditor's Office	Angela Garcia	01/23/2009 05:22 PM	APRV
Form Started By: Norma Ceballos			Started On: 01/16/2009 04:21 PM	
Final Approval Date: 01/23/2009				

INTER-DEPARTMENTAL TRANSFER

DATE: January 16, 2009

DEPARTMENT HEAD: Joe M. Flores, Commissioner

DEPARTMENT NAME: Hidalgo County Precinct #3

ACCOUNT NUMBER: 9-1310-431-00-123-XXX-X-XXX

SUBJECT: **Inter-departmental Transfer/s (increase/decrease)**

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Inter-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
FROM:		
9-1310-431-00-123-062-0-312	La Palma Indirect Cost	(308.69)
9-1310-431-00-123-062-0-339	La Palma Other Prof Serv	(464.20)
TO:		
9-1310-431-00-123-462-0-731	Basham 16/Ext Co Rd. Roads	\$ 772.89
Total Budget (Increase/Decrease)		0.00

REASON: To cover expected expenses. Type D Hot Mix Asphalt

Department Head Signature

Date

Approved Commissioners' Court

Attest County Clerk

AI-13534

18.I.2.

**FY 2008 Interdepartmental Transfer - Indigent Defense
CC REGULAR**

Date: 01/28/2009
Submitted By: Rolando Garcia, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management

Purchasing only: Interdepartmental Transfers

Information

CAPTION

Indigent Defense:
Approval of 2008 Interdepartmental transfer from Countywide Administration - Contingency to Indigent Defense (1100) in the amount of \$75,000.00 to fund year end expenditures.

BACKGROUND

To cover negatives and year end expenditures.

Fiscal Impact

FISCAL YEAR: 2008

ACCT. #: 8-1100-41X-X0-115-0XX-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

8-1100-415-00-115-002-0-899-->8-1100-412-30-115-016-0-333; \$75,000.00

Funding pending from Line Item transfer (AI-13515) in the amount of \$206,804.00.

Attachments

Link: [interdept transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Roland Garcia (Originator)	Rolando Garcia	01/21/2009 10:38 AM	APRV
2	Budget & Management	Veronica Lopez	01/21/2009 10:48 AM	APRV
3	Sylvia Solis	Sylvia Solis	01/21/2009 01:55 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Rolando Garcia			Started On: 01/20/2009 05:04 PM	
Final Approval Date: 01/23/2009				

AI-13539

18.I.3.

**FY 2009 Interdepartmental Transfer - Insurance
CC REGULAR**

Date: 01/28/2009
Submitted By: Rolando Garcia, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management

Purchasing only: Interdepartmental Transfers

Information

CAPTION

Insurance Claims & Judgements:
Approval of 2009 Interdepartmental Transfer from Countywide Administration - Contingency to Insurance Claims & Judgements (1100) in the amount of \$50,000.00 to fund claims and judgement expenditures.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1100-41X-00-115-0XX-0-8XX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

9-1100-415-00-115-002-0-899-->9-1100-419-00-115-025-0-820; \$50,000.00

Available balance as of 01/21/09.

Attachments

Link: [interdepartmental transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Roland Garcia (Originator)	Rolando Garcia	01/21/2009 10:37 AM	APRV
2	Budget & Management		01/23/2009 05:22 PM	PEND
3	Sylvia Solis	Sylvia Solis	01/22/2009 01:41 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Rolando Garcia			Started On: 01/21/2009 10:02 AM	
Final Approval Date: 01/23/2009				

DATE: January 21, 2009

2009

Transfer

DEPARTMENT HEAD: Raul Silguero, Jr.

DEPARTMENT NAME: Department of Budget & Management for Indigent Defense

AI-13539

ACCOUNT NUMBER: 9-1100-41X-XX-115-0XX-0-XXX



SUBJECT: Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Contact: Rolando Garcia
Ph#: 292-7025 Ext. 5761

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
9-1100-415-00-115-002-0-899	CO WIDE ADM-CONTINGENCY	\$ (50,000.00)
9-1100-419-00-115-025-0-820	INSURANCE-CLAIMS & JUDGEMENTS	\$50,000.00
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON:
TRANSFER TO FUND CURRENT EXPENDITURES

 DEPARTMENT HEAD SIGNATURE

 APPROVED COMMISSIONERS' COURT

 DATE

 ATTEST COUNTY CLERK

AI-13571

18.I.4.

**Interdept Transfer from Co. Wide Contingency to Co. Auditor (1100)
CC REGULAR**

Date: 01/28/2009
Submitted By: Veronica Lopez, BUDGET & MANAGEMENT
Submitted For: Raul Silguero
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

County Auditor:
Approval of 2009 interdepartmental transfer from Countywide Administration
- Contingency to County Auditor (1100) in the amount of \$6,000.00 to fund auto
allowance expenditures.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-415-XX-1XX-00X-0-XXX
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

9-1100-415-00-115-002-0-899 --> 9-1100-415-21-170-001-0-118 \$6,000.00.
Funds available as of 01-21-09.

Attachments

Link: Co. Auditor interdept transfer

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Budget & Management	Veronica Lopez	01/21/2009 04:34 PM	APRV
2		Veronica Lopez	Veronica Lopez	01/23/2009 10:07 AM	APRV
3		Ivan Cantu	Ivan Cantu	01/23/2009 10:15 AM	APRV
4		Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Veronica Lopez Started On: 01/21/2009 04:30 PM

Final Approval Date: 01/23/2009

DATE: January 21, 2009

DEPARTMENT HEAD: Raul Silguero, Jr.

2009
Transfer



DEPARTMENT NAME: Dept of Budget & Mgmt for Co. Auditor

ACCOUNT NUMBER: 9-1100-415-XX-1XX-00X-0-XXX

CONTACT PERSON: Ivan Cantu PHONE: (956) 292-7025 Ext. 5425

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM			
9-1100-415-00-115-002-0- 899	Co. Wide Adm-	Contingency	(6,000.00)
TO			
9-1100-415-21-170-001-0- 118	Co. Auditor-	Auto Allowance	6,000.00
TOTAL BUDGET INCREASE (DECREASE)			0.00

REASON: To fund auto allowance expenditures for year 2009.

SIGNATURE

COMMISSIONERS COURT

DATE

ATTEST, COUNTY CLERK

AI-13570

18.I.5.

**Pct# 4 Drainage Improvement Projects (1204) - Interdept Transfer
CC REGULAR**

Date: 01/28/2009
Submitted By: Jr. Munoz, COMM. PCT. #4
Submitted For: Budget Dept.
Department: COMM. PCT. #4
Agenda Category: Budget and Management

Information

CAPTION

Pct 4 Drainage Improvement Project (1204):
Approval of 2009 interdepartmental transfer from Pct 4 Paved/Unpaved Roads to Pct 4 Drainage improvement Projects (1204) in the amount of \$80,000.00 to cover the acquisition of land and easements related to the San Carlos Drainage Improvement Projects.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1204-431-00-124-007-0-734
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

9-1204-431-00-124-007-0-734-->9-1204-431-00-124-036-0-713 \$40,000.00
9-1204-431-00-124-007-0-734-->9-1204-431-00-124-036-0-719 \$40,000.00

Available balance as of 1-22-09 \$283,000.00

Attachments

Link: [Pct 4 Interdept transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/22/2009 07:43 AM	APRV
2	Manuel Chapa	Manuel Chapa	01/22/2009 08:41 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Jr. Munoz Started On: 01/21/2009 04:28 PM

Final Approval Date: 01/23/2009

DATE: January 21, 2009

DEPARTMENT HEAD: Commissioner Oscar L. Garza Jr

AI# 13570

DEPARTMENT NAME: Hidalgo County Pct. #4 - Road & Bridge

ACCOUNT NUMBER: 9-1204-431-00-124-036-0-XXX

SUBJECT: Interdepartmental Transfer

CONTACT PERSON: Rumaldo Munoz Jr.

PH# : 956-383-3112

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
9-1204-431-00-124-007-0-734	Pct. #4 Paved/Unpaved - Subdivision Streets	(40,000.00)
9-1204-431-00-124-007-0-734	Pct. #4 Paved/Unpaved - Subdivision Streets	(40,000.00)
9-1204-431-00-124-036-0-713	Pct. #4 Drain Imprv - Easements	40,000.00
9-1204-431-00-124-036-0-719	Pct. #4 Drain Imprv - Other Land	40,000.00
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON: For the acquisition of land from land owners Fred Villarreal and Elva Villarreal, a 2.2AC tract of land out of Block 200 La Blanca Agricultural Co., Sub., "B".

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

____/____/_____
DATE

ATTEST COUNTY CLERK

AI-13520

18.I.6.

**Interdept transfer from Co. Wide Contingency to Constable Pct. 4 for temp f/t Secretary
CC REGULAR**

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Constable Pct. 4:
Approval of 2009 interdepartmental transfer from Countywide Administration - Contingency to Constable Pct. 4 (1100) in the amount of \$11,805.62 to fund temporary full-time secretary position salary and related fringes.

BACKGROUND

Temporary f/t secretary position was filled on 1-6-09 as per Change of Status form, not to exceed six months. Salary is pro-rated from 1-6-09 to 6-6-09.

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-4XX-00-XXX-00X-0-XXX
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

9-1100-415-00-115-002-0-899 --> 9-1100-421-00-294-001-0-XXX \$11,805.62. To fund salary and related fringes for temporary f/t secretary position. Position was filled on 1-6-09 as per Change of Status form. Salary and fringes pro-rated from 1-6-09 to 6-6-09.

Attachments

Link: Constable Pct. 4 interdept transfer

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/20/2009 03:12 PM	APRV
2	Budget & Management	Veronica Lopez	01/20/2009 03:22 PM	APRV
3	Sylvia Solis	Sylvia Solis	01/21/2009 10:57 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Ivan Cantu Started On: 01/20/2009 02:49 PM

Final Approval Date: 01/23/2009

DATE: January 20, 2009

DEPARTMENT HEAD: Raul Silguero, Jr.

2009
Transfer



DEPARTMENT NAME: Dept of Budget & Mgmt for
Constable Pct. 4

ACCOUNT NUMBER: 9-1100-4XX-XX-XXX-00X-0-XXX

CONTACT PERSON: Ivan Cantu PHONE: (956) 292-7025 Ext. 5425

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government
Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER		ACCOUNT (OBJECT) NAME		AMOUNT
FROM				
9-1100-415-00-115-002-0-	899	Co. Wide Adm-	Contingency	(11,805.62)
TO				
9-1100-421-00-294-001-0-	121	Constable Pct. 4-	Temporary F/T Employees	10,895.82
9-1100-421-00-294-001-0-	220	Constable Pct. 4-	FICA	833.53
9-1100-421-00-294-001-0-	250	Constable Pct. 4-	Unemployment Comp.	54.48
9-1100-421-00-294-001-0-	260	Constable Pct. 4-	Workers Comp.	21.79
TOTAL BUDGET INCREASE (DECREASE)				0.00

REASON: **To fund salary and related fringes for temporary f/t secretary position. Position was filled on 1-6-09 as per Change of Status form, not to exceed six months. Pro-rated salaries and fringes from 1-6-09 to 6-6-09**

SIGNATURE

COMMISSIONERS COURT

DATE

ATTEST, COUNTY CLERK

Interdepartmental Transfer for Owassa Road Project

CC REGULAR

Date: 01/28/2009
Submitted By: Yolanda Cisneros, COMM. PCT. #2
Submitted For: Yolanda Cisneros
Department: COMM. PCT. #2
Agenda Category: Precinct #2

Information

CAPTION

Pct. #2 R & B (1202):
Approval of 2008 interdepartmental transfer within Precinct #2 R&B from Paved/Unpaved Roads (prog. 006) to Owassa Road Project (prog. 036) in the amount of \$10,000.00.

BACKGROUND

This transfer will also cover P.O.#612594 for Nueces Power Equipment.

Fiscal Impact

FISCAL YEAR: **ACCT. #:** 8-1202-431-00-122-0XX-0-841
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

From program 006 to 036 in the amount of \$10,000.00. Available balance in ...006-0-841 is \$31,481.60 as of 1/23/09.

Attachments

Link: [2008 Interdpt Owassa Rd Project](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 08:05 AM	APRV
2	Dale Kennan	Dale Kennan	01/23/2009 09:23 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Yolanda Cisneros			Started On: 01/22/2009 05:04 PM	
Final Approval Date: 01/23/2009				

DATE: January 22, 2009

2008
Transfer



DEPARTMENT HEAD: Hector "Tito" Palacios

DEPARTMENT NAME: Hidalgo County Precinct No.2

ACCOUNT NUMBER: 8-1202-431-00-122-0XX-0-841

SUBJECT: **Interdepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Contact: Yoli Cisneros, Admin. Assistant II
Ph#: (956) 787-1891 Ext. 2002

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
8-1202-431-00-122-006-0-841	PCT.2 P/U RD-AID TO GOVT AGENCY	(10,000.00)
8-1202-431-00-122-036-0-841	OWASSA RD (Raul Longoria East not to exceed 1500 feet)	\$10,000.00
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON:
Transfer of Owassa Project from PCT 2 R&B into a new account as requested by Auditors; PCT 2 Owassa Rd (Raul Longoria E. not to Exceed 1500 ft) of new limits of the road project.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK

AI-13626

18.1.9.

**Interdept. transfer from Co. Wide Contingency to County Court #5
CC REGULAR**

Date: 01/28/2009
Submitted By: Angela Garcia, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management

Purchasing only: Interdepartmental Transfers

Information

CAPTION

County Court at Law #5 (1100):
Approval of 2009 interdepartmental transfer from Countywide Administration - Contingency to County Court at Law #5 in the amount of \$14,281.90 to fund various operating expenditures.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1100-41X-00-XXX-00X-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 01-23-09.

Attachments

Link: [Interdepartmental Transfer Form](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 04:39 PM	APRV
2	Sylvia Solis	Sylvia Solis	01/23/2009 05:01 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Angela Garcia

Started On: 01/23/2009 04:25 PM

Final Approval Date: 01/23/2009

BUDGET INTERDEPARTMENTAL TRANSFER REQUEST

DATE: 01/23/09

DEPARTMENT HEAD: RAUL SILGUERO JR.

DEPARTMENT NAME: BUDGET & MANAGEMENT

SUBJECT: Budget Interdepartmental Transfer in Accordance with Local Government Code,
Chapter 111, Subchapter C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Interdepartmental Budget Transfer/s in accordance with
Local Government Code, Chapter 111, Subchapter C.

INCREASE ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
9-1100-412-00-025-001-0-679	R & M SUPPLIES - OTHER	479.90
9-1100-412-00-025-001-0-746	OFFICE FURNITURE	4,288.04
9-1100-412-00-025-001-0-666	MINOR OFFICE FURNITURE	2,913.96
9-1100-412-00-025-001-0-432	R & M SERVICES - EQUIP.	1,500.00
9-1100-412-00-025-001-0-745	COMPUTER EQUIPMENT	3,100.00
9-1100-412-00-025-001-0-739	OTHER STRUCTURES	2,000.00
DECREASE ACCOUNT NUMBER		
9-1100-415-00-115-002-0-899	CO. WIDE ADM. - CONTINGENCY	(14,281.90)
TOTAL		0.00

REASON: TO FUND COUNTY COURT #5 ACCOUNTS TO PURCHASE ITEMS DESTROYED BY WATER LEAK.

DEPARTMENT HEAD SIGNATURE _____

APPROVED COMMISSIONERS COURT _____

DATE _____

ATTEST COUNTY CLERK _____

AI-13623

18.I.1

**Pct. 3 Sanitation Interdepartmental Transfer
CC REGULAR**

Date: 01/28/2009
Submitted By: Erika Reyna, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management
Purchasing only: Interdepartmental Transfers

Information

CAPTION

Precinct #3 Sanitation (1100):
Approval of 2008 interdepartmental transfer from County Wide Administration to Precinct #3 - Sanitation in the amount of \$50,000.00.

BACKGROUND

To cover negative balance and year-end expenditures.

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:
Funding pending approval of AI 13515

Attachments

Link: [Interdepartmental Transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 04:38 PM	APRV
2	Roland Garcia		01/23/2009 05:22 PM	NEW
Form Started By: Erika Reyna			Started On: 01/23/2009 03:38 PM	
Final Approval Date: 01/23/2009				

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DATE: January 23, 2009

DEPARTMENT HEAD: Raul Silguero Jr.

DEPARTMENT NAME: Dept. of Budget & Mgmt. for Pct. 3 P/U Rds

ACCOUNT NUMBER: 8-1100-4XX-00-1XX-00X-0-XXX

SUBJECT: **Interdepartmental Transfer**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
8-1100-415-00-115-002-0-899	CO WIDE ADM - CONTINGENCY	(50,000.00)
8-1100-432-00-123-001-0-681	SANITATION PCT. 3 - VEHICLE R&M SUPPLIES	830.19
8-1100-432-00-123-001-0-855	SANITATION PCT. 3 - LATE FEES, PENALTIES, FIN	50.00
8-1100-432-00-123-001-0-421	SANITATION PCT. 3 - DISPOSAL	49,119.81
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON: **Transfer from CO WIDE ADM - CONTINGENCY to Pct. 3 SANITATION to fund negative balance and year-end expenditures.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

AI-13624

18.I.11.

**Interdept transfer from Co. Wide Contingency to Emergency Svcs-EM
CC REGULAR**

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management
Purchasing only: Interdepartmental Transfers

Information

CAPTION

Emergency Services-EM (1100):
Approval of 2009 interdepartmental transfer from Countywide Administration - Contingency to Emergency Services-EM in the amount of \$61,000.00 to fund equipment and maintenance services expenditures.

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Funding available as of 01/23/09.

Attachments

Link: [Emergency Svcs interdept transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/23/2009 04:22 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 04:39 PM	APRV
3	Erika Reyna	Erika Reyna	01/23/2009 04:51 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Ivan Cantu
Started On: 01/23/2009 04:17 PM
Final Approval Date: 01/23/2009

DATE: January 21, 2009

DEPARTMENT HEAD: Raul Silguero, Jr.

2009
Transfer



DEPARTMENT NAME: Dept of Budget & Mgmt for
Emergency Svcs-EM

ACCOUNT NUMBER: 9-1100-4XX-00-XXX-0XX-0-XXX

CONTACT PERSON: Ivan Cantu PHONE: (956) 292-7025 Ext. 5425

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government
Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER		ACCOUNT (OBJECT) NAME		AMOUNT
FROM				
9-1100-415-00-115-002-0-	899	Co. Wide Adm-	Contingency	(61,000.00)
TO				
9-1100-429-00-300-023-0-	748	Emergency Svcs-EM-	Other Equipment	30,000.00
9-1100-429-00-300-023-0-	748	Emergency Svcs-EM-	Other Equipment	6,000.00
9-1100-429-00-300-023-0-	536	Emergency Svcs-EM-	Two Way Radio	25,000.00
TOTAL BUDGET INCREASE (DECREASE)				0.00

REASON: To fund the purchase of a shredder equipment (\$30,000.00); equipment to install radio antenna with recurring services (\$6,000.00); rental of space for antenna (\$25,000.00).

SIGNATURE

COMMISSIONERS COURT

DATE

ATTEST, COUNTY CLERK

AI-13572

18.J.1.

Interfund transfer from ROW Dept (1200) to Pct. 1 P/U Rd (1201) for PO #613842

CC REGULAR

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Submitted For: Noe Montez Pct. 1
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management
Purchasing only: Interfund Transfers

Information

CAPTION

Precinct No. 1 P/U Rd.:
Approval of 2008 interfund transfer from ROW Dept (1200) to Pct. 1 P/U Rd (1201) in the amount of \$4,300.00 to fund subdivision right of way & right of way expenditures (PO #613842).

BACKGROUND

As per Auditor's request, PO #613842 needs to be paid from Pct. 1 R & B fund, 1201 for Rio Delta Surveying. Pending PO reclassification.

Fiscal Impact

FISCAL YEAR: 2008
ACCT. #: 8-12XX-XXX-0X-XXX-XXX-0-XXX
FUNDS AVAILABLE Y/N?: Y
MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

8-1200-431-00-260-001-0-712 & 711 --> 8-1201-431-00-121-005-0-712 & 711 \$1800.00 & 2,500.00, respectively. To properly reclassify PO #613842, pending reclassification by Auditor's office.

Attachments

Link: Pct. 1 P/U Rd interfund transfer

Form Routing/Status

Table with 4 columns: Route, Seq, Inbox, Approved By, Date, Status. Contains 6 rows of routing information.

Form Started By: Ivan Cantu

Started On: 01/21/2009 04:32 PM

Final Approval Date: 01/23/2009



DATE: January 22, 2009

DEPARTMENT HEAD: Raul Silguero, Jr.

DEPARTMENT NAME: Department of Budget & Management for Pct. 1 P/U Rd.

ACCOUNT NUMBER: 8-1XXX-XXX-00-XXX-0XX-0-XXX

CONTACT PERSON: Ivan Cantu

2008
Transfer



PHONE: 292-7025 ext. 5425

SUBJECT: **Interfund & BA - Transfer/s (transfer in/out) (increase/decrease) in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with Local Government Code, Chapter 111 Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
FROM:		
8-1200-431-00-260-001-0- 712	ROW Dept-Subdivision Right of Way	(1,800.00)
8-1200-431-00-260-001-0- 711	ROW Dept-ROW	(2,500.00)
8-1200-491-01-000-201-0- 891	Transfers Out- R & B Pct. 1	4,300.00
TO:		
8-1201-391-01-000-200-0- 000	Transfers In-R & B Co. Wide	4,300.00
8-1201-431-00-121-005-0- 712	Pct. 1 P/U Rd-Subdivision Right of Way	1,800.00
8-1201-431-00-121-005-0- 711	Pct. 1 P/U Rd-ROW	2,500.00
TOTAL BUDGET INCREASE (DECREASE)		4,300.00

REASON: To properly reclassify PO #613842 for Rio Delta Surveying as per Auditor's request. This PO needs to be paid from Pct. 1 R & B funds.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

AI-13611

18.J.2.

2008 Transactions for Pct. 2 S. Tower CRC (1212)

CC REGULAR

Date: 01/28/2009
Submitted By: Angela Garcia, BUDGET & MANAGEMENT
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management

Purchasing only: Interfund Transfers

Information

CAPTION

Pct. #2 S. Tower CRC:
Approval of 2008 interfund transfer from County Wide Administration (1100) to Pct. 2 S. Tower Community Resource Center (1212) in the amount of \$90,000.00 to fund a portion of the Solar Lighting Project at the Pct. 2 South Tower Park.

BACKGROUND

Fiscal Impact

FISCAL YEAR: ACCT. #: 8-1212-466-00-122-036-0-739

FUNDS AVAILABLE Y/N?: Pending MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Transfer from 8-1100-415-00-115-002-0-899 to 8-1212-466-00-122-036-0-739 in the amount of \$90,000.00 to pay for the County's portion of the solar lighting project for Pct. 2 S. Tower Park (1212). Funding for transfer is pending AI-13515.

Attachments

Link: Interfund Transfer

Form Routing/Status

Table with 4 columns: Route Seq, Inbox, Approved By, Date, Status. Contains routing history for the form, including entries from Budget & Management, Dale Kennan, and Auditor's Office.

DATE: January 20, 2009

2008
Transfer



DEPARTMENT HEAD: Raul Silguero

DEPARTMENT NAME: Department of Budget & Management for the Pct 2 S. Tower CRC - SECO - Other Structures (1212)

ACCOUNT NUMBER: 8-1100-415-00-115-002-0-899
8-1212-466-00-122-036-0-739

Contact: Dale Kennan **Ph#:** (956) 292-7025 Ext. 5406

SUBJECT: Interfund transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interfund transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
8-1100-415-00-115-002-0-899	CO WIDE ADM-CONTINGENCY	(90,000.00)
8-1100-491-01-000-212-0-891	TRANSFERS OUT-PARKS PCT.2	90,000.00
8-1212-391-01-000-100-0-000	TRANSFERS IN-GENERAL FUND	90,000.00
8-1212-466-00-122-036-0-739	Pct 2 S. Tower CRC - SECO - Other Structures	90,000.00
TOTAL BUDGET INCREASE (DECREASE) 1100		0.00
TOTAL BUDGET INCREASE (DECREASE) 1212		90,000.00

REASON: To acquire additional funding as needed for the Pct 2 S. Tower CRC - SECO - Other Structures (1212) in the amount of \$90,000.00 for the solar lighting project at Pct 2 South Tower Park.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK

AI-13631

18.J.3.

**Interfund transfer for Tx Dot Illumination
CC REGULAR**

Date: 01/28/2009
Submitted By: Anna Galvan, BUDGET & MANAGEMENT
Submitted For: Precinct # 1
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management **Purchasing only:** Interfund Transfers

Information

CAPTION

Approval of interfund transfer from County Wide Administration - Contingency to TX DOT Illumination in the amount of \$719.41.

BACKGROUND

Fiscal Impact

Attachments

Link: [Inter fund Pct #1](#)

Form Routing/Status

Form Started By: Anna Galvan Started On: 01/23/2009 05:08 PM
Final Approval Date: 01/23/2009

DATE January 23, 2009

DEPARTMENT NAME: Dept. of Budget & Management for TX DOT ILLUMINATION

ACCOUNT NUMBER: 8-1XXX-XXX-00-1XX-0XX-0-XXX

SUBJECT: Inter-fund Transfer/s (transfers in/out) (increase/decrease)

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Inter-fund transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER		ACCOUNT (OBJECT) NAME	AMOUNT
8-1100-415-00-115-002-0-	899	COUNTY WIDE ADM.-CONTINGENCY	(719.41)
8-1100-491-01-000-315-0-	891	TRANSFERS OUT TX DOT PROJECTS	719.41
8-1315-391-01-000-100-0-	000	TRANSFER IN GENERAL FUND	719.41
8-1315-431-00-121-031-0-	841	TX DOT-US83 ILLUMINATION-AID TO OTHER GOVT. AGENC	719.41
TOTAL BUDGET INCREASE (DECREASE)			719.41

Reason: TO COVER YEAR 2008 EXPENDITURES FOR TX DOT ILLUMINATION FOR PCT # 1.

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-13617

18.K.1.

**2008 appropriation of revenues and expenditures for Pct. 2 R & B.
CC REGULAR**

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Submitted For: Dina Trevino
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Precinct No. 2 R & B:
Approval to appropriate 2008 revenues and expenditures for Precinct No. 2 R & B in the amount of \$252,861.29 for the interlocal agreement with the Cities of Pharr & San Juan (1202).

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008 **ACCT. #:** 8-1202-XXX-00-122-XXX-X-XXX
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Appropriate 2008 revenues and expenditures for Precinct No. 2 R & B in the amount of \$252,861.29 for the interlocal agreement with the Cities of Pharr & San Juan (1202).

Attachments

Link: [Pct. 2 R & B appropriation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/23/2009 03:12 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 03:54 PM	APRV
3	Dale Kennan	Dale Kennan	01/23/2009 04:46 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Ivan Cantu Started On: 01/23/2009 01:35 PM

Final Approval Date: 01/23/2009

DATE: January 21, 2009

DEPARTMENT HEAD: Raymundo Eufrazio, CPA

DEPARTMENT NAME: Auditor's Office

ACCOUNT NUMBER: 8-1202-XXX-00-122-XXX-X-XXX

SUBJECT: Budget Amendments (Increases) in Accordance with
Local Government Code, Chapter 111, Subchapter C


Honorable Commissioners' Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in
accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
8-1202-431-00-122-006-0-841	PCT.2 P/U RD-AID TO GOVT AGENCY	\$ 252,861.29
- - - -		
- - - -		
8-1202-337-00-122-014-0-000	R&B PCT.2-INTGT'L REV-PHARR BCAP-CSJ412	239,336.18
8-1202-337-00-122-015-0-000	R&B PCT.2-INTGT'L REV-SAN JUAN BCAP-CSJ253	13,525.11
- - - -		
- - - -		
- - - -		
- - - -		
- - - -		
- - - -		
- - - -		
- - - -		
- - - -		
TOTAL BUDGET INCREASE REQUEST		\$ -

REASON: To appropriate and record estimated revenues for actual expenditures incurred for interlocal agreement with the Cities of Pharr and San Juan. For financial reporting purposes.

There are no areas in my current budget to reduce in order to fund the above mentioned item's).


DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK

Run Date 01/21/09 05:02 PM
 For 01/01/08 - 01/31/09
 Periods 01 - 13

Hidalgo County
 Trial Balance
 Standard Report Format

1001 - Standard Report Spec

Account No\Description	Beginning Balance	Debits	Credits	Ending Balance
8-1201-126-30-000-001-0-000 DUE FROM OTHER GOVT-CITY OF WESLACO	.00	.00	.00	.00
TOTAL R&B PRECINCT NO.1	.00	.00	.00	.00
8-1202-126-30-000-001-0-000 DUE FROM OTHER GOVT-URBAN COUNTY	.00	.00	.00	.00
8-1202-126-30-000-002-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ568	60,000.00	.00	60,000.00	UNDEFER .00
8-1202-126-30-000-003-0-000 DUE FROM OTHER GOVT-URBAN COUNTY RETAINING	.00	.00	.00	.00
8-1202-126-30-000-004-0-000 DUE FROM OTHER GOVT-CTY SAN JUAN RETAINING	.00	.00	.00	.00
8-1202-126-30-000-005-0-000 DUE FROM OTHER GOVT-SAN JUAN-S "I" RD	.00	.00	.00	.00
8-1202-126-30-000-007-0-000 DUE FROM OTHER GOVT-HIDALGO-S MCCOLL RD	94,071.15	.00	94,071.15	JE-80412 .00
8-1202-126-30-000-008-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ490	.00	.00	.00	.00
8-1202-126-30-000-009-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ683	150,051.95	.00	150,051.95	UNDEFER .00
8-1202-126-30-000-010-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ199	.00	.00	.00	.00
8-1202-126-30-000-011-0-000 DUE FROM OTHER GOVT-CITY ALAMO RETAINAGE	.00	.00	.00	.00
8-1202-126-30-000-012-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ412	.00	239,336.18		.00
8-1202-126-30-000-013-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ253	.00	13,525.11	55,265.50	-41,740.39
TOTAL R&B PRECINCT NO.2	304,123.10	252,861.29	598,724.78	-41,740.39
8-1203-126-30-000-001-0-000 DUE FROM OTHER GOVT-CITY OF PALMHURST	.00	.00	.00	.00
8-1203-126-30-000-002-0-000 DUE FROM OTHER GOVT-CITY OF MCALLEN	.00	.00	.00	.00
TOTAL R&B PRECINCT NO.3	.00	.00	.00	.00
8-1204-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10 ST.	100,399.20	.00	95,665.20	JE 30374 4,734.00
TOTAL R&B PRECINCT NO.4	100,399.20	.00	95,665.20	4,734.00
TOTAL YEAR	404,522.30	252,861.29	694,389.98	-37,006.39

736 1/21/09

Account No/Description		Debit	Credit

8-1201-126-30-000-001-0-000 DUE FROM OTHER GOVT-CITY OF WESLACO			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-001-0-000 DUE FROM OTHER GOVT-URBAN COUNTY			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-002-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ568			
	* Beginning Balance	60,000.00	.00
* Receipts			
DATE	RECEIPT NO. BATCH	RECEIVED FROM	DESCRIPTION
05/13/08	119497 20 81889	City of San Juan 05/01/2008	05/01/08 Primovera S
			60,000.00 ✓
		Total:	.00 60,000.00
		* Ending Balance	.00 .00

8-1202-126-30-000-003-0-000 DUE FROM OTHER GOVT-URBAN COUNTY RETAINING			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-004-0-000 DUE FROM OTHER GOVT-CTY SAN JUAN RETAINING			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-005-0-000 DUE FROM OTHER GOVT-SAN JUAN-S "I" RD			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-007-0-000 DUE FROM OTHER GOVT-HIDALGO-S MCCOLL RD			
	* Beginning Balance	94,071.15	.00
* Receipts			
DATE	RECEIPT NO. BATCH	RECEIVED FROM	DESCRIPTION
02/20/08	117324 20 8701	CITY OF HIDALGO PCT. 2 02/19/	Reimb/agree S.McColl
			94,071.15
		Total:	.00 94,071.15
		* Ending Balance	.00 JE 80415 .00

8-1202-126-30-000-008-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ490			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-009-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ683			
	* Beginning Balance	150,051.95	.00
* Receipts			
DATE	RECEIPT NO. BATCH	RECEIVED FROM	DESCRIPTION
02/29/08	117602 20 8874	CITY OF PHARR PCT 2 02/28/08	12/06/07 SOUTH FORK
			150,051.95
		Total:	.00 150,051.95 ✓
		* Ending Balance	.00 .00

8-1202-126-30-000-010-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ199			
	* Beginning Balance	.00	.00
	* Ending Balance	.00	.00

8-1202-126-30-000-011-0-000 DUE FROM OTHER GOVT-CITY ALAMO RETAINAGE			
	* Beginning Balance	.00	.00

<u>Account No/Description</u>	<u>Debit</u>	<u>Credit</u>
-------------------------------	--------------	---------------

8-1202-126-30-000-011-0-000 DUE FROM OTHER GOVT-CITY ALAMO RETAINAGE

	* Ending Balance	.00 .00
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8-1202-126-30-000-012-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ412

	* Beginning Balance	.00 .00
--	---------------------	---------

* Receipts

DATE	RECEIPT NO.	BATCH	RECEIVED FROM	DESCRIPTION		
02/29/08	117602	20 8874	CITY OF PHARR PCT 2	02/28/08 01/23/08 LAS HACIEN		239,336.18
					Total:	.00 239,336.18

* Payments

DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR			
03/11/08	0200328131	APPL#2-412	8980 354112 TRCU, LTD		69,888.53	
04/29/08	0200329580	APPL#3-412	81629 354112 TRCU, LTD		112,952.25	
05/27/08	0200330568	APPL#4-412	82016 354112 TRCU, LTD		56,495.40	
					Total:	239,336.18 .00

	* Ending Balance	.00 .00
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8-1202-126-30-000-013-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ253

	* Beginning Balance	.00 .00
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* Receipts

DATE	RECEIPT NO.	BATCH	RECEIVED FROM	DESCRIPTION		
06/05/08	120085	20 82193	CITY OF SAN JUAN PCT 205/28/	SANTANA S/D CSJ # 2		55,265.50
					Total:	.00 55,265.50

* Payments

DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR			
07/11/08	0200332072	6829290	82628 256951 MARTIN MARIETTA M		388.94	
07/11/08	0200332073	4296	82628 187585 ROY'S HAULING SER		1,037.97	
07/11/08	0200332073	4307	82628 187585 ROY'S HAULING SER		1,057.19	
08/05/08	0200332783	6848954	82897 256951 MARTIN MARIETTA M		3,884.91	
08/05/08	0200332783	6899227	82897 256951 MARTIN MARIETTA M		40.38	
09/09/08	0200333853	2452	83400 264849 UNIVERSAL TRUCKER		1,405.80	
					Total:	7,815.19 .00

* Journal Entries

DATE	REFERENCE BATCH	DESCRIPTION			
01/07/09	JE-84765 85132	RCL PRT CK10797&12042 50% SJ C		5,709.92	
				Total:	5,709.92 .00

	* Ending Balance	.00 41,740.39
--	------------------	---------------

8-1203-126-30-000-001-0-	7,815.19	LMHURST
	5,709.92	* Beginning Balance
002		* Ending Balance

8-1203-126-30-000-002-0-	13,025.11	CALLEN
		* Beginning Balance
		* Ending Balance

8-1204-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10 ST.		
		* Beginning Balance

Run Date 01/21/09 05:09 PM
 For 01/01/08 - 01/31/09
 Periods 01 - 13

Hidalgo County
 Balance Sheet Detail Report
 Standard Report Format

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 FJBAD02B
 1001 - Standard Report Spec

Account No/Description Debit Credit

8-1204-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10 ST.

* Receipts

DATE	RECEIPT NO.	BATCH	RECEIVED FROM	DESCRIPTION		
02/12/08	117154	20 8597	City of Edinburg	02/01/08 10th St PO#354105 PO		76,003.20
10/23/08	123524	20 84094	ROW Dpt-City of Edinburg	10/10 10th St PO#550782 24		19,662.00
				Total:	.00	95,665.20
				* Ending Balance	4,734.00	.00
TOTAL	8	YEAR			.00	37,006.39

Grand Totals:

Cash Disbursements	-247,151.37
Cash Receipts	694,389.98
Journal Entries	-5,709.92
Total Cash	441,528.69

AI-13620

18.K.2.

**2008 Appropriation of revenues and expenditures for TXDOT projects and 10th St Project
CC REGULAR**

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Submitted For: Dina Trevino
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management **Purchasing only:** Budget Appropriations

Information

CAPTION

TXDOT & CO's 2006:
Approval to appropriate 2008 revenues and expenditures for various TXDOT projects and for the 10th St. project in the amount of \$1,321,100.65 (1315 & 1336).

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008 **ACCT. #:** 8-13XX-XXX-00-XXX-XXX-X-XXX
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Appropriate 2008 revenues and expenditures for various TXDOT projects and for the 10th St. project in the amount of \$1,321,100.65 (1315 & 1336).

Attachments

Link: TXDOT and CO's 2006 appropriation

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/23/2009 03:14 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 03:55 PM	APRV
3	Veronica Lopez	Veronica Lopez	01/23/2009 04:33 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Ivan Cantu
Started On: 01/23/2009 02:08 PM

Final Approval Date: 01/23/2009

DATE: January 27, 2009

DEPARTMENT HEAD: Raymundo Eufrazio, CPA

DEPARTMENT NAME: Auditor's Office
8-1315-431-00-xxx-xxx-x-xxx
8-1315-334-30-xxx-xxx-x-xxx
8-1315-337-00-xxx-xxx-x-xxx
8-1336-431-00-124-030-0-711

ACCOUNT NUMBER: 8-1336-337-00-124-001-0-000

SUBJECT: Inter-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code Chapter 111, Subchapter C, Section 111.070, Subsection C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with Local Government Code, Chapter 111 Subchapter C, Section 111.070, Subsection C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
8-1315-431-00-122-025-0-841	TXDOT ROW-FM2061-PRJ6-AID TO GOVT AGENCY	159,383.00
8-1315-334-30-122-001-0-000	INTERGOVTL REV-TXDOT-FM2061	159,383.00
8-1315-431-00-123-031-0-841	TXDOT-FM1924 PH II-AID TO GOVT AGENCY	10,263.25
8-1315-334-30-123-002-0-000	INTERGOVTL REV-TXDOT-FM1924 PH II	10,263.25
8-1315-431-00-121-037-0-841	TXDOT-FM88-AID TO GOVT AGENCY	810,206.11
8-1315-334-30-121-002-0-000	INTERGOVTL REV-TXDOT-FM88	810,206.11
8-1315-431-00-121-040-0-711	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW	69,459.62
8-1315-334-30-121-003-0-000	INTERGOVTL REV-TXDOT-MILE 2 W	69,459.62
8-1315-431-00-121-043-0-841	TXDOT-FM493-AID TO GOVT AGENCY	60,477.08
8-1315-334-30-121-004-0-000	INTERGOVTL REV-TXDOT-FM493	60,477.08
8-1315-431-00-121-054-0-841	TXDOT-FM907-AID TO GOVT AGENCY	84,765.46
8-1315-334-30-121-005-0-000	INTERGOVTL REV-TXDOT-FM907	84,765.46
8-1315-431-00-124-023-0-711	TXDOT PRJ-"I" RD-ROW	57,769.10
8-1315-337-00-124-001-0-000	INTERGOVTL REV-EDINBURG-N "I" RD PH II	57,769.10
8-1315-431-00-121-037-0-841	TXDOT-FM88-AID TO GOVT AGENCY	35,261.23
8-1315-337-00-121-001-0-000	INTERGOVTL REV-ELSA-FM88	35,261.23
8-1315-431-00-121-054-0-841	TXDOT-FM907-AID TO GOVT AGENCY	4,064.23
8-1315-337-00-121-002-0-000	INTERGOVTL REV-ALAMO-FM907	4,064.23
8-1336-431-00-124-030-0-711	C.O.,2006-PCT4-10TH ST(SH107-FM1925)-ROW	29,451.57
8-1336-337-00-124-001-0-000	INTERGOVTL REV-EDINBURG-10 TH ST	29,451.57
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON: To appropriate for actual expenditures incurred for various TXDOT projects and 10 TH Street project and record the estimate revenues.


DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

Run Date 01/20/09 01:16 PM
 For 01/01/08 01/31/09
 Periods 01 - 13

Hidalgo County
 Trial Balance
 Standard Report Format

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 FJBAS05A

1001 - Standard Report Spec

Account No\Description	Beginning Balance	Debits	Credits	Ending Balance
8-1201-126-30-000-001-0-000 DUE FROM OTHER GOVT-CITY OF WESLACO	.00	.00	.00	.00
TOTAL R&B PRECINCT NO.1	.00	.00	.00	.00
8-1202-126-30-000-001-0-000 DUE FROM OTHER GOVT-URBAN COUNTY	.00	.00	.00	.00
8-1202-126-30-000-002-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ568	60,000.00	.00	60,000.00	.00
8-1202-126-30-000-003-0-000 DUE FROM OTHER GOVT-URBAN COUNTY RETAING	.00	.00	.00	.00
8-1202-126-30-000-004-0-000 DUE FROM OTHER GOVT-CTY SAN JUAN RETAING	.00	.00	.00	.00
8-1202-126-30-000-005-0-000 DUE FROM OTHER GOVT-SAN JUAN-S "I" RD	.00	.00	.00	.00
8-1202-126-30-000-007-0-000 DUE FROM OTHER GOVT-HIDALGO-S MCCOLL RD	94,071.15	.00	94,071.15	.00
8-1202-126-30-000-008-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ490	.00	.00	.00	.00
8-1202-126-30-000-009-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ683	150,051.95	.00	150,051.95	.00
8-1202-126-30-000-010-0-000 DUE FROM OTHER GOVT-ALAMO-BCAP CSJ199	.00	.00	.00	.00
8-1202-126-30-000-011-0-000 DUE FROM OTHER GOVT-CITY ALAMO RETAINAGE	.00	.00	.00	.00
8-1202-126-30-000-012-0-000 DUE FROM OTHER GOVT-PHARR-BCAP CSJ412	.00	239,336.18	239,336.18	.00
8-1202-126-30-000-013-0-000 DUE FROM OTHER GOVT-SAN JUAN-BCAP CSJ253	.00	13,525.11	55,265.50	-41,740.39
TOTAL R&B PRECINCT NO.2	304,123.10	252,861.29	598,724.78	-41,740.39
8-1203-126-30-000-001-0-000 DUE FROM OTHER GOVT-CITY OF PALMHURST	.00	.00	.00	.00
8-1203-126-30-000-002-0-000 DUE FROM OTHER GOVT-CITY OF MCALLEN	.00	.00	.00	.00
TOTAL R&B PRECINCT NO.3	.00	.00	.00	.00
8-1204-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10 ST.	100,399.20	.00	95,665.20	4,734.00
TOTAL R&B PRECINCT NO.4	100,399.20	.00	95,665.20	4,734.00
8-1315-126-20-000-000-0-000 DUE FROM STATE-TXDOT-FM1924 PH1	.00	.00	.00	.00
8-1315-126-20-000-001-0-000 DUE FROM STATE-TXDOT-FM2128	121,742.44	.00	11,549.40	110,193.04
8-1315-126-20-000-002-0-000 DUE FROM STATE-TXDOT-US83	.00	.00	.00	.00
8-1315-126-20-000-003-0-000 DUE FROM STATE-TXDOT-SH495 ABRAMS	.00	.00	22,999.90	-22,999.90
✓ 8-1315-126-20-000-004-0-000 DUE FROM STATE-TXDOT-FM2061 FLDWY-FM3072	197,594.78	159,383.00 A	91,124.00	265,853.78
8-1315-126-20-000-005-0-000 DUE FROM STATE-TXDOT-FM1015 MILE9-MILE12	48,480.13	.00	48,480.13	.00
✓ 8-1315-126-20-000-006-0-000 DUE FROM STATE-TXDOT-FM1924 PH II	115,807.52	10,263.25 B	86,915.77	39,155.00
✓ 8-1315-126-20-000-007-0-000 DUE FROM STATE-TXDOT-FM88	142,285.36	812,366.63 C	949,821.68	4,830.31

Run Date 01/20/09 01:16 PM
 For 01/01/08 - 01/31/09
 Periods 01 - 13

Hidalgo County
 Trial Balance
 Standard Report Format

1001 - Standard Report Spec

Account No\Description	Beginning Balance	Debits	Credits	Ending Balance
8-1315-126-20-000-008-0-000 DUE FROM STATE-TXDOT-MILE2W-MILE12-SH107	.00	.00	.00	.00
8-1315-126-20-000-009-0-000 DUE FROM STATE-TXDOT-MILE2W-MILE12-US83	.00	.00 D	.00	.00
✓ 8-1315-126-20-000-010-0-000 DUE FROM STATE-TXDOT-FM493 (US83-MILE10N)	.00	60,477.08 E	.00	60,477.08
✓ 8-1315-126-20-000-011-0-000 DUE FROM STATE-TXDOT-FM907 (S OF BUS83)	.00	85,309.46 F	22,516.36	62,793.10
8-1315-126-30-000-001-0-000 DUE FROM OTHER GOVT-PHARR-N "I" RD	.00	.00	.00	.00
8-1315-126-30-000-002-0-000 DUE FROM OTHER GOVT-SAN JUAN-N "I" RD	.00	.00	.00	.00
✓ 8-1315-126-30-000-003-0-000 DUE FROM OTHER GOVT-EDINBURG-N "I" RD	336,983.30	57,769.10 ↵	322,368.88	72,383.52
8-1315-126-30-000-004-0-000 DUE FROM OTHER GOVT-PALMVIEW-SH495 ABRAM	107,531.52	.00	761.11	106,770.41
✓ 8-1315-126-30-000-005-0-000 DUE FROM OTHER GOVT-ELSA-FM88	4,236.10	35,261.23 †	.00	39,497.33
✓ 8-1315-126-30-000-006-0-000 DUE FROM OTHER GOVT-ALAMO-FM907 (S BUS83)	.00	3,520.23 ‡	.00	3,520.23
TOTAL TXDOT PROJECTS	1,074,661.15	1,224,349.98	1,556,537.23	742,473.90
✓ 8-1336-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10TH ST.	4,212.96	29,451.57 †	.00	33,664.53
TOTAL CERT OF OBLIG, SERIES 2006	4,212.96	29,451.57	.00	33,664.53

C 812,368.63+
 010,493.11-
 000
 2,160.52* VN CK # 04-11493

= 3,520.23+
 9,967.22-
 000
 - 311 511-008

D. 38 - 84962 NOT YET POSTED

F 85,309.46+
 01,103.45-
 000
 544.00*

F 6 =

Angelica Tapia

From: Linda Fong [linda.fong@auditor.co.hidalgo.tx.us]
Sent: Wednesday, January 07, 2009 11:47 AM
To: Raul Silguero; Sergio Cruz
Cc: Raymundo Eufrazio (Raymundo Eufrazio); Becky Luna; Angelica Tapia (Angelica Tapia); Joy Hsu
Subject: FW: FM 907 CSJ 1586-01-051 Recording Fees

Raul,

I had sent Valde the following email regarding FM907 recording fees; however, he never responded. Please advise as soon as possible how you want to proceed so that we can make the necessary journal entries.

Linda Fong
First Assistant Auditor

-----Original Message-----

From: Linda Fong [mailto:linda.fong@auditor.co.hidalgo.tx.us]
Sent: Wednesday, October 22, 2008 8:55 AM
To: Valde Guerra (valde.guerra@co.hidalgo.tx.us); Sergio Cruz
Cc: Raymundo Eufrazio (Raymundo Eufrazio); Becky Luna (bmorales@countyofhidalgo.org); Angelica Tapia (Angelica Tapia); Joy Hsu (joy.hsu@auditor.co.hidalgo.tx.us)
Subject: FW: FM 907 CSJ 1586-01-051 Recording Fees

Valde,

We received notice from TXDOT that due to conflicting language in the agreement between TXDOT and the County for FM907, TXDOT will not reimburse for recording fees on this project. However, the agreement can be amended to correct the discrepancy to allow TXDOT to reimburse the County for recording fees. According to Mr. Segundo from TXDOT, this option was discussed with Joe Pena who turned it down because the recording fees would not amount to much.

The County does have an interlocal agreement with the City of Alamo whereby the City will reimburse the County for recording fees not reimbursed by TXDOT.

Are you in agreement that we should seek reimbursement from the City instead of TXDOT for the recording fees? If so, we will need to reclassify a portion of the receivable due from TXDOT to the receivable due from the City of Alamo.

Linda Fong
First Assistant Auditor
Hidalgo County Auditor's Office

Linda,
TRY & I DISCUSS THIS. WE
DECIDED TO BILL THE CITY DUE TO
TIME CONSTRAINTS & SO THAT WE
CAN PROCESS THE BA.
JMT
1/21/09

-----Original Message-----

From: Joy Hsu [mailto:joy.hsu@auditor.co.hidalgo.tx.us]
Sent: Tuesday, October 21, 2008 2:01 PM
To: Linda Fong
Subject: FW: FM 907 CSJ 1586-01-051 Recording Fees

Linda,

The total recording fees for FM 907 project are \$544.00. Per this e-mail and Interlocal Agreement with the City of Alamo, the recording fees will be the responsibility of the City

of Alamo. As of 10/21/08, the balance due from City of Alamo will be \$3,520.23 plus \$544.00 equal to \$4,064.23.

Joy Hsu

-----Original Message-----

From: Pedro Segundo [mailto:PSEGUNDO@dot.state.tx.us]

Sent: Tuesday, October 21, 2008 1:13 PM

To: Joy Hsu

Cc: Norma Robledo

Subject: FM 907 CSJ 1586-01-051 Recording Fees

ROW Division while processing a request for reimbursement for Parcel #1 called to my attention a discrepancy in our executed Contractual Agreement for Right of Way Procurement-Local Government.

The conflict cited was found on page 2 of the agreement and the attachment "A".

Page 2 reads -"The costs incidental to negotiations , recording of the way of way instruments and securing possession of the parcels will be the responsibility of the Local Government."

Attachment "A" shows that All Recording Fees will be reimbursable by the State.

An alternative solution to resolve the discrepancy would have been to do a correction to the executed agreement. On or about July 24, 2008 the matter was discussed with Joe Pena, ROW Administrator and he advised me that the County would honor the existing agreement and forgo getting reimbursed for recording fees. The project has only ten parcels and the recording fees are not that much. The recording fees for parcel #1 is \$92.

Pete Segundo, ROW Agent
Texas Department of Transportation
Pharr District - ROW Section
PO Box 1717
Pharr, TX 78577-1717
PH: (956) 702-6163
FX: (956) 782-2511
e-mail: psegundo@dot.state.tx.us

Want to know what's ahead for Texas transportation? Join us for the 4th annual Texas Transportation Forum in January 2009. Go to www.TexasTransportationForum.com to find out more.

Balance Sheet Detail By Account

FJBAD01B

General Ledger Detail (Specific Account/Portray)

Account No/Description Debit Credit

8-1315-126-20-000-004-0-000 DUE FROM STATE-TXDOT-FM2061 FLDWY-FM3072

* Beginning Balance 197,594.78 .00

* Receipts

Table with columns: DATE, RECEIPT NO., BATCH, RECEIVED FROM, DESCRIPTION, and amounts. Includes handwritten notes like 'ck# 10322' and '20128'.

Total: 91,124.00

* Payments

Table with columns: DATE, CHECK/CLAIM PO NO., INVOICE NO., BATCH, VENDOR, and amounts.

Total: 159,383.00

* Ending Balance 265,853.78 .00

8-1315-126-20-000-006-0-000 DUE FROM STATE-TXDOT-FM1924 PH II

* Beginning Balance 115,807.52 .00

* Receipts

Table with columns: DATE, RECEIPT NO., BATCH, RECEIVED FROM, DESCRIPTION, and amounts. Includes handwritten notes like 'ck# 11057' and '11-13-07'.

Total: 86,915.77

* Payments

Table with columns: DATE, CHECK/CLAIM PO NO., INVOICE NO., BATCH, VENDOR, and amounts.

Total: 10,263.25

* Ending Balance 39,155.00 .00

8-1315-126-20-000-007-0-000 DUE FROM STATE-TXDOT-FM88

* Beginning Balance 142,285.36 .00

* Receipts

Table with columns: DATE, RECEIPT NO., BATCH, RECEIVED FROM, DESCRIPTION, and amounts.

Balance Sheet Detail By Account

Account No/Description		Debit	Credit
8-1315-126-20-000-007-0-000 DUE FROM STATE-TXDOT-FM88			
* Receipts			
DATE	RECEIPT NO. BATCH	RECEIVED FROM	DESCRIPTION
03/07/08	117765 20 81006	Tx Comptroller of Pub Accts 02	FM 88 P#34 2,578.78
03/07/08	117766 20 81006	Tx Comptroller of Pub Accts 02	FM 88 P#36 7,897.13
03/07/08	117767 20 81006	Tx Comptroller of Pub Accts 02	FM 88 P#52 2,850.00
05/15/08	119537 20 81930	Tx Comptroller of Public Accou	FM 88 P#28 5,445.13
05/21/08	119676 20 82009	Tx Comptroller of Pub Accts	FM 88 P#18 C 875.00
05/21/08	119677 20 82009	Tx Comptroller of Pub Accts	FM 88 P#18 B 3,000.00
05/21/08	119678 20 82009	Tx Comptroller of Pub Accts	FM 88 P#25 2,850.00
05/21/08	119679 20 82009	Tx Comptroller of Pub Accts	FM 88 P#33 39,144.35
05/21/08	119680 20 82009	Tx Comptroller of Pub Accts	FM 88 P#40 3,774.22
05/21/08	119681 20 82009	Tx Comptroller of Pub Accts	FM 88 P#50 7,682.33
05/21/08	119682 20 82009	Tx Comptroller of Pub Accts	FM 88 P#52 D 3,697.18
05/28/08	119844 20 82076	Tx Comptroller of Pub Accts 05	FM 88 P#11 6,760.83
08/06/08	121560 20 82989	ST. COMP. FM 88 P#13	FM 88 P# 13 E 10,740.42
08/06/08	121564 20 82989	ST. COMP. FM 88 #16	FM 88 P# 16 G 19,368.62
08/06/08	121565 20 82989	ST. COMP. FM 88 P# 42	FM 88 P# 42 H 2,310.52
10/03/08	123069 20 83847	Tx Compt of Pub Accts 9/25/08	FM 88 P#7 M 26,608.13
10/03/08	123070 20 83847	Tx Compt of Pub Accts 09/25/08	FM 88 P#10 N 654,588.00
10/03/08	123071 20 83847	Tx Compt of Pub Accts 09/25/08	FM 88 P#23 I 38,070.39
10/06/08	123123 20 83874	Tx Compt of Pub Accts 10/02/08	FM 88 P#10 L 1,487.50
10/06/08	123124 20 83874	Tx Compt of Pub Accts 10/02/08	FM 88 P#10 O 4,500.00
10/06/08	123125 20 83874	Tx Compt of Pub Accts 10/02/08	FM 88 P#12 F 4,853.48
10/06/08	123126 20 83874	Tx Compt of Pub Accts 10/02/08	FM 88 P#17 K 19,291.01
10/06/08	123127 20 83874	Tx Compt of Pub Accts 10/02/08	FM 88 P#18 A 16,069.50
10/16/08	123362 20 83998	Tx Compt. of Public Accts 10/0	FM 88 P#29 2,018.23
10/16/08	123363 20 83998	Tx Compt of Pub Accts 10/08/08	FM 88 P#37 J 5,051.13
Total:			947,661.16
* Payments			
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR
03/25/08	0400011484	CCD-1555-B FM 88 P#18	81143 237302 GUAJARDO, ARTUR A 15,790.50
03/25/08	0400011490	CCD-1555-B FM 88 P#18	81143 340618 BARRERA, SANCHE B 1,000.00
03/25/08	0400011491	CCD-1555-B FM 88 P#18	81143 355798 PEISEN, WILLIAM C 1,000.00
03/25/08	0400011493 VOID	FM88 P#42	81143 229245 SIERRA TITLE OF 3,160.52
03/25/08	0400011494	CCD-1555-B FM 88 P#18	81143 246514 TREVINO, EDDY B 1,000.00
04/01/08	0400011506	CCD-1555-B FM 88 P#18	81231 29084 PROFESSIONAL AP C 875.00
04/01/08	0400011507	CCD-1532-A FM 88 P#52	81231 229245 SIERRA TITLE OF D 230.00
04/01/08	0400011508	FM88 P#13	81231 229245 SIERRA TITLE OF E 10,740.42
04/07/08	0400011513	FM88 P#12	81331 229245 SIERRA TITLE OF F 4,853.48
04/07/08	0400011514	FM88 P#16	81331 229245 SIERRA TITLE OF G 19,368.62
04/07/08	0400011515	FM88 P#42	81331 229245 SIERRA TITLE OF H 2,310.52
04/14/08	0400011493 VOID	FM88 P#42	81498 229245 SIERRA TITLE OF 3,160.52
04/29/08	0400011559	FM88 P#23	81614 229245 SIERRA TITLE OF I 38,070.39
05/19/08	0400011601	FM88 P#37	81901 229245 SIERRA TITLE OF J 5,051.13
05/19/08	0400011604	FM88 P#17	81901 229245 SIERRA TITLE OF K 19,291.01
07/08/08	0400011735	CCD-1542-A FM 88 P#25	82548 229245 SIERRA TITLE OF 234.00
07/08/08	0400011736	CCD-1555-B FM 88 P#18	82548 229245 SIERRA TITLE OF A 279.00
07/11/08	0400011753	CCD-0009-A FM 88 P#18	82619 29084 PROFESSIONAL AP L 1,487.50
07/11/08	0400011757	FM88 P#7	82619 229245 SIERRA TITLE OF M 26,608.13

issued 10-6-07 - 3467.18
230.00
3677.18

Received Date 10-6-08

will receive before 2-28-09
10-6-08

Balance Sheet Detail By Account

Account No/Description	Debit	Credit
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8-1315-126-20-000-007-0-000 DUE FROM STATE-TXDOT-FM88

* Payments

DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR	Debit	Credit
07/22/08	0400011759	CCD-0009-A <i>FM88 P#10</i>	82730 237302 GUAJARDO, ARTUR	N 654,588.00	
07/22/08	0400011764	CCD-0009-A	82730 244899 WILLETTE & GUER	0 1,500.00	
07/22/08	0400011765	CCD-0009-A	82730 252735 LIVESAY LAW OFF	0 1,500.00	
07/22/08	0400011767	CCD-0009-A	82730 297615 RICHARDSON, REG	0 1,500.00	
11/25/08	0400012006	FM88 P#54	84464 229245 SIERRA TITLE OF	2,928.41	<i>deferred</i>

Total:

812,366.63 *812,366.63* 2,160.52

* Ending Balance

4,830.31 *216.52* .00

8-1315-126-20-000-010-0-000 DUE FROM STATE-TXDOT-FM493(US83-MILE10N)

* Beginning Balance

.00 .00

* Payments

DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR	Debit	Credit
05/06/08	0400011566	FM493 P#2	81712 357332 ESTRADA, LORENZ	20,266.59	
05/06/08	0400011574	FM493 P#2	81712 235091 VALLEY LAND TIT	940.33	
05/13/08	0400011581	FM493 P#4	81826 357405 MCGEE, YOLANDA	3,596.00	
05/13/08	0400011586	FM493 P#4	81826 235091 VALLEY LAND TIT	824.13	
06/03/08	0400011644	FM493 P#3	82088 358312 TREVINO, ROBERT	4,820.96	
06/03/08	0400011646	FM493 P#1	82088 235091 VALLEY LAND TIT	845.78	
06/03/08	0400011647	FM493 P#3	82088 235091 VALLEY LAND TIT	836.13	
06/03/08	0400011648	FM493 P#1	82088 358355 WATSBY, CLARENC	7,352.54	
07/28/08	0400011781	FM493 P#5	82790 360546 TEMPLO CRISTO L	4,199.20	
07/28/08	0400011784	FM493 P#5	82790 235091 VALLEY LAND TIT	1,102.13	
08/12/08	0400011807	FM493 P#7	82967 114456 VALLEY GRASS FA	3,261.87	
08/12/08	0400011808	FM493 P#7	82967 235091 VALLEY LAND TIT	204.21	
08/12/08	0400011808	FM493 P#7	82967 235091 VALLEY LAND TIT	845.78	
10/14/08	0400011911	FM493 P#6	83904 363197 GONZALEZ, FRANC	3,444.83	
10/14/08	0400011918	FM493 P#6	83904 235091 VALLEY LAND TIT	304.29	
10/14/08	0400011918	FM493 P#6	83904 235091 VALLEY LAND TIT	845.78	
11/18/08	0400011980	FM493 P#8	84346 279927 KVS FAMILY LIMI	5,962.40	
11/18/08	0400011990	FM493 P#8	84346 363308 VALLEY LAND TIT	824.13	

Total:

60,477.08

* Ending Balance

60,477.08 .00

8-1315-126-20-000-011-0-000 DUE FROM STATE-TXDOT-FM907(S OF BUS83)

* Beginning Balance

.00 .00

* Receipts

DATE	RECEIPT NO.	BATCH	RECEIVED FROM	DESCRIPTION	Debit	Credit
10/21/08	123458	20 84047	Tx Comptroller of Pub Accts 10	FM 907 P#1		A 7,283.58
10/21/08	123459	20 84047	Tx Comptroller of Pub Accts 10	FM 907 P#5		B 9,514.12
10/21/08	123472	20 84047	Tx Comptroller of Pub Accts 10	FM 907 P#10		C 5,718.66

Total:

22,516.36

* Payments

DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR	Debit	Credit
05/19/08	0400011590	FM907 P#2	81901 357758 BACHMAN, PETER	7,201.43	
05/19/08	0400011596	FM907 P#8	81901 352748 MARTINEZ, ADALB	10,522.22	
05/19/08	0400011602	FM907 P#8	81901 229245 SIERRA TITLE OF	758.13	<i>-64</i>

Balance Sheet Detail By Account

Account No/Description				Debit	Credit
8-1315-126-20-000-011-0-000 DUE FROM STATE-TXDOT-FM907(S OF BUS83)					
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
05/19/08	0400011603	FM907 P#2	81901 229245 SIERRA TITLE OF	778.26 - 36	
06/03/08	0400011638	FM907 P#10	82088 358347 KORMEIER AND JA	4,976.40	} → 516.21
06/03/08	0400011639	FM907 P#1	82088 352748 MARTINEZ, ADALB	6,555.45	
06/03/08	0400011640	FM907 P#5	82088 358339 MUNIZ, MARIA VI	8,771.86	
06/03/08	0400011641	FM907 P#5	82088 229245 SIERRA TITLE OF	830.26 - 88	
06/03/08	0400011642	FM907 P#1	82088 229245 SIERRA TITLE OF	820.13 - 92	
06/03/08	0400011643	FM907 P#10	82088 229245 SIERRA TITLE OF	774.26 - 32	
07/08/08	0400011730	FMP07 P#9	82548 345776 LOU ANNE STIERS	6,579.37	
07/08/08	0400011737	FM907 P#9	82548 229245 SIERRA TITLE OF	724.13 - 36	
09/02/08	0400011854	FM907 P#3	83258 361763 GARZA, ROBERTO	4,928.55	
09/02/08	0400011855	FM907 P#7	83258 361747 HERNANDEZ, RIGO	5,359.20	
09/02/08	0400011863	FM907 P#7	83258 229245 SIERRA TITLE OF	810.26 - 104	
09/02/08	0400011864	FM907 P#3	83258 229245 SIERRA TITLE OF	744.13 - 56	
09/02/08	0400011867	FM907 P#7	83258 361755 WATERMILL EXPR	17,709.29	
10/14/08	0400011916	FM907 P#4	83904 229245 SIERRA TITLE OF	724.13 - 36	
10/14/08	0400011917	FM907 P#4	83904 363219 SPEEDLING INCOR	5,742.00	
Total:				85,309.46	- 544 = 84,765.46
* Ending Balance				62,793.10	Pending Acc .00
8-1315-126-30-000-003-0-000 DUE FROM OTHER GOVT-EDINBURG-N "I" RD					
* Beginning Balance				336,983.30	.00
* Receipts					
DATE	RECEIPT NO.	BATCH	RECEIVED FROM	DESCRIPTION	
10/23/08	123523	20 84094	ROW Dpt- City of Edinburg 10/1	N "I" Road Ph II O	322,368.88
Total:					322,368.88
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
04/07/08	0400011516	30308	81331 213055 SOUTH TEXAS LAN	250.00	
04/29/08	0400011548	HID001-0094	81614 2666 ATLAS & HALL, L	198.60	
04/29/08	0400011555	656	81614 100102 LEONEL GARZA, J	500.00	
04/29/08	0400011555	656	81614 100102 LEONEL GARZA, J	500.00	
05/27/08	0400011612	0953675	81996 272566 HIDALGO COUNTY	32.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	32.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	28.00	
05/27/08	0400011612	0951856	81996 272566 HIDALGO COUNTY	32.00	
08/19/08	0400011821	N"I"RD PH2	83048 361151 IBARRA, ISMAEL	19,948.00	Rec'd 10-23-08
08/26/08	0400011840	N"I"RD PH2	83154 361453 DOMINGUEZ, ALEJ	9,000.00	
08/26/08	0400011841	N"I"RD PH2	83154 361461 DOMINGUEZ, BELL	9,000.00	
09/16/08	0400011878	HID001-0094	83480 2666 ATLAS & HALL, L	346.00	
09/23/08	0400011889	0981191	83568 272566 HIDALGO COUNTY	32.00	
09/30/08	0400011897	HID001-0118	83671 2666 ATLAS & HALL, L	246.78	
09/30/08	0400011897	HID001-0118	83671 2666 ATLAS & HALL, L	314.28	

Balance Sheet Detail By Account

Account No/Description				Debit	Credit
8-1315-126-30-000-003-0-000 DUE FROM OTHER GOVT-EDINBURG-N "I" RD					
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
09/30/08	0400011897	HID001-0118	83671 2666 ATLAS & HALL, L	485.44	
09/30/08	0400011897	HID001-0118	83671 2666 ATLAS & HALL, L	32.00	
09/30/08	0400011897	HID001-0118	83671 2666 ATLAS & HALL, L	180.00	
10/07/08	0400011908	N"I"RD PH2	83797 361062 CANTU, R. DAVID	14,126.16	
10/07/08	0400011909	N"I"RD PH2	83797 363022 CITIMORTGAGE, I	2,373.84	
Total:				57,769.10	
* Ending Balance				72,383.52	.00
8-1315-126-30-000-005-0-000 DUE FROM OTHER GOVT-ELSA-FM88					
* Beginning Balance				4,236.10	.00
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
03/25/08	0400011484	CCD-1555-B	81143 237302 GUAJARDO, ARTUR	709.50	
04/01/08	0400011508	FM88 P#13	81231 229245 SIERRA TITLE OF	451.71	
04/07/08	0400011513	FM88 P#12	81331 229245 SIERRA TITLE OF	187.65	
04/07/08	0400011514	FM88 P#16	81331 229245 SIERRA TITLE OF	837.51	
04/29/08	0400011559	FM88 P#23	81614 229245 SIERRA TITLE OF	1,668.74	
05/19/08	0400011604	FM88 P#17	81901 229245 SIERRA TITLE OF	833.12	
07/11/08	0400011757	FM88 P#7	82619 229245 SIERRA TITLE OF	1,161.00	
07/22/08	0400011759	CCD-0009-A	82730 237302 GUAJARDO, ARTUR	29,412.00	
Total:				35,261.23	
* Ending Balance				39,497.33	.00
8-1315-126-30-000-006-0-000 DUE FROM OTHER GOVT-ALAMO-FM907(S BUS83)					
* Beginning Balance				.00	.00
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
05/19/08	0400011590	FM907 P#2	81901 357758 BACHMAN, PETER	323.57	
05/19/08	0400011596	FM907 P#8	81901 352748 MARTINEZ, ADALB	472.78	
06/03/08	0400011638	FM907 P#10	82088 358347 KORMEIER AND JA	223.60	
06/03/08	0400011639	FM907 P#1	82088 352748 MARTINEZ, ADALB	294.55	
06/03/08	0400011640	FM907 P#5	82088 358339 MUNIZ, MARIA VI	394.14	
07/08/08	0400011730	FM907 P#9	82548 345776 LOU ANNE STIERS	295.63	
09/02/08	0400011854	FM907 P#3	83258 361763 GARZA, ROBERTO	221.45	
09/02/08	0400011855	FM907 P#7	83258 361747 HERNANDEZ, RIGO	240.80	
09/02/08	0400011867	FM907 P#7	83258 361755 WATERMILL EXPER	795.71	
10/14/08	0400011917	FM907 P#4	83904 363219 SPEEDLING INCOR	258.00	
Total:				3,520.23	
* Ending Balance				3,520.23	.00
8-1336-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10TH ST.					
* Beginning Balance				4,212.96	.00
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
02/26/08	0400011447	647	8707 100102 LEONEL GARZA, J	384.00	
02/26/08	0400011451	EXT. 10TH S	8707 355046 SALAS, NILDA	552.00	

+ 544 = 4064.23
 pending
 RLL

Balance Sheet Detail By Account

Account No/Description				Debit	Credit
8-1336-126-30-000-000-0-000 DUE FROM OTHER GOVT-EDINBURG-10TH ST.					
* Payments					
DATE	CHECK/CLAIM PO NO.	INVOICE NO.	BATCH VENDOR		
02/26/08	0400011452	20708	8707 213055 SOUTH TEXAS LAN	60.00	
04/22/08	0400011539	814	81539 100102 LEONEL GARZA, J	72.00	
05/06/08	0400011564	HID001-0113	81712 2666 ATLAS & HALL, L	239.88	
05/06/08	0400011564	HID001-0108	81712 2666 ATLAS & HALL, L	210.57	
05/27/08	0400011609	CCD-1541-E	81996 237302 GUAJARDO, ARTUR	144.00	
05/27/08	0400011616	CCD-1541-E	81996 335428 LOREDO & MARROQ	60.00	
05/27/08	0400011620	CCD-1541-E	81996 289892 PADRON, ORALIA	60.00	
05/27/08	0400011625	CCD-1541-E	81996 331988 TORRES, CHRISTO	60.00	
06/20/08	0400011692	848	82364 100102 LEONEL GARZA, J	150.00	
08/12/08	0400011799	HC0001-9110	82967 2666 ATLAS & HALL, L	72.00	
08/12/08	0400011799	HID001-0113	82967 2666 ATLAS & HALL, L	29.93	
08/26/08	0400011833	HID001-0113	83154 2666 ATLAS & HALL, L	21.12	
09/09/08	0400011870	HID001-0113	83369 2666 ATLAS & HALL, L	38.80	
09/09/08	0400011870	HID001-0113	83369 2666 ATLAS & HALL, L	543.01	
09/09/08	0400011870	HID001-0113	83369 2666 ATLAS & HALL, L	110.37	
10/28/08	0400011925	HID001-0099	84068 2666 ATLAS & HALL, L	168.53	
10/28/08	0400011930	100808	84068 213055 SOUTH TEXAS LAN	60.00	
11/12/08	0400011970	EXT. 10TH S	84271 364177 THE KRISTIN NIC	26,400.00	
12/09/08	0400012024	0997758	84664 272566 HIDALGO COUNTY	7.68	
12/23/08	0400012037	0938106	84855 272566 HIDALGO COUNTY	7.68	
Total:				29,451.57	
* Ending Balance				33,664.53	.00

DUPLICATE

HIDALGO COUNTY, TEXAS

JE# 1849627

SUBJECT: Journal Entry

Prepared by: Joy Hsu	Approved by: AMT	Posted by:
Date: 1/21/2009	Date: 1/21/09	Date:

ACCOUNT NUMBER	DESCRIPTION	DR	CR
8-1315-126-20-000-009-0-000 ✓ ck#11961 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	774.50 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#102 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		774.50
8-1315-126-20-000-009-0-000 ✓ ck#11963 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	4,351.20 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#102 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		4,351.20
8-1315-126-20-000-009-0-000 ✓ ck#11966 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	6,568.00 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#104 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		6,568.00
8-1315-126-20-000-009-0-000 ✓ ck#11971 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	732.90 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#104 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		732.90
8-1315-126-20-000-009-0-000 ✓ ck#11952 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	3,872.00 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#105 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		3,872.00
8-1315-126-20-000-009-0-000 ✓ ck#11962 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	770.51 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#105 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		770.51
8-1315-126-20-000-009-0-000 ✓ ck#11998 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	5,775.20 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#112 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		5,775.20
8-1315-126-20-000-009-0-000 ✓ ck#12008 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	700.90 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#112 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		700.90
8-1315-126-20-000-009-0-000 ✓ ck#12075 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	7,340.80 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#119 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		7,340.80
8-1315-126-20-000-009-0-000 ✓ ck#12080 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	560.66 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#119 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		560.66
8-1315-126-20-000-009-0-000 ✓ ck#11981 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	2,378.32 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#120 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		2,378.32
8-1315-126-20-000-009-0-000 ✓ ck#11989 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	2,579.90 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#120 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		2,579.90
8-1315-126-20-000-009-0-000 ✓ ck#11976 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	400.00 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#121 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		400.00
8-1315-126-20-000-009-0-000 ✓ ck#11987 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	659.30 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#121 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		659.30
8-1315-126-20-000-009-0-000 ✓ ck#11951 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	1,340.80 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#125B ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		1,340.80
8-1315-126-20-000-009-0-000 ✓ ck#11956 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	678.50 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#125B ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		678.50
8-1315-126-20-000-009-0-000 ✓ ck#11945 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	265.20 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#127 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		265.20
8-1315-126-20-000-009-0-000 ✓ ck#11950 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	265.20 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#127 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		265.20
8-1315-126-20-000-009-0-000 ✓ ck#11957 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	700.90 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#127 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		700.90
8-1315-126-20-000-009-0-000 ✓ ck#11979 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	800.00 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#129 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		800.00
8-1315-126-20-000-009-0-000 ✓ ck#11991 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	732.06 ✓	
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#129 ✓	TXDOT PRJ-MILE 2 WEST- MILE12-US83-ROW		732.06

15446.27

ACCOUNT NUMBER	DESCRIPTION	DR	CR	
8-1315-126-20-000-009-0-000 ✓ ck#11977 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	800.00 ✓		Z
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#144 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		800.00	
8-1315-126-20-000-009-0-000 ✓ ck#11985 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	697.70 ✓		AA
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#144 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		697.70	
→ 8-1315-126-20-000-009-0-000 ✓ ck#	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	1,200.00 ✓		BB
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#145 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		1,200.00	
→ 8-1315-126-20-000-009-0-000 ✓ ck#	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	720.10 ✓		CC
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#145 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		720.10	
8-1315-126-20-000-009-0-000 ✓ ck#11946 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	4,932.00 ✓		DD
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#147 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		4,932.00	
8-1315-126-20-000-009-0-000 ✓ ck#11959 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	737.62 ✓		EE
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#147 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		737.62	
8-1315-126-20-000-009-0-000 ✓ ck#11948 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	8,727.20 ✓		FF
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#158 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		8,727.20	
8-1315-126-20-000-009-0-000 ✓ ck#11958 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	660.90 ✓		GG
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#158 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		660.90	
8-1315-126-20-000-009-0-000 ✓ ck#11947 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	2,385.60 ✓		HH
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#159 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		2,385.60	
8-1315-126-20-000-009-0-000 ✓ ck#11960 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	656.10 ✓		II
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#159 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		656.10	
8-1315-126-20-000-009-0-000 ✓ ck#11983 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	800.00 ✓		JJ
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#160 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		800.00	
8-1315-126-20-000-009-0-000 ✓ ck#11988 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	656.10 ✓		KK
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#160	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		656.10	
8-1315-126-20-000-009-0-000 ✓ ck#12019 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	200.00 ✓		LL
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#161 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		200.00	
8-1315-126-20-000-009-0-000 ✓ ck#12021 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	200.00 ✓		MM
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#161 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		200.00	
8-1315-126-20-000-009-0-000 ✓ ck#12028 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	707.30 ✓		NN
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#161 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		707.30	
8-1315-126-20-000-009-0-000 ✓ ck#12018 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	1,198.00 ✓		OO
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#162 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		1,198.00	
8-1315-126-20-000-009-0-000 ✓ ck#12020 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	1,198.00 ✓		PP
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#162 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		1,198.00	
8-1315-126-20-000-009-0-000 ✓ ck#12029 ✓	DUE FROM STATE-TXDOT-MILE 2 W-MILE 12-US83	736.15 ✓		QQ
8-1315-431-00-121-040-0-711 ✓ Mile 2 W P#162 ✓	TXDOT PRJ-MILE 2 WEST- MILE 12-US83-ROW		736.15	
	TOTAL	69,459.69 ✓	69,459.69 ✓	

EXPLANATION: RCL the above mentioned cks to due from TXDOT.
 Per CSJ#0921-02-170, TXDOT will reimburse 80% of ROW acquisition.

→ ck NOT yet POSTED 1/21/09 2:03 PM

841021

ACCOUNT NUMBER	DESCRIPTION	DR	CR	
8-1200-491-01-000-315-0-891 ✓ ck#11961 ✓	TRANSFER OUT - TXDOT PROJECTS	193.63 ✓		E,
8-1200-130-01-000-315-0-000 Mile 2 W P#102 ✓	DUE FROMTO TXDOT PROJECTS		193.63	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	193.63		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		193.63	
8-1200-491-01-000-315-0-891 ✓ ck#11963 ✓	TRANSFER OUT - TXDOT PROJECTS	1,087.80 ✓		F,
8-1200-130-01-000-315-0-000 Mile 2 W P#102 ✓	DUE FROMTO TXDOT PROJECTS		1,087.80	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	1,087.80		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		1,087.80	
8-1200-491-01-000-315-0-891 ✓ ck#11966 ✓	TRANSFER OUT - TXDOT PROJECTS	1,642.00 ✓		G,
8-1200-130-01-000-315-0-000 Mile 2 W P#104 ✓	DUE FROMTO TXDOT PROJECTS		1,642.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	1,642.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		1,642.00	
8-1200-491-01-000-315-0-891 ✓ ck#11971 ✓	TRANSFER OUT - TXDOT PROJECTS	183.23 ✓		H,
8-1200-130-01-000-315-0-000 Mile 2 W P#104 ✓	DUE FROMTO TXDOT PROJECTS		183.23	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	183.23		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		183.23	
8-1200-491-01-000-315-0-891 ✓ ck#11952 ✓	TRANSFER OUT - TXDOT PROJECTS	968.00 ✓		I,
8-1200-130-01-000-315-0-000 Mile 2 W P#105 ✓	DUE FROMTO TXDOT PROJECTS		968.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	968.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		968.00	
8-1200-491-01-000-315-0-891 ✓ ck#11962 ✓	TRANSFER OUT - TXDOT PROJECTS	192.63 ✓		J,
8-1200-130-01-000-315-0-000 Mile 2 W P#105 ✓	DUE FROMTO TXDOT PROJECTS		192.63	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	192.63		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		192.63	
8-1200-491-01-000-315-0-891 ✓ ck#11998 ✓	TRANSFER OUT - TXDOT PROJECTS	1,443.80 ✓		K,
8-1200-130-01-000-315-0-000 Mile 2 W P#112 ✓	DUE FROMTO TXDOT PROJECTS		1,443.80	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	1,443.80		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		1,443.80	
8-1200-491-01-000-315-0-891 ✓ ck#12008 ✓	TRANSFER OUT - TXDOT PROJECTS	175.23 ✓		L,
8-1200-130-01-000-315-0-000 Mile 2 W P#112 ✓	DUE FROMTO TXDOT PROJECTS		175.23	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	175.23		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		175.23	
8-1200-491-01-000-315-0-891 ✓ ck#12075 ✓	TRANSFER OUT - TXDOT PROJECTS	1,835.20 ✓		M,
8-1200-130-01-000-315-0-000 Mile 2 W P#119 ✓	DUE FROMTO TXDOT PROJECTS		1,835.20	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	1,835.20		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		1,835.20	
8-1200-491-01-000-315-0-891 ✓ ck#12080 ✓	TRANSFER OUT - TXDOT PROJECTS	140.17 ✓		N,
8-1200-130-01-000-315-0-000 Mile 2 W P#119 ✓	DUE FROMTO TXDOT PROJECTS		140.17	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	140.17		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		140.17	
8-1200-491-01-000-315-0-891 ✓ ck#11981 ✓	TRANSFER OUT - TXDOT PROJECTS	594.58		O,
8-1200-130-01-000-315-0-000 Mile 2 W P#120 ✓	DUE FROMTO TXDOT PROJECTS		594.58	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	594.58		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		594.58	

TRF 1200 TO 1315 CK# _____ MILE 2 W P _____

< 8496.7 /

ACCOUNT NUMBER	DESCRIPTION	DR	CR	
8-1200-491-01-000-315-0-891 ✓ ck#11989 ✓	TRANSFER OUT - TXDOT PROJECTS	644.98 ✓		P,
8-1200-130-01-000-315-0-000 Mile 2 W P#120 ✓	DUE FROMTO TXDOT PROJECTS		644.98	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	644.98		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		644.98	
8-1200-491-01-000-315-0-891 ✓ ck#11976 ✓	TRANSFER OUT - TXDOT PROJECTS	100.00 ✓		Q,
8-1200-130-01-000-315-0-000 Mile 2 W P#121 ✓	DUE FROMTO TXDOT PROJECTS		100.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	100.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		100.00	
8-1200-491-01-000-315-0-891 ✓ ck#11987 ✓	TRANSFER OUT - TXDOT PROJECTS	164.83 ✓		R,
8-1200-130-01-000-315-0-000 Mile 2 W P#121 ✓	DUE FROMTO TXDOT PROJECTS		164.83	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	164.83		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		164.83	
8-1200-491-01-000-315-0-891 ✓ ck#11951 ✓	TRANSFER OUT - TXDOT PROJECTS	335.20 ✓		S,
8-1200-130-01-000-315-0-000 Mile 2 W P#125B ✓	DUE FROMTO TXDOT PROJECTS		335.20	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	335.20		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		335.20	
8-1200-491-01-000-315-0-891 ✓ ck#11956 ✓	TRANSFER OUT - TXDOT PROJECTS	169.63 ✓		T,
8-1200-130-01-000-315-0-000 Mile 2 W P#125B ✓	DUE FROMTO TXDOT PROJECTS		169.63	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	169.63		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		169.63	
8-1200-491-01-000-315-0-891 ✓ ck#11945 ✓	TRANSFER OUT - TXDOT PROJECTS	66.30 ✓		U,
8-1200-130-01-000-315-0-000 Mile 2 W P#127 ✓	DUE FROMTO TXDOT PROJECTS		66.30	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	66.30		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		66.30	
8-1200-491-01-000-315-0-891 ✓ ck#11950 ✓	TRANSFER OUT - TXDOT PROJECTS	66.30 ✓		V,
8-1200-130-01-000-315-0-000 Mile 2 W P#127 ✓	DUE FROMTO TXDOT PROJECTS		66.30	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	66.30		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		66.30	
8-1200-491-01-000-315-0-891 ✓ ck#11957 ✓	TRANSFER OUT - TXDOT PROJECTS	175.23 ✓		W,
8-1200-130-01-000-315-0-000 Mile 2 W P#127 ✓	DUE FROMTO TXDOT PROJECTS		175.23	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	175.23		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		175.23	
8-1200-491-01-000-315-0-891 ✓ ck#11979 ✓	TRANSFER OUT - TXDOT PROJECTS	200.00 ✓		X,
8-1200-130-01-000-315-0-000 Mile 2 W P#129 ✓	DUE FROMTO TXDOT PROJECTS		200.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	200.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		200.00	
8-1200-491-01-000-315-0-891 ✓ ck#11991 ✓	TRANSFER OUT - TXDOT PROJECTS	183.02 ✓		Y,
8-1200-130-01-000-315-0-000 Mile 2 W P#129 ✓	DUE FROMTO TXDOT PROJECTS		183.02	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	183.02		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		183.02	
8-1200-491-01-000-315-0-891 ✓ ck#11977 ✓	TRANSFER OUT - TXDOT PROJECTS	200.00 ✓		Z,
8-1200-130-01-000-315-0-000 Mile 2 W P#144 ✓	DUE FROMTO TXDOT PROJECTS		200.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	200.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		200.00	

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ACCOUNT NUMBER	DESCRIPTION	DR	CR	
8-1200-491-01-000-315-0-891 ✓ ck#11985 ✓	TRANSFER OUT - TXDOT PROJECTS	174.43 ✓		AA,
8-1200-130-01-000-315-0-000 Mile 2 W P#144 ✓	DUE FROMTO TXDOT PROJECTS		174.43	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	174.43		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		174.43	
→ 8-1200-491-01-000-315-0-891 ✓ ck# ✓	TRANSFER OUT - TXDOT PROJECTS	300.00 ✓		BB,
8-1200-130-01-000-315-0-000 Mile 2 W P#145 ✓	DUE FROMTO TXDOT PROJECTS		300.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	300.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		300.00	
→ 8-1200-491-01-000-315-0-891 ✓ ck# ✓	TRANSFER OUT - TXDOT PROJECTS	180.03 ✓		CC,
8-1200-130-01-000-315-0-000 Mile 2 W P#145 ✓	DUE FROMTO TXDOT PROJECTS		180.03	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	180.03		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		180.03	
8-1200-491-01-000-315-0-891 ✓ ck#11946 ✓	TRANSFER OUT - TXDOT PROJECTS	1,233.00 ✓		DD,
8-1200-130-01-000-315-0-000 Mile 2 W P#147 ✓	DUE FROMTO TXDOT PROJECTS		1,233.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	1,233.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		1,233.00	
8-1200-491-01-000-315-0-891 ✓ ck#11959 ✓	TRANSFER OUT - TXDOT PROJECTS	184.41 ✓		EE,
8-1200-130-01-000-315-0-000 Mile 2 W P#147 ✓	DUE FROMTO TXDOT PROJECTS		184.41	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	184.41		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		184.41	
8-1200-491-01-000-315-0-891 ✓ ck#11948 ✓	TRANSFER OUT - TXDOT PROJECTS	2,181.80 ✓		FF,
8-1200-130-01-000-315-0-000 Mile 2 W P#158 ✓	DUE FROMTO TXDOT PROJECTS		2,181.80	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	2,181.80		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		2,181.80	
8-1200-491-01-000-315-0-891 ✓ ck#11958 ✓	TRANSFER OUT - TXDOT PROJECTS	165.23 ✓		GG,
8-1200-130-01-000-315-0-000 Mile 2 W P#158 ✓	DUE FROMTO TXDOT PROJECTS		165.23	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	165.23		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		165.23	
8-1200-491-01-000-315-0-891 ✓ ck#11947 ✓	TRANSFER OUT - TXDOT PROJECTS	596.40 ✓		HH,
8-1200-130-01-000-315-0-000 Mile 2 W P#159 ✓	DUE FROMTO TXDOT PROJECTS		596.40	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	596.40		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		596.40	
8-1200-491-01-000-315-0-891 ✓ ck#11960 ✓	TRANSFER OUT - TXDOT PROJECTS	164.03 ✓		II,
8-1200-130-01-000-315-0-000 Mile 2 W P#159 ✓	DUE FROMTO TXDOT PROJECTS		164.03	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	164.03		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		164.03	
8-1200-491-01-000-315-0-891 ✓ ck#11983 ✓	TRANSFER OUT - TXDOT PROJECTS	200.00 ✓		JJ,
8-1200-130-01-000-315-0-000 Mile 2 W P#160 ✓	DUE FROMTO TXDOT PROJECTS		200.00	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	200.00		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		200.00	
8-1200-491-01-000-315-0-891 ✓ ck#11988 ✓	TRANSFER OUT - TXDOT PROJECTS	164.03 ✓		KK,
8-1200-130-01-000-315-0-000 Mile 2 W P#160 ✓	DUE FROMTO TXDOT PROJECTS		164.03	
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	164.03		
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		164.03	

ACCOUNT NUMBER	DESCRIPTION	DR	CR
8-1200-491-01-000-315-0-891 ✓ ck#12019 ✓	TRANSFER OUT - TXDOT PROJECTS	50.00 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#161 ✓	DUE FROMTO TXDOT PROJECTS		50.00
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	50.00	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		50.00
8-1200-491-01-000-315-0-891 ✓ ck#12021 ✓	TRANSFER OUT - TXDOT PROJECTS	50.00 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#161 ✓	DUE FROMTO TXDOT PROJECTS		50.00
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	50.00	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		50.00
8-1200-491-01-000-315-0-891 ✓ ck#12028 ✓	TRANSFER OUT - TXDOT PROJECTS	176.83 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#161 ✓	DUE FROMTO TXDOT PROJECTS		176.83
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	176.83	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		176.83
8-1200-491-01-000-315-0-891 ✓ ck#12018 ✓	TRANSFER OUT - TXDOT PROJECTS	299.50 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#162 ✓	DUE FROMTO TXDOT PROJECTS		299.50
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	299.50	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		299.50
8-1200-491-01-000-315-0-891 ✓ ck#12020 ✓	TRANSFER OUT - TXDOT PROJECTS	299.50 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#162 ✓	DUE FROMTO TXDOT PROJECTS		299.50
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	299.50	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		299.50
8-1200-491-01-000-315-0-891 ✓ ck#12029 ✓	TRANSFER OUT - TXDOT PROJECTS	184.04 ✓	
8-1200-130-01-000-315-0-000 Mile 2 W P#162 ✓	DUE FROMTO TXDOT PROJECTS		184.04
8-1315-130-01-000-200-0-000	DUE FROMTO R&B CO WIDE	184.04	
8-1315-391-01-000-200-0-000	TRANSFERS IN-R&B COUNTY WIDE		184.04
TOTAL		34,729.84	34,729.84
EXPLANATION: RECORD TRANSFERS FROM F1200 TO FUND 1315.		77	98

LL,
MM,
NN,
OO,
PP,
QQ,

104,189.53
 60

104,189.83
 60

AI-13618

18.K.3.

2008 appropriation for Elections Dept for Postage Revenue in accordance with Tx Election Code 13.121.

CC REGULAR

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Submitted For: Dina Trevino
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management **Purchasing only:** Budget Appropriations

Information

CAPTION

Elections Dept:

1. Approval to appropriate 2008 revenues and expenditures for the Elections Dept. in the amount of \$6,000.00 in accordance with the Texas Election Code Section 13.121 and the Voters Registration Postage Report as submitted by the Secretary of State (1100).

BACKGROUND

In accordance with Texas Election Code Section 13.121 and the Voters Registration Report the State submitted check #118021827 dated 9-29-08 to the US Postmaster, Elections Dept account for \$6,000.00.

Fiscal Impact

FISCAL YEAR: 2008

ACCT. #: 8-1100-XXX-XX-130-017-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Appropriate 2008 revenues and expenditures for the Elections Dept. in the amount of \$6,000.00 in accordance with the Texas Election Code Section 13.121 and the Voters Registration Postage Report (1100).

Attachments

Link: [Elections Dept appropriation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/23/2009 03:13 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 03:54 PM	APRV
3	Roland Garcia		01/23/2009 05:22 PM	PEND
Form Started By: Ivan Cantu			Started On: 01/23/2009 01:59 PM	

Final Approval Date: 01/23/2009

DATE: January 15, 2009

DEPARTMENT HEAD: Raymundo Eufrazio, CPA c/o Elections Dept.

DEPARTMENT NAME: Auditor's Office

ACCOUNT NUMBER: 8-1100-XXX-XX-130-017-0-XXX

SUBJECT: Budget Amendments (Increases) in Accordance with
Local Government Code, Chapter 111, Subchapter C

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
8-1100-334-10-130-017-0-000	ELECTIONS DPT-TEC SEC 13.121 REVENUES	\$ 6,000.00
8-1100-414-00-130-017-0-535	ELECTIONS DPT-TEC SEC 13.121-POSTAGE	6,000.00
- - - -		
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- - - -		
TOTAL BUDGET INCREASE REQUEST		\$ 12,000.00

REASON: Pursuant to Section 13.121 of the Texas Election Code and the Voters Registration Postage Report, the State submitted ck#118021827 9/29/08 \$6,000 to the U.S. Postmaster, Elections Department Account 4511.

There are no areas in my current budget to reduce in order to fund the above mentioned item's).


DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE


ATTEST COUNTY CLERK



YVONNE RAMON
Elections Administrator

ELECTIONS DEPARTMENT County of Hidalgo

MEMORANDUM

DATE: October 2, 2008
TO: MS. LINDA FONG
FROM: YVONNE RAMON 
RE: \$6,000 FOR POSTAGE FROM SECRETARY OF STATE

Please be advised that we have received check # 118021827 from the Secretary of State in the amount of \$6,000.00 to be deposited directly with the U.S. Postmaster and in to our 4511 postage account. Attached please find a copy of the check along with the Purchase Voucher and letter.

Should you have any questions concerning this transaction, please do not hesitate to contact me.



THE STATE OF TEXAS PAYMENT INFORMATION

INVOICE NO.	INV. DATE	INVOICE DESCRIPTION	DOC. NO.	INVOICE AMOUNT
99000072		BUSINESS REPLY CARD POSTAGE	99000072	\$6,000.00

PAYING AGENCY: SECRETARY OF STATE
PAYING AGENCY PHONE NO: 512-463-5600 PAYING AGENCY NO: 307
PAYMENT INFORMATION IS AVAILABLE ON THE INTERNET OR BY FAX AT:
WWW.WINDOW.STATE.TX.US/FM/PAYMENT/
DIRECT DEPOSIT - IT GOES TO THE BANK FOR YOU.
PLEASE DIAL (512) 936-8138 TO SIGN-UP TODAY!

PAYEE NO: 14107600000 526 PAYEE NAME: POSTMASTER ATTN FINANCE WINDOW
HARRANT NO: 118021827 ISSUE DATE: 09/26/2008 WARRANT TOTAL: \$6,000.00

No. 118021827

— NOT NEGOTIABLE —

Detach here before depositing



Texas Comptroller of Public Accounts

118021827 SEPTEMBER 29, 2008

TREASURY WARRANT NO.
118021827

092608 0001 307 99000072 14107600000 526
PAYING AGENCY: 512-463-5600 SECRETARY OF STATE

PAY SIX THOUSAND DOLLARS AND 00/100

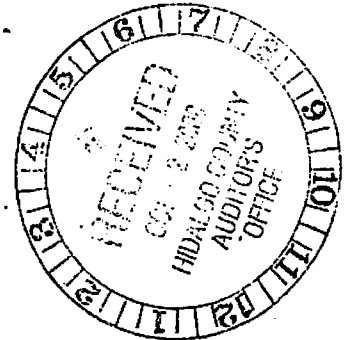
\$6,000.00

TO POSTMASTER ATTN FINANCE WINDOW
US POSTAL SERVICE
EDINBURG, TX 78539

VOID AFTER
08/31/2011

Susan Combs

⑈ 304 ⑈ ⑆ 114900164 ⑆ ⑈ 118021827 ⑈



The State of Texas



Elections Division
P.O. Box 12060
Austin, Texas 78711-2060
www.sos.state.tx.us

Phone: 512-463-5650
Fax: 512-475-2811
Dial 7-1-1 For Relay Services
(800) 252-VOTE (8683)

Hope Andrade
Secretary of State

TO: County Voter Registrar/Election Administrator

FROM: Election Funds Management

RE: BRTA #4511 Warrants

Pursuant to Section 13.121 of the Texas Election Code and the Voter Registration Postage Report recently filed with this office, please find enclosed a state warrant for credit to Business Reply Account #4511 at your local post office. This warrant is to be deposited directly with the U.S. Postmaster.

If you have any questions regarding this matter or need additional postage report forms, please do not hesitate to contact myself, Courtney Cordova or Shelia Latting in the Election Funds Management section anytime at 1-800-252-2216 or direct at (512) 463-5650.

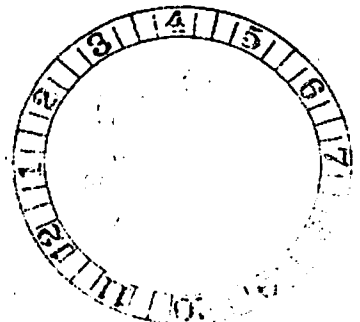
Warmest regards, KC Culver

Office of the Texas Secretary of State
Election Funds Management
P.O. Box 12060
Austin, Texas 78711-2060

Toll Free: 1.800.252.8683

Tel: 512.463.5650

Fax: 512.463.7552



Prescribed by the Secretary of State
Tex. Elec. Code Ann., Section §13.121; TAC §81.18
VRPost.doc, 07/07

SOS Request Number

VOTER REGISTRATION POSTAGE REPORT

County BIDALGO Date 09/12/08

- 1) Last reported balance \$ 345.00
- 2) Current balance (per postmaster) \$.97
- 3) Additional postage requested (if any) \$ 6,000.00

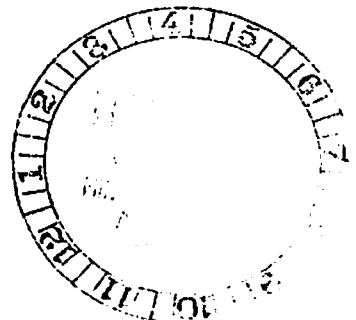
Note: This report is due to the Secretary
of State on a semi-annual basis or
whenever additional funds are needed.

[Signature]
Signature of Voter Registrar/Date

(Fax to 512-463-7552 or mail to Secretary of State, Elections Div., BOX 12060, Austin TX 78711)

Election Funds Manager Date

Election Division Director Date



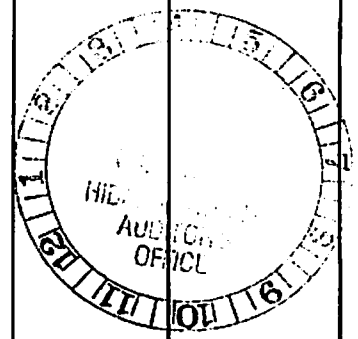


PURCHASE VOUCHER

1. Archive reference number		2. Agency number 307		3. Agency name Secretary of State				4. Current document number 99000072			
5. Effective date 09/24/2008		6. Order (document) date 9/24/2008		7. Orig pmt date		CONF	8. Doc agency 307				
9. Texas identification number 14107600000526				10. PDT	11. PCC	12. Requisition number		13. Document amount \$6,000.00			
14. Payee name/address Hidalgo County Postmaster Attn: Finance Window US Postal Service Edinburg, TX 75751						15. GSC order number		17. AGENCY USE lgayton			
16. Lease number											
18 SFX 001	Ref Doc	IC	RC	M	TC 225	Index	PCA 60081	AY 09	COBJ 7291	AOBJ 7291	Amount \$6,000.00
APPN		Fund 0001		Pmt due date 10/22/2008		Rqd pmt date 9/25/2008		Invoice number 99000072		Invoice date	
Description Business reply card postage										R	
Cap Ind	Tag #	SFX	RTI	Service Date 9/24/2008		Contract number					

Pursuant to Section 13.121 of the Texas Election Code and the Voter Registration Postage Report recently filed with this office, please find enclosed a state warrant for credit to Business Reply Account #4511 at your local post office. This warrant is to be deposited directly with the U.S. Postmaster. If you have any questions regarding this matter or need additional postage report forms, please do not hesitate to contact: KC Culver at 1-800-252-8683 or direct at (512) 463-5650

19. SER/DEL DATE	20. DESCRIPTION OF GOODS OR SERVICES	21. QUANTITY	22. UNIT PRICE	23. AMOUNT
9/24/2008	Business reply card postage			\$6,000.00



24. Contact name Rachel Stafford		Phone (Area code and number) (512) 463-5605		25. Entered by lgayton	
-------------------------------------	--	--	--	---------------------------	--

26. I approve each purchase, travel, and payroll document in this batch. Employees at my state agency have determined that each document complies applicable law, including the General Appropriations Act (GAA) and the rules of the Comptroller of Public Accounts. For each purchase or travel document, employees at my state agency have determined that: (1) the goods and services covered by the document comply with the requirements of the contracts under which they were purchased; and (2) the invoices for the goods and services are correct. For each transaction included in a document, employees at my state agency have determined that the information included in the transaction has been approved by the claimant. For each payroll document, employees at my state agency have determined that: (1) the payroll is correct and unpaid; and (2) any salary supplementation report required by the GAA to be filed with the Comptroller of Public Accounts and the Secretary of State has been filed. My state agency has me to make this statement of the agency, and I accept responsibility for it.

Approved sign here ▶		Phone (Area code and number)		Date	
Approved sign here ▶		Phone (Area code and number)		Date	

AI-13587

18.K.4.

**Budget Amendment
CC REGULAR**

Date: 01/28/2009
Submitted By: Norma Ceballos, COMM. PCT. #3
Department: COMM. PCT. #3
Agenda Category: Precinct #3

Information

CAPTION

Pct. #3 R & B:
Requesting approval of 2009 appropriation of funds from Precinct #3 unreserved fund balance into Precinct #3 Road & Bridge fund (1203) in the amount \$72,929.77.

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Funding available as of 01/22/08

Attachments

Link: [BA](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Dina Trevino	01/22/2009 03:58 PM	APRV
2	Erika Reyna	Erika Reyna	01/22/2009 06:32 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Norma Ceballos
Started On: 01/22/2009 11:58 AM
Final Approval Date: 01/23/2009

AI-13588
Budget Amendment
CC REGULAR

18.K.5.

Date: 01/28/2009
Submitted By: Norma Ceballos, COMM. PCT. #3
Department: COMM. PCT. #3
Agenda Category: Precinct #3

Information

CAPTION

Pct. #3 R & B:
Requesting Approval of 2009 appropriation of funds into Precinct #3 Drain Improvements Project fund (1203) in the amount of \$100,000.00.

BACKGROUND

Funding from 2008 acct # 8-1203-431-00-123-049-0-711

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Funding available as of 1/23/09.

Attachments

Link: [BA](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Dina Trevino	01/22/2009 04:04 PM	APRV
2	Erika Reyna	Erika Reyna	01/23/2009 09:03 AM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Norma Ceballos
Started On: 01/22/2009 12:07 PM

Final Approval Date: 01/23/2009

AI-13591

18.K.6.

2009 Appropriation of funds - Additional Work for Retrofit to Mechanic Shop Project

CC REGULAR

Date: 01/28/2009
Submitted By: Rolando Garcia, BUDGET & MANAGEMENT
Submitted For: Raul Silguero
Department: BUDGET & MANAGEMENT

Agenda Category: Budget and Management **Purchasing only:** Budget Appropriations

Information

CAPTION

CO's 2006 B&G-Elections-Bldg Add & Renov:
Approval of 2009 appropriation of funds for the "Retrofit to Mechanic Shop Project 08-300" (1336) in the amount of \$68,569.00 to fund additional sewer line repairs.

BACKGROUND

Sewer Line Repairs are necessary to complete project.

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1336-414-00-220-035-0-452

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

2008 current balance is \$656.00. 2008 Fund Balance to be carried over.

Attachments

Link: [Appropriation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Roland Garcia (Originator)	Rolando Garcia	01/22/2009 04:55 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 08:00 AM	APRV
3	Rey Salazar	Rey Salazar	01/23/2009 11:00 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Rolando Garcia			Started On: 01/22/2009 03:06 PM	
Final Approval Date: 01/23/2009				

AI-13581

18.K.7.

**2009 Appropriation of funds for the Pct. 1 R & B for Pct. 1 BCAP Projects
CC REGULAR**

Date: 01/28/2009
Submitted By: Ivan Cantu, BUDGET & MANAGEMENT
Submitted For: John Paul LUgo, Pct. 1
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Precinct No. 1 P/U Rd:
Approval of 2009 appropriation of funds for the Pct 1 P/U Rd, fund 1201 program no. 005, in the amount of \$10,847.62 to fund pending Pct. 1 BCAP project expenditures (El Monte & Dimas #1 subdivisions).

BACKGROUND

As requested by John Paul Lugo from Pct. 1, this appropriation is to cover pending Pct. 1 BCAP project expenditures for El Monte & Dimas #1 subdivisions.

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1201-431-00-121-005-0-XXX
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Appropriation of funds in the amount of \$10,847.62 to fund pending Pct. 1 BCAP project expenditures for El Monte & Dimas #1 subdivision as per John Paul Lugo's request from Pct. 1.

734 -- \$9,885.38
733 -- \$962.24

Pending closing of period 13.

Attachments

Link: [Pct. 1 P/U Rd appropriation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Ivan Cantu (Originator)	Ivan Cantu	01/22/2009 11:42 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:44 AM	APRV
3	Roland Garcia	Rolando Garcia	01/22/2009 04:41 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Ivan Cantu			Started On: 01/22/2009 10:43 AM	

AI-13517

18.K.8.

**2008 & 2009 Transactions for Pct 2 S. Tower CRC (1287 & 1212)
CC REGULAR**

Date: 01/28/2009
Submitted By: Dale Kennan, BUDGET & MANAGEMENT
Submitted For: Pct 2 S. Tower CRC (1287 & 1212)
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information

CAPTION

Pct 2 S. Tower CRC (1287 & 1212):

1. Approval of 2008 appropriation of funds for Pct 2 South Tower Community Resource Center (1287) in the amount of \$100,000.00 to fund a portion of the Solar Lighting Project at the Pct 2 South Tower Park.
2. Approval of 2009 appropriation of funds for Pct 2 South Tower Community Resource Center (1212) in the amount of \$90,000.00 due to close of 2008 funds to fund balance for the Solar Lighting Project at the Pct 2 South Tower Park.

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:** 8-1287-466-00-122-036-0-739
FUNDS AVAILABLE Y/N?: Pending **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
 Appropriation in the amount of \$100,000.00 pending receipt of grant funding.

FISCAL YEAR: **ACCT. #:** 9-1212-466-00-122-036-0-739
FUNDS AVAILABLE Y/N?: Pending **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
 2009 appropriation of funds, anticipated to close to fund balance (1212) as of 1/31/09, for the on-going solar lighting project at Pct 2 South Tower Park.

Attachments

Link: [2008 BA for Pct 2 S Tower CRC \(1287\)](#)

Link: [2009 BA for Pct 2 S Tower CRC \(1212\)](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/20/2009 03:21 PM	APRV
2	Roland Garcia	Rolando Garcia	01/21/2009 01:23 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Dale Kennan

Started On: 01/20/2009 02:42
PM

Final Approval Date: 01/23/2009

DATE: January 20, 2009

2008
Appropriation



DEPARTMENT HEAD: Raul Silguero

DEPARTMENT NAME: Dept. of Budget & Mgmt. for the Pct 2
S. Tower CRC - SECO (1287)

ACCOUNT NUMBER: 8-1287-466-00-122-036-0-739

Contact: Dale Kennan Ph#: (956) 292-7025 Ext. 5406

SUBJECT: **Budget Amendments** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
8-1287-466-00-122-036-0-739	Pct 2 S. Tower CRC - SECO - Other Structures	100,000.00
8-1287-334-10-122-036-0-000	Pct 2 S. Tower CRC - SECO - Revenues	100,000.00
TOTAL BUDGET INCREASE (DECREASE)		\$ 100,000.00

REASON: To appropriate funding in the amount of \$100,000.00 into Pct 2 S. Tower CRC - SECO - Other Structures to cover a portion of the solar lighting project for Pct 2 South Tower Park.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

DATE: January 20, 2009

2009
Appropriation

DEPARTMENT HEAD: Raul Silguero

DEPARTMENT NAME: Dept. of Budget & Mgmt. for the Pct 2 S. Tower CRC - SECO (1212)

ACCOUNT NUMBER: 9-1212-466-00-122-036-0-739



Contact: Dale Kennan Ph#: (956) 292-7025 Ext. 5406

SUBJECT: **Budget Amendments** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
9-1212-466-00-122-036-0-739	Pct 2 S. Tower CRC - SECO - Other Structures	90,000.00
TOTAL BUDGET INCREASE (DECREASE)		\$ 90,000.00

REASON: To appropriate funding in the amount of \$90,000.00 into Pct 2 S. Tower CRC - SECO - Other Structures to cover a portion of the solar lighting project for Pct 2 South Tower Park.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

**Appropriation of funds for Drainage Projects
CC REGULAR**

Date: 01/28/2009
Submitted By: Yolanda Cisneros, COMM. PCT. #2
Submitted For: Yolanda Cisneros
Department: COMM. PCT. #2
Agenda Category: Precinct #2

Information

CAPTION

Approval of 2009 appropriation of funds for Pct. 2 R&B Drainage Improvement Project Dept. 122 (1202) in the total amount of \$60,000.00 for Cesar Chavez Drainage Project (between Sioux Rd & Eldora Rd) and LJ Drainage Project (Cesar Chavez Rd east to the Donna Main Canal)

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:** 9-1202-431-00-122-034-0-XXX
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Funds are available in 2008 and will close to fund balance at the end of Period 13 (on 01/31/2009) and will become available for the 2009 appropriation.

Attachments

Link: [Copy of 13622 02-03-2009 Appropriation For R&B Drainage](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	01/23/2009 03:56 PM	APRV
2	Dale Kennan	Dale Kennan	01/23/2009 04:31 PM	APRV
3	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Yolanda Cisneros			Started On: 01/23/2009 02:47 PM	
Final Approval Date: 01/23/2009				

DATE: January 23, 2009

2009
Appropriation



DEPARTMENT HEAD: Hector "Tito" Palacios

DEPARTMENT NAME: Hidalgo County Precinct No.2

ACCOUNT NUMBER: 9-1202-431-00-122-034-0-XXX

Contact Person: Yoli Cisneros, Administrative Assistant II Ph#: 956-787-1891 Ext. 2002

SUBJECT: **Budget Amendments** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
9-1202-431-00-122-034-0-711	PCT.2 DRAIN IMPRV PRJ-RIGHT-OF-WAY	\$15,000.00
9-1202-431-00-122-034-0-712	PCT.2 DRAIN IMPRV PRJ-SUBDIVISION RIGHT-OF-WAY	\$15,000.00
9-1202-431-00-122-034-0-713	PCT.2 DRAIN IMPRV PRJ-EASEMENTS	\$15,000.00
9-1202-431-00-122-034-0-719	PCT.2 DRAIN IMPRV PRJ-OTHER LAND	\$15,000.00
TOTAL BUDGET INCREASE (DECREASE)		\$ 60,000.00

REASON: Appropriations for LJ Drain Project and Cesar Chavez Drain Project.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

**COOP Authority to Purchase
CC REGULAR**

Date: 01/28/2009
Submitted By: Matilde Faz, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department

Purchasing only: Hidalgo County

Information

CAPTION

Presentation for discussion, consideration, and approval to utilize the following cooperative purchasing vendors, for purchases on an "AS NEEDED BASIS" through our membership/participation with the Texas Association of School Boards Cooperative "Buy Board" awarded pricing including, but not limited to, Precincts, Departments, Program, Agencies, etc.:

Vendor	Contract Description	Contract #
Commercial Security Integration	Radio Communication Products	285-08
The PlayWell Group	Parks & Recreation & Field Lighting Products & Installation	269-07

with term of authority to purchase from contracts detailed herein commencing upon approval and expiring December 31, 2009.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** all funds objects 612, 665, 667, 739, 745 & 748
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

This agenda item relates to countywide vendors for use on an 'as needed basis'.

Funding source object codes are 612, 665, 667, 739, 745 & 748, all funds. Funds available for year 2009 as of 1-22-09.

Attachments

Link: [Authority to Utilize COOP](#)

Link: [Playwell Group Quote](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:05 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:07 AM	APRV
3	Ivan Cantu	Ivan Cantu	01/22/2009 01:53 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Matilde Faz			Started On: 01/21/2009 10:45 AM	
Final Approval Date: 01/23/2009				

*Regular
1/27/09
\$135K*

*Attn:
Blanca 318-2629*

Vendor Contract Information

Proposal Documents

[Back](#)

Vendor: Commercial Security Integration

Address: 2600 McHale Court, Suite 150
Austin, TX 78758

Phone: (512) 372-9500

Contact: Kirtus Hutchison

Email: khutchison@csi-austin.com

Federal ID: 59-3820548

Accepts RFQs: Yes

Contract: Radio Communication Products #285-08

Effective Date: 4/1/2008

Expiration Date: 3/31/2011

Payment Terms: 1% in 10/Net 30 days

Delivery Days: 10

Shipping Terms: Free Shipping

Freight Terms: FOB Destination

Ship Via: Best Way

Quote Reference

Number: 285-08

Regions Served: Texas Regions 2-4, 6, 12, 13, 15, 20

States Served: Texas

Vendor Exceptions: Freight included on all purchases with installation or service agreement. All drop ship customers responsible for shipping costs.

Return Policy: Customer responsible for shipping to CSI for all repairs. Returns subject to 10% restocking fee.

[\[Log Out \]](#)

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147556

Vendor Contract Information[Proposal Documents](#)[Back](#)

Vendor: The Playwell Group, Inc.
Address: 2750 Northhaven Road, Suite 103
Dallas, TX 75229
Phone: (800) 726-1816
Contact: Claudia Wolosz
Email: claudia@playwellgroup.com
Website: www.playwellgroup.com
Federal ID: 75-2658108
HUB Vendor: Yes
Minority Owned Business:
Yes
Women Owned Business:
Yes
Accepts RFQs: Yes
Contract: Parks & Recreation & Field Lighting Products & Installation #269-07
Effective Date: 10/1/2007
Expiration Date: 9/30/2010
Payment Terms: Net 30 days
Delivery Days: 75
Shipping Terms: Freight not included in price
Freight Terms: FOB Shipping Point
Ship Via: Common Carrier
Quote Reference Number:
269-07
Regions Served: All Texas Regions
States Served: New Mexico, Texas
Vendor Exceptions: Freight rate will vary based on load size, type of material, weight,
information. Call to get freight quote.
Additional Information: INSTALLATION WORK IS PERFORMED BY PLAYWORKS
Return Policy: 30 days if not installed, maybe subject to restock fee.

[\[Log Out \]](#)©1996 - 2009 TASB
ALL RIGHTS RESERVED

The PlayWell Group

Toll free: (800) 726-1816

Free Fax: (800) 560-9150

New Mexico
9430 San Mateo., NE, Unit G
Albuquerque, NM 87113
(505) 899-1762

Texas
4743 Iberia Ave., Suite C
Dallas, TX 75207
(972) 488-9355

QUOTATION	
SQ-15789	1/12/2009

Customer		Contact		Ship To					
Hidalgo County Precinct 2 301 E State PHARR TX 78577		Hidalgo County Precinct 2 Charlie Contreras 301 E State PHARR TX 78577 UNITED STATES Tel: (956)-787-1891 Fax: (956)-787-4683		Hidalgo County Precinct 2 Charlie Contreras 301 East State PHARR TX 78577 UNITED STATES Tel: (956)-787-1891 Fax: (956)-787-4683					
Account		Terms		Due Date		Account Rep		Schedule Date	
1581		NET 30		2/11/2009		Dan Libby		2/12/2009	
Quotation		PO #		Reference		Ship VIA		Page	Printed
SQ-15789						Default Carrier		3	1/12/2009 9:27:43AM
L	Item	Description	Qty	Price	UM	Discount	Amount		
1	BuyBoard	BUYBOARD	1	\$0.00	EA		\$0.00		
2		This is a BuyBoard Purchasing Cooperative Quote. Pricing Reflects BuyBoard Discounts As Listed On Web Site www.buyboard.com Under The Vendor Listing For The PlayWell Group, Inc.# 269-07							
3									
4	PWA-33	Replacement Chain Net	4	\$16.80	EA	\$5.36	\$61.84		
5	PWA-8361-20	Volleyball Net, 32 X 3'	1	\$107.10	EA	\$8.57	\$98.53		
6	SH	Shipping & Handling	1	\$44.82	EA		\$44.82		
<p>This Quotation is good for 30 Days from the date listed above. We appreciate the opportunity to quote and look forward to serving your needs. To order, please fax this signed form including color choices, if necessary, and confirm the shipping address. This ship date is approximate. We reserve the right to change and collect interest in the amount of 1.5% per month if payment is not received in full in accordance with the terms set forth. Play Safely and PlayWell.</p> <p>Customer PO No. _____</p> <p>Approved By: _____ Date: _____</p>				<p>Tax Details EXEMPT \$0.000</p>		<p>Taxable</p>		<p>\$0.00</p>	
						<p>Total Tax</p>		\$0.00	
						<p>Exempt</p>		\$205.19	
						<p>Total</p>		\$205.19	
						<p>Balance</p>		\$205.19	

The PlayWell Group

Toll free: (800) 726-1816

Free Fax: (800) 560-9150

New Mexico
9430 San Mateo., NE, Unit G
Albuquerque, NM 87113
(505) 899-1762

Texas
4743 Iberia Ave., Suite C
Dallas, TX 75207
(972) 488-9355

1/12/2009

Hidalgo County Precinct 2
Charlie Contreras
301 E State
PHARR TX 78577
UNITED STATES
Tel: (956)-787-1891
Fax: (956)-787-4683

Thank You for Choosing, The PlayWell Group, for all Your Park and Play Needs! Your Business is Appreciated!

Warning

Surfacing Required! **IMPORTANT!** The PlayWell Group and Playworld Systems, Inc. strongly recommends the use of resilient surfacing material under and around all playground equipment. Refer to the Consumer Protection Safety Commission's Publication Number 325, Handbook for Public Playground Safety, for suggested guidelines. See catalog for use zone dimensions.

Owner's Responsibility

All playground equipment and surfaces must be maintained and/or inspected on a regular basis. The recommended minimum is once a week. Educate users in safe use of play equipment. Information signage is highly recommended to inform adults of their playground supervision responsibilities.

Delivery Time Varies Depending on Manufacturer. Please refer to Quote to find Specific Time.

DelvTerms

F.O.B. FACTORY

Title to all goods passes to the customer at the time of shipment from the manufacturer. All quoted ship dates are approximate and contingent upon manufacture's shipping schedules or other causes beyond our control. **PRODUCTS ARE SHIPPED KNOCKED DOWN. CUSTOMER IS RESPONSIBLE FOR ASSISTING IN UNLOADING, STORAGE AND INSTALLATION OF MATERIALS UNLESS OTHERWISE STATED.**

Terms & Conditions

New accounts, nontax funded customers: 50% deposit and provide credit application. Balance due net 15 days or upon completion if installed by PlayWell. Bonded public project terms: Bonding information and credit application required. Deposit may be required. Late penalties may apply.

Full payment due on all orders under \$1,000.00 No Exceptions

ACTS OF GOD OR NON-PRODUCT PROJECT DELAYS SHALL NOT VOID THE ABOVE TERMS!

CancelPolicy

THANK YOU FOR YOUR BUSINESS!

Your equipment will be ordered immediately upon receipt of written approval. Order changes will delay shipment up to 6 weeks. All orders cancelled prior to shipment will be charged 10% of the equipment price. Orders cancelled after shipment but prior to installation will be charged delivery and return shipping and handling fees plus a 25% restocking fee. No refunds will be given on installed equipment.

Installation is Not Included On This Quote

A separate installation quote must be included with your order if installation is required.

Installation is not included in any price listed on this quote.

Please sign below to acknowledge acceptance of these terms.

SIGNATURE: _____

Date: _____

**Bank Depository and/or Remittance-Processing (Lockbox) Agreement
CC REGULAR**

Date: 01/28/2009

Submitted By: Ramon Vela, PURCHASING DEPT.

Submitted For: Marty Salazar

Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Presentation for discussion, consideration, action and/or approvals in connection with: Bank Depository and/or Remittance-Processing (Lockbox) Agreement including but not limited to, the following:

A. Options available to Counties under Texas Local Government Code 116-Depository and Subdepository Contracts more specifically contracting terms detailed in Chapter 116.021 (a) (b) (c);

1. Renegotiate current agreement for an additional 2 year term;
2. Selection or designation of negotiating team

B. Authority to Advertise Bank Depository and/or Remittance-Processing (Lockbox) Agreement pursuant to Texas Local Government Code, Chapter 116 (Vernon 1988 and Supp. 1999), "Depositories for County Public Funds" (copies of Chapter 116 and proposed ad copy attached hereto);

C. Approval of the proposed advertising dates for Bank Depository and/or Remittance-Processing (Lockbox) Agreement Specification Packets subject to legal review and therefore the publication dates proposed are:

1. January 31st-February 7th & 14th with acceptance date for bank of applications/proposals/bids at CC agenda meeting of 2-24-09 pursuant to 116; or
2. February 7th, 14th and 21st. with acceptance date for bank applications/proposals/bids at CC meeting of 3-3-09 pursuant to 116

D. Appointment or designation of "Evaluation Committee" to score and evaluate Bank Depository & Remittance-Processing (Lockbox) Bank Applications filed with the Court;

Notes: 1. Historically Hidalgo County Investment Committee (comprised of the County Treasurer, County Auditor and County Judge) including Purchasing Dept. and County Tax Assessor as

consultant to Evaluation Committee:

2. In recent past County Judge has chosen not participate in Evaluation Committee inasmuch as a member of Commissioner Court which will select and award;

Evaluation Committee Members:

1. _____
2. _____
3. _____
4. _____
5. _____

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1100-415-18-160-001-0-540

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

\$55,000.00 Available as of 01/23/09

Attachments

Link: [Local Code 161](#)

Link: [Ad](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 05:00 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 07:59 AM	APRV
3	Erika Reyna	Erika Reyna	01/23/2009 03:23 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Ramon Vela

Started On: 01/21/2009 08:33 AM

Final Approval Date: 01/23/2009

(b) If the auditor or treasurer finds that such money does exist, the auditor or treasurer shall report the findings of the examination to the commissioners court of the county at its next term for the purpose of instituting a suit for the recovery of the money.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 979, § 1, eff. Aug. 28, 1989.

CHAPTER 116. DEPOSITORIES FOR COUNTY PUBLIC FUNDS

SUBCHAPTER A. GENERAL PROVISIONS

Section	
116.001.	Definitions.
116.002.	Money Affected.
[Sections 116.003 to 116.020 reserved for expansion]	

SUBCHAPTER B. ESTABLISHMENT OF DEPOSITORY

116.021.	Depository and Subdepository Contracts.
116.022.	Notice.
116.023.	Applications.
116.024.	Selection of Depositories and Subdepositories.
116.025.	Designation of Depository or Subdepository.
116.026.	Applicants Outside County.
116.027.	Selection of Nonapplicant Depository.
[Sections 116.028 to 116.050 reserved for expansion]	

SUBCHAPTER C. SECURITY FOR FUNDS HELD BY DEPOSITORY

116.051.	Qualification as Depository or Subdepository.
116.052.	Personal Bond.
116.053.	Surety Bond.
116.054.	Bonds, Notes, and Other Securities.
116.055.	First Mortgages on Improved Real Property.
116.056.	Real Property.
116.056.5.	Certificate of Deposit.
116.057.	Condition of Personal Bond or Contract for Securities.
116.058.	Amount of Security Required.
116.059.	Valuation of Real Property Provided as Security.
116.060.	Security Not Required for Federally Insured Deposits.
[Sections 116.061 to 116.080 reserved for expansion]	

SUBCHAPTER D. MAINTENANCE AND MODIFICATION OF SECURITY

116.081.	New Bond.
116.082.	Substitution of Securities.
116.083.	Release of Excess Security.
116.084.	Inadequate Security.
116.085.	Solvency of Personal Surety.
116.086.	Solvency of Surety Company and Adequacy of Securities.
116.087.	Additional Bond.
116.088.	Release of Surety Company.
116.089.	Surrender of Interest on Securities.
[Sections 116.090 to 116.110 reserved for expansion]	

Section

SUBCHAPTER E. DEPOSITORY ACCOUNTS

116.111.	Character and Amount of Deposits.
116.112.	Investment of Funds.
116.113.	Deposit of Funds.
116.114.	Collections by Depository.
116.115.	Clearinghouse for Multiple Depositories.
116.116.	Obligations Payable at County Depository.
116.117.	Statements of Account.
116.118.	Debts Payable Other Than at County Treasury.
116.119.	Requirements for Auditing and Countersigning Unaffected.
116.120.	Collection of Certain Overdue County Warrants or Checks.

[Sections 116.121 to 116.150 reserved for expansion]

SUBCHAPTER F. LIABILITIES

116.151.	Liabilities of Sureties on Separate Bonds.
116.152.	Subrogation of Sureties.
116.153.	Pro Rata Recovery by State and County.
116.154.	Liability of Depository Pending Collection of Deposits.
116.155.	Failure of Depository to Pay Check or Warrant.

SUBCHAPTER A. GENERAL PROVISIONS

§ 116.001. Definitions

In this chapter:

(1) "Bank" means a:

(A) bank organized under the laws of this state, another state, or federal law that has its main office or a branch office in this state; or

(B) savings and loan association or savings bank organized under the laws of this state, another state, or federal law that has its main office or a branch office in this state.

(2) "Demand deposit" means a deposit of funds that may be withdrawn on the demand of the depositor.

(3) "Time deposit" means a deposit of funds subject to a contract between the depositor and the depository under which the depositor may not withdraw any of the funds by check or by another manner until the expiration of a certain period following written notice of the depositor's intent to withdraw the funds.

(4) "Subdepository bank" means an authorized bank, other than a depository, that holds demand deposits, not exceeding the Federal Deposit Insurance Corporation's limit, of a district, county, or precinct officer.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1991, 72nd Leg., ch. 527, § 1, eff. Sept. 1, 1991; Acts 1993, 73rd Leg., ch. 234, § 4, eff. Sept. 1, 1993; Acts 1999, 76th Leg., ch. 344, § 5.009, eff. Sept. 1, 1999.

§ 116.002

LOCAL GOVERNMENT CODE

§ 116.002. Money Affected

(a) This chapter applies to money collected or held by a district, county, or precinct officer in a county and by the officers of a defined district or subdivision in the county, including the funds of a municipal or quasi-municipal subdivision or corporation that has the power to select its own depository but has not done so. The money shall be deposited under this chapter, and the money shall be considered in fixing and is protected by a county depository's bond.

(b) Warrants, checks, and vouchers evidencing the money deposited in the county depository under Subsection (a) are subject to audit and countersignature as provided by law.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

Sections 116.003 to 116.020 reserved for expansion!

SUBCHAPTER B. ESTABLISHMENT OF DEPOSITORY

§ 116.021. Depository and Subdepository Contracts

(a) The commissioners court of a county shall select by the process provided by this subchapter or by Subchapter C, Chapter 262, one or more banks in the county and enter a contract with each selected bank for the deposit of the county's public funds. The county shall contract with a bank under this section for a two-year or four-year contract term. On expiration of a contract under this section, the contract may be renewed for two years under terms negotiated by the commissioners court.

(b) If the contract is for a four-year term, the contract shall allow the county to establish, on the basis of negotiations with the bank, new interest rates and financial terms of the contract that will take effect during the final two years of the four-year contract.

(c) On the renewal of a contract, the county may negotiate new interest rates and terms with the bank for the next two years in the same way and subject to the same conditions as provided by Subsection (b).

(d) If for any reason a county depository is not selected under Subsection (a), the commissioners court, at any subsequent time after 20 days' notice, may select, by the process described by Section 116.024 or by negotiated bid, one or more depositories in the same manner as at the regular time.

(e) If the commissioners court selects a depository by the process provided by Subchapter C, Chapter 262, the depository may be selected by:

(1) competitive bidding; or

(2) another method under that subchapter that the county is qualified to use.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1991, 72nd Leg., ch. 527, § 2, eff. Sept. 1, 1991; Acts 1995, 74th Leg., ch. 65, § 1, eff. Aug. 28, 1995; Acts 2007, 80th Leg., ch. 899, § 1, eff. June 15, 2007.

§ 116.022. Notice

(a) Once each week for at least 20 days before the date to submit an application under Section 116.023(a), the county judge shall place over the judge's name in a newspaper of general circulation in the county a notice that the commissioners court intends to receive applications from which to select a depository bank. A notice shall also be posted at the courthouse door of the county.

(b) If a newspaper is not published in the county, the newspaper notice shall be placed in a newspaper published in the nearest county.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1995, 74th Leg., ch. 65, § 2, eff. Aug. 28, 1995; Acts 2007, 80th Leg., ch. 899, § 2, eff. June 15, 2007.

§ 116.023. Applications

(a) A bank in the county that wants to be a county depository must deliver its application to the county judge or a designated representative of the judge on or before a date set by the commissioners court that is no later than the 60th day before the date of the expiration of the existing depository contract.

(b) The application must state the amount of the bank's paid-up capital at the end of the previous year and the application must be accompanied by:

(1) a statement showing the financial condition of the bank on the date of the application; and

(2) a certified check or cashier's check for not less than one-half percent of the county's revenues for the preceding year.

(c) The certified or cashier's check that accompanies an application is a good-faith guarantee on the part of the applicant that if accepted as a county depository it will provide the bond required under this chapter. If a bank is selected as a depository and does not provide the bond, the county shall retain the amount of the check as liquidated damages, and the

county judge shall readvertise for applications, if necessary, to obtain a depository for the county.

(d) A bank in the county that wants to be a county subdepository must comply with Subsections (a) and (b)(1). The subdepository's application must include a proposal outlining its security for the county public funds to be held in addition to revenue offers.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 628, § 4, eff. Aug. 28, 1989; Acts 1991, 72nd Leg., ch. 527, § 3, eff. Sept. 1, 1991; Acts 2007, 80th Leg., ch. 899, § 3, eff. June 15, 2007.

§ 116.024. Selection of Depositories and Subdepositories

(a) At the meeting at which banks are to be selected as county depositories, the commissioners court shall:

- (1) enter in the minutes of the court all applications filed with the county judge;
- (2) consider all applications; and
- (3) select the qualified applicants that offer the most favorable terms and conditions for the handling of the county funds.

(b) The commissioners court may reject those applicants whose management or condition, in the opinion of the commissioners court, does not warrant placing county funds in their possession.

(c) After selecting one or more county depositories, the commissioners court shall immediately return the certified checks of the rejected applicants. The commissioners court shall return the check of a successful applicant when the applicant executes and files a depository bond that is approved by the commissioners court.

(d) The conflict of interests provisions of Section 131.903 apply to the selection of the depositories.

(e) After selecting one or more subdepositories, the commissioners court shall immediately notify each selected applicant of its selection. Within 15 days, the selected applicant must file a bond or other security as approved by the commissioners court.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1991, 72nd Leg., ch. 527, §§ 1, 5, eff. Sept. 1, 1991; Acts 1993, 73rd Leg., ch. 268, § 29, eff. Sept. 1, 1993; Acts 2007, 80th Leg., ch. 899, § 4, eff. June 15, 2007.

§ 116.025. Designation of Depository or Subdepository

When security is provided in accordance with Subchapter C¹ and is approved by the commissioners court, the commissioners court shall, by an order entered in its minutes, designate the bank as a depository or subdepository for the funds of the county. The designation is effective until the end of the 60th day after the date fixed for the next selection of a depository or subdepository.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1991, 72nd Leg., ch. 527, § 6, eff. Sept. 1, 1991.

¹V.T.C.A., Local Government Code § 116.051 et seq.

§ 116.026. Applicants Outside County

If no bank located in the county applies to be designated as the county depository, the commissioners court may advertise, in the same manner provided by Section 116.022 for advertising for a depository within the county, for applications from banks in an adjoining county or any other county in this state.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

§ 116.027. Selection of Nonapplicant Depository

(a) If no application to be a county depository is submitted, or if all of the applications are declined, the commissioners court shall deposit the funds of the county with any one or more banks in the county or in the adjoining counties in the amounts and for the periods as the commissioners court considers advisable.

(b) A bank that receives deposits under this section shall provide security in the manner and form, and subject to the same conditions, as is required for a depository of county funds. The penalty of the security must at least equal the total amount of county funds deposited with the bank.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

[Sections 116.028 to 116.050 reserved for expansion]

SUBCHAPTER C. SECURITY FOR FUNDS HELD BY DEPOSITORY

§ 116.051. Qualification as Depository or Subdepository

Within 15 days after the date a bank is selected as a county depository or subdepository, the bank must qualify as the depository or subdepository by providing security for the funds to be deposited by the

NOTICE
HIDALGO COUNTY COMMISSIONERS COURT
INTENDS TO MAKE A DEPOSITORY CONTRACT
And
REMITTANCE PROCESSING (LOCKBOX) BANK

NOTICE: The selection of County Depositories and the terms of depository contracts are governed by Tex. Loc. Gov't. Code Ann., Chapter 116 (Vernon 1988 and Supp. 1999)

The terms of the Depository Agreement with the County Of Hidalgo may also be utilized by Hidalgo County Drainage District No. 1 except as such provisions may differ in accordance with Texas Water Code Chapters 49 & 56 and more specifically detailed in Application Packet.

APPLICATIONS may be obtained by calling the Office of the County Judge (956) 318-2600 or the Hidalgo County Purchasing Department 9956) 318-2626 or may be picked up at the Hidalgo County Purchasing Department, 100 East Cano, 4th Floor, Administration Building, Edinburg, Texas.

SEALED APPLICATIONS for “Bank Depository and Remittance Processing (Lockbox) Bank-Hidalgo County” should be properly addressed and delivered to **Juan D. Salinas III**, Hidalgo County Judge, Hidalgo County Commissioners Court meeting room located at 100 E. Cano, First Floor, Atrium Area, Edinburg, Texas. One (1) original and ten (10) copies of the Application are required with the proper notation clearly written on the lower left hand corner of the envelope/package “**APPLICATION-Bank Depository and Remittance Processing (Lockbox) Bank**”. **APPLICATIONS will be accepted until 10:00 a.m. on Tuesday, March 3, 2005** at which time they will be filed, announced and be made part of the minutes of Hidalgo County Commissioners Court proceedings. Thereafter all APPLICATIONS will be considered, evaluated and selected pursuant to Tex. Loc. Gov't Code, Ann., Chapter 116.024.

NOTE: TIME FOR ACCEPTANCE OF APPLICATIONS WILL BE DETERMINED BY THE CLOCK IN COMMISSIONERS COURT ROOM SOUTH WALL.

NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED FOR FILING. ANY APPLICATIONS RECEIVED AFTER THAT TIME WILL NOT BE OPENED NAD WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF THE EXPRESS ENVELOPE/PACKAGE IN REFERENCE TO THE APPLICATION.

THE COUNTY reserves the right to refuse and reject any/all applications and to waive any/all formalities or technicalities, or to accept the application considered the best and most advantageous to the County.

BY ORDER OF THE COMMISSIONER'S COURT OF HIDALGO COUNTY, TEXAS,
on this the 28th day of January, 2009.

Juan D. Salinas III
HIDALGO COUNTY JUDGE

AI-13498

19.A.6.

**New & Used Guardrail Beam Materials & Installation
CC REGULAR**

Date: 01/28/2009

Submitted By: Yolanda Velasquez, PURCHASING DEPT.

Submitted For: Marty Salazar

Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Requesting authority to advertise and approval of procurement packet (i.e. specifications and draft contract) as attached hereto for: Hidalgo County - "New & Used Guardrail Beam Materials & Installation" Bid No. 2009-009

BACKGROUND

Proposed Schedule of Events:

1st Advertisement: January 31, 2009

2nd Advertisement: February 07, 2009

Bid Opening Date: February 18, 2009

Did not receive responses from Pct's 2 and 3.

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1204-431-00-124-007-0-679

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available Balance as of 1-22-09 \$6,545.79.

FISCAL YEAR: 2009

ACCT. #: 9-1201-431-00-121-005-0-433

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available Balance as of 1-22-09 \$3,133.96

Funding source(s) were provided by user depts and confirmed by budget

Attachments

Link: [Specifications](#)

Link: [Contract Documentation](#)

Link: [Memo of Approval Pct 1 and 4](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/21/2009 04:09 PM	APRV

2	Budget & Management	Veronica Lopez	01/21/2009 04:10 PM	APRV
3	Ivan Cantu	Ivan Cantu	01/22/2009 08:16 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Yolanda Velasquez
Started On: 01/16/2009 02:41 PM
Final Approval Date: 01/23/2009

EXHIBIT "A"
HIDALGO COUNTY
"NEW & USED GUARD RAIL BEAM MATERIALS & INSTALLATION"
BID NO.: 2009-009--**-**yzv**
S P E C I F I C A T I O N S

1. The county of Hidalgo reserves the right to partially award the contract in order to meet the budget.
2. It shall be the Contractor's responsibility to locate underground utilities, whether shown or not shown on the drawings, sufficiently in advance of operations to preclude damage to same.
3. Water, sewer, or other utility services shall not be interrupted. Any damages to existing utilities will be Contractor's responsibility.
4. In the event of damage to underground facilities, whether shown or not shown in the drawings, the Contractor shall make the necessary repairs to place the facilities back in service and not increase in the Contractor's price and all such repairs conform to the requirements of the company or agency servicing the facility.
5. The Contractor shall exercise extra care to prevent damage to all other structures in the area including buildings, fence, roads, pipelines, utilities, etc., whether publicly or privately owned.
6. Until Acceptance by Hidalgo County of any part or all of the Construction, as provided for in the plans and these specifications, it shall be under charge and care of the contractor, and he shall take every necessary precaution against injury or damage to any part of the work. The Contractor shall rebuild, repair, restore or make good, at his own expense, all injuries or damage to any portion of the work before its completion and acceptance.
7. In case the Contractor deems extra compensation is due him for proposed work not covered in the contract, the Contractor shall notify Hidalgo County in writing of his claim for such extra compensation before he begins the work. Failure on the part of the Contractor to give such notification shall constitute a waiver of claim for such extra compensation. The Contractor shall not proceed until a written Change Order is approved by Hidalgo County and Contractor.
8. Prospective bidders shall make a careful examination of the project sites.
9. Contractors shall review his overall method and schedule of construction with the County prior to construction for proper coordination of inspection.
10. The Contractor shall at all times provide access to existing homes.
11. No open trenches or excavation shall be left open overnight.
12. The contractor will provide all labor and materials for the subgrade preparation and for preparation of the caliche base. The Precincts will be responsible for placement of Prime Coat and Hot Mix Asphaltic Concrete or the prepared caliche base. The Contractor shall coordinate this

work with the designated precinct's foreman.

13. The initial contract term for this project will be for one (1) year with the County's option to extend for an additional one (1) year terms.
14. The contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated by either party with a thirty (30) day written notice prior to any cancellation.
15. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period, under the same rates, terms and conditions.
16. Hidalgo County reserves the right to award to one (1) or MULTIPLE vendors which ever is more valuable to the County.
17. Hidalgo County reserves the right to add/delete items as it deems to be in the best interest of the County.
18. Items may be substituted by vendors but, must be **equal or better** and must be approved by the Hidalgo County if quoted item is out of stock.

19. **Market Volatility and Unit Price Adjustment:**

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility.

1) Requesting Price Adjustment: Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence to prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

- A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
- The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
- The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
- No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
- The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

2) Price Reduction: Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items

on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

3) Timeframe for Adjusted Price Increases: Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within then (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

4) Allowable Review Periods: Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

5) Dollar Limit to Price Changes: The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

20. All costs and expenses associated with the preparation and submission of bids shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed on to Hidalgo County.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquires and clarifications regarding quotes, bids proposals or statements or qualifications be addressed to, Yolanda Velasquez Buyer, Physical Address: 2802 S. Business Hwy. 281, Edinburg, TX Postal/Mailing Address: 2812 S. Business Hwy 281, New Administration Building, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, Monday, Month **, 2009 by 5:00 p.m. Responses to said inquiries will be sent to all applicants via facsimile by no later than, Wednesday, Month **, 2009 by 5:00 p.m.

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**SERVICE CONTRACT
C-09-009-00-00**

THIS CONTRACT is made and entered into this _____ day of _____, by and between the **County of Hidalgo, Texas** ("County"), and _____ ("Company").

WHEREAS, Company responded to request for bids for _____ (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Service to locations within Hidalgo County and other Hidalgo County sites as specified in Exhibit "B" for _____. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the **Elected Official, Department Head or his designated agent(s)**. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period beginning _____ and ending _____ and may be extended at the sole discretion of County for an additional one (1) year period, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first. County also reserves the right to continue this bid for an additional sixty (60) day Grace Period, under the same rates terms and conditions.

4. County and Seller agree that either party may terminate this contract upon thirty (30) days written notice at any time for any reason or no reason at all.

5. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

6. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall

comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

7. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

8. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

9. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

10. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

11. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

12. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that

County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

13. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge
100 E. Cano
Edinburg, Texas 78539

If to Company

14. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

15. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this ____ day of _____, 2009.

governed by

COUNTY OF HIDALGO

ATTEST:

By: _____

Juan D. Salinas, III, County Judge

Arturo Guajardo, Jr. County Clerk

COMPANY: _____

By: _____

Printed Name: _____

Title: _____

Approved by Commissioners Court on, _____

APPROVED AS TO FORM:

Atlas & Hall, LLP

By: _____

MEMORANDUM

To: Precinct 1 – Commissioner Sylvia Handy

Attn: Noe Montez, via e-mail: noe.montez@co.hidalgo.tx.us
Budget Manager

From: Yolanda Velasquez
Purchasing Dept., Buyer

JAN 12 2009
[Handwritten Signature]

Date: December 31, 2008

Re: Bid No. 2009-009-00-00 YV Approval of Specifications/Requirements for
HIDALGO COUNTY "New & Used Guard Rail Beam Materials & Installation"

Please review the following **SPECIFICATIONS** and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If specification is **not** met, make any and all modifications necessary and return the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4881.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS <input type="checkbox"/>	

FUNDS AVAILABILITY: Yes / No / CC 111

Other (specify) _____

BUDGET ACCOUNT#: 91201-431-00-121-005-0-433

[Handwritten Signature]

NOE MONTEZ

1/9/09

AUTHORIZED SIGNATURE

PRINTED NAME

DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 318-2629 or E-mail: yolanda.velasquez@co.hidalgo.tx.us no later than WEDNESDAY, January 13, 2009 by 12:00P.M.

Enclosures

M E M O R A N D U M

To: Precinct 4 – Commissioner Oscar Garza

Attn: Manuel Carranza via e-mail;

From: Yolanda Velasquez
Purchasing Dept., Buyer

RECEIVED
JAN 12 2009
C. B. Hoam

Date: December 31, 2008

Re: Bid No. 2009-009-00-00 YV Approval of Specifications/Requirements for
HIDALGO COUNTY "New & Used Guard Rail Beam Materials & Installation"

Please review the following **SPECIFICATIONS** and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If specification is **not** met, make any and all modifications necessary and return the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4881.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS <input type="checkbox"/>	

FUNDS AVAILABILITY: Yes / No /

Other (specify) _____

BUDGET ACCOUNT#: 8-1204-431-00-124-007-0-679

<i>Ivan M. Carranza</i>	Ivan M. Carranza	12-31-08
AUTHORIZED SIGNATURE	PRINTED NAME	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 318-2629 or E-mail: yolanda.velasquez@co.hidalgo.tx.us no later than WEDNESDAY, January 13, 2009 by 12:00P.M.

Enclosures

AI-13494

19.A.7.

**Renewal/Extension Of Lease Of Office Space For Department Of Public Safety (DPS) In The City Weslaco
CC REGULAR**

Date: 01/28/2009
Submitted By: Vangie Garcia, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Presentation for discussion, consideration and action to exercise the County's option to renew/extend for an additional one (1) year period as provided in the current contract agreement (under the same rates, terms and conditions). Effective date of renew/extension is February 24, 2009.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-421-00-115-027-0-441
FUNDS AVAILABLE Y/N?: Yes **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Req # 146763 in the amount of \$35,280.00 as of 01-22-09

Attachments

Link: [C-06-272-10-10-CONTRACT DOCUMENTATION](#)

Link: [EXTENSION LETTER TO VENDOR](#)

Link: [Letter](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/21/2009 04:09 PM	APRV
2	Budget & Management	Veronica Lopez	01/21/2009 04:10 PM	APRV
3	Veronica Lopez	Veronica Lopez	01/23/2009 09:37 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Vangie Garcia

Started On: 01/16/2009 01:43 PM

Final Approval Date: 01/23/2009

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

LEASE
C-06-272-10-10

THIS LEASE is made and entered into by and between **SIESTA VILLAGE, INC.**, a Texas Corporation referred to in this Lease as Lessor, and **THE COUNTY OF HIDALGO**, referred to in this Lease as Lessee.

In consideration of the mutual covenants and agreements set forth in this Lease, and other good and valuable consideration, Lessor demises and leases to Lessee, and Lessee leases from Lessor, that certain real property described on Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the Premises" or "the Leased Premises."

ARTICLE 1. TERM

Term of Lease

1.1 Except as otherwise herein provided, the term of this Lease shall become ("Commencement Date") effective on **February 23, 2007** and terminate on **February 23, 2009** ("Termination Date") for a period of two (2) years and unless sooner terminated as provided in this Lease, or unless renewed and extended in accordance with Paragraph 1.2, hereof. If the Premises are sold to an unrelated third party (not affiliated by common ownership with Lessor) at a time when more than one (1) year remains on the unexpired portion of the term of this Lease, then the unexpired portion of this Lease may, at Lessee's option, be shortened to one (1) year from the date of such sale.

Renewal or Termination

1.2 Lessee shall have the right and option to renew and extend the term of this Lease for

an additional one (1) year period. If Lessee desires to renew and extend the term of this Lease for such renewal period, Lessee must give Lessor written notice of such renewal at least sixty (60) days prior to the termination of the initial lease term. Any renewal or extension of this Lease shall be on the same terms and conditions as provided herein. This Lease shall terminate and become null and void without further notice on the expiration of the term specified in Article 1.1, unless sooner terminated or renewed and extended in accordance with this Article 1.2; and any holding over by Lessee after the expiration of that term shall not constitute a renewal of the Lease or give Lessee any rights under the Lease in or to the Leased Premises.

Holdover

1.2 If Lessee holds over and continues in possession of the Leased Premises after expiration of the term of this Lease, Lessee will be deemed to be occupying the Premises on the basis of a month to month tenancy, subject to all of the terms and conditions of this Lease. The inclusion of this Article 1.2 shall not be construed as Lessor's consent for Lessee to hold over.

Termination

1.3 Lessee may declare this Lease, and all rights and interest created by it, to be terminated upon giving the Lessor thirty (30) days written notice without cause. Upon a Lessee's electing to terminate, this Lease shall cease and come to an end as if the day of the termination party's election were the day originally fixed in the Lease for its expiration.

Lessor's Warranty of Quiet Enjoyment

1.4 Lessor covenants and agrees that Lessee on paying the rent and other charges herein provided for and observing and keeping the covenants, conditions, and terms of this Lease on Lessee's part to be kept or performed, shall lawfully and quietly hold, occupy, and enjoy the Leased Premises during the term of this Lease without hindrance or molestation of Lessor or any person claiming under

Lessor except such portion of the Leased Premises, if any, as shall be taken under the power of eminent domain.

ARTICLE 2. RENT

Base Rent

2.1 Lessee agrees to pay to Lessor, during the term hereof, a monthly rent in the sum of (Two-thousand Nine Hundred Forty Dollars and no cents) \$2,940.00 per month as rent. In the event the Commencement Date is a day other than the first day of the month, the rent for the period from the commencement date to the last day of the month shall be prorated by dividing the monthly rental by thirty days, and multiplying the result by the number of days remaining in the month that includes the Commencement Date.

Time and Manner of Payment

2.2 All rent due under this article shall be paid by Lessee on a monthly basis and in advance, on the 1st business day of each month commencing on the Commencement Date. All installments of rent shall be paid in lawful money of the United States to the Lessor at 260 S. Texas Blvd., Suite 400 Weslaco, Texas 78596 or other such other location or locations as Lessor shall from time to time designate by written notice to Lessee. Any rent due for any partial month at the beginning or the end of the term hereof shall be prorated on the basis of a thirty day month.

Taxes

2.3 Lessor is responsible for rendering and paying all real estate taxes on the Property. Lessee shall be responsible for taxes, if any, on lessee's personal property located on the Premises.

ARTICLE 3. USE OF PREMISES

Permitted Use

3.1 Lessee may use the premises for office space and for any other lawful purpose.

Waste, Nuisance, or Illegal Use

3.2 Lessee shall not use, or permit the use of, the Premises in any manner that results in waste of the Premises or constitutes a nuisance or violates any statute, ordinance, rule or regulation applicable to the premises or for any illegal purpose.

ARTICLE 4. REPAIRS AND MAINTENANCE

4.1 Lessee shall be responsible for providing general janitorial service. Lessee shall be responsible for all repairs and maintenance in connection with damage to the Premises, and damage to fixtures and improvements resulting from negligent or willful acts of the Lessee, or the Lessee's employees, agents, licensees or invitees. In addition, Lessee shall repair all injury caused by the installation or removal of furniture, fixtures or property permitted under this Lease to be removed from the Leased Premises. All such repairs shall be made in a good, workmanlike manner using high quality materials.

LESSOR'S AND LESSEE'S DUTIES TO REPAIR

4.2 Lessor shall maintain the foundation, roof, plumbing, heating, ventilation and air conditioning systems ("HVAC") and structural integrity of the Leased Premises and shall make all such necessary repairs to the foundation, roof plumbing, HVAC and structural integrity of the Leased Premises, except that Lessee shall make those repairs occasioned by Lessee's negligent use of the Leased Premises.

Lessor's duty

4.3 Lessor shall construct, repair and maintain the Leased Premises so that the Premises will have:

- (1) Effective waterproofing and weather protection of the contents of the Leased Premises by watertight roof, exterior walls, windows, and doors.

- (2) Plumbing facilities that conform to applicable law, maintained in good working order.
- (3) A water supply approved under applicable law that is under the control of Lessee, capable of producing hot and cold running water, or a system that is under the control of Lessor that produces hot and cold u\running water furnished to Lessee and connected to a sewage disposal system conforming to applicable law.
- (4) Heating, ventilation and air conditioning facilities conforming to applicable law which are more than adequate to heat, ventilate and air condition the improvements on the Leased Premises, and are maintained in good working order.
- (5) Electrical lighting, with wiring and electrical equipment that conform to applicable law, maintained in good working order.
- (6) Building, grounds, and appurtenances in every part clean, sanitary, and free from all accumulations of debris, and all areas under control of Lessor kept in every part clean, sanitary, and free from all accumulations of debris.
- (7) Floor, stairways, and railings maintained in good repair.

Lessee's Right to Repair for Lessor or Vacate

4.4 (a) If after Lessee's notice to lessor of repairs or maintenance which Lessor has a duty to undertake, Lessor neglects to make such repairs with sixty (60) days following written notice from Lessee, Lessee may make the repairs itself. In such a case, Lessee may deduct the expenses of the repairs from further payment of rent, terminate as of the date Lessee vacates the Premises and any rental shall be abated for the unexpired term of this Lease.

(b) For purposes of this Section 4.4, if Lessor make repairs at least fifteen (15) days following the date of Lessee's notice to Lessor, it will be presumed to have act in a reasonable time.

ARTICLE 5. UTILITIES

Utility Charges

Lessee shall pay all utility charges used in and about the Leased Premises during the term of this Lease, all such charges to be paid by lessee directly to the utility company or municipality furnishing the same, before the same shall become delinquent.

ARTICLE 6. ALTERATIONS, ADDITIONS, AND IMPROVEMENTS

Consent of Lessor

6.1 Lessee shall not make any alterations, additions, or improvements to the Leased Premises without the prior written consent of Lessor. Consent for nonstructural alterations, additions, or improvements shall not be unreasonably withheld by Lessor.

Property of Lessor

6.2 All alterations, additions, or improvements made by Lessee shall become the property of Lessor at the termination of this Lease. Lessor may, however, require that Lessee remove any or all alterations, additions, and improvements installed or made by Lessee, and any other property placed on the Premises by Lessee, upon termination of the Lease. In the event that Lessor requires Lessee to remove such alterations, additions, or improvements, Lessee shall repair any damage to the Premises caused by such removal.

ARTICLE 7. SIGNS

Signs

7.1 Subject to the written approval of Lessor, and further subject to applicable laws,

ordinances and regulations, Lessee shall have the right to install a sign on the Leased Premises. Lessee must remove all signs at the termination of this Lease and repair any damage resulting from the erection or removal of the signs.

ARTICLE 8. MECHANIC'S LIEN

Lessee will not permit any mechanic's lien or liens to be placed upon the Leased Premises or improvements on the Premises, and if such lien is claimed as a result of the acts of Lessee, will promptly pay the lien. If default in payment of the lien continues for twenty (20) days after written notice from Lessor Lessee, Lessor may, at its option, pay the lien or any portion of it without inquiry as to its validity. Any amounts paid by the Lessor to remove a mechanic's lien caused to be filed against the Premises or improvements on the Premises by Lessee, including expenses and interest, shall be due from Lessee to Lessor and shall be repaid to Lessor immediately on rendition of notice, together with interest at ten percent (10%) per annum until repaid.

ARTICLE 9. INSURANCE AND INDEMNITY

Property Insurance

9.1 Lessor shall, at its own expense, during the term of this Lease, keep all buildings and improvements on the Leased Premises insured against loss or damage by fire with extended coverage to include direct loss by windstorm, hail, explosion, riot, or riot attending a strike, civil commotion, aircraft, vehicles, and smoke, in the aggregate amounts of not less than the full fair insurable value of the buildings and improvements. The insurance is to be carried by one or more insurance companies licensed to do business in Texas and approved by Lessee. The policies shall provide that any proceeds for loss or damage to buildings or to improvements shall be payable solely to Lessor, which sum Lessor shall use for repair and restoration purposes as provided herein. Lessee shall maintain all insurance on Lessee's personal property located within the Leased Premises and Lessee covenants and agrees that Lessor shall have no responsibility for damage or destruction of Lessee's

personal property located within the Leased Premises.

General Liability Insurance

9.2 Lessee, at its own expense, shall provide and maintain in force during the term of this Lease liability insurance in the amounts deemed adequate by Lessor, naming Lessor as additional insured. Prior to occupancy of the Premises, lessee shall provide Lessor with evidence of such insurance.

Remedy for Failure to Provide Insurance

9.3 Lessor shall furnish Lessee with the original of all insurance policies required by this Article. If Lessor does not provide such policies or proof of such insurance within ten (10) days of the execution of this Lease, or if Lessor allows any insurance required under this Article to lapse after receipt of notice of cancellation or of non-renewal, or if Lessor fails to deliver proof of insurance showing coverages to Lessee prior to the effective date of such insurance and the original insurance policy within thirty (30) days thereafter, such failure shall be a default of Lessor under this Lease; or Lessee may, but shall not be required, to take out such insurance and pay the premiums on the necessary insurance to comply with Lessor's obligations under the provisions of this Article. Lessor agrees to reimburse Lessee all amounts spent by Lessor to procure and maintain such insurance within fifteen (15) days after demand from Lessor. Failure to pay such amount when due shall be a default of Lessee under this Lease.

ARTICLE 10. DAMAGE OR DESTRUCTION OF PREMISES

Notice to Lessor

10.1 If the Leased Premises, or any structures or improvements on the Leased Premises, should be damaged or destroyed by fire, tornado, or other casualty, Lessee shall give immediate written notice of the damage or destruction to Lessor, including a description of the damage and, as far as known to Lessee, the cause of the damage.

10.2 If the building on the Leased Premises should be totally destroyed by fire, tornado, or other casualty, or if they should be so damaged that rebuilding or repairs occurrence of the damage, this Lease, at the option of the Lessee, shall terminate and rent shall be abated for the unexpired portion of this Lease, effective as of the date of said occurrence.

10.3 If the Leased Premises should be damaged by fire, tornado, or other, but not to such an extent that rebuilding or repairs can reasonably be completed with thirty (3) working days from the date of the occurrence of the damage, this Lease shall not terminate, but Lessor shall, if the casualty has occurred prior to the final twelve (12) months of the lease term, at Lessor's sole cost and risk proceed forthwith to rebuild or repair the Leased Premises to substantially the condition in which they existed prior to such damage. If the casualty occurs during the final twelve (12) months of the lease term, Lessor shall not be required to rebuild or repair such damage. If the Leased Premises are to be rebuilt or repaired and are untenable in whole or in part following such damage, the rent payable hereunder during the period in which they are untenable shall be adjusted equitably. In the working days from the date of the occurrence of the damage, Lessee may at its option terminate this Lease by written notification as such time to Lessor, whereon all rights and obligations hereunder shall cease.

ARTICLE 11. CONDEMNATION

Total Condemnation

11.1 If during the term of this Lease all of the Leased Premises should be taken for any public or quasi-public use under any governmental law, ordinance, or regulation, or by right of eminent domain, or should be sold to the condemning authority under threat of condemnation, the Lease shall terminate, and the rent shall be abated during the unexpired portion of this Lease, effective as of the date of the taking of the premises by the condemning authority.

Partial Condemnation

11.2 If less than all, but more than ten percent (10%) of the Leased Premises is taken for any public or quasi-public use under any governmental law, ordinance, or regulation, or by right of eminent domain, or should be sold to the condemning authority under threat of condemnation, Lessee may terminate the Lease by giving written notice to Lessor within thirty (30) days after possession of the condemned portion is taken by the entity exercising the power of condemnation.

If the Leased Premises are partially condemned and Lessee fails to exercise the option to terminate the Lease under this section, or if less than ten percent (10%) of the Leased Premises are condemned, this Lease shall not terminate, but Lessor may, at its sole expense, restore and reconstruct the building and other improvements situated on the Leased Premises to make them reasonably tenantable and suitable for the uses for which the Premises are Leased. The rent payable under Sections 2.1 of this Lease shall be decreased equitably during the period of such restoration or reconstruction.

Condemnation Award

11.3 Lessor and Lessee shall each be entitled to receive and retain such separate awards, and portions of lump sum awards, as may be allocated to their respective interest in any condemnation proceedings. The termination of this Lease shall not affect the rights of the respective parties to such awards.

ARTICLE 12. DEFAULT

Default by Lessee

12.1 If Lessee shall allow the rent to be in arrears more than ten (10) days after written notice of such delinquency, or shall remain in default under any other condition of this Lease for a

period of fifteen (15) days after written notice from Lessor, Lessor may at its option, without notice to Lessee, terminate this Lease or, in the alternative, Lessor may re-enter and take possession of the Premises and remove all persons and property without being deemed guilty of any manner of trespass and relet the Premises, or any part of the Premises, for all or any part of the remainder of the Lease term, to a party satisfactory to Lessor and at such monthly rental as Lessor may with reasonable diligence be able to secure. Should Lessor be unable to relet after reasonable efforts to do so, or should such monthly rental be less than the rental Lessee was obligated to pay under this Lease, or any renewal of this Lease, plus the expense of reletting, then Lessee shall pay the amount of such deficiency plus reasonable attorney's fees to Lessor.

Default by Lessor

12.2 If Lessor defaults in the performance of any terms, covenants, or conditions required to be performed by it under this Lease, in addition to other remedies afforded Lessee under this Lease or at law, lessee may elect that:

Upon Lessee's notice to Lessor of repairs or maintenance which Lessor has a duty to undertake, Lessor neglects to make such repairs within sixty (60) days following written notice from Lessee. Lessee may vacate the Premises, in which case it shall be discharged from further payment of rent, the performance of all other terms and conditions of this Lease, and this Lease shall terminate as of the date Lessee vacates the Premises and any rental shall be abated for the unexpired term of this Lease.

Cumulative Remedies

12.3 All rights and remedies of Lessor and Lessee under this Article shall be cumulative, and none shall exclude any other right or remedy provided by law or by any other provision of this

Lease. All such rights and remedies may be exercised and enforced concurrently and whenever, and as often, as occasion for their exercise arises.

Waiver of Breach

12.4 A waiver by either Lessor or Lessee of a breach of this Lease by the other party does not constitute a continuing waiver or a waiver of any subsequent breach of the Lease.

ARTICLE 13. ASSIGNMENT AND SUBLETTING

Assignment and Subletting by Lessee

13.1 Lessee may not sublet, assign, encumber, or otherwise transfer this Lease, or any right or interest in this Lease or in the Leased Premises or the improvements on the Leased Premises, without the written consent of Lessor. If Lessee sublets, assigns, encumbers, or otherwise transfers its rights or interest in this Lease or in the Leased Premises or the improvements on the Leased Premises, other than as specified herein, without the written consent of Lessor, Lessor may, at its option, declare this Lease terminated and Lessee and Lessor shall have no further obligation to each other under this Lease. In the event Lessor consents in writing to an assignment, sublease or other transfer of all or any of Lessee's rights under this Lease, the assignee or sublessee, must assume all of Lessee's obligations under this Lease, and Lessee shall remain liable for every obligation under the Lease. Lessor's consent under this section will not be arbitrarily or unreasonably withheld.

Assignment by Lessor

13.2 Lessor may assign or transfer any or all of its interests under the terms of this Lease.

ARTICLE 14. MISCELLANEOUS

Notices and Addresses

14.1 All notices required under this Lease will be deemed delivered when deposited in certified or registered mail, addressed to the proper party, at the following addresses:

Lessor:
Siesta Village, Inc.
Attn: Margo Sunderland
260 S. Texas Blvd., suite 400
Weslaco, Texas 78596

Lessee:
County of Hidalgo
Attn: County Judge
P.O. Box 1356
Edinburg, Texas 78540

Either party may change the address to which notices are to be sent it by giving the other party notice of the new address in the manner provided in this section.

Parties Bound

14.2 This agreement shall be binding upon, and inure to the benefit of, the parties to the Lease and their respective heirs, executors, administrators, legal representatives, successors and assigns when permitted by this agreement.

Texas Law to Apply

14.3 This agreement shall be construed under, and in accordance with, the laws of the State of Texas, and all obligations of the parties created by this Lease are performable in Hidalgo County, Texas.

Legal Construction

14.4 In case any one or more of the provisions contained in this agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of the agreement, and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been included in the agreement.

Prior Agreements Superseded

14.5 This agreement constitutes the sole and only agreement of the parties to the agreement and supersedes any prior understandings or written or oral agreements between the parties respecting

the subject matter of this agreement.

Amendment

14.6 No amendment, modification, or alteration of the terms of this agreement shall be binding unless it is in writing, dated subsequent to the date of this agreement, and duly executed by the parties to this agreement.

Rights and Remedies Cumulative

14.7 The rights and remedies provided by this lease agreement are cumulative, and the use of any one right or remedy by either party shall not preclude or waive that party's right to use any or all other remedies. The rights and remedies provided in this Lease are in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

Attorneys' Fees and Costs

14.8 If, as a result of a breach of this agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Lease, then the breaching or defaulting party agrees to pay the other party the reasonable attorneys' fees and costs incurred to enforce the Lease.

Force Majeure

14.9 Neither Lessor nor Lessee shall be required to perform any term, conditions, or covenant in this Lease so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of Lessor or Lessee and which by the exercise of due diligence Lessor or Lessee is unable, wholly or in part, to prevent or overcome.

Real Estate Commission and Finder's Fees

14.10 Neither Lessor nor Lessee has entered into any real estate commission or finder's fee agreements with any broker, agent or finder in respect of this transaction, and Lessor and Lessee each

agree to indemnify and hold harmless the other from and against any and all claims, losses, damages, costs or expenses of any kind, or arrangement or understanding alleged to have been made by the indemnifying party or on its behalf with any broker, salesman or finder in connection with this Lease or the transactions contemplated hereby.

Estoppel Information

14.11 Lessee shall, at the request of Lessor, provide any and all information with respect to this Lease to any person designated by Lessor.

Time of Essence

14.12 Time is of the essence of this agreement.

THE UNDERSIGNED Lessor and Lessee execute this Lease on the _____ day of _____
_____, 2006.

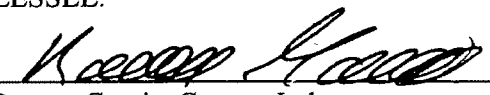
Approved on Commissioners' Court October 10, 2006

APPROVED AS TO FORM:

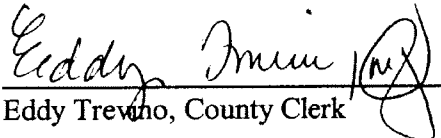
Atlas & Hall, L.L.P.

By: 

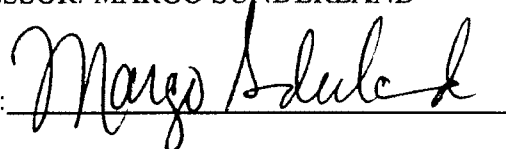
LESSEE:


Ramon Garcia, County Judge

ATTEST:


Eddy Trevino, County Clerk

LESSOR: MARGO SUNDERLAND

By: 

**EXHIBIT “A”
SPECIFICATIONS**

HIDALGO COUNTY

Lease of Office Space For Department of Public Safety (DPS in the City of Weslaco) BID NO: 2006-272-09-27-VYG

SPECIFICATIONS, REQUIREMENTS AND OTHER TERMS & CONDITIONS

SCOPE OF SERVICES:

1. The proposed building should be in good working condition and shall consist as follows:

Must provide a min. of 2050 square feet to a max. of 4,000 square feet.

Exceptions/Variations: Currently there is 3920 sq. ft. at the current location.

The rent amount will be \$2940.00 plus water.

2. Bidder shall charge by the square foot for the rental space.

Exceptions/Variations: Current charge is .75¢ a sq. ft.

3. The building must meet all ADA accessibility requirements for all entrance, restrooms, and shall be fully handicap accessible for all parking areas.

Exceptions/Variations: See current location.

4. Adequate parking spaces for the general public, with ten (10) designated parking spaces for staff vehicles, which two (2) will be handicap spaces, one (1) handicap van accessible for a total of 15 parking spaces.

Exceptions/Variations: See current location.

5. One (1) Large Squad Room, approximately 30' x30 for Twelve (12) Patrol Troopers, to accommodate desks, filing cabinets and other office equipment, furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

6. An office for two (2) License and Weight Patrol Troopers, to accommodate desks, filing cabinets and other office equipment and furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

7. An office (14`x14) for Highway Patrol Supervisor, to accommodate desks, filing cabinets and other office equipment and furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

8. Receptionist area to accommodate copier, computer hutch, filing cabinets, fax machine, and other office equipment and furniture required to run the DPS Office efficiently. Adequate seating area for the general public with accessibility of a water fountain for public use in the receptionist area.

Exceptions/Variations: See current location.

9. An office (12`x12) for DPS Secretary, to accommodate desks, filing cabinets and other office equipment and furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

10. An office (12`x12) for Warrant Clerk, to accommodate desks, filing cabinets and other office equipment and furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

11. Adequate storage space for janitorial, office and other equipment supplies.

Exceptions/Variations: See current location.

12.A Computer Room (14'x14) for two (2) computers and two (2) desks, and other office equipment and furniture required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

13.A Debriefing/Meeting Conference Room (20'x20') required to run the DPS Office efficiently.

Exceptions/Variations: See current location.

14.Bid premises must have designated public restrooms that are handicap accessible for both men and women with a separate restroom facility for employees that also must be handicap accessible for men and women.

Exceptions/Variations: See current location.

15.Break Room for refrigerator, microwave, table and chairs.

Exceptions/Variations: See current location.

16.Building must have adequate lighting.

Exceptions/Variations: See current location.

17.The building must have one (1) entrance and one (1) exit.

Exceptions/Variations: See current location.

18.The building should be well insulated with an ERA rating of minimum of eleven (11).

Exceptions/Variations: See current location.

19. Bidder will maintain liability insurance on the building plus insure building for fire, accident and natural disaster. Also, bidder shall maintain liability insurance on the premises, as described and listed in: **Insurance Requirements: See Exhibit "C" attached.**

Exceptions/Variations: See current location.

20. Certificates of Insurance shall be submitted to Hidalgo County Purchasing Department for approval prior to lease services being performed by Lessor hereunder.

Exceptions/Variations: See current location.

21. Bid premises must have water, sewer, natural gas and electricity, central air and heating of the entire building, including garbage pick up.

Exceptions/Variations: See current location. The water and garbage bill will be in the Lessee's name.

22. Lessor will be responsible for electrical, air and cooling maintenance, also by keeping entire building free of mold at all times.

Exceptions/Variations: See current location.

23. Building shall be safe from rodents and insects prior to occupancy by the Weslaco DPS and it will be the Lessor's responsibility for the expense for pest control throughout the term of this contract.

Exceptions/Variations: See current location.

24. Bid premises shall be in good working conditions and be handicap accessible to provide services to the general public. The bid premises shall have adequate air conditioning and heating available. Maintenance of air conditioning and heating shall be the responsibility of the Lessor and it is the Lessor's responsibility to have an **Air Test** on a yearly basis while contract is on going with the County and Lessor **must** provide test results on the Purchasing Department.

Exceptions/Variations: See current location.

25. Hidalgo County reserves the right to have the building inspected on an as needed basis in as much as to ensure that building is meeting up to standard requirements while contract is on going with the County.

Exceptions/Variations: See current location.

26. An existing building must be ready for occupancy with all specifications/requirements completed and in compliance with the American With Disabilities Act, ninety (90) days from the date of the awarding of the bid or the award will become null.

Exceptions/Variations: See current location.

27. Any and all repairs will be done on a timely manner as prioritized by Department of Public Safety (DPS) Office.

Exceptions/Variations: See current location.

28. Term of contract shall be for a period of two (2) years with the County's option to renew for an additional year under the same terms and conditions. During initial lease term, contract will be a thirty (30) day termination/cancellation clause.

Exceptions/Variations: See current location.

29. Any contract awarded to a successful bidder will be in effect until (a) the contract expires (b) delivery and acceptance of products and/or performance of service ordered, or (c) terminated by County with sixty (60) day's written notice prior to cancellation.

Exceptions/Variations: See current location.

30. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid/contract.

Exceptions/Variations: See current location.

31. After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract agreement, Hidalgo County reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County shall charge the successful bidder the difference for any additional cost to the County.

Exceptions/Variations: See current location.

32. Hidalgo County reserves the right to hold bids for a period of sixty (60) days without taking any action.

Exceptions/Variations: See current location.

Building at the South 35 feet of Lot 6, and the North 65 feet of Lot 5, Block 1, Siesta Village #1, 2810 – 2812 S. International Blvd., (FM 1015), Weslaco, Hidalgo County, Texas.

EXHIBIT "B"
PAYMENT
SCHEDULE

HIDALGO COUNTY

**"LEASE OF OFFICE SPACE FOR DEPARTMENT OF PUBLIC SAFETY (DPS)
IN THE CITY OF WESLACO"**

BID NO.: 2006-272-09-27-VYG

BID PAGE

BID PRICE: \$.75¢ **SQ. FT.**

LOCATION/ADDRESS OF PROPOSED BUILDING: 2810 & 2812 S.

International Blvd., Weslaco, TX 78596

BIDDER/COMPANY NAME: Siesta Village, Inc.

ADDRESS: 260 S. Texas Blvd., Suite 400

CITY/STATE/ZIP CODE: Weslaco, TX 78596

PHONE & FAX NO.'S: (956) 969-3100 / Fax - (956) 447-9912

CELLULAR & BEEPER NO.'S: N/A

AUTHORIZED SIGNATURE: *Margo Sunderland*

PRINTED NAME: Margo Sunderland

TITLE: Manager



PURCHASING DEPARTMENT
County Of Hidalgo

January 20, 2009

Margo Sunderland, Manager
260 S. Texas Blvd., Suite 400
Weslaco, Texas 78596

Via Fax: 956-447-9912
Via E-mail: villadecortezweslaco.com

Re: C-06-272-10-10-Lease Contract

Dear Ms. Sunderland:

Commissioners' Court will take applicable action (Tuesday, January 27, 2009) in connection with the Hidalgo County's option to extend/renew for an additional one (1) year period as provided in the current requirements/contract agreement (under the same rates, terms and conditions). Effective date of renew/extension is of February 24, 2009.

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Wednesday, January 21, 2009, 11:00 a.m., via facsimile to (956) 956-318-2629.

By: _____

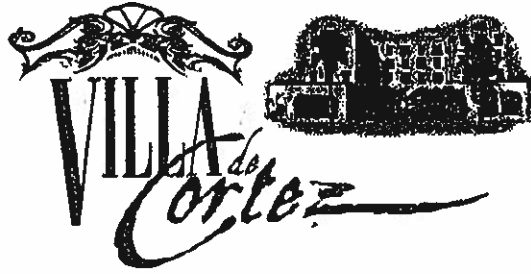
Date: _____

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626-x-4856. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Vangie Y. Garcia/Contracts Manager
Hidalgo County Purchasing Department

xc: file



FACSIMILE TRANSMITTAL SHEET

TO: Vargie FROM: Iliana
 COMPANY: DPS DATE: JANUARY 22, 2009
 FAX NUMBER: 956-318-2629 TOTAL NO. OF PAGES INCLUDING COVER: TWO (2)
 PHONE NUMBER: 956-318-2626 x 4852 SENDER'S REFERENCE NUMBER:
 RE: Renewal YOUR REFERENCE NUMBER:

- URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

If you have any questions or comments please contact our office.

Thank you



PURCHASING DEPARTMENT

County Of Hidalgo

January 20, 2009

Margo Sunderland, Manager
260 S. Texas Blvd., Suite 400
Weslaco, Texas 78596

Via Fax: 956-447-9912
Via E-mail: villadecortezweslaco.com

Re: C-06-272-10-10-Lease Contract

Dear Ms. Sunderland:

Commissioners' Court will take applicable action (Tuesday, January 27, 2009) in connection with the Hidalgo County's option to extend/renew for an additional one (1) year period as provided in the current requirements/contract agreement (under the same rates, terms and conditions). Effective date of renew/extension is of February 24, 2009.

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Wednesday, January 21, 2009, 11:00 a.m., via facsimile to (956) 956-318-2629.

By: Margo Sunderland Date: 1/21/09

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626-x-4856. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Vangle Y. Garcia/Contracts Manager
Hidalgo County Purchasing Department

xc: file

AI-13276

19.A.8.

Lease of Tower Space - Emergency Services

CC REGULAR

Date: 01/28/2009
Submitted By: Yvette Islas, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** County Judge's Office

Information

CAPTION

Requesting authority to advertise request for sealed bids with approval of procurement packet (i.e. specifications and draft contract document) as attached hereto for Hidalgo County Division of Emergency Services (Department of Emergency Management) "Lease of Tower Space" (Bid No 2009-023)

BACKGROUND

See attached draft specifications and draft contract.
Proposed schedule of events:
1st advertisement: January 31, 2009
2nd advertisement: February 07, 2009
Bid opening date: February 18, 2009

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 09-1100-429-00-300-023-0-442
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:
pending transfer on 01-27-09 agenda

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:
account number provided by dept

Attachments

- Link: [specs 09.23](#)
- Link: [agreement 09.023](#)
- Link: [dept recom 09.023](#)

Form Routing/Status

Route Seq Inbox Approved By Date Status

1	Purchasing Department	Marty Salazar	01/23/2009 02:52 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 03:53 PM	APRV
3	Erika Reyna	Erika Reyna	01/23/2009 04:42 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Yvette Islas

Started On: 01/08/2009 10:01 AM

Final Approval Date: 01/23/2009

Exhibit "A"

**HIDALGO COUNTY DIVISION OF EMERGENCY SERVICES
(DEPARTMENT OF EMERGENCY MANAGEMENT)
"LEASE OF TOWER SPACE"
RFB NO. 09-023-02-18-YSI
SPECIFICATIONS**

DRAFT

Hidalgo County is seeking to lease tower space for the Hidalgo County Division of Emergency Services (department of emergency management). Specifications are as follows, but not limited to the following:

Specifications & Requirements, Terms & Conditions

- 1). **All costs and expenses associated with the preparation and submission of (bid, proposals and / or quotes) shall be responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto HIDALGO COUNTY.**
- 2). Lease property must have shelter to house transmission, reception and rebroadcast equipment.
- 3). Tower shelter must have electricity and air condition system.
- 4). Tower shelter should be of block construction or other construction capable of withstanding sustained hurricane force winds.
- 5). The equipment to be installed at the site includes a generator and an LP gas tank to power the generator for forty-eight (48) hours.
- 6). Height of tower should be four hundred eighty (480) ft. or taller.
- 7). Tower must meet all F.A.A. and F.C.C guidelines and be licensed by the F.C.C.
- 8). Tower must be geographically located in the Northwest Portion of Hidalgo County, preferably North of McCook, within Hidalgo County near intersection of FM 681 and FM 490. See attached search area, Exhibit 1.
- 9). Antenna equipment must be installed at the highest point available on the tower.
- 10). Tower provider will be responsible for all fines and penalties assessed by the F.A.A. or F.C.C. for the tower and tower related equipment as it relates to the tower site.
- 11). Tower rent **must** include cost of electricity.
- 12). Lessor throughout the lease term, will maintain the property and keep it free of waste and nuisance.
- 13). Lessor throughout the lease term, at his own expense will maintain air conditioning systems

all windows, the roof, the foundation, the structural soundness of the exterior walls, the electrical wiring, paving, the doors, the guy wires, the tower structure, the towering warning lights or beacons and all other components of the property.

- 14). Lessor will maintain all records and make all reports required by the Federal Aviation Administration with respect to maintenance and operation of tower warning light or beacons.
- 15). Lessor agrees that technical and maintenance employees and representatives and agents of Lessee shall have at all times rights of ingress and egress to the property for the purpose of installing, maintaining and repairing Lessee's equipment. Lessor shall have the right to approve/disapprove the technical staff that will install an/or maintain the equipment.
- 16). Lessor agrees not to lease or license the use of the property, or any portion thereof, to any party which will interfere with Lessee's use of the property.
- 17). Lessor represents that it has no knowledge of any substance, chemical or waste (collectively, Asubstance@) on the Site that is identified as hazardous, toxic or dangerous in any applicable federal state or local law or regulation.
- 18). **Site must have the capability for one circuit to be connected to a dispatch point.**
- 19). **Lessor agrees to insure the property, at its sole cost and expense, against loss by fire, or other casualty, including extended coverage, with a policy or policies acceptable to Lessor. The coverages under such policy or policies shall provide for coverage in an amount reasonably required by Lessor to provide for the replacement or repair of the improvements located on the property, or such portion thereof as may be damaged by a covered loss, but in no event less than the required by any party holding a security interest in or lien on the property. Lessor agrees to hold Lessee harmless from any and all claims, actions, proceedings, damages and liabilities arising from the use, condition and operation of the property, and to carry liability insurance insuring, at the sole cost and expense of Lessor, both Lessor and Lessee against such loss and liability, in such amounts as Lessor may reasonably require. In the event Lessor should neglect to provide any insurance coverage required under this paragraph, Lessee shall have the right, but not the obligation, to purchase such coverage to protect Lessee's interests, with any reasonable cost therefore to be payable by Lessee.**
- 20). **HIDALGO COUNTY reserves the right to reject any or all quotes submitted, if it is in the best interest to do so.**

Installed Equipment

Division of Emergency Services will provide and cause to be installed the following equipment at the approved site:

Two transmitters/receivers that will provide interoperable communications between users of 800 Mhz and VHF two way radio equipment with the appropriate antennas and peripherals, specifically:

- One (1) Generator
- One (1) 500 Gallon gas Tank

Two (2) Cross band Stations
One (1) Antenna and Cabin
Two (2) 83" Cabinets

DRAFT

Note: Any and all new equipment added by the Division of Emergency Services (Department of Emergency Management) will be honored at lease price.

Term:

The term of the lease contract will be for a period of one (1) year. Hidalgo County may in its sole discretion elect the option to extend the contract for two (2) additional one year terms under the same rates, terms and conditions.

Hidalgo County reserves the right to continue this bid for an additional sixty (60) days grace period at the end of the contract term due to any unforeseen delay in the procurement process.

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, Wednesday, February 11, 2009 by 5:00 P.M.. Responses to said inquiries will be sent to all applicants via facsimile by no later than, Friday, February 13, 2009 by 5:00 p.m.

EXHIBIT "B"

HIDALGO COUNTY "LEASE OF TOWER SPACE"

RFB No. 2009-023-02-18-YSI

BID PAGE

DRAFT

<u>BID PER:</u>	<u>BID AMOUNT:</u>
MONTH	\$

BIDDER=S INFORMATION:

BIDDER/COMPANY NAME:

ADDRESS:

CITY/STATE/ZIP CODE:

PHONE & FAX NO.=S:

CELLULAR & BEEPER
NO.=S:

E-MAIL ADDRESS:

AUTHORIZED SIGNATURE:

PRINTED NAME:

TITLE

EXHIBIT '1'

HIDALGO COUNTY "LEASE OF TOWER SPACE"

RFB No. 2009-023-02-18-YSI

DRAFT



THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

DRAFT

LEASE AGREEMENT
C-09-023-00-00

THIS AGREEMENT is made and entered into this _____ day of _____, **2009** by and between _____ a Texas Corporation, hereinafter referred to as Lessor, and **COUNTY OF HIDALGO, TEXAS**, hereinafter referred to as Lessee.

ARTICLE I. DEMISE OF LEASE PROPERTY

Lessor, for and in consideration of the rents, covenants, and promises herein contained to be kept, performed, and observed by Lessee, does hereby lease and demise to Lessee, and Lessee does hereby rent and accept from Lessor, that certain premises more particularly described on Exhibit "A-1" hereto, in Hidalgo County, Texas (hereinafter referred to as the "Property").

ARTICLE 2. LEASE TERM

Term

2.01 This lease shall be a one (1) year term, hereinafter referred to as the "initial lease term" commencing on, _____, **2009** and ending on, _____, **2010**; subject, however, to earlier termination as hereinafter provided.

Renewal

2.02. Provided Lessee is not in default hereunder, Lessee is granted the option to renew this Lease for an additional two (2) one (1) year terms, commencing on, _____, **2010** and ending on _____, **2010** (the "renewal term"). Lessee shall give Lessor written notice of its intent to exercise its renewal option at least thirty (30) days prior to the expiration of the initial term.

ARTICLE 3. RENT

Monthly Rental

3.01 Lessee agrees to and shall pay to Lessor as rental for the use and occupancy of the Property under the lease during the initial lease term the sum of \$ _____ per month. Monthly rental during the renewal term, if Lessee exercises its renewal option, will be \$ _____ ; Each Rental payment shall be due in advance on the first day of each month during the term of the lease, beginning on, _____.

Payment of Rent

3.02 All installments of rent hereunder, when and as the same may become due and payable, shall be paid in lawful money of the United States at the time to the Lessor at _____ unless and until Lessor notifies Lessee in writing to make the payments to some other address.

ARTICLE 4. UTILITIES

DRAFT

Lessor shall pay or cause to be paid all charges for electricity, used on the Property throughout the term of this lease, including any connection fees.

ARTICLE 5. USE OF PROPERTY

Lessee shall have the right to use the Property for any lawful purpose pertaining to the receipt, broadcast or rebroadcast of data or radio signals.

ARTICLE 6. REPAIR AND MAINTENANCE

Lessor will, throughout the lease term, maintain the Property and keep it free of waste and nuisance. Lessor will, at Lessor's own expense, during the term of this Lease, maintain air conditioning systems, all windows, the roof, the foundation, the structural soundness of the exterior walls, the electrical wiring, paving the doors, the guy wires, the tower structure, the tower warning lights or beacons and all other components of the Property. Lessor will maintain all records and make all reports required by the Federal Aviation Administration with respect to maintenance and operation of tower warning light or beacons. In the event Lessor should neglect to reasonably maintain the Property. Lessee will have the right, but not the obligation, to cause repairs or corrections to made, with any reasonable costs therefor to be payable by Lessor to Lessee as an offset against rental on the next rental installment date. Lessee will, at its sole cost and expense, maintain and repair its own equipment, cables and antennae.

ARTICLE 7. OBLIGATIONS OF LESSOR AND LESSEE

Taxes

7.01 Lessee shall be liable for, and shall pay and discharge before the same become delinquent, all taxes levied or assessed against personal property, furniture, or fixtures located in or upon the Property owned by Lessee, but not by other Lessees or by Lessor, on the real property. Lessor shall be liable for, and shall pay and discharge before the same become delinquent, all ad valorem taxes and assessments levied against the Property, including any fixtures and improvements.

Alternation, Additions, and Improvements

7.02 Lessee may, at Lessee's discretion, but shall not be required to, make any alterations, additions or improvements to the Property, provided Lessee obtains the prior written consent of Lessor, which consent shall not be unreasonably withheld. All alterations, additions or improvements made to the Property described in Exhibit A- I, excluding equipment placed on the Property by Lessee, shall become the property of Lessor at the termination of this Lease Agreement.

7.03 **Addition of New and Replacement Equipment.** In accordance with provision 7.02 of this Lease Agreement, Lessee shall be allowed to replace existing equipment used on the Property with the prior written consent of Lessor as described in 7.02, without experiencing an increase in monthly rental costs. Should Lessee desire to add new equipment to the Property currently not in place at Lessee's expense, Lessee shall also seek the prior written consent of Lessor as described in 7.02 and Lessor shall

submit a written proposal to Lessee of the additional rental costs associated with the new equipment. If the parties reach an agreement for additional rental costs due to new equipment, then the new equipment may be added

Damage or Destruction

7.04 In the event the Property or any portion thereof is damaged or destroyed by fire, tornado, or other casualty, Lessee shall be entitled to an abatement of rent as a result and Lessor shall promptly repair any such damages or destruction using materials and workmanship of a similar nature and quality to the original construction.

Insurance

7.05 Lessor agrees to insure the Property, at its sole cost and expense, against loss by fire, or other casualty, including extended coverage, with a policy or policies acceptable to Lessor. The coverages under such policy or policies shall provide for coverage in an amount reasonably required by Lessor to provide for the replacement or repair of the improvements located on the Property, or such portion thereof as may be damaged by a covered loss, but in no event less than the amount required by any party holding a security interest in or lien on the Property. Lessor agrees to hold Lessee harmless from any and all claims actions proceedings, damages, and liabilities arising from the use, condition and operation of the Property, and to carry liability insurance insuring at the sole cost and expense of lessor, both Lessor and Lessee against such loss and liability, in such amounts as Lessor may reasonably require. In the event Lessor should neglect to provide any insurance coverage required under this paragraph, Lessee shall have the right, but not the obligation, to purchase such coverage to protect Lessee's interest, with any reasonable costs therefor to be payable by Lessee.

Lessee's Insurance

7.06 Lessee, at its own expense, shall provide and maintain in force effective _____, 2009 and continuing during the term of this Lease Liability insurance in the amounts deemed adequate by Lessee, naming Lessor as additional insured.

ARTICLE 8. DEFAULT

Events of Default

8.01 The following events shall be deemed to be events of default by Lessee under this lease. Lessee shall fail to pay any installment of rent hereby reserved and such failure shall continue for a period of thirty (30) days.

Lessee shall fail to comply with any term, provision, or covenant of this lease, other than the payment of rent, and shall not cure such failure within thirty (30) days after written notice thereof to Lessee.

Remedies

8.02 Upon the occurrence of any event to default specified in Paragraph 8.01 hereof, Lessor shall have the option to pursue any one or more of the following remedies without notice of demand whatsoever.

Re-entry

DRAFT

Lessor may re-enter the Property immediately and remove all Lessee's personal property therefrom. Lessor may store the personal property in a public warehouse or at another place at Lessor's choosing at Lessee's expense or to Lessee's account.

Termination

After re-entry, Lessor may terminate the lease on giving ten (10) days' written notice of such termination to Lessee. Re-entry only, without notice of termination, will not terminate the lease.

Re-letting Property

After re-entering, Lessor may re-let the Property or any part thereof, for any term, without terminating the lease at such rent and on such terms as Lessor may choose. Lessor may make repairs to the Property at Lessee's expense.

Quiet Enjoyment Pending Cure Period

8.03 Notwithstanding anything to the contrary herein, Lessor understands, acknowledges and agrees that some of the Property is utilized in the receipt, transmission and/or retransmission of radio signals for law enforcement and emergency services, which Lessee is authorized to operate by virtue of a license issued by the Federal Communications Commission. Lessor shall not, except following written notice of a default and the failure to cure such default by Lessee within the time periods provided in Section 8.02 (a) and (b), exercise any remedy which may affect or in any manner interfere with Lessee's use, possession or quiet enjoyment of the property or the receipt, transmission or retransmission of any radio signal by Lessee. Further, except for any time period following expiration of any cure period for which Lessee has not satisfactorily cured any Lessee default, Lessee shall have full access to, use of any quiet enjoyment of the property undisturbed by Lessor.

ARTICLE 9. INTENTIONALLY OMITTED

ARTICLE 10. MISCELLANEOUS

Notices and Addresses

10.01 All notices provided to be given under this agreement shall be given by certified mail or registered mail addressed to the proper party, or in person against a receipt. The date of mailing of any notice under this agreement shall be deemed to be the date of such notice and shall be effective from such date. The addresses of the parties of this agreement are as follows:

LESSOR

LESSEE

DRAFT

Attn.:

County Of Hidalgo, Texas
Attn: Juan D. Salinas, III, County Judge
100 E. Cano St.-2nd Floor
Edinburg, Texas 78539

With copy to:

Attn:

Parties Bound

10.02 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives and assigns where permitted by this Agreement.

Texas Law to Apply

10.03 This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas/

Legal Construction

10.04 In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions thereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Prior Agreements Superseded

10.05 This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreements between the parties respecting the within subject matter.

Amendment

10.06 No amendment, modification or alteration of the terms hereof shall be binding unless the same in writing, dated subsequent to the date hereof, and duly executed by the parties hereto.

Waiver of Default

10.07 No waiver by the parties hereto of any default of breach of any term, condition or covenant of this lease shall be deemed to be a waiver of any other breach of the same or any other term, conditions or covenant contained herein.

Attorney's Fee

10.08 In the event Lessor or Lessee breaches any of the terms of this Agreement whereby the party not in default employs attorneys to protect or enforce his rights hereunder and prevails, then the defaulting party agrees to pay the other party reasonable attorneys' fees so incurred by such other party.

ARTICLE 11. WAIVER OF SUBROGATION

Lessor hereby waives Lessor's right of recovery against Lessee for damages caused by fire, explosion and other perils to any of the Property to the extent that recovery is made by Lessor under insurance policies in effect at the time of loss; and Lessee hereby waives Lessee's rights of recovery against Lessor for damages to any of Lessor's property caused by fire, explosion and other perils to the extent that recovery is made by the Lessee under insurance policies in effect at the time of loss. This agreement does not extend to and waiver does not apply to any damage suffered by either party hereto which is not recovered by the injury party under its insurance policies.

ARTICLE 12. SPECIAL PROVISIONS

Access to Property

12.01 During the term of this agreement, Lessor agrees that technical and maintenance employees and representatives and agents of Lessee shall have at all time rights of ingress and egress to the Property for the Purpose of installing, maintaining and repairing Lessee's equipment. Lessee agrees to insure that its subcontractors and employees performing maintenance or technical services on Lessee's equipment are covered by adequate levels of liability insurance and by any state-mandated worker's compensation insurance, if applicable.

Duty Not to Impair Lessee's Operations

12.02 Lessor agrees not to lease or license the use of the Property, or any portion thereof, to any party which will interfere with Lessee's use of the Property, and to require that any other lessees and licenses use and operation of radio or television transmission equipment of the Property shall be performed in such a manner as not to interfere with the operation of any equipment which Lessee has therefore installed or may thereafter install on the Property. In the event interference should result, upon notice of such interference from lessee, Lessor shall cause its lessees and licenses to take all necessary steps, without costs or expense to lessee, to remove said interference or shut down communication equipment temporarily pending repair.

Hazardous Substances

12.03 Lessor represents that it has no knowledge of any substance, chemical or waste (collectively "substance") on the Site that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation. Lessee will not introduce or use any such substance on the Site in violation of any applicable law.

IN WITNESS WHEREOF, the undersigned Lessor and Lessee hereto execute this Agreement as of the day and year first above written

APPROVED BY COMMISSIONER COURT ON _____, 2009

Approved as to form:

Atlas & Hall, .LL.P.

Lessee:

County Of Hidalgo

By: _____

By: _____

Juan D. Salinas, III, County Judge

Attest:

Lessor:

Arturo Guajardo, Jr., County Clerk

By: _____



PURCHASING DEPARTMENT
County Of Hidalgo

MEMORANDUM

To: A.A. "Tony" Pena, Jr.
Attn: Belinda Alvarez
Department Of Emergency Management

From: Yvette Islas, Buyer *YI*
Hidalgo County Purchasing Department

Date: December 23, 2008

Re: Approval or Disapproval of AMENDED (2) Draft Specifications For:
Bid No. 2009-023-00-00-YSI "LEASE OF TOWER SPACE"

Carefully review the draft specifications AMENDED as per your e-mail. I have included the list of equipment. Indicate if they meet all your requirements by marking Approve (or) Disapprove. If your answer is **DISAPPROVE**, please make any modifications needed to the specifications and return to me ASAP. It is very important that you include your account number(s) since this information will be used to get approvals from the budget office for future agenda items related to this project.

APPROVE



DISAPPROVE



MODIFICATIONS



ACCOUNT NUMBER(S): _____

DEPARTMENT NAME: _____

A.A. Tony Pena Jr.

AUTHORIZED SIGNATURE

A.A. TONY Peña Jr.

PRINTED NAME

29 DEC 08

DATE

Submit this form to the Hidalgo County Purchasing Department via fax: (956) 292-7612 or via e-mail: yvette.islas@co.hidalgo.tx.us

AI-13621
Autopsy Facility
CC REGULAR

19.A.9.

Date: 01/28/2009
Submitted By: Olga Montero, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Presentation for discussion, consideration and action in connection with the contract between Hidalgo County and Ceballos Funeral Home as an Autopsy Facility including, but not limited to, the following:

A. Renew for the additional one (1) year (as provided in the current contract) under the same rates, terms and conditions; and

B. Cancel the authority to advertise the project as approved by Commissioners Court on 01/20/09.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-421-00-080-003-0-344
FUNDS AVAILABLE Y/N?: Yes **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Available balance as of 01-23-09 \$750,000.00

Attachments

Link: [Ceballos FH contract](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/23/2009 03:01 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 03:56 PM	APRV
3	Veronica Lopez	Veronica Lopez	01/23/2009 04:34 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Olga Montero Started On: 01/23/2009 02:34 PM
Final Approval Date: 01/23/2009

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-06-244-11-21

THIS CONTRACT is made and entered into this 26th day of March, 2007 by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), **Ceballos Funeral Home, Inc.**, a Texas Corporation, ("Company").

WHEREAS, Company responded to advertised notices for bids for "**Autopsy Facility**"; and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Services"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with specifications, described in Exhibits "A" and "B", the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to Hidalgo County for "**Autopsy Facility**". This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the specifications, described in Exhibit "A" and "B", within **Hidalgo County** following a request for

Services by the **Purchasing Agent** or her designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be from **March 26, 2007** and ending **March 25, 2009** unless this Contract is terminated pursuant to the provisions herein, whichever occurs first.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

6. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

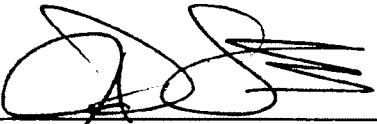
7. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

8. This Contract shall not be assignable in whole or in part by either party without prior

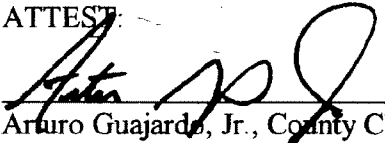
14. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this 26th day of February 2006.

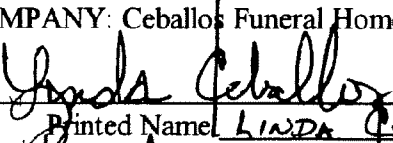
COUNTY OF HIDALGO

By: 

Juan D. Salinas, III, County Judge

ATTEST:


Arturo Guajardo, Jr., County Clerk

COMPANY: Ceballos Funeral Home, Inc.
By: 

Printed Name: Linda Ceballos
Title: President

Approved on Commissioners' Court November 21, 2006

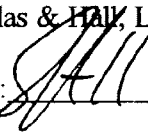
APPROVED AS TO FORM
Atlas & Hall, L.L.P.
By: 

EXHIBIT "A"
SPECIFICATIONS

Exhibit "A"
"Autopsy Facility-Hidalgo County"
RFB No.: 2006-244-07-26

SCOPE - SPECIFICATIONS - INFORMATION TO BIDDERS

Scope:

Pursuant to Chapter 49 of the Code of Criminal Procedures and Chapter 691 of the Health and Safety Code, the County of Hidalgo is seeking sealed bids from qualified and interested vendor(s) to provide a facility located in Hidalgo County with all necessary equipment at which the County's contracted pathologist can perform autopsies and related services on an "As Needed Basis", on dead bodies in all stages of decomposition.

Hidalgo County is also seeking to engage in a "Turnkey Solution" with a physician which will include a facility. Hidalgo County reserves the right to award the contract(s) most advantageous and is in its best interest. Therefore, all vendors are advised that Hidalgo County may, at its sole option award this bid (a facility) or the Turnkey Autopsy contract (which includes the physician with facility.)

Specifications:

A. The following list is the minimum required equipment, accessories and supplies for a facility to have in order to qualify as the contractor at which autopsies and all necessary and related services can be performed:

Refrigerator for storing dead bodies on site	Ruler (in. and cm.)	Storage for tissue blocks (paraffin)
Portable trays	Clothing scissors	Property envelopes
Suction with hose	Long hemostats	Evidence envelopes
Sink scale	Mayo dissecting scissors	Safe for storing property
Floor drain	Formalin	Finger printing equipment
X-ray machine	Viscera pan	Possess or have access to:
X-ray developer	Viscera bucket	a. X-ray machines
View box(es)	Viscera bags	b. X-ray developer
Specimen freezer	Test tube rack	c. Histology lab
Dissecting board	Red Top Test Tubes	d. Toxicology lab
Dissecting stand with drain	Gray Top Test Tubes	
Camera with film	Lavender Top Test Tubes	
Kramer Kick Stool	Green Top Test Tubes	
Ladder	Stryker Saw with bone dust collector	
Counter top digital scale (for infant organs)	Head blocks	
In/Out Cards	50cc glass syringes	
Toe Tags	6cc disposable sterile syringes	
Body Bags	18ga. X 1 1/2 hypodermic needles	
Scrubs	12" X 5ga. stainless steel re-usable non-sterile needles	
Aprons	Stomach pan	
Gowns	Short scissor with disposable sharp/blunt blades	
Gloves	Three (3) toothed forceps	
Paper grocery bags	Autopsy needles	
Bio Hazard disposal boxes	Scalpel handles with disposable blades	
Sharps containers	Stainless steel chisel	
Masks	Dia-stix	
Splash shields	Keto-stix	
Tissue jars (wide mouth plastic with screw top)	Swabs	
Large glass measuring cup (2 liter/2000ML)	Swab boxes	
Small stainless steel ladle	Slides	
Tea strainer (for rinsing bullets, pellets, etc.)	Slide boxes	
Colander (for straining stomach content, fixed tissue, etc.)	Paint cans	
Autopsy knife with disposable blades	Embalmers Thread	
Rib cutters	Bone scissors	
Pliers	Microscope	
Skull breaker	Storage for micro-slides	
Stainless steel wall unit with dual faucets, center drain, and disposal unit		

Specifications - Autopsy Facility: (continued)

- B. The facility must be available and on call twenty-four (24) hours daily, seven (7) days per week, 365 days a year, for the County's contracted forensic pathologist to perform autopsies and related services.
- C. Facility must be located in Hidalgo County.
- D. All necessary equipment, accessories and supplies will be available at all times so as not to cause delay in the provision of autopsies and related services by the County's contracted forensic pathologist.
- E. Fee charged for the use of the facility will be on a "Per Body Basis" and will include the storing of the body through the completion of the autopsy by the pathologist, but not to exceed forty-eight hours.
- F. Storage fee of the "Body" will commence on a per day basis after forty-eight hours of receipt of the body.
- G. Contractor, it's employees, and/or agents cannot offer any information to family, friends, or acquaintances about "funeral related services." All inquiries related to the decedent will be forwarded to the proper County official to ensure compliance with Title I of the Health Insurance Portability and Accountability Act of 1996; HIPAA Standards for Privacy of Individually Identifiable Health Information (the Privacy Rule).
- H. Records of Victims: Contractor must keep an updated log with information pertaining to the victim (i.e., name, date of birth, photo I.D., driver's license number, social security number, date & time of autopsy, performed by, witnessed by, body released to, etc.).
- I. The contractor shall provide his/her own telephone and pager numbers to the appropriate County officials.

Information - Additional Terms and Conditions to Bidders:

- 1. **Term of Contract:**
The term of this contract is for a period of two (2) years, with the option of Hidalgo County to extend the contract for additional one (1) year period under the same bid prices, terms and conditions.
- 2. Hidalgo County reserves the right to extend this bid award for an additional sixty (60) day Grace Period at the end of the contract term due to unforeseen delay in the award of the new bid for next contract term.
- 3. Hidalgo County reserves the right to terminate this agreement by giving contractor sixty (60) days written notice of such termination.
- 4. **Bid Prices:**
Prices bid are firm for the contract period (two (2) years) including any options to extend. No price increases are allowed.
- 5. **Volume:**
There is no guaranteed annual volume. Hidalgo County will seek use of the "facility" on an "As Needed Basis".
- 6. **Bidder responsibilities for Facility:**
 - a. Bidder will be responsible to maintaining the facility in a manner that will allow the performance of autopsies and all necessary and related services without delay. Bidder will comply with all federal, state, and local statutes, codes, and regulations governing such premises.
 - b. Facility shall have public bathrooms and be handicapped accessible.
 - c. Bidder shall provide insurance for the "Facility" against fire, accidents or natural disasters. Bidder shall maintain liability insurance on the premises. in the amounts and coverages specified in numbered paragraph six (6) hereof

EXHIBIT "B"
VENDOR'S RESPONSE

Exhibit "B" -- Bid Page
"Autopsy Facility-Hidalgo County"
RFB No. 2006-244-07-26

- A. Bid Price is based on the use of the facility on a "per autopsy" basis for a two (2) year period. County has the option to extend for an additional one (1) year with the bid price, term and conditions remaining unchanged.

Bid price for use of the facility: \$ 85.00 per autopsy

- B. Bid price for body storage: \$ 75.00 per day, after forty-eight (48) hours of body arrival.

NOTICE: *Do not alter or propose any pricing other than what bid page calls for. Vendor by submitting bid acknowledges compliance with all specifications, requirements, terms & conditions contained herein.*

Ceballos Funeral Home, Inc.

Company Name

Linda Ceballos

Signature of owner or person authorized to bind company

Linda Ceballos

Printed name

07/25/06

Date

EXHIBIT "C"
INSURANCE

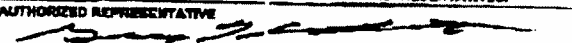
ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 01/31/2007
PRODUCER (972)562-7455 The Klement Agency P.O. Box 820 Prosper, TX 75078 Greg Klement	FAX (972)562-7129	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED CEBALLOS FUNERAL HOME, INC. 1023 N. 23RD MCALLEN, TX 78501		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: AMERICAN HALLMARK INS. CO.		
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADDL TYPE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	44PB4333231-02	07/15/2006	07/15/2007	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCUR) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (EA accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ ADD \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS BELOW OTHER				INC STATUTORY LIMITS TOTAL EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER HIDALGO COUNTY PURCHASING DEPT 1304 S. 25TH AVE EDINBURG, TX 78539	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
---	--

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 01/25/2007
PRODUCER (956)968-5521 FAX (956)969-9198 Montalvo Insurance Agency 208 South Texas Blvd PO Box 2 Weslaco, TX 78599		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED Ceballos Funeral Home, Inc. 1023 North 23rd McAllen, TX 78501		
		INSURERS AFFORDING COVERAGE
		NAIC #
		INSURER A: Beacon Insurance Group
		INSURER B:
		INSURER C:
		INSURER D:
		INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR NUMBER	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP ACC \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NONOWNED AUTOS	CAP06000320300	04/22/2006	04/22/2007	COMBINED SINGLE LIMIT (EA accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTH-ERL E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Hidalgo County
 Mary
 100 E. Cano
 Edinburg, TX 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE *Ramon Montalvo*

Jan. 24. 2007- 4:47PM

No. 8555 P. 2/2

ACORD.

CERTIFICATE OF LIABILITY INSURANCE

OP ID XL
CEBAL-1

DATE (MM/DD/YYYY)
01/25/07

PRODUCER
Shepard Walton King Ins. Group
801 N. Main
P. O. Box 1630
McAllen TX 78505-1630
Phone: 956-682-2841 Fax: 956-630-4015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Ceballos Funeral Home
1023 N. 23rd Street
McAllen TX 78501

INSURERS AFFORDING COVERAGE

INSURER A:	Texas Mutual Insurance Co.	NAIC #
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADTY LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO- <input type="checkbox"/> JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	Q000851211	01/25/07	01/25/08	<input checked="" type="checkbox"/> WC STATU- <input type="checkbox"/> TORY LIMITS <input type="checkbox"/> OTH- <input type="checkbox"/> ER E.L. EACH ACCIDENT \$ 500000 E.L. DISEASE - EA EMPLOYEE \$ 500000 E.L. DISEASE - POLICY LIMIT \$ 500000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

County of Hidalgo
Purchasing Department
Mary Maldonado
100 E Cano, 5th Floor
Edinburg TX 78539

HIDCOPD

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
SHEPARD WALTON KING INS. GROUP

Shepard T. King

© ACORD CORPORATION 1988

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

PROFESSIONAL SERVICES CONTRACT
C-08-490-01-27

THIS AGREEMENT is made effective the 27th day of January, **2009**, by and between the **COUNTY OF HIDALGO, TEXAS**, ("County") and **QUINTANILLA, HEADLEY & ASSOCIATES, INC.** ("Surveyor").

WITNESSETH:

WHEREAS, the County requires surveying services for the "**Mile 5½ West Road & Mile 21 North Drainage (20.0 acre tract)**" located within **HIDALGO COUNTY PRECINCT No. 1** (the "**Project**"); and

WHEREAS, County has determined that the services of a Professional Surveyor are sometimes necessary to carry out the required surveying activities; and

WHEREAS, pursuant to Article 2254.002, (2) (A) "The Professional Services Procurement Act," Government Code, the County requested proposals from Professional Right of Way Surveyor to assist the County by providing surveying services; and

WHEREAS, the County has selected the Surveyor to provide surveying services within the County of Hidalgo, Texas through its procured approved Pool of Surveyors.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, County and Surveyor do mutually agree as follows:

1. **Scope of Services.** Surveyor agrees to provide to County the services shown in Exhibit "A" attached hereto and entitled "Services to be Provided by the Surveyor."
2. **Term.** This Contract becomes effective when fully executed by both parties and will

terminate upon completion of Project unless sooner terminated as provided herein. The Surveyor will not begin work or incur costs until authorized in writing by the County for each work order.

3. **Compensation.** The maximum amount payable under this Contract shall not exceed **\$ 2,500.00 (See Attached Exhibit“ ”)** the amount agreed for each work order unless an amendment is executed as provided hereinafter. The Surveyor is authorized to submit periodic requests for payment within thirty days after completion of each work order. The request for payment shall be made using forms acceptable to the County and shall show the total amount earned to the date of submission and the amount due and payable as of the date of the current billing. Upon receipt of said request for payment, County shall submit a requisition for payment of said services in the customary manner provided for payments utilized by Hidalgo County, Texas. Surveyor agrees to separately account for the receipt and/or expenditure of funds received pursuant to this Contract and to keep adequate books and records of all such receipts and/or expenditures. All payments to Surveyor shall be mailed to the address shown in numbered paragraph 21, hereof.

4. **Progress.** Upon acceptance of a work order, the Surveyor shall undertake and complete the authorized work. The County or the Surveyor can request conferences to be provided at the Surveyor's office, the office of the County, or at other agreed upon locations.

5. **Inspection of Work.** The County has the right at all reasonable times to inspect or otherwise evaluate the work performed or being performed hereunder and the premises in which it is being performed. If any inspection or evaluation is made on the premises of the Surveyor, or a subcontractor, the Surveyor shall provide and require its subcontractor to provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties. All inspections and evaluations shall be performed in such a manner as will not unduly delay the work.

6. **Amendments.** If it becomes necessary at any time during the contract period to change the scope of work, the contract period, the maximum amount payable, the complexity, or the character of this

contract, an amendment must be prepared and executed within the contract period. The County retains the right to reject any such amendment proposed by the Surveyor unless the County finds the proposed amendment necessary to complete the work authorized herein. Any such amendments be made in writing agreed to by all parties hereto and duly executed before the end of the contract period as specified.

If the County finds it necessary to require changes in completed work because of errors made by the Surveyor, the County shall require the Surveyor to correct the work at no cost to the County and without amendment to the contract. If the changes are made at the request of the County and are not due to errors of the Surveyor, the County will reimburse the Surveyor for the additional work at the same rate of pay established in Exhibit "C," "Basis for Payment." If payment for the additional work will cause the maximum amount payable to be exceeded, an amendment shall be executed in accordance with the terms of this provision.

7. **Reporting.** The Surveyor shall promptly advise the County in writing of events which have a significant impact upon the contract, including:

1. Problems, delays, or adverse conditions which will materially affect the ability to meet time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any County or, if Federal funds are involved, Federal assistance needed to resolve the situation.
2. Favorable developments or events which enable meeting time schedules and goals sooner than anticipated or producing more work units than originally projected.

8. **Ownership of Documents.** Upon completion or termination of this contract, all documents prepared by the Surveyor or furnished to the Surveyor by the County shall be delivered to and become the property of the County. All sketches, photographs, calculations, and other data prepared under this contract shall be made available, upon request, to the County without restriction or limitation on their further use. The Surveyor may, at its own expense, have copies made of the documents or any other data furnished the County under this contract.

9. **Independent Contractor.** Surveyor must comply with all applicable Hidalgo County policies and with any applicable federal, state or local laws, regulations, orders or ordinances applicable to the services provided by Surveyor under this Contract. Notwithstanding the foregoing sentence, Surveyor represents and maintains that it is an independent contractor and is not an employee of Hidalgo County, Texas, or any agency thereof, and represents and warrants that it does not desire or request any fringe benefits provided to employees of Hidalgo County, Texas, and/or any agency thereof, including, but not limited to benefits associated with Hidalgo County's civil service program. Surveyor agrees to be responsible for any federal income tax, withholding or social security tax liability that might arise from payments received hereunder.

10. **Voluntary Termination.** Surveyor and County agree that either party may terminate this Contract at any time for any reason or no reason at all upon the giving of thirty (30) days prior written notice to the other party.

11. **Insurance.** Surveyor agrees to provide liability insurance covering its activities in providing the services for County in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act, §100.001, et seq., Texas Civil Practices and Remedies Code, and shall furnish Department a certificate issued by the insurer that such insurance is in full force and effect.

12. **No Assignment.** Except as otherwise herein provided, Surveyor may not assign the obligations or rights under this contract to any person without the prior written consent of County.

13. **Termination Date.** Unless earlier terminated as herein provided, this Contract shall terminate upon completion of project.

14. **Conflict.** Nothing in this Contract shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Contract and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment

thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Contract shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

15. **Termination by County.** If Surveyor fails to deliver quality service, fails to achieve the defined goals, outcomes, strategies and outputs set by County, or if Surveyor fails to comply with any conditions in this Contract, then County shall have the right to terminate this Contract upon the giving of ten (10) days prior written notice to Surveyor.

16. **No Waiver.** No waiver by County of any breach of any provision of this Contract shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

17. **Entire Agreement.** This Contract contains the entire agreement between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by County and Surveyor, and not otherwise.

18. **Venue.** This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

19. **Hold Harmless.** In the event Surveyor should cause, either directly or indirectly, damage, loss, destruction, liability, or claims against the other party as a result of intentional conduct, negligence or otherwise, Surveyor shall hold harmless and indemnify County from any and all obligations, liabilities, causes of action, lawsuits, damages, and assessments, including legal fees, etc., that result from the Surveyor's intentional actions or negligence. This indemnification clause shall survive this Contract and be enforceable as a separate agreement in the event its survival and enforcement becomes necessary.

20. **Attorney's Fees.** In the unlikely event that a dispute occurs which is litigated or arbitrated,

or a cause of action in law or equity is filed concerning the operation, construction, interpretation, or enforcement of this Contract, the losing party shall bear the cost of the attorney's fees incurred by the prevailing party and any and all costs applicable thereto, including, but not limited to, court costs, deposition fees, expert witness fees, out-of-pocket expenses and travel expenses which are incurred by the prevailing party.

21. **Notices.** Except as may be otherwise specifically provided in this Contract, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to County: County of Hidalgo
Attention: County Judge
100 E. Cano, 2nd Floor
Edinburg, Texas 78539

If to Surveyor: Quintanilla, Headley & Associates, Inc.
Attn: Alfonso Quintanilla, President
124 East Stubbs Streets
Edinburg, Texas 78539

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

22. **Execution of Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Contract.

23. **Binding Contract.** This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this contract.

24. **Gender.** All pronouns used in this Contract shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate

25. **Authority.** The execution and performance of this Contract by County and Surveyor have been duly authorized by all necessary laws, resolutions or corporate action, and this Contract constitutes the valid and enforceable obligations of County and Surveyor in accordance with its terms.


EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS COURT ON _____, 2009.

APPROVED AS TO FORM:

Atlas & Hall, LLP

COUNTY OF HIDALGO, TEXAS

By: 

Stephen L. Crain, Attorney

By: _____
Juan D. Salinas, III, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

SURVEYOR:

Quintanilla, Headley & Associates, Inc.

By: _____

Printed Name: Alfonso Quintanilla

Title: President

EXHIBIT “A”
Services to be provided by
County

EXHIBIT "A"

Hidalgo County Precinct No. 1 Mile 5 ½ West Road & Mile 21 North Road Drainage Surveying

Scope of services to be provided by the Owner

GENERAL

The Owner will provide the following:

- (1) Authorization to begin work.
- (2) Payment for work performed by the **Surveyor**.
- (3) Provide any available relevant data on file concerning the project.

EXHIBIT “B”
**Services to be provided
by Surveyor**

EXHIBIT "B"

Hidalgo County Precinct No. 1 Mile 5 ½ West Road & Mile 21 North Road Drainage

**Legal Description: The South 20.0 acres of Lot 3, Block 77,
Missouri-Texas Land & Irrigation Co's. Subdivision**

Surveying

Scope of services to be provided by the Surveyor

1. Boundary surveying.
2. Prepare survey plat and a metes and bounds description.

EXHIBIT “C” Work Schedule

EXHIBIT “C”

Work Schedule

**Hidalgo County Precinct No.1
Mile 5 ½ West & Mile 21 North Drainage**

Surveying

The Surveyor shall provide the deliverables for this work 20 days after the notice to proceed.

EXHIBIT "D"

Surveyor's Hourly Rates

EXHIBIT "D"

Surveyor's Hourly Rates

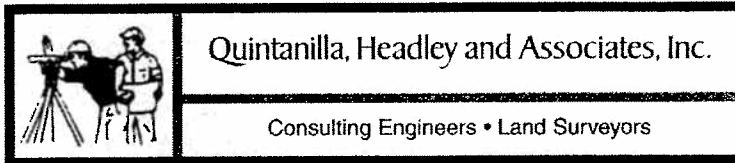
**Hidalgo County Precinct No. 1
Mile 5 ½ West Road & Mile 21 North Road Drainage**

Surveying

A. Registered Professional Land Surveyor	\$ 150.00
B. Three Man Survey Crew	\$ 125.00
C. Computer Technician	\$ 85.00
D. Administrative	\$ 60.00
E. Research	\$ 50.00

EXHIBIT “E”
Estimated Lump
Sum Amount

- Municipal Projects
- Subdivisions
- Surveys



Alfonso Quintanilla, P.E., R.P.L.S.
Eulalio Ramirez, P.E.

124 E. Stubbs, Edinburg, Texas 78539 Phone: (956) 381-6480 Fax: (956) 381-0527

December 9, 2008

Ms. Leticia H. Saenz
CPPB/Contracts Manager
Hidalgo County Purchasing Department
2812 S. Business Hwy. 281
Edinburg, Texas 78539

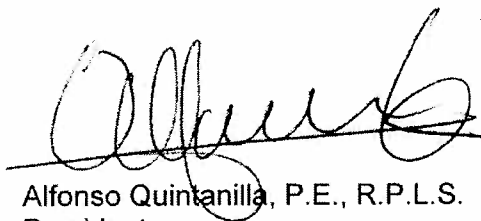
**Re: Hidalgo County Pct. No.1 – Mile 5 ½ West Road & Mile 21 North
Drainage (20.0 acre tract) - Best and Final Offer**

Dear Ms. Saenz:

After careful review of the scope of work for the required professional surveying services for the boundary survey of the land for this project, Quintanilla, Headley and Associates, Inc.'s best and final offer for the professional services is in the amount of \$ 2,500.00.

I appreciate your consideration to this project. Should you have any questions or need additional information, please feel free to call me at (956) 381-6480

Sincerely,



Alfonso Quintanilla, P.E., R.P.L.S.
President

C. Presentation for discussion, consideration, acceptance, and approval of Invoice No. 08004 in the amount of \$ 7,500.00 from Leo L. Rodriguez Jr., dba Rodriguez Engineering, contracted engineer for the "Barrera Street Project" for Hidalgo County Precinct No. 1 and in connection to (Contract No. C-08-332-09-30).

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

D. Presentation for discussion, consideration, acceptance, and approval of Invoice No. 08005 in the amount of \$ 2,554.76 from Leo L. Rodriguez Jr., dba Rodriguez Engineering, contracted engineer for the "Mile 16 from Mile 4 East to FM 1015" for Hidalgo County Precinct No. 1 and in connection to (Contract No. C-08-385-09-30).

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

- 2. A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Surveying Services in connection with Hidalgo County Precinct No 1 for Mi 5 1/2 West Road @ Mi 21 North Drainage;**

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

**B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of surveyors in connection with professional Surveying Services required for Hidalgo County Precinct No 1 for Mi 5 ½ West Road @ Mi 21 North Drainage;
1st.Quintanilla, Headley & Assoc. 95pts.2nd.Rodriguez Engineering 90 pts
3rd.J. E. Saenz 87 pts.**

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval to rank Quintanilla, Headley & Assoc. as #1, Rodriguez Engineering as #2 and J.E. Saenz as #3.

**C. Authority for the Purchasing Department to negotiate a professional Surveyor Services Contract with the No.1 ranked firm of
Quintanilla, Headley & Assoc. for the provision of Surveying Services for Hidalgo County Precinct No 1 for Mi 5 ½ West Road @ Mi 21 North Drainage;**

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval for Quintanilla, Headley & Associates.

CERTIFICATE OF INSURANCE

This certifies that

- STATE FARM FIRE AND CASUALTY COMPANY, Bloomington, Illinois
- STATE FARM GENERAL INSURANCE COMPANY, Bloomington, Illinois
- STATE FARM FIRE AND CASUALTY COMPANY, Scarborough, Ontario
- STATE FARM FLORIDA INSURANCE COMPANY, Winter Haven, Florida
- STATE FARM LLOYDS, Dallas, Texas

insures the following policyholder for the coverages indicated below:

Policyholder QUINTANILLA, HEADLEY & ASSOCIATES INC.
 Address of policyholder 124 E STUBBS EDINBURG, TX 78539
 Location of operations _____
 Description of operations _____

The policies listed below have been issued to the policyholder for the policy periods shown. The insurance described in these policies is subject to all the terms exclusions, and conditions of those policies. The limits of liability shown may have been reduced by any paid claims.

POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
		Effective Date	Expiration Date	
90-63-2329-1L	Comprehensive Business Liability	03/30/2008	03/30/2009	BODILY INJURY AND PROPERTY DAMAGE
This insurance includes:				
<input checked="" type="checkbox"/> Products - Completed Operations <input checked="" type="checkbox"/> Contractual Liability <input type="checkbox"/> Underground Hazard Coverage <input type="checkbox"/> Personal Injury <input type="checkbox"/> Advertising Injury <input type="checkbox"/> Explosion Hazard Coverage <input type="checkbox"/> Collapse Hazard Coverage <input type="checkbox"/> <input type="checkbox"/>				Each Occurrence \$ 1,000,000 General Aggregate \$ 2,000,000 Products - Completed Operations Aggregate \$ 2,000,000
	EXCESS LIABILITY	POLICY PERIOD		BODILY INJURY AND PROPERTY DAMAGE
	<input type="checkbox"/> Umbrella <input type="checkbox"/> Other	Effective Date	Expiration Date	(Combined Single Limit)
				Each Occurrence \$ Aggregate \$
90-LN-5307-0	Workers' Compensation and Employers Liability	10-11-2008	10-11-2009	Part 1 STATUTORY Part 2 BODILY INJURY
				Each Accident \$ 100,000 Disease - Each Employee \$ Disease - Policy Limit \$
POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
014 9630F14 53B	Auto Insurance	12/14/2008	12/14/2009	500/500/500

THE CERTIFICATE OF INSURANCE IS NOT A CONTRACT OF INSURANCE AND NEITHER AFFIRMATIVELY NOR NEGATIVELY AMENDS, EXTENDS OR ALTERS THE COVERAGE APPROVED BY ANY POLICY DESCRIBED HEREIN.

Name and Address of Certificate Holder

COUNTY OF HIDALGO

If any of the described policies are canceled before its expiration date, State Farm will try to mail a written notice to the certificate holder 30 days before cancellation. If however, we fail to mail such notice, no obligation or liability will be imposed on State Farm or its agents or representatives.

[Signature]
 Signature of Authorized Representative
 Agent _____ Date 12/10/2008
 Title _____

Agent's Code Stamp

AFO Code 6720

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/29/2008

PRODUCER
GREG KLEMENT
THE KLEMENT AGENCY
P.O. BOX 820
PROSPER TX 75078
(972) 562-7455

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Quintanilla, Headley & Associates, Inc.
124 E. Stubbs Street
Edinburg, TX 78539

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: EVANSTON INSURANCE	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L TR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional E&O GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	AE816091	09/19/2008	09/19/2009	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP. (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$								
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER													
E.L. EACH ACCIDENT	\$													
E.L. DISEASE - EA EMPLOYEE	\$													
E.L. DISEASE - POLICY LIMIT	\$													
		OTHER												

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

CANCELLATION

AI 102756

HIDALGO COUNTY
EDINBURG TX 78541-

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



AI-13478

19.C.1.

Pct 3-Inv Nos. THREE & FIVE-Anzaldua's Boat Ramp & Dock Improvements-C-07-228-07-10

CC REGULAR

Date: 01/28/2009
Submitted By: Letty Saenz, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Prct. 3

Information

CAPTION

Presentation for discussion, consideration, acceptance and approval of request for payment for Invoice # THREE (Change in Service) and SIX (Basic Services) in the total amount of \$ 4,740.00 submitted by Alcocer Garcia Associates Design Consulting (AGADC) subject to County Auditor's review and completion of processing procedures with authority for County Treasurer issue payment/check in connection with Contract # C-07-228-07-10 (PO # 592805) for: "Anzaldua's Park Improvement, Boat Ramp & Dock Improvements"

BACKGROUND

Invoice Nos. THREE and SIX-AGADC

Fiscal Impact

FISCAL YEAR: 2008 **ACCT. #:** 8-1287-452-00-123-043-9-334
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
 PO #592805

FISCAL YEAR: 2008 **ACCT. #:** 8-1203-431-00-123-005-0-334
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:

Attachments

Link: [INVOICE 3 & 6](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/21/2009 03:55 PM	APRV
2	Budget & Management	Veronica Lopez	01/21/2009 04:06 PM	APRV
3	Erika Reyna	Erika Reyna	01/22/2009 06:54 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Letty Saenz

Started On: 01/15/2009 04:54
PM

Final Approval Date: 01/23/2009

AGADC

ALCOCER GARCIA ASSOCIATES
DESIGN CONSULTING

1333 E. JASMINE AVE. McALLEN, TEXAS 78504 956.618-2007 FAX 956.618-2008

119358
592805
E.O

INVOICE FOR CHANGE IN SERVICES:

CONTRACT No.: C-07-228-07-10

INVOICE No. : **Three**

P.O. No: 592805

DATE: December 22, 2008

PROJECT: Anzaldua's Boat Ramp & Dock Improvements

TO: OFFICE OF THE COUNTY JUDGE
c/o Hidalgo County Purchasing Department
2802 S. Business Hwy 281
Edinburg, Tx 78539

In accordance with the A/E contract approved July 7, 2007, and under a Change in Scope of Services, there is due at this time for professional consultant services on the above referenced project, the amount of \$ 3,740.00

Grant Administration Consultant's Services fee: direct cost	\$ 9,500.00
+ 10%	950.00
Total.....	\$ 10,450.00

1st Billing \$ 1,155.00 (pd)
2nd Billing \$ 1,155.00 (pd)

This Invoice for: 3rd Billing, Grant Administration Services

Amount due this invoice \$ 3,400.00 + 10% \$ 3,740.00 due
(Copy of consultant's invoice & back-up attached)

Please remit payment to:

Alcócer Garcia Associates Design Consulting
1333 E. Jasmine Ave.
McAllen, Texas 78501

Thank you,
AGADC

George A. Garcia

George A. Garcia
Project Architect

Approved:

Car. M. 30aus

Hidalgo County Precinct No. 3

INVOICE RECEIVED BY
hse ON *1/7/09*
GOODS/SERVICES RECEIVED BY
Comm. Flu ON *12/22/08*

~~6-1287-452-00-123-043-9334~~
~~6-1203-431-00-123-005-0-334~~ (E.O)

Agency Item # 13478

119558
592805

AGADC

ALCOCER GARCIA ASSOCIATES
DESIGN CONSULTING
1333 E. JASMINE AVE. McALLEN, TEXAS 78501 956.618-2007 FAX 956.618-2008

INVOICE FOR BASIC SERVICES:

CONTRACT No.: C-07-228-07-10

INVOICE NO. : **SIX** (Invoice No. corrected 1-23-09) *S. Garcia* P.O. NO: 592805

DATE: January 6, 2009

PROJECT: Anzaldua's Park Improvements, Boat Ramp & Dock Improvements

TO: OFFICE OF THE COUNTY JUDGE
c/o Hidalgo County Purchasing Department
2802 S. Business Hwy 281
Edinburg, Tx 78539

In accordance with the A/E contract approved July 7, 2007, there is due at this time for professional services on the above referenced project, the amount of \$ 1,000.00

A/E fee: \$ 20,325.00

Fee Breakdown:

Schematic Design Phase, 10%.....	\$ 2,032.50 (pd)
Design Development Phase, 10%.....	\$ 2,032.50 (pd)
Construction Documents Phase, 50%	\$ 10,162.50 (pd)
Bidding Phase, 5%.....	\$ 1,016.25 (pd)
Construction Phase, 25%.....	\$ 5,081.25 (\$ 2,081.25 pd)
Total.....	\$ 20,325.00

This Invoice for : 3rd Draw, Construction Phase..... \$ 1,000.00

Please remit payment to:

Alcócer Garcia Associates Design Consulting
1333 E. Jasmine Ave.
McAllen, Texas 78501
EIN: 74-2919292

Thank you,
AGADC

Approved:

George A. Garcia
George A. Garcia

Hidalgo County Precinct 3

INVOICE RECEIVED BY

_____ ON _____

GOODS/SERVICES RECEIVED BY

_____ ON _____

8-1287-452-00-183-043-9-334

AI-13562

19.C.2.

**Request for payment on Invoice 09004 & 09006 for Javier Hinojosa Engineering
CC REGULAR**

Date: 01/28/2009
Submitted By: Rocio Villarreal, PURCHASING DEPT.
Submitted For: Rocio Villarreal
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Prct. 3

Information

CAPTION

Approval of Request for Payment on invoice no. 09004 in the amount of \$20,779.50 for "Moorefield Rd (Paula Dr North approx. 2,400 linear feet)" and invoice no. 09006 in the amount of \$5,081.35 for "Moorefield Road (Mile 7 to FM 681)" from contracted engineer, Javier Hinojosa Engineering.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1203-431-00-123-005-0-731
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
PO 614503 Invoice No. 09006

FISCAL YEAR: 2009 **ACCT. #:** 9-1203-431-00-123-005-0-731
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
PO 614805

Attachments

Link: [Invoice No. 09006](#)
Link: [Invoice No. 09004](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:26 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:30 AM	APRV
3	Erika Reyna	Erika Reyna	01/22/2009 06:45 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW
Form Started By: Rocio Villarreal			Started On: 01/21/2009 03:50 PM	
Final Approval Date: 01/23/2009				



145350
614503

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 09006

Ca. m. Flores

Customer		Date: January 15, 2009
Name: Hidalgo County Precinct No. 3 Address: 724 N. Breyfogle City: Mission State: Texas Zip: 78572 Attention: Commissioner Joe M. Flores		
		Project Name: Moorefield Road Paving Improvements (Mile 7 to F.M. 681)

Description

Engineering services rendered for completion of the Preliminary Phase and completion of the Design Phase for the Paving Improvements for the Moorefield Road Paving Improvements (Mile 7 to F.M. 681).

P.O.#614503
 CONTRACT AMT.: \$6,775.13

Scope of Services	Contract Amount	% Completed To Date	Total Due	Less Previous Payments	Amount Due This Request	Balance To Complete
Preliminary Phase 25%	\$1,693.78	100%	\$1,693.78	\$0.00	\$1,693.78	\$0.00
Design Phase 50%	\$3,387.57	100%	\$3,387.57	\$0.00	\$3,387.57	\$0.00
Construction Phase 25%	\$1,693.78	0%	\$0.00	\$0.00	\$0.00	\$1,693.78
TOTAL	\$6,775.13	75%	\$5,081.35	\$0.00	\$5,081.35	\$1,693.78

TOTAL AMOUNT DUE THIS INVOICE:

\$5,081.35

Javier Hinojosa
 Submitted By: Javier Hinojosa Engineering

Office Use Only

INVOICE RECEIVED BY
abc ON 1/16/09
 GOODS/SERVICES RECEIVED BY
Commissioner ON 1/15/09

We Appreciate Your Business.

9-1203-431-00-123-005-0-131

145479
614805

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 09004

Customer		Date: January 14, 2009
Name: Hidalgo County Precinct No. 3 Address: 724 N. Breyfogle City: Mission State: Texas Zip: 78572 Attention: Commissioner Joe M. Flores		
		Project Name: Moorefield Road Paving and Drainage Improvements (Paula Drive north approx. 2,400 lf)

Description

Engineering services rendered for completion of the Preliminary Phase and towards completion of the Design Phase for the Paving and Drainage Improvements for the Moorefield Road Paving and Drainage Improvements (Paula Drive north approx. 2,400 linear feet).

P.O.#614805
 CONTRACT AMT.: \$41,559.00

Scope of Services	Contract Amount	% Completed To Date	Total Due	Less Previous Payments	Amount Due This Request	Balance To Complete
Preliminary Phase 25%	\$10,389.75	100%	\$10,389.75	\$0.00	\$10,389.75	\$0.00
Design Phase 50%	\$20,779.50	50%	\$10,389.75	\$0.00	\$10,389.75	\$10,389.75
Construction Phase 25%	\$10,389.75	0%	\$0.00	\$0.00	\$0.00	\$10,389.75
TOTAL	\$41,559.00	50%	\$20,779.50	\$0.00	\$20,779.50	\$20,779.50

TOTAL AMOUNT DUE THIS INVOICE: \$20,779.50


 Submitted By: Javier Hinojosa Engineering

Office Use Only

INVOICE RECEIVED BY
APC ON 01/14/09
 GOODS/SERVICES RECEIVED BY
Comer-Plus ON 1/14/09

We Appreciate Your Business.

9-1203-431-00-123-005-0-13

AI-13561

19.C.3.

**Request for Approval of WA#15 with Javier Hinojosa
CC REGULAR**

Date: 01/28/2009
Submitted By: Rocio Villarreal, PURCHASING DEPT.
Submitted For: Rocio Villarreal
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Prct. 3

Information

CAPTION

Presentation for consideration, discussion, acceptance, and approval of Work Authorization No. 15 in the amount of \$32,618.25 with Javier Hinojosa Engineering to provide engineering services for the "Paving Improvements of Brushline Road from Mile 7 to Mile 8" in Pct. #3 through with Contract No. C-08-112-03-25.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1203-431-00-123-005-0-731
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:** n

BUDGETARY IMPACT:

Avail. Balance \$26,601.12

\$20,000.00 pending approval of agenda item # AI-13566

Attachments

Link: [WA#15](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:25 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:28 AM	APRV
3	Erika Reyna	Erika Reyna	01/22/2009 06:40 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Rocio Villarreal

Started On: 01/21/2009 03:39 PM

Final Approval Date: 01/23/2009

HIDALGO COUNTY
Professional Engineering Services
Contract # C-08-112-03-25
Work Authorization Form

WORK AUTHORIZATION NO. 15

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **JAVIER HINOJOSA ENGINEERING** professional engineers of **MCALLEN**, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide **Engineering Services** required for the preparation of construction plans and specifications for the paving improvements of Brushline Road from Mile 7 to Mile 8.

The scope of services to be provided by the **Owner** is identified in *EXHIBIT "A" – Scope of Services to be Provided by the Owner* attached hereto.

The scope of services to be provided by the **Engineer** is identified in *EXHIBIT "B" – Scope of Services to be Provided by the Engineer* attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$32,618.25**. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as **EXHIBIT "D"**.

PART 3. PAYMENT

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with Article/Part/Section _____ of the Agreement.

PART 4. FUNDING

This Work Authorization No. 15 shall be funded through funding source:

Account No. 9-1203-43180-133-0050-731

Requisition Number _____ (MUST BE INCLUDED AFTER CC APPROVAL)

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work authorization or _____.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by Hidalgo County Precinct No.3 Commissioner **Joe M. Flores** as to content and detail of this Work Authorization No. #15.

HIDALGO COUNTY
COMMISSIONER PRECINCT NO.3:

BY: _____

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of _____ day of _____, 2009.

THE ENGINEER:
JAVIER HINOJOSA ENGINEERING

THE OWNER:
HIDALGO COUNTY


By: Javier Hinojosa, P.E., Owner

By: Juan D Salinas III, County Judge
or Presiding Officer

ATTEST:

by: Arturo Guajardo Jr., County Clerk

LIST OF ATTACHMENTS

- ATTACHMENT "A" - Service to be Provided by the Owner
- ATTACHMENT "B" - Services to be Provided by the Engineer
- ATTACHMENT "C" - Work Schedule
- ATTACHMENT "D" - Cost Proposal

EXHIBIT "D"
Preliminary Construction Cost Estimate
Hidalgo County Precinct No. 3 Paving Improvements
Brushline Road (Mile 7 to Mile 8)
Prepared By: Javier Hinojosa Engineering
January 14, 2008

A. Brushline Road (Mile 7 to Mile 8)

1	Unc. Excavation	8,000	CY	@	\$3.00	=	\$24,000.00
2	Subgrade Preparation	16,500	SY	@	\$2.50	=	\$41,250.00
3	8" Caliche Base	16,500	SY	@	\$7.00	=	\$115,500.00
4	1 1/2" HMAC (Type "D")	14,200	SY	@	\$7.50	=	\$106,500.00
5	4" Striping	1,800	LF	@	\$0.50	=	\$900.00
6	18" RCP Culverts	240	LF	@	\$25.00	=	\$6,000.00
7	Regrade Bar Ditches	10,600	LF	@	\$1.50	=	\$15,900.00
8	Safety End Treatments	2	EA	@	\$300.00	=	\$600.00
	Subtotal					:	\$310,650.00
	Engineering Design Fee					:	\$32,618.25
	Contingency (10%)					:	\$31,065.00
	Laboratory Testing					:	\$9,500.00
	Total					:	\$383,833.25

AI-13546

19.C.4.

**Hidalgo County Precinct No. 3 -Construction of Meeting Hall/Pavillion
2008-406-12-17-MSS**

CC REGULAR

Date: 01/28/2009
Submitted By: Moises Salazar, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department

Purchasing only: Prct. 3

Information

CAPTION

Approval of AIA Document A101 between Hidalgo County-Owner and GAS Enterprises, Inc.-Contractor (forwarded to legal counsel for approval as to form) and awarded through bid by CC on 12/23/08 for the "Construction of Precinct No. 3 Pavilion/Meeting Hall," including authorization for County to execute document and for project architect, Alcocer Garcia Associates Design Consulting, to issue and forward "Notice to Proceed" to contractor.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009
FUNDS AVAILABLE Y/N?: Y

ACCT. #: 9-1XXX-451-22-123-068-0-720
MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:
8-1302-451-22-123-068-0-720
8-1213-451-22-123-068-0-720

Funding pending rollover for Fiscal Year 2009 accounts.

Attachments

Link: [12-23-08 Award Agenda Minutes](#)
Link: [AIA A101 Document](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 05:00 PM	APRV
2	Budget & Management	Veronica Lopez	01/23/2009 07:59 AM	APRV
3	Erika Reyna	Erika Reyna	01/23/2009 02:37 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Moises Salazar
Started On: 01/21/2009 11:12 AM

Final Approval Date: 01/23/2009

2. **A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Engineering Services in connection with Hidalgo County Precinct No 3 Drainage Improvement Project;**

On motion of Commissioner Handy, seconded by Commissioner Palacios, the Court made a UNANIMOUS vote of approval.

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional Engineering Services required for Hidalgo County Precinct No 3 Drainage Improvement Project;

1st. Javier Hinojosa; 2nd. Aguirre Engineering 3rd. Flores Engineering

On motion of Commissioner Handy, seconded by Commissioner Palacios, the Court made a UNANIMOUS vote of approval to rank Javier Hinojosa as #1, Aguirre Engineering as #2 and Flores Engineering as #3.

C. Authority for the Purchasing Department to negotiate a professional Engineering Services Contract with the No.1 ranked firm of Javier Hinojosa Engineering for the provision of Engineering Services for Hidalgo County Precinct No 3 Drainage Improvement Project.

On motion of Commissioner Handy, seconded by Commissioner Palacios, the Court made a UNANIMOUS vote of approval with Javier Hinojosa Engineering.

3. **Presentation for consideration, discussion, acceptance, and approval of Work Authorization No. 13 in the amount of \$50,421.00 for the "Bridge Improvements for the Hidalgo County Irrigation District No. 6 Canal located on Mi 2 North between Abram Rd and FM 492" with Javier Hinojosa Engineering to provide engineering services to Hidalgo County Precinct No. 3 in connection with Contract No. C-08-11-03-25.**

On motion of Commissioner Handy, seconded by Commissioner Palacios, the Court made a UNANIMOUS vote of approval.

4. **Presentation by project architect Alcocer Garcia Associates Design Consulting of bids received with recommendations for award in connection with "Hidalgo County Precinct No. 3 Construction and Site improvements of Meeting Hall/Pavilion" to lowest responsible bidder meeting all specifications (Bid No. 2008-406-12-17-MSS)**

On motion of Commissioner Handy, seconded by Commissioner Palacios, the Court made a UNANIMOUS vote of approval.

AI-12908

19.D.4.

Pct 3 -Improvements and Construction of Meeting Hall/Pavilion -Award Recommendation**CC REGULAR****Date:** 12/23/2008**Submitted By:** Moises Salazar, PURCHASING DEPT.**Submitted For:** Marty Salazar**Department:** PURCHASING DEPT.**Agenda Category:** Purchasing Department**Purchasing only:** Prct. 3**Information****CAPTION**

Presentation by project architect Alcocer Garcia Associates Design Consulting of bids received with recommendations for award in connection with "Hidalgo County Precinct No. 3 Construction and Site improvements of Meeting Hall/Pavilion" to lowest responsible bidder meeting all specifications (Bid No. 2008-406-12-17-MSS)

BACKGROUND

Please see attached Architect's recommendation letter and tabulation.

Fiscal Impact**FISCAL YEAR:** 2008**ACCT. #:** 8-1302-431-00-123-068-0-720**FUNDS AVAILABLE Y/N?:****MATCHING FUNDS Y/N?:****BUDGETARY IMPACT:**

\$622,553.50 available as of 12/18/08.

\$532,270.50 will be appropriated 12/30/08 from Precinct #3 Parks unreserved fund balance and 2007 Tax Notes.

AttachmentsLink: [Lowest Bid](#)Link: [Tabulation Sheet](#)Link: [Letter of Recommendation](#)**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	12/18/2008 12:32 PM	APRV
2	Budget & Management	Veronica Lopez	12/18/2008 01:34 PM	APRV
3	Erika Reyna	Erika Reyna	12/18/2008 04:45 PM	APRV
4	Auditor's Office		12/19/2008 05:13 PM	NEW

Form Started By: Moises Salazar Started On: 12/17/2008 01:20 PM
Final Approval Date: 12/19/2008

DRAFT AIA[®] Document A101[™] - 1997

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a STIPULATED SUM

AGREEMENT made as of the Twentieth day of January in the year of Two Thousand and Nine

(In words, indicate day, month and year)

BETWEEN the Owner:

(Name, address and other information)

County of Hidalgo
2812 S. Business Hwy 281
Edinburg, Texas 78539

and the Contractor:

(Name, address and other information)

G A S Enterprises, Inc.
PO Box 309
Elsa, Texas 78543
Telephone Number: (956) 262-7106
Fax Number: (956) 262-7107

The Project is:

(Name and location)

Precinct No 3 Pavilion and Meeting Hall

The Architect is:

(Name, address and other information)

Alcocer Garcia Associates Design Consulting
1335 Jasmine Avenue
McAllen, Texas 78501
Telephone Number (956) 618-2007
Fax Number (956) 618-2008

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201-1997, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

This document has been approved and endorsed by The Associated General Contractors of America.

ELECTRONIC COPYING of any portion of this AIA[®] Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 8.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

Date of commencement to be stated in Notice to Proceed. Notice to Proceed shall be issued by Architect.

If, prior to the commencement of the Work, the Owner requires time to file mortgages, mechanic's liens and other security interests, the Owner's time requirement shall be as follows:

§ 3.1.1 Liquidated Damages: OWNER and CONTRACTOR recognize that time is of the essence in this Agreement and that OWNER will suffer financial loss if the Work is not completed within the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 8 of the General Conditions. They also recognize the delays, expense and difficulties involved in providing in a legal proceeding and the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring such proof, Owner and CONTRACTOR agree that as liquidated damages for delay (but not as penalty) CONTRACTOR shall pay OWNER One Hundred Dollars (\$100.00) for each day that expires after the time specified in Paragraph 3.1 for Substantial Completion until the work is substantially complete.

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than December 26, 2009 or 340 calendar days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. Unless stated elsewhere in the Contract Documents, insert any requirements for earlier Substantial Completion of certain portions of the Work.)

Portion of Work

Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.

(Insert provisions, if any, for liquidated damages relating to failure to complete on time or for bonus payments for early completion of the Work.)

Liquidated damages shall be shown in the Instruction to Bidders part of the specification book

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be **One Million One Hundred Fifty Four Thousand Eight Hundred Twenty Four and Zero Cents** (\$ **1,154,824.00**), subject to additions and deductions, as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If decisions on other alternates are to be made by the Owner subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires)

§ 4.3 Unit prices, if any, are as follows:

Description	Units	Price (\$ 0.00)
-------------	-------	-----------------

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

30 Day Period

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the **Thirtieth (30th)** day of a month, the Owner shall make payment to the Contractor not later than the **Fifth (5th)** day following approval by Commissioners' Court.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall indicate the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of **Five Percent** (**5%**). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.8 of AIA Document A201-1997;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of **Five Percent** (**5%**);
- .3 Subtract the aggregate of previous payments made by the Owner; and

- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A".

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

- .1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and
(Section 9.8.5 of AIA Document A201-1997 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)
- .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A".

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

Not Applicable

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when:

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A", and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, and upon acceptance by the OWNER and ARCHITECT, and after satisfactory evidence has been given by the CONTRACTOR that all his bills have been paid and the entire project is free from liens.

ARTICLE 6 TERMINATION OR SUSPENSION

§ 6.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A".

§ 6.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A".

ARTICLE 7 MISCELLANEOUS PROVISIONS

§ 7.1 Where reference is made in this Agreement to a provision of AIA Document A201-1997, as modified by Owner and attached hereto as Exhibit "A", or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 7.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

Not Applicable

(Usury laws and requirements under the Federal Truth in Lending Act, similar state and local consumer credit laws and other regulations at the Owner's and Contractor's principal places of business, the location of the Project and elsewhere may affect the validity of this provision. Legal advice should be obtained with respect to deletions or modifications, and also regarding requirements such as written disclosures or waivers.)

§ 7.3 The Owner's representative is:
(Name, address and other information)

Mr. Daniel Flores, Director of Buildings and Grounds
3100 S. Business 281
Edinburg, Texas 78539

§ 7.4 The Contractor's representative is:
(Name, address and other information)

Rene Salinas, President
G A S Enterprises, Inc.
PO Box 309
Elsa, Texas 78543
Telephone Number: (956) 262-7106
Fax Number: (956) 262-7107

§ 7.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

§ 7.6 Other provisions:

Not Applicable.

ARTICLE 8 ENUMERATION OF CONTRACT DOCUMENTS

§ 8.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

As shown on Article 8.1.7.

§ 8.1.1 The Agreement is this executed 1997 edition of the Standard Form of Agreement Between Owner and Contractor, AIA Document A101-1997, as modified herein.

§ 8.1.2 The General Conditions are the 1997 edition of the General Conditions of the Contract for Construction, AIA Document A201-1997, as modified and required by OWNER and attached hereto as Exhibit "A", filed with ARCHITECT, for General Contractor use.

§ 8.1.3 The Supplementary and other Conditions of the Contract are those contained in the Project Manual dated , and are as follows

Document	Title	Pages

§ 8.1.4 The Specifications are those contained in the Project Manual dated as in Section 8.1.3, and are as follows:

(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

Title of Specifications exhibit: _____

§ 8.1.5 The Drawings are as follows, and are dated _____ unless a different date is shown below:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Title of Drawings exhibit: _____

§ 8.1.6 The Addenda, if any, are as follows:

Number	Date	Pages
Addenda #1	12/12/08	9
Addenda #2	12/16/08	2

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 8.

§ 8.1.7 Other documents, if any, forming part of the Contract Documents are as follows:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201-1997 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

1. Exhibit 'A' - A201
2. Bid Form from G A S Enterprises, Inc.
3. Project Manual
4. Notice to Proceed
5. Certificate of Insurance
6. Performance and Payment Bonds

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Juan D. Salinas III, County Judge
(Printed name and title)

APPROVED AS TO FORM:

Atlas & Hall LLP

(Signature)

Steve L. Crain

CONTRACTOR (Signature)

Rene Salinas, President
(Printed name and title)

ATTEST:

(Signature)

Arturo Guajardo, Jr., County Clerk

AI-13524

19.D.1.

**To Award - Pct 4 Rena Rae Subdivision New Curb & Gutter
CC REGULAR**

Date: 01/28/2009
Submitted By: Laura Moya, PURCHASING DEPT.
Department: PURCHASING DEPT.

Agenda Category: Purchasing Department

Purchasing only: Prct.
4

Information

CAPTION

Presentation for discussion, consideration and action on a recommendation by project engineer Quintanilla, Headley & Associates, Inc. to award to the lowest bidder meeting all specifications for 08-449-01-07-LRM "Rena Rae Subdivision New Curb and Gutter" and approval of contract subject to legal Review and TXDOT approval after receipt of Bonds.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1204-431-00-124-07-0-734
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
Available balance as of 1-22-09 \$283,000.00

Attachments

Link: [Draft Contract](#)
Link: [award letter](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/21/2009 04:21 PM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 07:40 AM	APRV
3	Manuel Chapa	Manuel Chapa	01/22/2009 10:31 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Laura Moya Started On: 01/20/2009 03:39 PM

Final Approval Date: 01/23/2009

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

**CONSTRUCTION CONTRACT
C-CAP-09-XXX-XX-XX**

This Agreement, entered into this _____ day of _____, 2007 by and between Hidalgo County (hereinafter called the "OWNER," and, _____ (a Texas corporation), of County of Hidalgo, and State of Texas, hereinafter called "CONTRACTOR".

WITNESSETH

That for and in consideration of the payments and agreement hereinafter mentioned, to be made and performed by the OWNER, the CONTRACTOR hereby agrees with the OWNER to commence and complete the construction described as follows:

NAME OF SUBDIVISION(S)

Hereinafter called the project, for the sum of _____ Dollars and _____ Cents and all extra work in connection therewith, under the terms and stated in the General and Special Conditions of the Contract; and at his (its or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, the General Conditions and Special Conditions printed or written explanatory matter thereof, the specifications and contract documents therefore as prepared by _____ engineer, entitled the Architect/Engineer, and as enumerated in Paragraph 1.01.A.12 of the General Conditions, all of which are made a part hereof and collectively evidence and constitute the contract.

The CONTRACTOR hereby agrees to commence work under this contract on or after a date to be specified in written "Notice to Proceed" of the OWNER and to fully complete the project within _____ consecutive calendar days thereafter. The CONTRACTOR further agrees to pay, as liquidated damages, the sum of \$ _____ for each consecutive calendar day thereafter.

The OWNER agrees to pay the CONTRACTOR in current funds for the performance of the contract, subject to additions and deductions, as provided in the General Conditions of the contract, and to make payments on account thereof as provided in Paragraphs 14.02.C and 14.07.C of the General Conditions.

IN WITNESS WHEREOF, the parties to these present have executed this contract in four (4) counterparts, each of which shall be deemed an original, in year and day first above mentioned.

APPROVED BY COMMISSIONERS COURT ON, _____, 2007.

CONTRACTOR: _____

Print Name & Title: _____

Name of Firm: _____

Address: _____

Fed I.D. #/SS #: _____

STATE OF TEXAS

COUNTY OF HIDALGO

This instrument was acknowledged before me on this the _____ day of _____,

2007, by _____ Of and on behalf of _____
(Title) (A corporation)

Notary Public-Signature

APPROVED AS TO FORM:

Atlas & Hall, L.L.P.
800 Pecan
McAllen, Texas 78504

BY: _____

ATTEST:

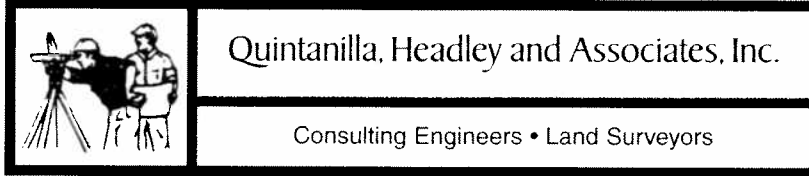
COUNTY OF HIDALGO:

Arturo Guajardo, Jr., County Clerk

Juan D. Salinas III, County Judge

13395

- Municipal Projects
- Subdivisions
- Surveys



Alfonso Quintanilla, P.E., R.P.L.S.
Eulalio Ramirez, P.E.

124 E. Stubbs, Edinburg, Texas 78539 Phone: (956) 381-6480 Fax: (956) 381-0527

January 12, 2009

Hidalgo County Precinct Number Four
Oscar Garza, Commissioner
Attn. Martha L. Salazar, CPPB, Purchasing Agent
2812 S. Business Hwy 281-Administration Building
Edinburg, Texas 78539

Re: Rena Rae Subdivision New Curb and Gutter

Dear Mr. Garza:

Bids for the above mentioned project were received and opened on January 7, 2009. Two bids were received and are as follows:

- | | |
|---------------------------------------|--------------|
| 1. Lazaro Saenz, Sr. dba Saenz Paving | \$ 16,180.00 |
| 2. Closner Construction Co. | \$ 54,025.00 |

We have reviewed and checked the bids and they are correct.

We are recommending that this contract be awarded to Lazaro Saenz, Sr. dba Saenz Paving.

Should you have any questions or require additional information, please let us know. Thank You.

Respectfully,

Eulalio Ramirez, P.E.
Project Engineer



County of Hidalgo Pct. 4

Commissioner Oscar L. Garza Jr.
1051 N. Doolittle Road
Edinburg Texas 78542-0337

MEMO

DATE: JANUARY 12, 2009
TO: MARTHA L. SALAZAR, CPPB/PURCHASING AGENT
PURCHASING DEPARTMENT
C/O LAURA LEE RENTERIA-MOYA "BUYER II"
FROM: HIDALGO COUNTY PCT. #4
REF: BID: CAP-08-449-01-07-LRM
RENA REA SUB., NEW CURB & GUTTER

HIDALGO COUNTY PRECINCT #4 HAS REVIEWED THE BID PACKET FOR THE ABOVE MENTIONED BID.

THE PRECINCT IS RECOMMENDING THAT THE BID BE AWARDED TO THE LOWEST BIDDER, **LAZARO SAENZ SR. DBA SAENZ PAVING** IN THE AMOUNT OF **\$16,180.00**.

FUNDING FOR THIS PROJECT WILL BE FROM THE PRECINCTS ACCOUNT# **9-1204-431-00-124-007-0-734**.

SHOULD YOU REQUIRE ANY ADDITIONAL INFORMATION PLEASE CONTACT US AT 956-383-3112.

THANK YOU.

GLORIA A. BELTRAN
EXECUTIVE ASSISTANT

CC: COUNTY FILES

HIDALGO COUNTY PURCHASING DEPARTMENT BID TABULATION SHEET

DEPARTMENT NAME: HIDALGO COUNTY PRECINCT NO. 4

BID OPENING DATE: January 7, 2009

BID OPENING TIME: 9:30 A.M.

**DESCRIPTION OF BID: : "RENA RAE SUBDIVISION NEW CURB and GUTTER" 2008-449-01-07-LRM
(PROJECT CARRIED BY: QUINTANILLA, HEADLEY & ASSOCIATES**

BID NO: BID NO 2008-449-01-07-LRM

RFB NO.	NAME OF COMPANY	BID FOR ROAD CONSTRUCTION	ACKNOWLEDGMENT OF ADDENDUM	BID BOND/ CASHIER'S CHECK
1.	Lazaro Saenz, Jr. dba Saenz Paving	\$16,180.00		Cashiers Check
2.	Closner Construction Company	\$54,025.00		Bid Bond
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**BID TABULATION FOR
 BID NO CAP-08-449-01-07-LRM
 RENA RAE SUBDIVISION NEW CURB AND GUTTER**

Rena Rae Subd New Curb & Gutter 2008-449-01-07		Lazaro Saenz Sr. dba Saenz Paving		Closner Construction Co.	
Est Quantity	Unit Price	Total Ext	Unit Price	Total Ext	
1	480.00 \$ 6.50	3,120.00 \$	42.00 \$	20,160.00 \$	
2	480.00 \$ 7.00	3,360.00 \$	18.00 \$	8,640.00 \$	
3	2 \$ 300.00	600.00 \$	800.00 \$	1,600.00 \$	
4	700 \$ 4.50	3,150.00 \$	18.00 \$	12,600.00 \$	
5	700 \$ 8.50	5,950.00 \$	15.75 \$	11,025.00 \$	
Grand Total		16,180.00 \$		54,025.00 \$	
Bond/Cashier Check		Bid Bond		Bid Bond	

AI-13549
Catalyst 3750
CC REGULAR

19.E.1.

Date: 01/28/2009
Submitted By: Matilde Faz, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** IT Department

Information

CAPTION

Requesting authority to purchase computer equipment, software and/or peripherals through our membership/participation with the Department of Information Resource (DIR) awarded vendor, Calence LLC, contract #DIR-SDD-236 through requisition #147112 in the amount of \$129,010.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-415-00-200-002-0-745
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Amount available for req #147112 \$129,010.00 for Calence LLC as of 1-22-09.

Attachments

Link: [Catalysts](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:17 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:20 AM	APRV
3	Ivan Cantu	Ivan Cantu	01/22/2009 01:24 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Matilde Faz Started On: 01/21/2009 11:33 AM
Final Approval Date: 01/23/2009

Requisition

Req # 00147112

PO #

Date: 01/15/09

*Regular
1/27/09
#13549*

Bill To: x
x

Vendor : 327913
 CALENCE LLC
 1560 WEST FOUNTAINHEAD PARKWAY
 2ND FLOOR
 TEMPE AZ 85282
 FAX (408)547-0327

Ship To: INFORMATION TECHNOLOGY DEPARTMENT
 100 E. CANO, 4TH FLOOR
 EDINBURG TX 78540

Contact: RUBEN
 956-292-7010

Contract No. **DIR-SDD-236**

Special Instructions:
 150109-01

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		QUOTE DTD 09JAN09		
		DO NOT DUPLICATE ORDER		
25.00	EACH	CATALYST 3750 48 10/100 PoE + 4 SFP + IBP IMAGE	4,757.20	118,930.00
25.00	EACH	CISCO STACKWISE 50CM STACKING CABLE	.00	.00
25.00	EACH	POWER CORD 110V	.00	.00
25.00	EACH	SMARTNET 8X5XNBD CATALYST 3750 48 10/ (WARRANTY)	403.20	10,080.00
		Account No _____	Encumbrance	
		9-1100-415-00-200-002-0-745	129,010.00	
			Freight	.00
			Total	129,010.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

DIR

Authorized By: _____

CALENCE

Insight Networking Solutions

Go Direct

Address:
 1130 Rutherford Lane
 Bldg 2, Suite 208
 Austin, Texas 78753
 Order Phone: 300-369-9130
 Order Fax: 512-691-9480

DIR Contract Number: DIR-SDD-236

REQ. 147112

Qty	Part No.	Description	List	Cost	Extended
25	WS-C3750-48PS-S	Catalyst 3750 48 10/100 PoE + 4 SFP + PB Image	\$ 8 495.00	\$ 4 757.20	\$ 118 930.00
25	CAB-STACK-50CM	Cisco StackWise 50CM Stacking Cable	\$ -	\$ -	\$ -
25	CAB-AC	Power Cord, 110V	\$ -	\$ -	\$ -
25	CON-SNT-375048PS	SMARTNET 8X5XNBD Catalyst 3750 48 10P	\$ 504.00	\$ 403.20	\$ 10 080.00
* Lead time is 2-3 weeks.					

NOTE: All Order Forms MUST BE COMPLETELY FILLED OUT AND SUBMITTED WITH A SIGNED PURCHASE ORDER or Order will be delayed

DIR Contract Number: DIR-SDD-236	TOTAL FOR THIS ORDER: \$ 129,010.00
Vendor Contact: Tim Fain - (512) 691-2026 - timothy.fain@calence.com	QUOTE NUMBER: 0109091F-5

Ship To
 Juan DeLeon
 Hidalgo County

Calence Invoice To

(956) 292-7010
 Phone

Phone
 Quote Date: 1/9/2009

Customer E-Mail Address: juan@co.hidalgo.tx.us

blanca mayorga

From: Edna Kirby [edna.kirby@co.hidalgo.tx.us]
Sent: Wednesday, January 21, 2009 9:45 AM
To: tanya.delira@co.hidalgo.tx.us; blanca.mayorga@co.hidalgo.tx.us
Subject: FW: QUOTE 010909TF-5 120708HIDCO - 25 Switches and Onsite Tech Support

Tanya & Blanca,

This information is for Req. 147112, 147087 (Calence).

Thank you,
Edna

From: Berger, Diana [mailto:Diana.Berger@Calence.com]
Sent: Friday, January 16, 2009 4:05 PM
To: Edna Kirby
Subject: RE: QUOTE 010909TF-5 120708HIDCO - 25 Switches and Onsite Tech Support

Hi Edna,

Attached is the SOW that needs to be signed for 120708HIDCO.

Please let me know if you need anything else.

Have a good weekend!

-db-

From: Edna Kirby [mailto:edna.kirby@co.hidalgo.tx.us]
Sent: Wednesday, January 14, 2009 11:31 AM
To: Berger, Diana
Subject: RE: QUOTE 010909TF-5 120708HIDCO - 25 Switches and Onsite Tech Support

Sorry for the type-o Quote 120708HIDCO

From: Berger, Diana [mailto:Diana.Berger@Calence.com]
Sent: Wednesday, January 14, 2009 10:40 AM
To: Edna Kirby
Subject: RE: QUOTE 010909TF-5 120708HIDCO - 25 Switches and Onsite Tech Support

010909TF-5 does not need a signature.

Did you mean 120708HIDCO (instead of 05)? If so, that one does need a signature. I will request the SOW that needs to be signed and send it to you as soon as I get it.

Thanks!

-db-

1/21/2009

From: Edna Kirby [mailto:edna.kirby@co.hidalgo.tx.us]
Sent: Wednesday, January 14, 2009 9:48 AM
To: Berger, Diana
Subject: QUOTE 010909TF-5 120708HIDCO

Hello Diana,

Do the following quotes 010909TF-5 and 120705HIDCO need signatures?

Edna Kirby
Hidalgo County
Information Technology
100 E. Cano 4th Floor
Edinburg, Texas 78539

AI-13545

19.E.2.

**Onsite Technical Support
CC REGULAR**

Date: 01/28/2009
Submitted By: Matilde Faz, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** IT Department

Information

CAPTION

Requesting authority to purchase computer hardware, software and/or peripheral on-site technical support through our membership/participation with the Department of Information Resource (DIR) awarded vendor, Calence LLC, contract #DIR-SDD-235 through requisition #147087 in the amount of \$11,200.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-415-00-200-002-0-336
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Amount available for req #147087 \$11,200.00 for Calence LLC as of 1-22-09.

Attachments

Link: [Onsite Technical Support](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:09 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:14 AM	APRV
3	Ivan Cantu	Ivan Cantu	01/22/2009 01:19 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Matilde Faz Started On: 01/21/2009 10:59 AM

Final Approval Date: 01/23/2009

Requisition

Req # 00147087

PO #

Date: 01/14/09

*Regular
1/21/09
#13545*

Bill To: x
x

Vendor : 327913
 CALENCE LLC
 2712 N. MCCOLL
 MCALLEN TX 78501
 FAX (408)547-0327

Ship To: INFORMATION TECHNOLOGY DEPARTMENT
 100 E. CANO, 4TH FLOOR
 EDINBURG TX 78540

Contact: EDNA KIRBY
 956-292-7010

Contract No: DIR-SDD-235

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	QUOTE# 120708HIDCO DO NOT DUPLICATE ORDER ONSITE TECHNICAL SUPPORT Account No _____ 9-1100-415-00-200-002-0-336 REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	11,200.00 Encumbrance 11,200.00 Freight .00 Total 11,200.00	

DIR

Authorized By: _____

***Ad Hoc Support
Statement of Work***

for

County of Hidalgo

Statement of Work No. 20090146-s1

January 16, 2009

Developed By

Calence, LLC

***Corporate Office
1560 W. Fountainhead Parkway, 2nd Floor
Tempe, AZ 85282***

***McAllen Office
2712 N. McColl Rd.
McAllen, TX 78501***

CALENCE™

©2008 CALENCE, LLC. ALL RIGHTS RESERVED.

Calence makes no warranties, express or implied, in this Statement of Work. Calence and Calence products or services named herein are either registered trademarks or trademarks of Calence, LLC in the United States and/or other countries. The names of actual companies and products mentioned herein may be the trademarks of their respective owners.

This Statement of Work is made effective January 16, 2009 ("Effective Date") by and between Calence, LLC ("Calence") and County of Hidalgo ("Hidalgo County" or "Customer") and is delivered pursuant and subject to the terms and conditions of the Contract for Products and Related Services, DIR Contract No. DIR-SDD-236 dated May 9, 2006 (the "Agreement") between Calence and State of Texas Department of Information Resources ("DIR"). This Statement of Work will be incorporated by reference into the Agreement and become a part of the Agreement upon execution by both parties. Unless otherwise indicated, capitalized terms used herein that are defined in the Agreement will have the same meanings as in the Agreement. In the event of any conflict between this Statement of Work and the Agreement, the Statement of Work will control.

Scope and Approach

Calence will perform the following Services:

Project Management

- Be the primary point of contact to Client on all project issues, needs and concerns
- Conduct an initial planning meeting prior to the start of the project
- Complete change-request documentation as required
- Schedule and coordinate the necessary resources to support the project
- Identify, escalate and document project issues as necessary

Ad Hoc Support

- Provide ad hoc consulting support, on an as-needed basis
 - Provide troubleshooting for network routing and switching issues
 - Document findings and recommendations

Developed Works

Calence will provide the following Developed Works:

Developed Works, if any, will be agreed upon by both parties in writing.

All rights and title to any Developed Works shall belong to Customer. All rights and title to Copyright Materials and Trade Secret Materials shall belong to Calence, subject to the license expressly granted in this Statement of Work. All rights and title to Calence Resources shall belong to Calence, without any license with respect thereto Customer or any third party. All rights not expressly granted by Calence hereunder are reserved by Calence.

Subject to Customer's performance of its obligations under this Statement of Work, including its payment obligations, Calence hereby grants to Customer a nonexclusive, nontransferable, limited license (without the right to grant sublicenses), to use, execute, copy and create derivative works of the Copyright Materials, and to use Trade Secret Materials: (i) solely for Customer's internal business purposes; (ii) not for the benefit of, or access by, any third party other than Customer's contractors who are subject to written agreements consistent with this Statement of Work and who act solely for the benefit of Customer; and (iii) subject to all other provisions of the Agreement and this Statement of Work.

For the purposes of this Statement of Work:

- "Calence Resources" means all software, documentation, information and materials used by Calence, or by Calence's contractors on behalf of Calence, in Calence's performance under this Statement of Work.

- “Copyright Materials” means all works of authorship recorded or copied in the Developed Works, and which may include designs, plans, blueprints, manuals, diagrams, activity reports, security assessments, and other written materials.
- “Trade Secret Materials” means all non-public information that is provided to Customer under this Statement of Work, and which may include patent applications, trade secrets, technical and non-technical data, business methods and models, drawings, processes, formulas, ideas, concepts, know-how, techniques, sketches, models, inventions, processes, algorithms, formulas, and including information regarding experiments, developments, designs and specifications.

Assumptions and Requirements

The following assumptions and requirements apply for this Services engagement:

1. All software, hardware, network wiring, permits, licenses and rights of way necessary for the completion of this project will be acquired and/or installed by County of Hidalgo in a timeframe that allows Calence to complete or meet the project-specific milestones.
2. County of Hidalgo and its employees, contractors, and agents will: (a) cooperate with any reasonable request of Calence, (b) provide input throughout the project and will review progress at review meetings requested by Calence; and (c) provide Calence with access to all of County of Hidalgo’s information, documentation and technology, necessary for Calence to perform the Services in accordance with this Statement of Work, including a list of all Client and third-party contacts necessary for Calence to do so. Such cooperation, input, and access is critical to this project, and County of Hidalgo’s representation at all review meetings is essential.
3. County of Hidalgo will ensure that the Calence project staff is given access to all necessary facilities and workspace, and is provided all furniture, supplies and equipment (telephones, faxes, LAN connectivity, printer access, dial-out modem lines, passwords, keys, etc.) required to successfully perform, troubleshoot, and complete the Services for the duration of the Services. In addition, County of Hidalgo will ensure that the work environment is free of hazardous materials and free from asbestos, and that all Calence personnel are provided with all necessary safety equipment and training while on County of Hidalgo’s or its customer’s site.
4. County of Hidalgo is responsible for providing adequate and secure onsite storage for all deliveries.
5. County of Hidalgo is responsible for: (a) Back-up and/or data migration of existing data unless otherwise agreed to by Calence; (b) Computer system and network designs; and (c) Component selection as it relates to the performance of the computer system and/or the network.
6. All Services will be performed over a consecutive timeframe unless otherwise provided herein or agreed to by Calence in writing. Calence will schedule resources upon receipt and acceptance of a fully executed Statement of Work and a Purchase Order (to the extent required) from County of Hidalgo. Calence will use commercially reasonable efforts to take into account County of Hidalgo’s schedule, but in all events the performance of the Services is subject to the availability of Calence personnel and resources, as determined by Calence.
7. Any onsite skills transfer that takes place during this project will not replace the manufacturer’s formal system implementation and administration classes.
8. No formal user training is included in this Statement of Work. User training is available for an additional cost.
9. County of Hidalgo will communicate any issues or concerns with respect to the Services or Developed Works in a timely manner.

10. Work estimates assume the Services will be completed within the duration stated in the Timeframes section below. Calence is not responsible for delays or repeated tasks caused by factors outside Calence's control. These factors include availability of Client personnel, equipment and telecommunication provider services. County of Hidalgo will compensate Calence for any out-of-scope work requested by County of Hidalgo on an hourly basis at Calence's standard hourly rates (unless otherwise agreed to in writing by the parties).
11. Client agrees to hold information designated in writing as confidential or proprietary by Calence in strictest confidence and not to copy, reproduce, sell, assign, license, market, transfer or otherwise disclose such information to third parties or to use such information for any purpose whatsoever, except to perform the Client's obligations hereunder and except as otherwise permitted by this Statement of Work or applicable Texas law. Nothing herein transfers to Client any title to or ownership rights in any such information; and, upon written request of Calence, Client shall promptly return or delete any such information which it has in its possession.
12. Calence has no obligation to, and will not, install, mount, affix, screw, or otherwise fasten any cable, hardware, or other product to any building or structure (inside or outside), and Calence has no obligation to, and will not, run cable above, under, behind, or through any ceiling, floor, or wall of any building or structure. To the extent that any such services are required, such services will be performed by another person or entity engaged directly by County of Hidalgo.
13. Any changes to the scope and/or assumptions will require joint written approval. This may extend the duration of the engagement and/or require additional resources, resulting in additional cost to County of Hidalgo.
14. Customer agrees to hold information designated in writing as confidential or proprietary by Calence in strictest confidence and not to copy, reproduce, sell, assign, license, market, transfer or otherwise disclose such information to third parties or to use such information for any purpose whatsoever, except to perform the Customer's obligations hereunder and except as otherwise permitted by this Statement of Work or applicable Texas law. Nothing herein transfers to Customer any title to or ownership rights in any such information; and, upon written request of Calence, Customer shall promptly return or delete any such information which it has in its possession.

Timeframes

Calence will provide up to 80 work-hours of Services on an as-needed basis, subject to Calence resource availability as determined in Calence's discretion. Hidalgo County will notify Calence, in writing, of each Service request (email is acceptable). Each Service request will be invoiced for a minimum of either 4 hours for onsite assistance, or 2 hours for telephone assistance.

Fees

Consulting Fees

Services will be provided for the fixed fee listed below.

	Fixed Consulting Fee
Ad Hoc Support	\$11,200

Pricing Assumptions

1. Consulting Fees pricing does not include any necessary hardware/software costs, and expenses are not reimbursable.
2. Expedited shipping, if applicable, is not included.
3. All prices are in U.S. dollars.
4. The work to be performed will be completed during normally scheduled working hours (8:00 A.M. to 5:00 P.M. local time Monday through Friday), excluding Calence observed holidays (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The day after Thanksgiving, Christmas Eve, Christmas Day).

Invoicing and Payment

Hidalgo County will be invoiced monthly, based on the percentage of the Services completed that month, and will pay each invoice within 30 days from the date that Hidalgo County receives the invoice, per Texas Government Code, chapter 2251.

Customer will be invoiced for any "product" (i.e., hardware, software, documentation, accessories, materials, supplies and parts) associated with this Statement of Work upon delivery to a common carrier. Payment for any invoice for product (as listed above) is due within 30 days from the date that Hidalgo County receives the invoice, per Texas Government Code, chapter 2251.

Credit Approval

This Statement of Work is subject to credit approval by Calence. Hidalgo County agrees to submit such financial information from time to time as may be reasonably requested by Calence for the establishment and/or continuation of credit terms.

Location

The engagement will be performed at Hidalgo County's facilities located at 100 N. Closner Blvd., Edinburg, Texas 78539.

Customer Contact Information

Hidalgo County's contact for this engagement is Renan Ramirez (phone: 956.292.7010; fax: 956.318.2152; email: renan@co.hidalgo.tx.us), who will be responsible for making the arrangements necessary to accommodate Calence staff members and provide them with the Hidalgo County resources required to complete the project.

Escalation Procedure

Communications from Customer to Calence concerning the Services provided under this Statement of Work will be escalated in accordance with the following table. Names are listed in the order in which escalation occurs.

Title	Name	Contact Information
Account Manager	Diana Berger	Phone: 956.661-5561 Fax: 956.661.5550 Email: diana.berger@calence.com
Project Manager	David Avila	Phone: 956.975.1635 Fax: 956.661.5550 Email: david.avila@calence.com
Consulting Director	William A. Tew	Phone: 956.661.5559 Fax: 956.661.5550 Email: william.tew@calence.com

Acceptance Date

This offer of Services will be good through February 13, 2009. Signature by Hidalgo County indicates acceptance and authorization to proceed with the Services.

Invoicing Procedures

Calence will send invoices to:

County of Hidalgo

100 N. Closner Blvd.

Edinburg, Texas 78539

Attention: Accounts Payable

Accounts Payable Contact: _____

Phone: _____

Select one of the following below:

- Customer issues system-generated Purchase Orders for service engagements. Please fill in the PO Number below and attach a hard copy of the Purchase Order to this signed Statement of Work. Note: Services cannot be performed until a hard copy of the Purchase Order is received.

P.O. Number _____

- Customer does NOT issue system-generated Purchase Orders for service engagements. Accordingly, performance of and payment for any services under this Statement of Work do not require, and are not contingent upon, the issuance of any Purchase Order or other similar document. If Customer requires Calence to include an internal reference number on invoices, please fill in the reference information below.

Internal Billing Reference Number/Name: _____

Statement of Work for Ad Hoc Support at County of Hidalgo

IN WITNESS WHEREOF, Customer and Calence have executed this Statement of Work effective as of the Effective Date. Customer, by signing below, expressly acknowledges and affirms that Customer has carefully read and agrees to this entire Statement of Work, and that this Statement of Work is a binding agreement between Calence and Customer. Customer and the individual signing this Statement of Work on behalf of Customer represent that he/she is expressly invested with the requisite authority to execute this Statement of Work on behalf of Customer and bind Customer in this matter.

Calence, LLC

County of Hidalgo

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

AI-13574

19.F.1.

**Health Clinic Renovations - Requesting of Payment No. 4 with VA
Architecture
CC REGULAR**

Date: 01/28/2009

Submitted By: Rocio Villarreal, PURCHASING DEPT.

Submitted For: Rocio Villarreal

Department: PURCHASING
DEPT.

Agenda Category: Purchasing
Department

Purchasing only: Health & Human Services
Dept.

Information

CAPTION

Approval of Request for Payment No. 4 (Reimbursable) in the amount of \$551.28, from V-A Architecture, contracted architect for "Health Clinic Renovations for the Hidalgo Co. Health and Human Services." C-08-221-05-06

BACKGROUND

C-08-221-05-06 Payment#4

Fiscal Impact

FISCAL YEAR: 2008

ACCT. #: 8-1336-441-00-340-0XX-0-452

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO# 608594 available balance as of 1-23-09 \$4,516.37.

Various Accounts: Program 022 023 024 030 034 035

Funding available as of 1-23-09, please see the attached expense report.

Attachments

Link: [Invoice](#)

Link: [Clinics expense report 452](#)

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Purchasing Department	Marty Salazar	01/22/2009 11:27 AM	APRV
2		Budget & Management	Veronica Lopez	01/22/2009 11:31 AM	APRV
3		Manuel Chapa	Manuel Chapa	01/23/2009 10:41 AM	APRV
4		Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Rocio Villarreal

Started On: 01/21/2009 04:46
PM

Final Approval Date: 01/23/2009

V·A Architecture

REQUEST FOR PAYMENT NO: FOUR (REIMBURSABLE)

Project Name: Health Clinic Renovations for Hidalgo County Health and Human Services (County Wide)

Architeturual Firm: V-A Architecture **Contract #** C-08-221-05-06
PO #608594

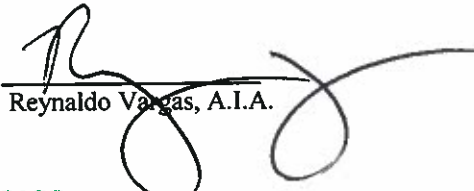
Address: 2029 Industrial Drive

City/State McAllen, Texas 78504

Scope of Services		Estimated Budget	Multiplier	Total Due	Less Prev. Payments	Total Due
TDLR	Edinburg	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
Plan Review \$525.00	Elsa	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
	McAllen	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
	Mission	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
	Hidalgo	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
	Weslaco	\$ 87.50	1.05	\$ 91.88	\$ 0.00	\$91.88
TOTALS		\$ 525.00		551.28	\$ 0.00	\$ 551.28
				Total Amount This Request		\$ 551.28

I certify that the above is true and correct to the best of my knowledge.

VA Architecture January 15, 2009
Architect Date


Reynaldo Vargas, A.I.A.

ANY AND ALL QUESTIONS PERTAINING TO THIS INVOICE SHALL BE ADDRESSED ONLY TO SONIA INFANTE AT 956-631-2242

Vargas & Associates
2029 Industrial Drive
McAllen, Texas 78504
(956) 631-2242

Anthony Covacevich Consultants07

401 Southgate Circle
Weslaco, TX 78596

Invoice

Date	Invoice #
12/21/2008	109

Bill To
VA Architecture Reynaldo Vargas 2029 Industrial Dr. McAllen, Texas 78504

Description	Amount
Review of TAS Project Hidalgo Co. Health and Human Services Clinics	350.00
TDLR Filing Fee	175.00
It's been a pleasure working with you!	
Total	\$525.00

V·A Architecture

January 16, 2009

Josie Escalante
Administration Dept.
Hidalgo County Health Department
1304 S. 25th
Edinburg, Texas 78539

RE: Health Clinic Renovations for Hidalgo County Health Department and Human Services
Countywide

Ms. Escalante:

Attached please find the following:

1. Request for Payment #4, (Reimbursable), in the amount of \$551.28 for the above referenced project.

Please forward one set to Lupita Garza, Hidalgo County Auditor's Office.

Should you have any questions, please phone our office.

Sincerely,


Reynaldo Vargas, Architect

RECEIVED BY: _____ TIME: _____

cc: Rocío Villarreal, Hidalgo County Purchasing Dept.

Vargas & Associates
2029 Industrial Drive
McAllen, Texas 78504
(956) 631-2242

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01B

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

<u>Account Number / Description</u>	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumbrance</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
1336 CERT OF OBLIG,SERIES 2006						
8-1336-441-00-340-022-0-452 C.O.,2006-H/D EDBG-BLDG ADD & RENOV	.00	158,826.83	1,649.69	5,737.35	151,439.79	4.65
8-1336-441-00-340-023-0-452 C.O.,2006-H/D MCALLEN-BLDG ADD & RENOV	.00	30,631.00	243.73	1,519.45	28,867.82	5.76
8-1336-441-00-340-024-0-452 C.O.,2006-H/D WSLC-BLDG ADD & RENOV	.00	38,582.45	805.19	3,203.76	34,573.50	10.39
8-1336-441-00-340-030-0-452 C.O.,2006-H/D MISS-BLDG ADD & RENOV	.00	64,547.00	1,115.90	4,135.91	59,295.19	8.14
8-1336-441-00-340-034-0-452 C.O.,2006-H/D ELSA-BLDG ADD & RENOV	.00	43,021.00	978.40	3,723.42	38,319.18	10.93
8-1336-441-00-340-035-0-452 C.O.,2006-H/D HDLGO-BLDG ADD & RENOV	.00	17,191.00	274.74	1,612.46	15,303.80	10.98
1336 CERT OF OBLIG,SERIES 2006	.00	352,799.28	5,067.65	19,932.35	327,799.28	7.09
8 YEAR	.00	352,799.28	5,067.65	19,932.35	327,799.28	7.09

AI-13512

19.F.2.

**Award recommendation - Mosquito Control Chemical
CC REGULAR**

Date: 01/28/2009

Submitted By: Elena Gomez, PURCHASING DEPT.

Submitted For: Marty Salazar

Department: PURCHASING
DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Health & Human Services Dept.

Information

CAPTION

Recommending award of bid and approval of contract document (approved as to form by legal counsel) to the lowest bidder meeting all specification and/or terms and conditions as attached hereto for "Hidalgo County Health and Human Services-Mosquito Control Chemical" (Bid No. 2008-351-MEG)

BACKGROUND

Current contract expires on February 08, 2009
New Contract commencing on
February 09, 2009 til February 10, 2010
Purchases will be on an "As Needed Basis"

Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1100-441-00-340-001-0-609

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?: n

BUDGETARY IMPACT:

Available balance as of 1-23-09 \$20,000.00

Attachments

Link: [Memo, Tabulation, Participation](#)

Link: [Agreement](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:05 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:06 AM	APRV
3	Manuel Chapa	Manuel Chapa	01/23/2009 09:27 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Elena Gomez

Started On: 01/20/2009 02:17 PM

Final Approval Date: 01/23/2009

MEMORANDUM

TO: Eduardo Olivarez, Chief Administrator
Hidalgo County Health and Human Services

FROM: Elena Gomez, Buyer
Hidalgo County Purchasing Department

DATE: December 18, 2008

RE: **HIDALGO COUNTY HEALTH AND HUMAN SERVICES –
“MOSQUITO CONTROL CHEMICALS”**

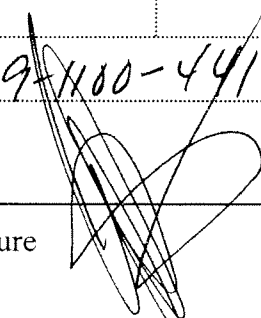
Bid No. 2008-351-12-17-MEG

Attached you will find **three (3) copies** of the bids received for the above referenced project. Please review and reply with your recommendation. We need to present your recommendation on the next Commissioner's Court Meeting, therefore, we would like to have your response on or before the following deadline.

Please indicate your recommendation or any concerns on the space provided below and reply to the Purchasing Dept. via fax to (956)-318-2629 or (956) 292-7612 by no later than **Tuesday, December 30, 2008 @ 12:00 P.M.** in order to place this item on the agenda for next **Commissioners Court Meeting, Tuesday, January 6, 2009.**

If you should have any questions or need additional information please contact me at (956) 318-2626 x=4855

<u>AWARD TO VENDOR(S):</u>	<u>RECOMMENDATION (BASIS)</u>
Univar	Lowest Bid
<u>ACCOUNT #</u> 9-1100-441-00-340-001-0-609	

Authorized Signature  Printed Name Eduardo Olivarez Date 12/23/08

**HIDALGO COUNTY
HEALTH AND HUMAN SERVICES
"Mosquito Control Chemicals"
Bid No. 2008-351-12-17-MEG**

TABULATION SHEET

PRODUCT DESCRIPTION OR EQUIVALENT (INCLUDE BRAND NAME)	UOM	VENDORS					
		ADAPCO, INC		B & G CHEMICALS		UNIVAR USA KONTROL 4-4	
	Required Size	Size	Unit Price	Size	Unit Price	Size	Unit Price
<u>Permanone or equivalent,</u> Equivalent:	1 gal.	2X2 5 GL CS	26.13 GL	1 GAL	21.90	1 GAL	21.69 /GAL
	55 gal drum	30 GAL DRUM	24. 83 GL	55 GAL DRUM	20.75	55 GAL DRUM	17.29
	Other:	275 GAL TOTE	21.78 GL	275 GAL	19.60	275 GAL TOTE	NO BID
<u>Summit B.t.i. Briquets or</u> Equivalent:	20 CT. PACKET	20 CT PACKET	75.96 / CS	20 CT PACKET	NO BID	20 CT PACKET	SOLD BY CASE
	CASE	CASE	75.96 / CS	100 CT.	60.50	CASE	57.47
	OTHER:	OTHER:	NO BID	OTHER:	NO BID	OTHER:	NO BID

**HIDALGO COUNTY PURCHASING DEPARTMENT
 BID TABULATION ACCEPTANCE SHEET**

DEPARTMENT NAME: HIDALGO COUNTY HEALTH AND HUMAN SERVICES

BID OPENING DATE: DECEMBER 17, 2008

OPENING TIME: 9:30 A.M.

DESCRIPTION OF BID: MOSQUITO CONTROL CHEMICALS

BID NO: 2008-351-12-17-MEG

	NAME OF COMPANY	ACKNOWLEDGEMENT RECEIPT
1.	ADARCO Inc #24.13 gallon Sanford, Florida	1 original, 3 copies ✓
2.	Univar USA #21.69 gallon Harlingen, Texas	1 original, 3 copies ✓
3.	Mike Nichols B+G Chemical + Equipment #21.90 gallon Houston, Texas	1 original, 3 copies ✓
4.		
5.		
6.		
7.		
8.		
9.		
10.		

REQUIREMENTS AGREEMENT

C-08-351-01-27

THIS AGREEMENT (the "Agreement") is entered into effective as of January 27, 2009 by and between _____ a TEXAS Corporation Company ("Seller") and HIDALGO COUNTY ("Buyer").

WHEREAS, Buyer has solicited proposals for the supply of its requirements of Hidalgo County "**Mosquito Control Chemical,**" on an "**As Needed Basis**" as further described in Exhibit "A" which is attached hereto and incorporated herein by reference for all purposes (the "Products") for a period of one year; and

WHEREAS, Seller has submitted a proposal to supply Buyer's requirements; and

WHEREAS, Buyer has determined that Seller has submitted the lowest and best bid to meet Buyer's requirements for the Product.

NOW THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Buyer agrees to purchase from Seller, and Seller agrees to sell to Buyer, all of the Products that Buyer may require for use by Buyer in "**Hidalgo County Health and Human Services**" in the areas of HIDALGO COUNTY projects for a period of February 9, 2009 to February 10, 2010, and it is agreed that the Products will meet the specifications set forth in Exhibit "A" hereto. County reserves the right to continue this bid for an additional sixty (60) days grace period at the end of the contract term for unforeseen delay in award of new bid.

2. When Buyer determines that it needs a quantity of the Products to be delivered, it will, according to its Purchasing Policies, complete and submit to Seller a Purchase Order describing the type and quantity of the Products required. The Products are to be delivered by Buyer to the location in Hidalgo County specified by Buyer in its Purchase Order.

3. Buyer agrees to pay Seller for each Purchase Order based on the prices set out in Exhibit "B". Seller shall render invoices for each Purchase Order, and the invoices shall be paid by Buyer on or before the 30th day following receipt of the invoice.

4. County and Seller agree that either party may terminate this contract upon thirty (30) days written notice at any time for any reason or no reason at all.

5. General Provisions.

a. **Conflict with Applicable Law.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

b. **No Waiver.** No waiver by Buyer of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

c. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by Buyer and Seller, and not otherwise.

d. **Texas Law to Apply.** This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

e. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to Buyer: Hidalgo County
 Attention: County Judge
 100 E. Cano, 2nd Floor
 Edinburg, Texas 78539

If to Seller:

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

f. **Additional Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

g. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

h. **Assignment.** This Agreement shall not be assignable.

- i. **Headings.** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.
- j. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate
- k. **Authority to Execute.** The execution and performance of this Agreement by Buyer and Seller have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of Buyer and Seller in accordance with its terms.
- l. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. § 271.903 (Vernon Supp. 1996).
- m. **Insurance.** Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.
- n. **Purchasing Ethics.** Seller represents and warrants it has not, during the process of being awarded this contract violated the following ethical standards of Buyer and, upon and after the execution of this Agreement, agrees to abide by the following ethical standards of Buyer:
- (1) It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of Hidalgo County, or for any elected official, department head or employee or former elected official, department head or employee of Hidalgo County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an officer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advise, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor pending before any department or agency of Hidalgo County.
 - (2) It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for Hidalgo County, or any person associated therewith, as an inducement for the award of a subcontract or order.

EXECUTED effective as of the day and year first above written.

APPROVED BY COMMISSIONERS COURT ON, January 27, 2009

APPROVED AS TO FORM:
Atlas & Hall, L.L.P

By: _____
Date: _____

HIDALGO COUNTY

By: _____
Juan D. Salinas, III, County Judge
Date: _____

ATTEST:

Arturo Guajardo, Jr., County Clerk

Vendor: _____

By: _____
Printed Name: _____
Title: _____
Date: _____

AI-13576

19.G.1.

**Project 2008-300 -Additional Work for Retrofit to Mechanics Shop for use of Elections Department
CC REGULAR**

Date: 01/28/2009
Submitted By: Moises Salazar, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Buildings & Grounds

Information

CAPTION

Presentation for discussion, consideration and acceptance of proposal submitted by CAS Companies through the County's membership/participation with "The Interlocal Purchasing System (TIPS)" in connection to additional sewer line repairs for the Retrofit and/or renovations to Mechanic Shop/Bays located at 317 N. Closner for use by Elections Department in the amount not to exceed \$69,225.00.(project #08-300)

BACKGROUND

CAS Companies is the current awarded contractor (through County's participation with TIPS) performing the Retrofit to Mechanic Shop project renovations. Sewer line was found to be cracked while the renovations to the building were in progress. Sewer Line repairs are necessary for the completion of project.

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1336-414-00-220-035-0-452
FUNDS AVAILABLE Y/N?: Pending **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Current balance of \$656.00 pending carryover & pending CC (01/28/09) approval of AI-13591 Appropriation of Funds in the amount of \$68,569.00.
Total = \$69,225.00

Attachments

Link: [proposal](#)

Form Routing/Status

Route	Seq	Inbox	Approved By	Date	Status
1		Purchasing Department	Marty Salazar	01/22/2009 11:28 AM	APRV
2		Budget & Management	Veronica Lopez	01/22/2009 11:31 AM	APRV
3		Dale Kennan	Dale Kennan	01/22/2009 02:29 PM	APRV
4		Roland Garcia	Rolando Garcia	01/22/2009 04:41 PM	APRV
5		Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Moises Salazar

Started On: 01/21/2009 04:56
PM

Final Approval Date: 01/23/2009

January 16, 2009



Moises Salazar
Procurement Specialist
2802 So. Bus. 281
Edinburg, TX. 78539

Moises.salazar@co.hidalgo.tx.us

RE: Hidalgo County Retro Fit Mechanics Warehouse
Plumbing Change Order
CAS Quote # 2009-030-06

Dear Mr. Salazar:

CAS Companies (Clean Air Solutions) is pleased to provide you with this proposal for the **change order request for additional sewer line repairs** at the Hidalgo County Mechanics Warehouse.

CAS Companies is an approved contractor through **The Interlocal Purchasing System (TIPS) Contract No. 1052507** whom Hidalgo County would contract with to perform the work as described in the scope of work below.

This bid and the detailed services are being offered through Texas Interlocal Cooperation Act. By utilizing the TIPS program, Hidalgo County will automatically be dealing with a Qualified, Professional Contractor that meets the strict requirements for contract vendors and will be satisfying all state bid requirements. This results in savings to Hidalgo County by reducing the time and expense for the bid process and will allow the work to be completed in a more timely manner.

Scope of Work

We propose to furnish Labor, Material, Equipment, and Insurance to complete the following scopes of work:

1708 Santa Ana Avenue
Rancho Viejo, Texas 78575
Phone: 888.599.4747
Fax: 956.350.2420

111 Brand Lane, Suite 400
Stafford, Texas 77477
Phone: 281.499.4747
Fax: 281.499.6655

1. The contractor is to complete all work and provide all materials and equipment necessary to perform the scope of work provided by the customer.
2. The contractor is to complete new 4" sanitary sewer line from the Mechanics Wear house to the city main sewer line, approximately 400'. Preferred route is to exit from the west side of the building and extend through the covered area until area is clear then proceed south to the existing city main sewer line located at Kurn Street.
3. The contractor is responsible for all saw cutting of asphalt and concrete necessary to complete the project.
4. The contractor is responsible for all permits to include plumbing and permits required to excavate city roads.
5. The contractor is responsible for the patching of any and all asphalt removed to route the new sewer line.
6. The contractor will comply with all Hidalgo County safety requirements and regulations.

The contractor is to complete all work and provide all materials and equipment necessary to perform the scope of work provided by the customer.

CAS Quote for the change order-----\$69,225.00

Sincerely,

Allan R. Moore

Allan R. Moore
amoore@caslp.com
361.774.5889 cell
956.350.3781 office
956.350.2420 fax

CAS Companies
111 Brand Lane, #400
Stafford, Texas 77477
Toll: 888-599-4747
Fax: 281-499-6655

Trades, Temporary Labor & Materials
Contract #1052507
(Ref: TIPS)
Contact – Kim Thompson
866-839-8477

AI-13544

19.G.2.

**Purchase of (7) New Vehicles
CC REGULAR**

Date: 01/28/2009
Submitted By: Sandra Montalvo, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Buildings & Grounds

Information

CAPTION

Requesting authorization to purchase through Hidalgo County's membership and participation with TASB/Buyboard (Contract No. 281-07) awarded vendor Philpott Motors; Four (4) New 2009 Ford Cargo Vans; Two (2) New Ford F-150 Pickup and One (1) New Ford F-250 Pickup in the amount not to exceed \$121,547.00 which includes buy-board pricing and accessories. (Bid No. 2009-059-SMA)

BACKGROUND

As requested by Buildings and Gounds

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-419-40-220-001-0-741
FUNDS AVAILABLE Y/N?: Pending **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Available balance is \$120,000.00 as of 1/22/09. Additional funding is pending a line-item transfer (AI-13554) in the amount of \$1,547.00 for CC. 01/27/09.

Attachments

Link: [Memo & quotes](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:06 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:13 AM	APRV
3	Dale Kennan	Dale Kennan	01/22/2009 11:40 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Sandra Montalvo Started On: 01/21/2009 10:54 AM

Final Approval Date: 01/23/2009



Alma R. Ybarra
Daniel Flores

BUILDING & GROUNDS

County Of Hidalgo

DANIEL FLORES

To: ^{Director} Alma R. Ybarra, Acct. Payable – Buildings & Grounds

From: Javier Carreon, Project Manager- Buildings & Grounds *ck*

Date: January 7, 2009

Re: Unit Request

This memo is in reference to the units needed to accommodate the new employees for our department for next year. The following is a list of units needed for each trade:

9-1100-419-40-220-001-0-742

ck
1-15-2009

- * 1 – F 250 Utility truck extended cab Pick up truck with side mount storage lockers, automatic transmission, 5.4L gas engine, a/c, vinyl interior for flooring and seating, air-bags,
- * 4 – F 250 Utility van w/interior shelves Econoline cargo van, super duty, 9000lbs 4.6L, V8 engine, front a/c, gas engine, front air-bags, side cargo doors, automatic transmission, vinyl interior flooring and seating.
- * 2 – F 150 Pick-up truck extended cab XL Pick-up truck, V8 engine, a/c, gas engine, air-bags, 4.6L engine with automatic transmission, vinyl interior flooring and seating, 8 foot bed size.

If any questions arise regarding this matter please do not hesitate to call me at extension # 4358, Thank-you!

Cc: Daniel Flores, Director – Buildings & Grounds

01/14/09
Buy bond as per invoice
5:05 pm

CUSTOMIZED PRODUCT PRICING SUMMARY BASED ON CONTRACT

VEHICLES BUYBOARD #281-07

End User: HIDALGO COUNTY Philpott Rep: ALAN WILEY

Contact: JAVIER CARREON Date: 20-Jan-09

Product Description: FORD F150 PICKUP

A. Bid Series: 16 A. Base Price: \$ **11,617.00**

B. Published Options [Itemize each below]

Code	Options	Bid Price	Code	Options	Bid Price
	XL SERIES SHORT BED	INCL	X12	EXTENDED CAB SHORT BED	\$ 728.00
	4.2L V6 GAS	INCL		4.6L V8 GAS 6.5 FOOT BED	INCL
	MANUAL TRANS	INCL			
	SINGLE REAR WHEEL	INCL			
	VINYL SPLIT BENCH	INCL			
	HEATER-DEFROSTER	INCL			
	AM-FM RADIO	INCL			
	TILT WHEEL	INCL			
44Q	AUTOMATIC	\$ 1,427.00			
572	A/C	\$ 796.00			
FDS	FACTORY FUEL DELIVERY	\$ 975.00			
	SURCHARGE AS OF 10-08-07				

Total of B. Published Options: \$ **3,926.00**

C. Unpublished Options [Itemize each below, not to exceed 25%] \$= 0.0 %

Options	Bid Price	Options	Bid Price
		WHITE IN STOCK WITH DELIVERY	NOTE
		IN 5-10 WORKING DAYS	

Total of C. Unpublished Options: \$ **-**

- D. Contract Price Adjustment: _____
- E. Delivery Charges: 0 miles @ \$.93/mile \$ **-**
- F. Total of A + B + C + D + E = F \$ **15,543.00**
- G. Quantity Ordered 2 x F = \$ **31,086.00**
- H. BUYBOARD Administrative Fee \$400.00 PER PURCHASE ORDER
- I. Non-Equip Charges & Credits _____
- J. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE \$ **31,086.00**

CUSTOMIZED PRODUCT PRICING SUMMARY BASED ON CONTRACT

VEHICLES

BUYBOARD #281-07

End User: HIDALGO COUNTY

Philpott Rep: ALAN WILEY

Contact: JAVIER CARREON

Date: 20-Jan-09

Product Description: FORD F250 PICKUP

A. Bid Series: 17

A. Base Price: \$ 13,959.00

B. Published Options [Itemize each below]

Code	Options	Bid Price	Code	Options	Bid Price
	XL MODEL W/VINYL SEAT	INCL		STANDARD UTILITY BODY	\$ 4,295.00
	5.4L V8 GAS	INCL		SEE UPGRADE BELOW TO	
	MANUAL TRANSMISSION	INCL		2009 MODEL	
	FULL SIZE SPARE	INCL			
	REAR BUMPER	INCL			
	HEATER	INCL			
	AM-FM RADIO	INCL			
44T	5-SPEED AUTOMATIC	\$ 1,188.00			
FDS	FUEL DELIVERY SURCHARGE	\$ 975.00			
572	A/C	\$ 796.00			
X20LB	EXTENDED CAB LONG BED	\$ 2,292.00			
	TRAILER TOW MIRRORS	INCL			
	TRAILER TOW PACKAGE	INCL			

Total of B. Published Options: \$ 9,546.00

C. Unpublished Options [Itemize each below, not to exceed 25%]

\$= 3.8 %

Options	Bid Price	Options	Bid Price
2009 RKI L56-80 SERVICE BODY WITH SIDE COMPARTMENTS	\$ 900.00	ESTIMATED DELIVERY IN 90-120 DAYS	NOTE

Total of C. Unpublished Options: \$ 900.00

D. Contract Price Adjustment: _____

E. Delivery Charges: 0 miles @ \$.93/mile

F. Total of A + B + C + D + E = F

G. Quantity Ordered 1 x F =

H. BUYBOARD Administrative Fee

\$400.00 PER PURCHASE ORDER

I. Non-Equip Charges & Credits _____

J. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE

\$ 24,405.00

AI-13550

19.H.1.

**Radio Communication Equipment
CC REGULAR**

Date: 01/28/2009
Submitted By: Matilde Faz, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Sheriff's Office

Information

CAPTION

Requesting authority for Hidalgo County to purchase Law Enforcement Equipment and Supplies through the County's membership/participation with TASB-Buyboard cooperative purchasing program's awarded vendor Commercial Security Integration #285-08 for the Sheriff's Department through the following requisition numbers:

- A. 147006 in the amount of \$ 88,660.00
 - B. 147145 in the amount of \$ 14,350.00
 - C. 147150 in the amount of \$ 6,700.00
 - D. 147151 in the amount of \$ 5,360.00
 - E. 147153 in the amount of \$ 10,000.00
 - F. 147156 in the amount of \$ 900.00
- totaling \$125,970.00

BACKGROUND

Fiscal Impact

<u>FISCAL YEAR:</u> 2009	<u>ACCT. #:</u> 91284421002800449748
<u>FUNDS AVAILABLE Y/N?:</u> Yes	<u>MATCHING FUNDS Y/N?:</u>
<u>BUDGETARY IMPACT:</u>	
\$92,048.00 available 2008 balance pending carry over into 2009.	

<u>FISCAL YEAR:</u> 2009	<u>ACCT. #:</u> 91284421002800449890
<u>FUNDS AVAILABLE Y/N?:</u> Yes	<u>MATCHING FUNDS Y/N?:</u>
<u>BUDGETARY IMPACT:</u>	
\$14,350.00 available 2008 balance pending carry over into 2009.	

<u>FISCAL YEAR:</u> 2009	<u>ACCT. #:</u> 91284421002800449745
<u>FUNDS AVAILABLE Y/N?:</u> Yes	<u>MATCHING FUNDS Y/N?:</u>
<u>BUDGETARY IMPACT:</u>	
\$6,740.00 available 2008 balance pending carry over into 2009.	

FISCAL YEAR: 2009

ACCT. #: 91284421002800449667

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

\$5,360.00 available 2008 balance pending carry over into 2009.

FISCAL YEAR: 2009

ACCT. #: 91284421002800449585

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

\$10,000.00 available 2008 balance pending carry over into 2009.

FISCAL YEAR: 2009

ACCT. #: 91284421002800449665

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

\$900.00 available 2008 balance pending carry over into 2009.

Attachments

Link: [Radio Communication Products](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:24 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:28 AM	APRV
3	Rey Salazar	Rey Salazar	01/23/2009 09:26 AM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Matilde Faz
Started On: 01/21/2009 11:47 AM

Final Approval Date: 01/23/2009

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147006

PO #

Date: 01/14/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M. HINOJOSA
956-393-6024

Contract No: # 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
7.00	EACH	BUY BOARD CONTRACT # 285-08 DO NOT DUPLICATE ORDER PORTABLE SINGLE SHARP WITH AUTO PATROL INCLUDES: 1 (25MM) SHARP XGA CAMERA UNIT, 1 MAGNETIC MOUNT, 1 POWER BREAK-OUT BOX, 1 CIGARETTE LIGHTER POWER CABLE, RUGGED TRANSPORT CAS, CALIBRATION JIG, AUTO PATROL INSTALLATION PACKAGE. (ITEM # SH-395-001221-SP)	10,995.00	76,965.00
1.00	EACH	PORTABLE SINGLE SHARP WITH AUTOPATROL INCLUDES : ((16MM) SHARP XGA CAMERA UNIT 1 MAGNETIC MOUNT, 1 POWER BREAK-OUT BOX, 1 CIGARETTE LIGHTER POWER CABLE, RUGGED TRANSPORT CAS, CALIBRATION JIG, AUTO PATROL INSTALLATION PACKAGE (ITEM # SH-395-001221-SP)	10,995.00	10,995.00
1.00	LOT	SHIPPING	700.00	700.00
		Account No _____	Encumbrance	
		9-1284-421-00-280-044-9-748	88,660.00	
			Freight	.00
			Total	88,660.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 1-14-09
 Requisition #: 147006
 Date Approved: _____
 P.O. #: _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 748-OTHER EQUIPMENT
 CURRENT BALANCE: \$92,048.00
 EXPENDITURE AMOUNT: \$88,660.00
 NEW BALANCE: \$3,388.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS


LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	Portable single sharp with autopatrol includes: 1 (25mm) Sharp XGA camera unit 1 magnetic mount, 1 power break-out box, 1 Cigarette lighter power cable, rugged transport cas, calibration jig, auto patrol installation package	SH-395-001221-SI	7	EACH	\$10,995.00	\$76,965.00
2	Portable single sharp with autopatrol includes: 1 (16mm) Sharp XGA camera unit 1 magnetic mount, 1 power break-out box, 1 Cigarette lighter power cable, rugged transport cas, calibration jig, auto patrol installation package	SH-395-001221-SI	1	EACH	\$10,995.00	\$10,995.00

SHIPPING: (N/A) \$700.00
 GRAND TOTAL: \$88,660.00

ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A

Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$88,660.00
Buy Board Contract #285-08
(4/1/08 to 3/31/2011)

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: 
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: 
 CHIEF DEPUTY

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147145

PO #

Date: 01/15/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M. HINOJOSA
956-393-6024

Contract No: 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	DO NOT DUPLICATE ORDER REPAIR AND REPLACEMENT W/ STANDARD SUPPORT EXTENDED WARRANTY PROGRAM ITEM # HEW-ARS-3Y Account No _____ 9-1284-421-00-280-044-9-890	14,350.00 Encumbrance 14,350.00 Freight .00 Total 14,350.00	14,350.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 1-15-09
 Requisition #: 147145
 Date Approved: _____
 P.O. # _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 890 - OTHER
 CURRENT BALANCE: \$14,350.00
 EXPENDITURE AMOUNT: \$14,350.00
 NEW BALANCE: \$0.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS

LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	Repair and Replacement with standard Support Extended Warranty Program	HEW-ARS-3Y	1	EACH	\$14,350.00	\$14,350.00

SHIPPING: (N/A) \$0.00
 GRAND TOTAL: \$14,350.00
 ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A

Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$14,350.00

**Buy Board Contract #285-08
 (4/1/08 to 3/31/2011)**

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: RO
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: AM
 CHIEF DEPUTY

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147150

PO #

Date: 01/15/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M. HINOJOSA
956-393-6024

Contract No: 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	DO NOT DUPLICATE ORDER DELL SERVICE AND MONITOR ITEM # SHP-B-SRVR-10 Account No _____ 9-1284-421-00-280-044-9-745	6,700.00 <u>Encumbrance</u> 6,700.00	6,700.00
			Freight	.00
			Total	6,700.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 1-15-09
 Requisition #: 147150
 Date Approved: _____
 P.O. # _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 745-COMPUTER EQUIPMENT
 CURRENT BALANCE: \$6,700.00
 EXPENDITURE AMOUNT: \$6,700.00
 NEW BALANCE: \$0.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS


LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	Dell Server and Monitor	SHP-B-SRVR-10	1	EACH	\$6,700.00	\$6,700.00

SHIPPING: (N/A) \$0.00
 GRAND TOTAL: \$6,700.00
 ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A

Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$5,700.00

**Buy Board Contract #285-08
 (4/1/08 to 3/31/2011)**

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: 
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: 
 CHIEF DEPUTY

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147151

PO #

Date: 01/15/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M. HINOJOSA
956-393-6024

Contract No: 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
8.00	EACH	DO NOT DUPLICATE ORDER MAP INFO STREET PRO MAP (US/PER COUNTRY) ITEM # 800-001195	670.00	5,360.00
1.00				.00
		Account No _____	<u>Encumbrance</u>	
		9-1284-421-00-280-044-9-667	5,360.00	
			Freight	.00
			Total	5,360.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 175-09
 Requisition #: 147151
 Date Approved: _____
 P.O. #: _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 667-MINOR SOFTWARE
 CURRENT BALANCE: \$5,360.00
 EXPENDITURE AMOUNT: \$5,360.00
 NEW BALANCE: \$0.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS

LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	Map Info Street Pro Map (US/ per County)	800-001195	8	EACH	\$670.00	\$5,360.00

SHIPPING: (N/A) \$0.00
 GRAND TOTAL: \$5,360.00
 ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A

Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$5,360.00

**Buy Board Contract #285-08
 (4/1/08 to 3/31/2011)**

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: RO
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: mm
 CHIEF DEPUTY

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147153

PO #

Date: 01/15/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M .HINOJOSA
956-393-6024

Contract No: 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
6.00	EACH	ON SITE TECHNICAL SERVICE-PER DAY + AIRFARE ITEM # SVC-FIELD	1,500.00	9,000.00
1.00	EACH	ON SITE SERVICES TRAVEL EXPENSES ITEM # SVC-EXPENSES	1,000.00	1,000.00
		Account No _____	Encumbrance	
		9-1284-421-00-280-044-9-585	10,000.00	
			Freight	.00
			Total	10,000.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 1-15-09
 Requisition #: 147153
 Date Approved: _____
 P.O. # _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 585-NON-EMPLOYEE TRAVEL
 CURRENT BALANCE: \$10,000.00
 EXPENDITURE AMOUNT: \$10,000.00
 NEW BALANCE: \$0.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS

LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	On site Technical Service-Per Day + Airfare	SVC-FIELD	6	EACH	\$1,500.00	\$9,000.00
2	On site Services Travel expenses	SVC-EXPENSES	1	EACH	\$1,000.00	\$1,000.00


SHIPPING: (N/A) \$0.00
 GRAND TOTAL: \$10,000.00
 ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A

Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$10,000.00
 Buy Board Contract #285-08
 (4/1/08 to 3/31/2011)

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: 
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: 
 CHIEF DEPUTY

Requisition
SHERIFF'S LAW ENFORMENT FACILITY

Req # 00147156

PO #

Date: 01/15/09

Bill To: x
x

Vendor : 366137
COMMERCIAL SECURITY INTEGRATION
2600 MCHALE COURT, SUITE 150
AUSTIN TX 78758

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: M. HINOJOSA
956-393-6024

Contract No: 285-08

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
8.00	EACH	GPS UNIT-USB ITEM # 600-001249	100.00	800.00
1.00	EACH	802.11 ROUTER, VEHICLE MDC OR TABLET PC MUST SUPPORT WIFI ITEM # 600-001248	100.00	100.00
		Account No _____	Encumbrance	
		9-1284-421-00-280-044-9-665	900.00	
			Freight	.00
			Total	900.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Date Entered: 1-15-09
 Requisition #: 147156
 Date Approved: _____
 P.O. #: _____

**HIDALGO COUNTY SHERIFF'S OFFICE
 EXECUTIVE BRANCH REQUISITION
 ADMINISTRATION REQUISITION**

DATE: 01/07/09
 REQUESTED BY: EVER OCHOA - QUARTERMASTER'S OFFICE
 BUDGET: 8-1284-421-00-280-044-9-
 OBJECT NUMBER: 665-MINOR COMPUTER EQUIPMENT
 CURRENT BALANCE: \$900.00
 EXPENDITURE AMOUNT: \$900.00
 NEW BALANCE: \$0.00
 PURPOSE FOR EXPENDITURE: TO BE PLACED IN PATROL UNITS

LINE #	ITEM & DESCRIPTION	ITEM #	QTY	UOM	UNIT PRICE	AMOUNT
1	GPS Unit-USB	600-001249	8	EACH	\$100.00	\$800.00
2	802.11 Router, Vehicle MDC or Tablet PC must support Wifi	600-001248	1	EACH	\$100.00	\$100.00

SHIPPING: (N/A) \$0.00
 GRAND TOTAL: \$900.00
 ESTIMATED DELIVERY DATE: 30 DAYS AFTER P.O. IS RECEIVED
 INTERNAL NOTES: N/A


Awarded Vendor : Commercial Security Integration 512-372-9500
 2600 McHalen Court, Suite 150 CONTACT PERSON: Kirtus Hutchison
 Austin, Tx. 78758 \$900.00

**Buy Board Contract #285-08
 (4/1/08 to 3/31/2011)**

AUTHORIZED BY: _____
 DIVISION COMMANDER

APPROVED BY: 
 ADMINISTRATIVE LIEUTENANT

REVIEWED BY: _____
 PROCUREMENT SPECIALIST

APPROVED BY: 
 CHIEF DEPUTY

Attn: Blanca 3/8/2009

Vendor Contract Information

[Proposals](#) [Documents](#)

[Back](#)

Vendor: Commercial Security Integration

Address: 2600 McHale Court, Suite 150
Austin, TX 78758

Phone: (512) 372-9500

Contact: Kirtus Hutchison

Email: khutchison@csi-austin.com

Federal ID: 59-3820548

Accepts RFQs: Yes

Contract: Radio Communication Products #285-08

Effective Date: 4/1/2008

Expiration Date: 3/31/2011

Payment Terms: 1% in 10/Net 30 days

Delivery Days: 10

Shipping Terms: Free Shipping

Freight Terms: FOB Destination

Ship Via: Best Way

Quote Reference

Number: 285-08

Regions Served: Texas Regions 2-4, 6, 12, 13, 15, 20

States Served: Texas

Vendor Exceptions: Freight included on all purchases with installation or service agreement. All drop ship customers responsible for shipping costs.

Return Policy: Customer responsible for shipping to CSI for all repairs. Returns subject to 10% restocking fee.

[\[Log Out \]](#)

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Genetec - AutoVu Solutions
 2280 Alfred_Nobel Blvd., Suite 400
 Saint Laurent, QC Canada, H4S 2A4
 (512)-608-9444 or (512)-944-4633
 E-mail: jgardner@genetec.com

QUOTE

Date	Quote #
11/23/08	AAAQ1236-01

Sold To: Hidalgo Cnty Sheriffs Dept
 Richard Ozuna
 PO Box 1228
 Edinburg, TX 78540
 United States of America

Phone: (956) 393-6000
Fax: (956) 393-6179

Ship To: Hidalgo Cnty Sheriffs Dept
 Richard Ozuna
 PO Box 1228
 Edinburg, TX 78540
 United States of America

Phone: (956) 393-6000
Fax: (956) 393-6179

Please review this Texas Buy-Board Quotation information that you requested immediately, should you determine this information is not exactly what you need, please call Joe Gardner at (512)-608-9444 or Cell (512)-944-5434. We look forward to working with you and your department to impliment your automated mobile license plate (AMLPR) Recognition System.

Terms	Rep	P.O. Number	Ship Via
Net 30 days	Joe Gardner		FedEx

Item	Qty	Description	Unit Price	Ext. Price
1	7	SH-395-001221 - SP" Portable Single Sharp with AutoPatrol. Includes: 1 (25mm) Sharp XGA camera unit - 1 Magnetic mount + tether 1 Power break-out box - 1 Cigarette lighter power cable Rugged transport case - Calibration Jig - AutoPatrol installation package *In-vehicle computer not included"	\$10,995.00	\$76,965.00
2	1	SH-395-001221 - SP" Portable Single Sharp with AutoPatrol. Includes: 1 (16mm) Sharp XGA camera unit - 1 Magnetic mount + tether 1 Power break-out box - 1 Cigarette lighter power cable Rugged transport case - Calibration Jig - AutoPatrol installation package *In-vehicle computer not included"	\$10,995.00	\$10,995.00
3	8	800-001195 - Mapinfo StreetPro Map (US/ per county)	\$670.00	\$5,360.00
4	8	600-001249 - GPS Unit - USB	\$100.00	\$800.00
5		SubTotal		\$94,120.00
6		Base Computer Server /w D-link Router		
7	1	600-001248 - *802.11 Router *Vehicle MDC or Tablet PC must support Wifi"	\$100.00	\$100.00
8	1	SH-B-SRVR-10 - Dell Server and Monitor	\$6,700.00	\$6,700.00
9		SubTotal		\$6,800.00

Item	Qty	Description	Unit Price	Ext. Price
10	6	SVC-FIELD- On-site Technical Service - Per day + Airfare	\$1,500.00	\$9,000.00
11	1	SVC-EXPENSES - On-site services travel expenses	\$1,000.00	\$1,000.00
12	1	HEW-ARS-3Y - Repair and Replacement with Standard Support Warranty Period Return and Repair Customer must obtain Return Material Authorization (RMA) from Genetec and a replacement product will be shipped by Genetec via Air Express courier service within 1 business day of RMA issuance. Unit Repair Turnaround time Customer responsible for replacing and returning defective product to Genetec within 30 days, otherwise MSRP of product invoiced to customer Functional Unit RMA - Service charge of \$150 if returned product is found to be fully functional TAC Hours - Genetec's Standard Support Hours + Customer's business hours 5 days per week - Monday through Friday from 9h00 to 17h00 local time Trouble Tickets Allowance - Unlimited Firmware Updates (Patches) - Available Firmware Upgrades - Available Access to Support Website - Included On-site Support - Per standard on-site support price 1: Product may be replaced by a fully functional refurbished product. 2: Additional charges may be applied if damage results from use outside of ordinary, intended use of the product 3: All applicable custom brokerage fees are the responsibility of the customer. 4: The Genetec Technical Assistance Center is closed on Canadian statutory holidays.. 5: Done via pager if outside Monday through Friday from 8h30-19h00 EST	\$14,350.00	\$14,350.00
13		Extended Warranty Program		
			SubTotal	\$125,270.00
			Sales Tax	\$0.00
			Shipping	\$700.00
			Total	\$125,970.00

Thank you for considering Genetec - AutoVu Solutions to meet your Mobile License Plate Recognition needs.

Directions for purchasing off of the Buyboard contract:

A) Please register with the buyboard at www.buyboard.com. If the City or County is already a registered member (free to them) or once you have registered you should go to the COMMODITY SEARCH part of the webpage and select PUBLIC SAFETY EQUIPMENT/POLICE/FIRE/EMS.

B) From there Select Vendor Search. It will take you to a page where you can search by category. We are listed in RADIO, COMMUNICATION, & SURVEILLANCE PRODUCTS. There you will find the Genetec MSRP Product Catalog and can order any item listed. (every item Genetec offers using Genetec product numbers) From there you need to follow BuyBoard requisition procedures which I cannot provide (as I am a vendor only). Once you have submitted the requisition to BuyBoard (based on the quote Genetec, Inc. issued), BuyBoard will issue their PO to

Kirtus W Hutchison
Commercial Security Integration
System Design & Sales
512-372-9500 p
512-372-8025 f

C) Commercial Security Integration System Design & Sales, will be able to place the order with Genetec, Inc.

Commercial Security Integration System Design & Sales will invoice the customer (Hidalgo County Sheriff's Department) at the price we have agreed .

512-372-9500 p
512-372-8025 f

Thanks for the opportunity to work with you, if you have any questions please call me.

Regards,

Joe

Joe Gardner
Genetec -AutoVu
Southern Regional Sales Manager
Genetec
P: (512) 608-9705 F: (512) 608-9706 M: (512) 944-4633
2280, Alfred-Nobel Blvd, suite 400, Saint-Laurent, QC, H4S 2A4, Canada

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.

*Regular
1/27/09
\$135 \$3*

*Attn:
Blanca 318-2629*

Vendor Contract Information

Proposal Documents

[Back](#)

Vendor: Commercial Security Integration
Address: 2600 McHale Court, Suite 150
Austin, TX 78758
Phone: (512) 372-9500
Contact: Kirtus Hutchison
Email: khutchison@csi-austin.com

Federal ID: 59-3820548

Accepts RFQs: Yes

Contract: Radio Communication Products #285-08

Effective Date: 4/1/2008

Expiration Date: 3/31/2011

Payment Terms: 1% in 10/Net 30 days

Delivery Days: 10

Shipping Terms: Free Shipping

Freight Terms: FOB Destination

Ship Via: Best Way

Quote Reference

Number: 285-08

Regions Served: Texas Regions 2-4, 6, 12, 13, 15, 20

States Served: Texas

Vendor Exceptions: Freight included on all purchases with installation or service agreement. All drop ship customers responsible for shipping costs.

Return Policy: Customer responsible for shipping to CSI for all repairs. Returns subject to 10% restocking fee.

*#147206 - \$89,660.00
#147150 - \$6,700.00
#147151 - 25,360.00
#147153 - 810,000.00
#147156 - \$900.00*

*one quote
for
as per
auditor*

[Log Out]
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#147206

AI-13573

19.H.2.

Request for Payment No. 6 from Gignace & Associates LLP for the Sheriff's Substation in the Pct. 1 Area

CC REGULAR

Date: 01/28/2009

Submitted By: Rocio Villarreal, PURCHASING DEPT.

Submitted For: Rocio Villarreal

Department: PURCHASING DEPT.

Agenda Category: Purchasing Department **Purchasing only:** Sheriff's Office

Information

CAPTION

Approval of Request for Invoice No. 6 in the amount of \$15,569.45, from Gignac & Associates Architects LLP., contracted architect for "Construction of Hidalgo County Sheriff's Office Substation in the Precinct No. 1 Area." C-08-051-01-30

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008

ACCT. #: 8-1336-423-00-280-036-0-720

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO 601736

Attachments

Link: [Invoice 6](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	01/22/2009 11:26 AM	APRV
2	Budget & Management	Veronica Lopez	01/22/2009 11:30 AM	APRV
3	Dale Kennan	Dale Kennan	01/23/2009 01:44 PM	APRV
4	Auditor's Office		01/23/2009 05:22 PM	NEW

Form Started By: Rocio Villarreal

Started On: 01/21/2009 04:33 PM

Final Approval Date: 01/23/2009

COUNTY OF HIDALGO SHERIFF'S OFFICE
 ATTN: JUAN TAPIA, PROCUREMENT SPECIALIST
 711 EL CIBOLO ROAD
 PO BOX 1228
 EDINBURG, TX. 78450

INVOICE #: 6
 DATE: 13-Jan-09
 RE: County of Hidalgo
 Sheriff's Office Substations 1
 Project No. : 07.10
 PO #601736/C-08-051-01-30

FOR PROFESSIONAL SERVICES RENDERED: 12/1/2008 through 12/31/2008

Estimated Construction Cost \$2,500,000 x 7.25% \$ 181,250.00

FEE BASIS: \$ 181,250.00 Final Fee adjusted in accordance with final construction cost.

	<u>%</u>		<u>%</u>	<u>TOTAL</u>	<u>PREV.</u>	<u>DUE THIS</u>
	<u>FEE</u>		<u>COMP</u>	<u>EARNED</u>	<u>BILLED</u>	<u>INVOICE</u>
i. BASIC SERVICES:						
) SCHEMATIC DESIGN	15.0% *	27,187.50	100%	\$ 27,187.50	\$ 27,187.50	\$ 0.00
) DESIGN DEVELOPMENT	20.0% *	36,250.00	100%	36,250.00	36,250.00	0.00
) CONSTRUCTION DOCUMENTS	40.00% *	72,500.00	95%	68,875.00	54,375.00	14,500.00
) RECEIPT OF BIDS	5.00% *	9,062.50	0%	0.00	0.00	0.00
) CONSTRUCTION PHASE	20% *	36,250.00	0%	0.00	0.00	0.00
Total Basic Services	100%	\$ <u>181,250.00</u>		\$ <u>132,312.50</u>	\$ <u>117,812.50</u>	\$ <u>14,500.00</u>
ii. REIMBURSABLE EXPENSES:						
. Printing/Reproduction		422.5		\$ 963.57	\$ 541.07	\$ 422.50
. Telephone/Faxes				0.00	0.00	0.00
. Postage/Delivery		\$46.95		129.47	82.52	46.95
. Photography				0.00	0.00	0.00
. Travel/Subsistence				597.75	597.75	0.00
. Consultant Fees		\$600.00		600.00	0.00	600.00
Total Reimbursable Expenses				\$ <u>2,290.79</u>	\$ <u>1,221.34</u>	\$ <u>1,069.45</u>
iii. PROJECT TOTALS:				\$ <u>132,912.50</u>	\$ <u>119,033.84</u>	\$ <u>15,569.45</u>

GIGNAC & ASSOCIATES ARCHITECTS LLP

By: Raymond Gignac
 Raymond Gignac, AIA

Please remit payment to:
 Gignac & Associates LLP
 16 Starr Street
 Corpus Christi, TX 78401



ORIGINAL

INVOICE NUMBER

REMIT TO:
 RIDGWAY'S - CORPUS CHRIST
 P.O. BOX 2117
 CORPUS CHRISTI, TX 78403
 Phone: (361) 882-7471
 Fax: (361) 882-9298
 TaxId: 746036592

15-195451

Order: 236186
 Date: 12/03/2008
 Time: 4:06PM

BILL TO:

SHIP TO:

GIGNAC & ASSOCIATES 34400
 416 STARR
 ATTN; A/P DEPT.
 CORPUS CHRISTI TX 78401

GIGNAC & ASSOCIATES
 416 STARR
 ATTN; A/P DEPT.
 CORPUS CHRISTI TX 78401
 Phone: (361)884-2661

Customer's P.O. Number
 07.16

Ordered By
 TUNRAYO

Project Number
 HIDALGO CO. SHERIFF

Ship Via
 Our truck

Salesman
 HOUSE

Invoiced By
 DORIS

INVOICE

TERMS: Net 30 Days

ITEM NUMBER	DESCRIPTION	UOM	QUANTITY		UNIT PRICE	EXTENSION
			SHIPPED	BACK ORDERED		
1632.01	ECO-DIGITAL BOND PRINT 7 sets of 81(12x18) 1134 sq ft	SF	1134			124.74
1625.01	PAPER STRIP & STAPLE - LDC	EA	9		0.50	4.50
1632.01	ECO-DIGITAL BOND PRINT 1 set of 81(24x36) 486 sq ft	SF	486			53.46
1632.02	ECO-DIGITAL BOND PRINT-HALFSIZ 1 set of 81(12x18) 162 sq ft	SF	162			17.82
5201.01	DELIVERY CHARGE	EA	1		3.00	3.00
Fuel Surcharge:						3.95

GO GREEN WITH RIDGWAY'S!
 Please join Ridgway's in our commitment
 to environmental responsibility by
 utilizing our GREEN products & services.
 Call now for more information.

GROSS AMOUNT 207.47	TAX % 8.2500	TAX AMOUNT 17.12	FREIGHT CHARGES	TOTAL AMOUNT DUE	\$224.59
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RECEIVED IN GOOD CONDITION

DATE _____ TIME _____



ORIGINAL

INVOICE NUMBER

REMIT TO:
 RIDGWAY'S - CORPUS CHRIST
 P.O. BOX 2117
 CORPUS CHRISTI, TX 78403
 Phone: (361) 882-7471
 Fax: (361) 882-9298
 TaxId: 746036592

15-195510

Order: 236253
 Date: 12/05/2008
 Time: 12:50PM

BILL TO:

SHIP TO:

GIGNAC & ASSOCIATES
 416 STARR
 ATTN; A/P DEPT.
 CORPUS CHRISTI TX 78401

34400

GIGNAC & ASSOCIATES
 416 STARR
 ATTN; A/P DEPT.
 CORPUS CHRISTI TX 78401
 Phone: (361)884-2661

Ordered By
 TUNRAYO

Project Number
 HIDALGO COUNTY

Ship Via
 Our truck

Salesman
 HOUSE

Invoiced By
 ROSIE

INVOICE

TERMS: Net 30 Days

ITEM NUMBER	DESCRIPTION	UOM	QUANTITY		UNIT PRICE	EXTENSION
			SHIPPED	BACK ORDERED		
1632.01	ECO-DIGITAL BOND PRINT 2 sets of 80(12x18) 320 sq ft	SF	320			35.20
1625.01	PAPER STRIP & STAPLE - LDC	EA	3		0.50	1.50
1632.02	ECO-DIGITAL BOND PRINT-HALFSIZ 1 set of 80(12x18) 160 sq ft	SF	160			17.60
5201.01	DELIVERY CHARGE	EA	1		3.00	3.00
Fuel Surcharge:						3.95

GO GREEN WITH RIDGWAY'S!
 Please join Ridgway's in our commitment
 to environmental responsibility by
 utilizing our GREEN products & services.
 Call now for more information.

GROSS AMOUNT 61.25	TAX % 8.2500	TAX AMOUNT 5.06	FREIGHT CHARGES	TOTAL AMOUNT DUE	\$66.31
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RECEIVED IN GOOD CONDITION

X

DATE

TIME

**Invoice Number****Invoice Date****Account Number**

Page

2-996-79624

Nov 20, 2008

1435-6493-2

8 of 27

Dropped off: Oct 17, 2008**Cust. Ref.: 07.02 cd of dwgs****Ref.#2:****Payer: Shipper****Ref.#3:**

- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$ 526.93
- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- Distance Based Pricing, Zone 2
- FedEx has audited this shipment for correct packages, weight, and service. Any changes made are reflected in the invoice amount.
- We calculated your charges based on a dimensional weight of 5.0 lbs., 6" x 14" x 10", divided by 194.

Automation INET
 Tracking ID 791973318714
 Service Type FedEx Standard Overnight
 Package Type Customer Packaging
 Zone 02
 Packages 1
 Actual Weight 1.0 lbs, 0.5 kgs
 Rated Weight 5.0 lbs, 2.3 kgs
 Delivered Oct 20, 2008 11:06
 Svc Area AA
 Signed by I.MORENO
 FedEx Use 00000000/0001283/_

Sender
 Ana Salas
 GIGNAC & ASSOCIATES
 222 E. Van Buren
 HARLINGEN TX 78550 US

Recipient
 WD Carmichael
 GIGNAC
 416 STARR ST
 CORPUS CHRISTI TX 78401 US

Transportation Charge	19.60
Earned Discount	-2.74
Automation Bonus Discount	-2.94
Fuel Surcharge	3.76
Total Charge	USD \$17.68

Dropped off: Oct 17, 2008**Cust. Ref.: 07.02 cd of dwgs****Ref.#2:****Payer: Shipper****Ref.#3:**

- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$ 526.93
- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- Distance Based Pricing, Zone 2

Automation INET
 Tracking ID 798041360333
 Service Type FedEx Standard Overnight
 Package Type FedEx Envelope
 Zone 02
 Packages 1
 Rated Weight N/A
 Delivered Oct 20, 2008 12:41
 Svc Area AA
 Signed by T.VALDEZ
 FedEx Use 00000000/0000200/_

Sender
 Ana Salas
 GIGNAC & ASSOCIATES
 222 E. Van Buren
 HARLINGEN TX 78550 US

Recipient
 Ed Klash
 Barcom Commercial
 5826 BEAR LN
 CORPUS CHRISTI TX 78405 US

Transportation Charge	13.25
Earned Discount	-1.99
Automation Bonus Discount	-1.99
Fuel Surcharge	2.50
Total Charge	USD \$11.77

Picked up: Oct 17, 2008**Cust. Ref.: Hidalgo County Sheriff S****Ref.#2:****Payer: Shipper****Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$ 526.93
- Distance Based Pricing, Zone 3

Automation INET
 Tracking ID 798041541377
 Service Type FedEx Standard Overnight
 Package Type FedEx Tube
 Zone 03
 Packages 1
 Rated Weight 2.0 lbs, 0.9 kgs
 Delivered Oct 20, 2008 10:54
 Svc Area A1
 Signed by R.PATTERSON
 FedEx Use 00000000/0001305/_

Sender
 Iris Moreno
 GIGNAC & ASSOCIATES
 416 STARR STREET
 CORPUS CHRISTI TX 78401 US

Recipient
 Brandon Wood
 Texas Commission of Jail Stand
 300W. m15th St
 AUSTIN TX 78711 US

Transportation Charge	21.20
Fuel Surcharge	5.14
Courier Pickup Charge	4.00
Automation Bonus Discount	-3.18
Earned Discount	-2.97
Total Charge	USD \$24.19

**Invoice Number**

2-996-79624

Invoice Date

Nov 20, 2008

Account Number

1435-6493-2

Page

7 of 27

Picked up: Oct 16, 2008**Cust. Ref.:** NO REFERENCE INFORMATION**Ref.#2:****Payer:** Shipper**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$526.93
- Distance Based Pricing, Zone 4
- Package Delivered to Recipient Address - Release Authorized

Automation INET
 Tracking ID 799395392583
 Service Type FedEx Priority Overnight
 Package Type FedEx Envelope
 Zone 04
 Packages 1
 Rated Weight N/A
 Delivered Oct 17, 2008 13:26
 Svc Area PM
 Signed by 9999999999999999
 FedEx Use 00000000/0000208/02

Sender
 Iris Moreno
 GIGNAC & ASSOCIATES
 416 STARR STREET
 CORPUS CHRISTI TX 78401 US

Recipient
 Charlie Mason
 MASON
 183 RABBIT RUN LN
 MANY LA 71449 US

Transportation Charge	20.35
Residential Delivery	2.30
Fuel Surcharge	6.17
Courier Pickup Charge	4.00
Delivery Area-Resi	2.30
Earned Discount	-3.05
Automation Bonus Discount	-3.05
Total Charge	USD \$29.02

Picked up: Oct 17, 2008**Cust. Ref.:** CC Bayfront Development**Ref.#2:****Payer:** Shipper**Ref.#3:**

- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$526.93
- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- Distance Based Pricing, Zone 7
- FedEx has audited this shipment for correct packages, weight, and service. Any changes made are reflected in the invoice amount.
- The package weight exceeds the maximum for the packaging type, therefore, FedEx Pak was rated as Customer Packaging.

Automation INET
 Tracking ID 790113492470
 Service Type FedEx Priority Overnight
 Package Type Customer Packaging
 Zone 07
 Packages 1
 Rated Weight 3.0 lbs, 1.4 kgs
 Delivered Oct 20, 2008 09:50
 Svc Area A1
 Signed by R.FORD
 FedEx Use 00000000/0001596/_

Sender
 James Ellis
 GIGNAC & ASSOCIATES
 416 STARR STREET
 CORPUS CHRISTI TX 78401 US

Recipient
 Jason Hellendrung
 Sasaki Associates, Inc.
 64 PLEASANT ST
 WATERTOWN MA 02472 US

Transportation Charge	45.50
Earned Discount	-6.37
Courier Pickup Charge	4.00
Fuel Surcharge	9.80
Automation Bonus Discount	-6.83
Total Charge	USD \$46.10

Picked up: Oct 17, 2008**Cust. Ref.:** Hidalgo County Sheriff S**Ref.#2:****Payer:** Shipper**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 27.00% to this shipment.
- The Earned Discount for this ship date has been calculated based on a revenue threshold of \$526.93
- Distance Based Pricing, Zone 2

Automation INET
 Tracking ID 791167047932
 Service Type FedEx Standard Overnight
 Package Type FedEx Tube
 Zone 02
 Packages 1
 Rated Weight 5.0 lbs, 2.3 kgs
 Delivered Oct 20, 2008 11:59
 Svc Area AA
 Signed by R.OZUNA
 FedEx Use 00000000/0001283/_

Sender
 Iris Moreno
 GIGNAC & ASSOCIATES
 416 STARR STREET
 CORPUS CHRISTI TX 78401 US

Recipient
 Juan Tapia
 Hidalgo County Sheriffs Office
 711 W EL CIBOLO RD
 EDINBURG TX 78541 US

Transportation Charge	19.60
Fuel Surcharge	4.84
Courier Pickup Charge	4.00
Earned Discount	-2.74
Automation Bonus Discount	-2.94
Total Charge	USD \$22.76

FARRERA ARCHITECTS
Registered Accessibility Specialist # 185
5509 Safari Drive, Corpus Christi, TX 78411
(361) 548 4995

December 12, 2008

Motunrayo Badru, AIA
Gignac & Associates
416 Starr Street
Corpus Christi, TX 78401

AB Project Number: EABPRJA9805536


RE: SHERIFF'S SUBSTATION HIDALGO COUNTY
Hidalgo, TX.

I N V O I C E

For Professional Services performed related to Plans Review for accessibility
In accordance with the Texas Architectural Barriers Act, Article 9102 for
the following project:

Project # A9805536, SHERIFF'S SUBSTATION HIDALGO COUNTY... \$425.00
Texas Department of Licensing and Regulation Registration \$175.00

Thank you,



Edgar E. Farrera, Architect AIA
Registered Accessibility Specialist # 185.



January 14, 2009

Mr. Juan M. Tapia, Procurement Specialist
County of Hidalgo Sheriff's Office
711 El Cibolo Road
PO Box 1228
Edinburg, Texas 78450

Re: County of Hidalgo
Sheriff's Office Substations 1
Project No.: 07.10
P.O. Order 601736/C-08-051-01-30

Dear Mr. Tapia:

Enclosed, please find our Invoice No. 6 for architectural services on the above referenced project for the amount of \$15,569.45.

We would appreciate payment of this invoice at your earliest convenience.

Thank you for your consideration.

Sincerely,

GIGNAC & ASSOCIATES LLP

A handwritten signature in cursive script that reads 'Raymond Gignac'.

Raymond Gignac, AIA

RG/im