



## HIDALGO COUNTY, TEXAS APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 06/24/11

TOTAL NUMBER OF EMPLOYEES TRAVELING: \_\_\_\_\_

DEPARTMENT NAME: RIGHT OF WAY DEPARTMENT

NAME & TITLE OF EMPLOYEE(S): \_\_\_\_\_

TRAVELING: JOSE N. PENA

### EVENT INFORMATION

TITLE OF EVENT: TEXAS TRANSPORTATION COMMISSION

EVENT DATE(S) FROM: 06/30/11 TO: 06/30/11

DEPARTURE DATE: 06/29/11 RETURN DATE: 06/30/11

LOCATION OF EVENT: CITY: AUSTIN STATE: TEXAS

### PURPOSE OF TRAVEL

Place an "X" by the applicable purpose of the trip.

To obtain statutorily required continuing professional education.

To obtain continuing education related to an employee's work or maintenance of a license or certification.

To testify before legislative bodies, regulatory agencies and commissions, and other forums that may make decisions affecting the County and its affiliated organizations and operations.

To participate in professional organizations related to the employee or official's job assignment.

To conduct essential research & information-gathering for improvement of County operations or compliance with law.

To monitor the development of state or federal legislation or implementation of legislation that might affect the County

To participate in forums, coalitions, & discussions relating to the policy, legislative & regulatory interests of the County

To pursue the County's interests in litigation or criminal justice.

To promote the economic development interests of the County.

To carry out other purposes determined by Commissioners' Court to be in the interest of the County (Commissioners' Court approval is attached).

### JUSTIFICATION FOR THE NEED TO TRAVEL OUT-OF-STATE

Explain the benefits that this trip it will bring to Hidalgo County. Attach an itinerary, agenda, or schedule for the conference and/ or event. If applicable, justify the need for multiple persons traveling to the same event.

SUMMARY OF ESTIMATED TRAVEL EXPENSES	ESTIMATED EXPENSES	(DBM USE ONLY) FUNDS AVAILABLE BALANCE	MODE OF TRAVEL <small>(Place an "X" by applicable mode of travel)</small>
1. REGISTRATION FEE(S)	\$ -		AIRFARE* _____
Subtotal for Object Code 584	\$ -	\$ -	BUS** _____
2. AIRFARE- ROUNDTRIP COACH FARE ONLY	\$ -		Rental Car** _____
3. TAXI FARE	\$ -		County Vehicle** _____
4. BUS FARE	\$ -		Private Vehicle** <input checked="" type="checkbox"/>
5. RENTAL CAR	\$ -		OTHER** (Specify) _____
6. GASOLINE/DIESEL/FUEL	\$ -		* If traveling by airplane, the traveler should consider purchasing a refundable fare if possibility of a cancellation exists.
7. MILEAGE REIMBURSEMENT	\$ 358.53		
8. TELEPHONE CALLS	\$ -		** If mode of travel includes bus, rental car, county vehicle, private vehicle, or other form of transportation, a comparison of the savings that will be achieved by not choosing to travel by airplane must be provided with supporting documentation.
9. PARKING	\$ 12.99		
10. LODGING	\$ -		
11. MEALS	\$ 69.00		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 440.52		
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 440.52	\$ -	

14. IF HIDALGO COUNTY IS NOT FUNDING ANY OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:

NOTE: If trip duration is extended to take advantage of lower airfare, a comparison of the savings to the additional estimated cost must be provided with supporting airfare rate documentation.

### ELECTED OFFICIAL/DEPARTMENT HEAD CERTIFICATION (Place an "X" by each of the certifications)

I certify that:

Trip expenses are necessary and will be incurred for official county business.

Reasonable efforts to minimize the use of county funds have been explored.

Sufficient funds are available within in my department's budget to pay for the related travel expenses without the need of a budget amendment.

If this trip is for out-of-state training, the training is not available in some other form that does not require out-of-state travel.

APPROVED BY ELECTED OFFICIAL/DEPARTMENT HEAD:	DATE:	DEPARTMENT CONTACT PERSON:	PHONE NO.:
	6/24/11	Sandra Garcia	283-8134

### FOR DEPARTMENT OF BUDGET & MANAGEMENT (DBM) USE ONLY:

TRAVEL IS **APPROVED** for the individuals listed below:

TRAVEL IS **NOT APPROVED** for the individuals listed below:

REVIEWED BY (PRINT NAME):	DATE:	REVIEWER'S SIGNATURE:	PHONE NO.:
J. Carreon	7/27/11		

DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME):	DATE:	SIGNATURE OF DBM DEPARTMENT HEAD:

jose

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**From:** jose [jose.pena@co.hidalgo.tx.us]  
**Sent:** Friday, June 24, 2011 4:07 PM  
**To:** Benny Rodriguez (benito.rodriguez@co.hidalgo.tx.us); Bobby Villarreal (roberto.villarreal@co.hidalgo.tx.us); Carlos Moreno (Carlos.Moreno@co.hidalgo.tx.us); Daniel Guzman; Eduardo Z. Gonzalez; Gloria Beltran (gabeltran@yahoo.com); Godfrey Garza (g.g@hcdd1.org); Guadalupe Rodriguez (E-mail) (guadalupe.rodriguez@co.hidalgo.tx.us); humberto.garza@co.hidalgo.tx.us; Leonel Garza III; (mona.parras@co.hidalgo.tx.us); raul.lozano@co.hidalgo.tx.us; Roy Gonzales (roy.gonzales@co.hidalgo.tx.us); Sandra Garcia@co. hidalgo. tx. us (Sandra.Garcia@co.hidalgo.tx.us); Luana Gonzalez  
**Cc:** Greg Kazen (gskazen@atlashall.com); Michael Leo; sergio; Stephen L. Crain; Valde; Rick Alvarez (ricardo.alvarez@co.hidalgo.tx.us)  
**Subject:** Scan001 (4).PDF  
**Attachments:** Scan001 (4).PDF

Ladies & Gentlemen:

Attached please find some very interesting reading material that will affect ROW acquisition, the Texas Transportation Commission will be discussing this matter next Thursday at their regular meeting. My plans are to attend the meeting and get first hand information regarding this Act that takes effect on September 1, 2011.

Should you have any question or comments please feel free to call.

Thanks,  
Joe Pena

7/26/2011

# COUNTY of HIDALGO



EDINBURG, TEXAS 78539

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

**MAILING ADDRESS:**  
HIDALGO COUNTY AUDITOR'S OFFICE  
P. O. BOX 689  
EDINBURG, TEXAS 78540-0689

## OFFICE OF THE COUNTY AUDITOR

### NOTICE OF DISCREPANCY AND/OR ADVISORY

**DATE:** 07/21/2011

**TO:** Sandra Garcia  
**FROM:** Peggy Young *Peggy Young*

**DEPARTMENT:** (260) RIGHT OF WAY  
**PHONE:** (956)-318-2511 ext 4621

**REFERENCE:** PENA, JOSE N. Invoice #06/29-30/11

THE FOLLOWING DOCUMENT (S), i.e. **Invoice #06/29-30/11** IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

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

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
  - PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
  - AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
  - VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
  - INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
  - SIGNATURE OR DATE NOT PRESENT
  - SYSTEM SHOWS INVOICE PAID
  - INSUFFICIENT FUNDING IN ACCOUNT #                      AVAILABLE \$
  - NEEDS APPROVAL OF:
  - NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
  - NEEDS CORRECTION(S):
  - NEEDS ADDITIONAL DOCUMENTATION i.e.,: Please provide a copy of Mr. Pena's driver's license and proof of insurance in order to be paid for mileage.
- Also, your department is to obtain approval from the Department of Budget and Management prior to all travel. Please attach the form T-1 "application for official travel" and return to the auditor's office for payment. If approval was not given before the travel took place, this reimbursement must be placed as a claim on Commissioners' Court.

- OTHER:
- COMMENTS / RECOMMENDATION:

*Returned w/ corrections & additional information.*  
*[Signature]*

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



### HIDALGO COUNTY DISTRICT JUDGES

RICARDO P. RODRIGUEZ, JR. JUDGE, 92ND D.C.	RODOLFO DELGADO JUDGE, 93RD D.C.	J. R. "BOBBY" FLORES JUDGE, 139TH D.C.	ROSE GUERRA REYNA JUDGE, 206TH D.C.	JUAN R. PARTIDA JUDGE, 275TH D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C.	NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER	LETICIA LOPEZ JUDGE, 389TH D.C.	AIDA SALINAS FLORES JUDGE, 398TH D.C.
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*no PO encumbered for this trip. need DBM - application for official travel form.*

**HIDALGO COUNTY, TEXAS**  
**OUT - OF - COUNTY**  
**FINAL TRAVEL EXPENSE CLAIM**



EMPLOYEE NAME : JOSE N. PENA DEPARTMENT : RIGHT OF WAY  
 TRAVEL TO CITY : AUSTIN STATE : TEXAS  
 DEPARTURE DATE : 6/29/2011 RETURN DATE : 6/30/2011  
 TIME OF DEPARTURE : 11:00 AM TIME OF RETURN : 10:00 PM

PURPOSE OF TRIP : ATTENDING THE TRANSPORTATION COMMITTEE MEETING ON NEW CHANGES TO THE PROCEDURES IN ACQUIRING RIGHT OF WAY  
 I. REIMBURSEMENT FOR EXPENDITURES MADE ON ACCOUNT OF OFFICE BUSINESS:

DESCRIPTION OF TRIP	DATES OF TRAVEL FOR YEAR						2011
	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	
	6/29	6/30	7/1	7/2	7/3	7/4	TOTALS
Airline / Bus / Train							\$ -
Car Rental							-
Gasoline for Car Rental							-
Personal Car Mileage	Beginning Mileage:	39,575	Ending Mileage:	40,221	TOTAL MILEAGE:	(MILEAGE RATE)	
ODOMETER READINGS:					646	0.555	358.53

NOTE: Mileage is calculated on a point-to-point basis using "Mapquest". Reasonable incidental travel may be reimbursed when the traveler provides specific address destination points by using "Mapquest" to determine mileage. The most direct distance to the destination will be allowed. Any out-of way or unreasonable travel distance as determined by the County Auditor will be at the expense of the traveler.

Hotel (Excluding Meals)							-
Parking / Tolls	12.99						12.99
Taxi and Other Ground Transportation							-
Telephone							-
Registration Fees							-
MEALS (based upon actual charges)	NOTE: When traveling out of state trip and claiming actual meal expenses, receipts must be provided for all days of travel. If not reimbursement will be based on the \$39 per diem.						
Type of Travel (In State =1 /Out of State =2)	1						
With Receipts = 1 / Without Receipts = 2	2	2					
Breakfast (\$9 per diem)							
Lunch (\$12 per diem)							
Dinner (\$18 per diem)							
Total Actual Meal Expense							
Total Allowable Meal Expense per County Policy (County Employee)	30.00	39.00					69.00
Other (Please explain below):							-

Explanation Notes:

II. Travel Expenditures paid by COUNTY CHECK or COUNTY CREDIT CARD that were NOT advanced to employee. (i.e. Airfare, Hotel accommodations, Car Rentals, Registration)

Payee Name	Expense Type	Check No / PO. No.	Amount	TOTAL FROM T-4 CONTINUATION FORM
LA QUINTA INN	HOTEL	660411		\$ 440.52
Total				\$ -
AMOUNTS ADVANCED TO EMPLOYEE ON :				\$ -
TRAVEL EXPENDITURES PAID BY COUNTY CK OR COUNTY CREDIT CARD NOT ADVANCED TO EMPLOYEE				\$ -
REMIT TO ME				\$ 440.52
REMITTED TO COUNTY TREASURER ON				\$ -
TREASURER RECEIPT NO.				\$ 0.00

I hereby certify that the above information is true and correct to the best of my knowledge. The above funds were used solely for official County business. I have not and do not anticipate to receive reimbursement for the above listed travel expenditures from another source.

EMPLOYEE SIGNATURE: *[Signature]* DATE: 7/19/11  
 APPROVED BY: *[Signature]* DIVISION DIRECTOR/SUPERVISOR DATE: 7/19/11  
 APPROVED FOR PAYMENT BY: *[Signature]* DEPARTMENT HEAD



INTERNET ADDRESS:  
<http://www.txdot.gov>

## AGENDA

### TEXAS TRANSPORTATION COMMISSION

State Capitol  
Capitol Extension Auditorium, E1.004  
Austin, Texas 78701-2483

THURSDAY  
June 30, 2011

#### 9:00 A.M. CONVENE MEETING







1. **Approval of Minutes** of the May 26 meeting of the Texas Transportation Commission
2. **Reports/Discussion Items**
  - a. **Update on TxDOT's modernization project**  
*At the February commission meeting, senior staff was assigned to lead TxDOT's Modernization Initiative based on the implementation of the Restructure Council's recommendations. An update will be presented on the status of this initiative, including a presentation of the high-level implementation plan required by TxDOT's Sunset legislation.*
  - b. **Update on recently enacted legislation that affects the operation of the department**  
*The 82<sup>nd</sup> Legislature adjourned Sine Die on May 30th and the governor's veto period ended on June 19. Staff will provide a general overview of the major legislation enacted that impacts the operation of the department.*
  - c. **Discussion of options for the establishment of eligibility, prioritization, and selection criteria for highway improvement projects to be funded using the proceeds from bonds, notes, and other public securities issued under Transportation Code, Section 222.004, known as Proposition 12 bonds, as well as undistributed funds from the State Highway Fund (Fund 6)**  
*The commission may issue general obligation bonds, notes, and other public securities for the purposes of paying all or part of the cost of highway improvement projects. For FY 2012-2013, the legislature appropriated \$3 billion of Proposition 12 bond proceeds to cover right of way, engineering and progress payments for highway improvement projects. In addition to these funds, approximately \$486 million from Fund 6 were not distributed when the commission adopted the 2012 Unified Transportation Program during their May 26, 2011 meeting. The staff has briefed the commission on the limitations and restrictions placed on the use of these funds and was directed to work with the state's transportation planning partners to develop a recommendation on the guiding principles to use to identify, prioritize and select projects that may be funded with these available funds. The staff will present this recommendation to the commission and seek its direction on developing a plan for the use of these funds.*



Notes

**Trip to:**  
 1100 Congress Ave  
 Austin, TX 78701  
 323.11 miles  
 5 hours 37 minutes

	<b>2401 N Moorefield Rd</b> Mission, TX 78574-7043	<b>Miles Per Section</b>	<b>Miles Driven</b>
	1. Start out going SOUTH on MOOREFIELD RD / N MOOREFIELD RD toward S JOSHUA DR.	<b>Go 0.3 MI</b>	0.3 mi
	2. Take the 2nd RIGHT onto W GRIFFIN PKWY / E VETERANS BLVD / FM-495 / MILE 1 RD N. Continue to follow E VETERANS BLVD / FM-495 / MILE 1 RD N. <i>If you reach 22ND ST you've gone about 0.1 miles too far</i>	<b>Go 0.5 MI</b>	0.8 mi
	3. Take the 2nd LEFT onto N LA HOMA RD / FM-2894. <i>If you reach E CHAMPION LN you've gone a little too far</i>	<b>Go 0.3 MI</b>	1.0 mi
	4. Turn LEFT onto E FRONTAGE RD / US-83 E. <i>E FRONTAGE RD is just past W FRONTAGE RD</i>	<b>Go 0.3 MI</b>	1.4 mi
	5. Merge onto US-83 E via the ramp on the LEFT.	<b>Go 11.9 MI</b>	13.2 mi
	6. Merge onto US-281 N toward EDINBURG.	<b>Go 165.1 MI</b>	178.3 mi
	7. Merge onto I-37 N.	<b>Go 61.2 MI</b>	239.5 mi
	8. Merge onto I-410 N / I-410-LOOP N via EXIT 133.	<b>Go 14.0 MI</b>	253.6 mi
	9. Merge onto I-35 N.	<b>Go 68.7 MI</b>	322.2 mi
	10. Take EXIT 235A toward UNIV OF TEXAS / 15TH & MLK BLVD / STATE CAPITOL.	<b>Go 0.2 MI</b>	322.4 mi

-  11. Turn SLIGHT LEFT onto I-35 N. Go 0.04 Mi 322.5 mi
  
-  12. Turn LEFT onto E 15TH ST.  
*E 15TH ST is just past E 14TH ST* Go 0.5 Mi 323.0 mi
  
-  13. Turn LEFT onto CONGRESS AVE.  
*CONGRESS AVE is just past BRAZOS ST* Go 0.04 Mi 323.0 mi
  
-  14. Turn RIGHT to stay on CONGRESS AVE. Go 0.08 Mi 323.1 mi
  
-  15. 1100 CONGRESS AVE is on the RIGHT.  
*If you reach W 12TH ST you've gone about 0.1 miles too far* 323.1 mi
  
-  **1100 Congress Ave** 323.1 mi  
Austin, TX 78701 323.1 mi

**Total Travel Estimate: 323.11 miles - about 5 hours 37 minutes**

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**A** 2401 N Moorefield Rd, Mission, TX 78574

1. Head east toward **Moorefield Rd/Morefield Rd** go 338 ft  
total 338 ft
-  2. Turn right onto **Moorefield Rd/Morefield Rd**  
About 1 min go 0.2 mi  
total 0.3 mi
-  3. Take the 2nd right onto **E Veteran Blvd**  
About 1 min go 0.5 mi  
total 0.8 mi
-  4. Take the 2nd left onto **Lahoma Dr**  
About 2 mins go 0.3 mi  
total 1.1 mi
-  5. Turn left onto **U.s. 83 Frontage Rd S**  
About 1 min go 0.3 mi  
total 1.4 mi
-  6. Take the ramp on the left onto **US-83 E**  
About 12 mins go 11.8 mi  
total 13.2 mi
-  7. Take the exit onto **US-281 N toward Edinburg**  
About 2 hours 52 mins go 165 mi  
total 178 mi
-  8. Take the ramp onto **I-37 N/US-281 N**  
Continue to follow I-37 N  
About 1 hour 3 mins go 61.1 mi  
total 239 mi
-  9. Take exit **133** to merge onto **I-410 N**  
About 14 mins go 14.0 mi  
total 253 mi
-  10. Continue onto **I-35 N**  
About 1 hour 5 mins go 68.6 mi  
total 322 mi
-  11. Take exit **235A** toward **Univ of Texas/15th Blvd/Martin Luther King Blvd/State Capitol**  
go 0.2 mi  
total 322 mi
12. Merge onto **I-35 Frontage Rd** go 240 ft  
total 322 mi
-  13. Turn left onto **E 15th St**  
About 3 mins go 0.5 mi  
total 323 mi
-  14. Turn left onto **N Congress Ave**  
Destination will be on the right go 213 ft  
total 323 mi

**B** 1100 Congress Ave, Austin, TX 78701

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Map data ©2011 Google, INEGI

Directions weren't right? Please find your route on [maps.google.com](http://maps.google.com) and click "Report a problem" at the bottom left.



LA QUINTA INN AUSTIN CAPITOL  
300 EAST 11TH STREET  
AUSTIN, TX 78701  
512-476-1166

PENA, JOSE  
2812 s business hwy 281  
edinburg, TX 78539  
Company: TEXAS STATE RATES

Folio#: 0907160434  
Room: 347  
Arrival: 06/29/11  
Departure: 06/30/11  
Returns Club No :  
Voucher/Ship/PO:

Trans #	Date	Description	Charges	Payments	Balance
701886	6/29/2011	PARKING-TX SALES TAX INC.	\$12.99	\$0.00	\$12.99
702015	6/29/2011	Rm: 347 TXSTAT - Texas State Employee	\$85.00	\$0.00	\$97.99
702016	6/29/2011	TAX - OCCUPANCY - CITY	\$7.65	\$0.00	\$105.64
702017	6/29/2011	TAX - OCCUPANCY - STATE	\$5.10	\$0.00	\$110.74
702090	6/30/2011	CC PMT - MASTER CARD	\$0.00	\$110.74	\$0.00
				<b>Balance:</b>	<b>\$0.00</b>

Method of Pay: Credit Card: MC - ... 5663

Signature:

THANK YOU  
WE APPRECIATE YOUR BUSINESS