



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: **TAX OFFICE (140-001)**

DATE: **08/23/2011**

CURRENT POSITION TITLE: -

CURRENT SLOT. #: 0134 & 0135

REQUESTED POSITION TITLE: **DEPUTY CLERK I**

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other _____

POSITION SALARY REQUEST:

<u>2</u>	<u>-0-</u>	<u>G5 S1 \$25,256.00 x 2</u>	\$	<u>50,512.00</u>
NO. OF POSITIONS	CURRENT GRADE & STEP/ SALARY/ ALLOWANCE	PROPOSED GRADE & STEP/ SALARY/ ALLOWANCE		NET CHANGE

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other Budget Amendment - Reimbursement from Interlocal.

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)

NECESSARY WORKLOAD ASSUMED FROM INTER LOCAL AGREEMENT TO COLLECT TAXES FOR CITY OF EDINBURG. NO BUDGET IMPACT, FUNDED BY CITY OF EDINBURG.

NEW POSITION: Brief job description and attach a copy of the new job description.

PERFORMS GENERAL CLERICAL DUTIES AS REQUIRED, SEE ATTACHED.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)



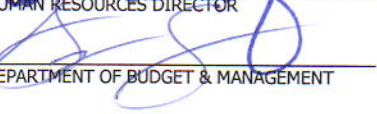
COMMENTS: (Any comments you wish to make regarding this request)

INTERLOCAL AGREEMENT TO COLLECT CITY OF EDINBURG TAXES. NO BUDGET IMPACT.

FUNDED BY CITY OF EDINBURG.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	<u>8/23/2011</u> DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	<u>8/25/2011</u> DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	<u>8/24/2011</u> DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			

DEPUTY CLERK I

GRADE: 05

GENERAL DESCRIPTION

Performs moderately complex (journey-level) clerical work; Work involves support tasks primarily involving customer service and clerical activities which may include: processing inquiries and requests for information, entering and maintaining data, cashiering. Works under close supervision with minimal latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Performs general clerical duties as required, including filing, indexing and recording, making copies, sorting stuffing and mailing documents

Enters information on office records to the computer and retrieves information to respond to inquiries

Type correspondence and other documents and materials using a typewriter and/or processing software

Assists the public in person or by telephone, convey messages, make telephone calls, faxes and distribute mail

Ability to work well with others

Regular attendance is a must

Performs related duties as required

GENERAL QUALIFICATION GUIDELINES

Experience and Education

Graduation from a standard senior high school or equivalent is generally preferred, plus one (1) year of general office experience or an equivalent combination of experience and training which provides the required knowledge, skills and abilities; Two (2) years of experience may be substituted for one (1) year of education.

Bilingual preferred (English/Spanish)

Certificates, Licenses & Registration

Applicant must have a current valid Texas operator's driver's license

Must be able to be insured by the County's insurance carrier

Knowledge, Skills, and Abilities

Ability to read, interpret and accept documents such as safety rules, operating and maintenance instructions and procedures manuals.

Ability to fill out reports, answer routing correspondence and speak effectively to the public.

Ability to deal with problems involving several concrete variables in standardized situations

Ability to operate a computer, typewriter and other basic office equipment

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 regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, 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.

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
- standing for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

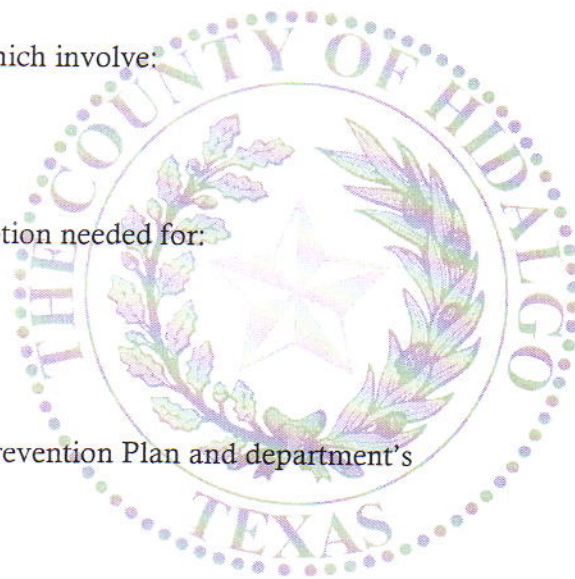
- making sound decisions and using good judgment
- demonstrating intellectual capabilities

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
- communication with others
- required to follow the Hidalgo County Accident Prevention Plan and department's safety regulations



**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

TAX OFFICE

AI - 28209

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	111	TAX ASSESSOR/COLLECTOR				\$87,360.00	\$87,360.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$95,360.00
0002	113	CHIEF DEPUTY II	19	1	\$74,182.00	\$74,182.00	\$74,182.00	\$780.00	\$0.00	\$0.00	\$6,940.00	\$0.00	\$81,902.00
0003	113	MANAGER, TAX COLLECTION SECTION	17	1	\$63,599.00	\$63,599.00	\$63,599.00	\$1,680.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$68,079.00
0004	113	MANAGER, MOTOR VEHICLE LICENSE SECTION	15	3	\$58,342.00	\$58,342.00	\$58,348.00	\$540.00	\$0.00	\$0.00	\$5,625.00	\$0.00	\$64,513.00
0005	113	CHIEF FRAUD INVESTIGATOR	14	2	\$52,254.00	\$52,254.00	\$52,624.00	\$660.00	\$0.00	\$0.00	\$0.00	\$500.00	\$53,784.00
0006	113	MANAGER, TAX ASSESSING SECTION	15	1	\$54,526.00	\$54,526.00	\$54,526.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,626.00
0007	113	ACCOUNTS REPORT SPECIALIST	14	2	\$52,254.00	\$52,254.00	\$52,766.00	\$660.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$54,926.00
0008	113	ACCOUNTANT IV	14	1	\$50,487.00	\$50,487.00	\$50,516.00	\$1,200.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$53,216.00
0009	113	COMPUTER SYSTEM ADMINISTRATOR	12	4	\$47,829.00	\$47,829.00	\$47,829.00	\$660.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$49,989.00
0010	113	FRAUD INVESTIGATOR	12	0	\$41,120.00	\$41,120.00	\$41,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$41,620.00
0011	113	EXECUTIVE ASSISTANT II	13	2	\$48,383.00	\$48,383.00	\$48,922.00	\$1,560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,482.00
0012	113	ACCOUNTANT III	12	3	\$46,314.00	\$46,314.00	\$46,314.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,914.00
0013	113	ACCOUNTANT III	12	3	\$46,314.00	\$46,314.00	\$46,314.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,314.00
0014	113	ACCOUNTANT III	12	1	\$43,284.00	\$43,284.00	\$43,284.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,064.00
0015	113	ACCOUNTANT III	12	3	\$46,314.00	\$46,314.00	\$46,314.00	\$960.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$48,774.00
0017	113	DEPUTY CLERK II	7	10	\$38,737.00	\$38,737.00	\$39,196.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,196.00
0018	113	DEPUTY CLERK III	9	5	\$39,172.00	\$39,172.00	\$39,172.00	\$1,800.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$42,472.00
0019	113	DEPUTY CLERK III	9	5	\$39,172.00	\$39,172.00	\$39,172.00	\$1,860.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$42,532.00
0020	113	DEPUTY CLERK III	9	5	\$39,172.00	\$39,172.00	\$39,172.00	\$780.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$41,452.00
0021	113	DEPUTY CLERK III	9	5	\$39,172.00	\$39,172.00	\$39,172.00	\$1,320.00	\$0.00	\$0.00	\$900.00	\$0.00	\$41,392.00
0022	113	DEPUTY CLERK II	7	6	\$34,613.00	\$34,613.00	\$34,971.00	\$480.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$36,951.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

AI - 28209

TAX OFFICE

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplim. 117	Auto A. 118		Clothing 119
0023	113	DEPUTY CLERK II	7	6	\$34,613.00	\$34,613.00	\$34,971.00	\$660.00	\$0.00	\$0.00	\$750.00	\$0.00	\$36,381.00
0024	113	DEPUTY CLERK II	7	6	\$34,613.00	\$34,613.00	\$34,971.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,391.00
0025	113	BOOKKEEPER II	8	2	\$32,929.00	\$32,929.00	\$32,929.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,529.00
0026	113	DEPUTY CLERK II	7	7	\$35,644.00	\$35,644.00	\$36,063.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,843.00
0027	113	TITLE EXAMINER II	8	3	\$34,043.00	\$34,043.00	\$34,043.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,703.00
0028	113	DEPUTY CLERK II	7	7	\$35,644.00	\$35,644.00	\$35,644.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$37,144.00
0029	113	BOOKKEEPER II	8	2	\$32,929.00	\$32,929.00	\$33,249.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,269.00
0030	113	DEPUTY CLERK II	7	5	\$33,582.00	\$33,582.00	\$33,582.00	\$1,380.00	\$0.00	\$0.00	\$750.00	\$0.00	\$35,712.00
0031	113	DEPUTY CLERK II	7	5	\$33,582.00	\$33,582.00	\$33,582.00	\$1,140.00	\$0.00	\$0.00	\$750.00	\$0.00	\$35,472.00
0032	113	DEPUTY CLERK II	7	5	\$33,582.00	\$33,582.00	\$33,582.00	\$1,860.00	\$0.00	\$0.00	\$750.00	\$0.00	\$36,192.00
0033	113	BOOKKEEPER II	8	3	\$34,043.00	\$34,043.00	\$34,160.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,760.00
0034	113	DEPUTY CLERK II	7	6	\$34,613.00	\$34,613.00	\$34,613.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,413.00
0035	113	DEPUTY CLERK II	7	6	\$34,613.00	\$34,613.00	\$34,613.00	\$1,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,353.00
0036	113	DEPUTY CLERK II	7	2	\$30,489.00	\$30,489.00	\$30,865.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,285.00
0037	113	TITLE EXAMINER I	6	4	\$30,141.00	\$30,141.00	\$30,588.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,128.00
0038	113	BOOKKEEPER I	6	4	\$30,141.00	\$30,141.00	\$30,141.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,281.00
0039	113	BOOKKEEPER I	6	2	\$28,231.00	\$28,231.00	\$28,231.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,231.00
0040	113	TECHNICIAN II	6	4	\$30,141.00	\$30,141.00	\$30,141.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,141.00
0041	113	ADMINISTRATIVE ASSISTANT III	8	2	\$32,929.00	\$32,929.00	\$32,929.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,589.00
0042	113	DEPUTY CLERK II	7	1	\$29,458.00	\$29,458.00	\$29,598.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,738.00
0043	113	BOOKKEEPER I	6	3	\$29,186.00	\$29,186.00	\$29,186.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,606.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

TAX OFFICE

AI - 28209

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	
0044	113	DEPUTY CLERK I	5	5	\$28,792.00	\$28,792.00	\$28,959.00	\$540.00	\$0.00	\$0.00	\$0.00	\$29,499.00
0045	113	DEPUTY CLERK I	5	5	\$28,792.00	\$28,792.00	\$28,864.00	\$1,320.00	\$0.00	\$0.00	\$0.00	\$30,184.00
0046	113	DEPUTY CLERK I	5	4	\$27,908.00	\$27,908.00	\$28,214.00	\$720.00	\$0.00	\$0.00	\$0.00	\$28,934.00
0047	113	DEPUTY CLERK I	5	4	\$27,908.00	\$27,908.00	\$27,908.00	\$540.00	\$0.00	\$0.00	\$0.00	\$28,448.00
0048	113	DEPUTY CLERK I	5	4	\$27,908.00	\$27,908.00	\$27,908.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$29,048.00
0049	113	DEPUTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,245.00	\$900.00	\$0.00	\$0.00	\$750.00	\$28,895.00
0050	113	DEPUTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,245.00	\$420.00	\$0.00	\$0.00	\$0.00	\$27,665.00
0051	113	BOOKKEEPER I	6	2	\$28,231.00	\$28,231.00	\$28,231.00	\$480.00	\$0.00	\$0.00	\$0.00	\$28,711.00
0052	113	DEPUTY CLERK I	5	0	\$23,993.00	\$23,993.00	\$23,993.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,993.00
0053	113	DEPUTY CLERK II	7	3	\$31,520.00	\$31,520.00	\$31,520.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$32,720.00
0054	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,554.00	\$540.00	\$0.00	\$0.00	\$0.00	\$27,094.00
0055	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,470.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,470.00
0056	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,428.00	\$900.00	\$0.00	\$0.00	\$0.00	\$27,328.00
0057	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,420.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$27,440.00
0058	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,140.00	\$540.00	\$0.00	\$0.00	\$0.00	\$26,680.00
0059	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,140.00	\$480.00	\$0.00	\$0.00	\$0.00	\$26,620.00
0060	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$720.00	\$0.00	\$0.00	\$0.00	\$26,345.00
0061	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0062	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,625.00
0063	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$26,645.00
0064	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,625.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

AI - 28209

TAX OFFICE

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118		Clothing 119
0065	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,525.00
0066	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,625.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,285.00
0067	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,553.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,153.00
0068	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,553.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,853.00
0069	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0070	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,375.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,575.00
0071	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,319.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,319.00
0072	113	INVENTORY SPECIALIST I	4	3	\$25,021.00	\$25,021.00	\$25,236.00	\$0.00	\$0.00	\$0.00	\$2,250.00	\$0.00	\$27,486.00
0073	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,616.00
0074	113	DEPUTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,324.00
0075	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0076	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,676.00
0077	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0078	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0079	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,796.00
0080	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,736.00
0081	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0082	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0083	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,616.00
0084	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0085	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,616.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

TAX OFFICE

AI - 28209

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplern. 117	Auto A. 118		Clothing 119
0086	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,396.00
0087	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0088	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0089	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,976.00
0090	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,096.00
0091	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0092	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0093	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0094	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,796.00
0095	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,676.00
0096	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0098	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0099	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0100	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,796.00
0102	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0103	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,976.00
0104	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0105	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0106	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0107	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0108	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,616.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

TAX OFFICE

AI - 28209

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118		Clothing 119
0109	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0110	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0111	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,616.00
0112	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,556.00
0113	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0114	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0115	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0116	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0117	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0118	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0119	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0120	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0121	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0122	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0123	113	ADMINISTRATIVE ASSISTANT III	8	2	\$32,929.00	\$32,929.00	\$32,929.00	\$420.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$34,849.00
0124	113	DEPUTY CLERK II	7	3	\$31,520.00	\$31,520.00	\$31,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,520.00
0125	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,140.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,800.00
0126	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,140.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,500.00
0127	113	DEPUTY CLERK I	5	2	\$26,140.00	\$26,140.00	\$26,140.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,040.00
0128	113	ADMINISTRATIVE ASSISTANT III	8	1	\$31,815.00	\$31,815.00	\$32,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,300.00
0129	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-415-15-140-001-0

TAX OFFICE

AI - 28209

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances				2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118		Clothing 119
0130	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0131	113	ACCOUNTANT II	10	0	\$35,254.00	\$35,254.00	\$35,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,254.00
0132	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0133	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
		CREATE											
0134	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0135	113	DEPUTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL					\$3,979,065.00	\$4,066,425.00	\$4,026,294.00	\$65,040.00	\$0.00	\$0.00	\$45,265.00	\$1,000.00	\$4,137,599.00

**APPROVAL TO CREATE TWO (2) NEW REGULAR FULL TIME DEPUTY CLERK I POSITIONS, SLOT NO.'S 0134 & 0135, GRADE 5.
Personnel Actions pending CC approval.**

DATE: August 24, 2011

2011
Appropriation

DEPARTMENT HEAD: Sergio Cruz, Budget Officer



DEPARTMENT NAME: DBM for TAX OFFICE

ACCOUNT NUMBER: 1-1100-415-15-140-001-0-XXX TAX OFFICE

Contact Person: Rosie Cantu Ph#: (956) 292-7025 ext. 5408

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
1-1100-415-15-140-001-0-113	TAX OFFICE-	REG F/T EMPLOYEES	11,656.62
1-1100-415-15-140-001-0-211	TAX OFFICE-	HEALTH INSURANCE	1,661.54
1-1100-415-15-140-001-0-212	TAX OFFICE-	LIFE INSURANCE	12.46
1-1100-415-15-140-001-0-220	TAX OFFICE-	FICA	1,783.46
1-1100-415-15-140-001-0-230	TAX OFFICE-	RETIREMENT	1,119.04
1-1100-415-15-140-001-0-250	TAX OFFICE-	UNEMPLOYMENT COMP	58.28
1-1100-415-15-140-001-0-601	TAX OFFICE-	OFFICE & COMPUTER SUPPLIES	1,208.59
1-1100-341-10-140-045-0-000	TAX A/C CITY OF EDINBURG-	REVENUES	17,499.99
TOTAL BUDGET INCREASE (DECREASE)			17,499.99

REASON:

TO APPROPRIATE INTERLOCAL AGREEMENT FUNDING (FROM CITY OF EDINBURG) FOR THE COST OF SALARIES AND RELATED FRINGE BENEFITS FOR NEW TWO DEPUTY CLERK I POSITIONS, SLOTS 0134 & 0135 AND A PRORATED AMOUNT IN OPERATING. REF: CC 08/22/2011 AI-28101/8.A.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

AI-28101

8. A.

CC REGULAR

Meeting Date: 08/22/2011

Submitted By: Neida Chavana, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

Requesting Approval of Inter-Local Cooperation Agreement for Tax Assessment and Collection of Taxes between CITY OF EDINBURG and COUNTY of HIDALGO, effective October 1, 2011.

BACKGROUND

Two (2) Tax Clerk/Cashier positions will be created with funding from this Interlocal next week. City to pay \$ 70,000. to county; balance after creating positions will be for office supplies.

Fiscal Impact

FISCAL YEAR:
FUNDS AVAILABLE Y/N?:

ACCT. #:
MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

No fiscal Impact.
City of Edinburg will pay Hidalgo County a total of \$70,000.00.

Attachments

Back-Up
Email - Approval by Legal
AGREEMENT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	08/17/2011 11:23 AM
Perla Lopez	Perla Lopez	08/17/2011 01:41 PM
Auditor's Office	Arcilia Duran	08/17/2011 02:00 PM
Dina Trevino	Merlen P. Munoz	08/18/2011 10:23 AM
Dale Kennan	Dale Kennan	08/18/2011 10:59 AM
Purchasing Department	Angela Garcia	08/19/2011 08:35 AM
Form Started By: Neida Chavana		Started On: 08/17/2011 10:51 AM
Final Approval Date: 08/19/2011		

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**INTER-LOCAL COOPERATION AGREEMENT
FOR TAX ASSESSMENT AND COLLECTION**

This Agreement made and entered into this 23rd day of August, 2011, by and between the County of Hidalgo (hereinafter called "COUNTY"), a political subdivision of the State of Texas and the City of Edinburg, Texas, (hereinafter called "CITY") duly organized and existing under the laws of the State of Texas, each acting herein by and through its duly authorized officials.

WITNESSETH:

WHEREAS, the parties to this Agreement wish to consolidate the assessment and collection of property taxes into one person, the Tax Assessor-Collector of Hidalgo County, Texas (hereafter called "TAC") and

WHEREAS, the parties enter into this Agreement in order to eliminate the potential duplication of the existing system for the assessment and collection of taxes and to promote governmental efficiency; and

WHEREAS, the parties enter into this Agreement pursuant to the authority granted by Sections 6.23 (a) (4), 6.24, 6.29 and 6.30 of the Texas Property Tax Code (hereafter called "Tax Code") and Article 4413 (32c), V.T.C.S., known as the "Inter-local Cooperation Act";

NOW, THEREFORE, for purposes stated herein, it is mutually agreed as follows:

I. TERM:

This Agreement is for the collection of CITY taxes for the 2011 Tax Year effective OCTOBER 1ST · 2011. This Agreement shall be automatically renewed for subsequent tax years on SEPTEMBER 30TH of each calendar year unless either party gives written notice to the other of its intent to terminate this agreement at least thirty (30) days prior to the renewal date.

II. APPOINTMENT:

The CITY appoints the TAC as the Assessor-Collector of taxes for the CITY for the term of this Agreement. The TAC shall have full authority and responsibility to assess all of the real and personal property subject to taxation located within the boundaries of the

CITY in accord with the laws pertaining thereto. The TAC is authorized and directed to collect all taxes of the CITY, both current and delinquent, including taxes previously assessed by the CITY. The TAC shall remain in the sole employ and control of the COUNTY.

III. DESCRIPTION OF SERVICES:

1. The COUNTY, through its TAC, hereby agrees to provide the following ad valorem tax related services:
 - A. Compute and publish the effective tax rate subject to consideration and approval of the CITY. Expenses for all notices and publications shall be borne by the CITY;
 - B. Establish the tax roll based on property values and exemption certified by the Appraisal District and the tax rate, exemptions, and discounts authorized by the CITY;
 - C. Prepare and mail tax statements for all of the CITY tax accounts;
 - D. Receive payment of taxes on behalf of the City;
 - E. Refund overpayment or erroneous payments of taxes as provided by law.
 - F. Disburse tax monies received at the COUNTY Tax Office during the term of this contract, on the next business day. All other payments received at the COUNTY'S Depository Bank ("Bank") will be received in accordance with the terms of the lock box processing agreement between the BANK and the COUNTY.
 - G. Prepare and submit reports as required pursuant to Texas Property Tax Code Ann. Sec. 31.10, to the City accounting for all taxes collected. The COUNTY further agrees to prepare and/or provide information and reports for State agencies, auditors and other activities regarding the assessment, collection, and disbursement of ad-valorem taxes. The COUNTY shall also provide current and delinquent tax rolls, quarterly status reports, partial payment contracts and delinquent tax statements upon request.
 - H. The TAC will apply equal effort in the assessment and collection of current and delinquent property taxes for the parties of the Agreement. The TAC activity will not show bias toward any taxing unit for which it collects current and delinquent property taxes.

- I. The TAC will permit the taxpayer, in the event of payment of less than the consolidated bill is tendered, to apply the payment as the taxpayer desires, in compliance with State Law. In the absence of the expression of any preference as to application of payment, the payment will be applied in compliance with Section 31.07 of the Property Tax Code which states that if a collector accepts a partial payment of a tax bill that includes taxes for more than one taxing unit, the collector shall allocate the partial payment among all the taxing units included on the bill in proportion to the amount of tax included in the bill for each taxing unit.
 - J. Any waiver of penalty and interest being considered must establish that the delinquency was caused by a direct action or inaction of the TAC or Appraisal as described by the Property Tax Code.
 - K. The TAC will limit the time frame allowed for installment payment agreement on delinquency property taxes owing to the City to no more than twelve (12) months. Written approval must be obtained for the City Manager or his designee for deviations.
 - L. The TAC will refrain from seizing and/or selling any property pertaining to the CITY'S Tax Roll having a homestead designation for payment of delinquent taxes without written approval.
 - M. The TAC will certify to the City an estimate of the collection rate of the current year, the amount of debt taxes, if applicable, and other required information pursuant to Tax Code Sec. 26.04.
 - N. The CITY and COUNTY agree that interest payments required as a result of untimely processing of refunds are not considered reimbursable expenses.
2. The CITY hereby specifically authorizes and empowers Hidalgo County, Texas, its employees, officials and agents to perform all acts which the COUNTY, its employees, officials, and agents determine necessary proper, and in the best interest of the CITY in order to accomplish the services hereby agreed to be performed by the COUNTY.
 3. The following duties and responsibilities of the CITY are specifically excluded from this Agreement:
 - A. Any obligation of the Hidalgo County Appraisal District;
 - B. Adoption of a tax rate for the CITY;
 - C. Obligation of the CITY regarding publication of tax information, meeting notices and elections regarding the establishment of a tax rate; and

- D. Any other obligations imposed by law upon the CITY not specifically agreed to be performed herein by the COUNTY.
- E. Adopt and enforce reasonable regulations not inconsistent with the Constitution and Laws of this State as may be deemed essential for the proper collection, checking, and accounting of revenues by the COUNTY, including funds held in trust for the CITY.

IV. DELINQUENT TAXES:

1. Pursuant to Section 6.24 of the Texas Tax Code, the CITY hereby authorizes the COUNTY by and through the TAC to collect delinquent taxes for the CITY as provided herein.
2. Pursuant to Subsection (c.), Section 6.30, Texas Property Tax Code Ann., if the CITY has entered into a contract with a law firm to represent the CITY in the enforcing and collecting of delinquent taxes, the attorney's compensation is set forth in such contract. A copy of the CITY'S Delinquent Tax Collection Agreement must be attached hereto and incorporated herein by reference as Exhibit "A".
3. Pursuant to Section 33.07, Texas Property Tax Code Ann., the COUNTY agrees to produce and deliver to the "CITY'S" delinquent tax attorney a Notice of Delinquency that includes the additional penalty to defray the costs of collection for mailing to the property owner at least thirty (30) and not more than sixty (60) days before July 1.
4. No installment agreement for the payment of CITY'S delinquent taxes, which are in excess of \$5,000.00, will be entered into by the TAC without the prior approval of the CITY. No installment agreements on behalf of the CITY will be entered into prior to July 1 for payment of current year delinquent taxes.

V. CONSIDERATION:

1. The CITY hereby agrees to pay and the COUNTY agrees to accept a fee of \$70,000 of all current and delinquent base taxes collected from OCTOBER 1ST, 2011, through SEPTEMBER 30TH, 2012. For subsequent years, after reviewing actual collection costs, the COUNTY will submit to the CITY, prior to May 1, the fee for the following year. The CITY will have until June 1, to accept the recommended fee.
2. The COUNTY will deduct a 1/12th - collection fee from monthly collections and submit monthly collections reports.

3. If for any reason the CITY is unable to provide the COUNTY with necessary tax account information and adopted tax rate prior to the COUNTY'S mailing of its own Tax Bills, the CITY agrees to assume the entire cost for such additional mailing. It is understood however, that the CITY will be charged a prorated amount on an equal basis if another Entity is consolidated on such billing.
4. The CITY is to provide in writing its adopted tax rate to the COUNTY no later than October 1st of each year and the COUNTY is to mail out the consolidated tax statements no later than November 1st of each year. If the CITY fulfills this requirement and the COUNTY, due to a delay in adoption of its tax rate or other entities tax rate determines that it will not be able to mail consolidated tax statements by November 1st, then the COUNTY at its own expense will mail a separate tax statement for the CITY by November 1st.
5. The CITY will require the TAC to give bond conditioned on his faithful performance of duties. The bond shall be payable to, approved by, and paid for by the CITY in an amount to be determined by the CITY.

VI. MISCELLANEOUS:

1. It is expressly understood and agreed that, in the execution of this Agreement, neither the COUNTY nor CITY waives or shall be deemed hereby to waive any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.
2. All notices provided to be given under this Agreement shall be given by regular or certified mail addressed to the proper party, at the following address:

IF TO COUNTY: Hon. Ramon Garcia, County Judge
100 E. Cano, 2nd Floor
P.O. Box 1356
Edinburg, Texas 78540

WITH COPIES TO: Armando Barrera Jr., RTA
Hidalgo County Tax Assr/Coll
P.O. Box 178
Edinburg, Texas 78540-0178


Ray Eufrazio, County Auditor
2808 S. Business Hwy 281
Edinburg, Texas 78539

IF TO THE CITY: Hon. Richard Garcia, Mayor
City of Edinburg
415 W. University Dr.
Edinburg, Texas 78541

3. 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 parties created hereunder are performable in Hidalgo County, Texas.
4. LEGAL CONSTRUCTION: 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.
6. PRIOR AGREEMENT SUPERSEDED: This Agreement constitutes the sole and only Agreement of the parties hereto and supercedes any prior understandings or written or oral agreements between the parties respecting the subject matter.

EXECUTED IN DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL THIS THE 23rd DAY OF Aug., 2011.

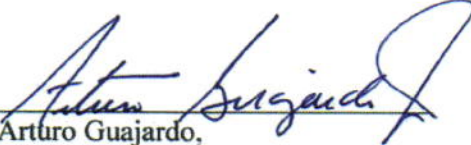
COUNTY OF HIDALGO:


BY: 
Ramon Garcia
County Judge
Hidalgo County, Texas

CITY OF EDINBURG:

BY: 
Richard Garcia, Mayor
City of Edinburg

ATTEST:


Arturo Guajardo,
County Clerk
Hidalgo County


Myra Ayala-Garza, City Secretary
City of Edinburg

APPROVED BY
COMMISSIONERS' COURT

8/22/11 