

AI-38262

County Judge's Office 6. B.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Monica Badillo, EXECUTIVE
OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

Proclamation declaring May 2, 2013 as National Day of Prayer in Hidalgo County

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/17/2013 08:34 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Monica Badillo		Started On: 04/16/2013 03:48 PM
	Final Approval Date: 04/19/2013	

AI-38198

Comm. Court Executive Office 7. C.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Monica Badillo,
EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

Veterans Services:

Requesting permission to allow Emilio De Los Santos and 2 staff members to travel to San Antonio, Texas to attend the Texas Veterans Commission 2013 Spring Training Conference on May 20-23, 2013 (TVC will pay for lodging and food expenses)

BACKGROUND

Req #234679 - mileage only

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-444-00-370-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Texas Veterans Commission will pay for lodging and food expenses, funds only needed for mileage reimbursement, which are available through requisition # 234679.

Attachments

travel packet

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	04/11/2013 04:40 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Monica Badillo		Started On: 04/11/2013 04:33 PM
	Final Approval Date: 04/19/2013	



HIDALGO COUNTY, TEXAS

APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/02/13

TOTAL NUMBER OF EMPLOYEES TRAVELING: 3

DEPARTMENT NAME: VETERANS SERVICES

NAME & TITLE OF EMPLOYEE(S) TRAVELING: EMILIO DE LOS SANTOS, FELIX RODRIGUEZ, & FRANK GARZA

EVENT INFORMATION

TITLE OF EVENT: TEXAS VETERANS COMMISSION 2013 SPRING TRAINING CONFERENCE

EVENT DATE(S) FROM: 05/20/13 TO: 05/23/13

DEPARTURE DATE: 05/20/13 RETURN DATE: 05/23/13

LOCATION OF EVENT: CITY: SAN ANTONIO 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.

THE 2013 SPRING TRAINING CONFERENCE, CONDUCTED BY THE TEXAS VETERANS COMMISSION (TVC) WILL BE HELD FROM MONDAY, MAY 20 - THURSDAY, MAY 23 2013, AT THE CROWNE PLAZA RIVERWALK HOTEL, 111 E. PECAN ST., SAN ANTONIO, TEXAS. TRAVELING WILL CONCENTRATE ON THE IMPORTANCE OF FULLY DEVELOPED CLAIMS.

SUMMARY OF ESTIMATED TRAVEL EXPENSES	ESTIMATED EXPENSES	(DBM USE ONLY) FUNDS AVAILABLE BALANCE	MODE OF TRAVEL (Place an "X" by applicable mode of travel)
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	\$ 279.11		
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	\$ -		
10. LODGING	\$ -		
11. MEALS	\$ -		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 279.11		
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 279.11	\$	
14. IF HIDALGO COUNTY IS NOT FUNDING ANY OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:			

Mileage Reimbursement Req # 234679

TVC WILL COVER ROOM AND PER DIEM FOR ALL THREE INDIVIDUALS. MILEAGE WILL BE REIMBURSED TO MR. DE LOS SANTOS UPON RETURN.

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: *Emilio de los Santos* DATE: 4/10/13 DEPARTMENT CONTACT PERSON: *D. Guzman* PHONE NO.: 318-2478

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): <u>Janie Atkins</u>	DATE: <u>4-10-13</u>	REVIEWER'S SIGNATURE: <u><i>Janie Atkins</i></u>	PHONE NO.: <u>392-7025</u>
DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME):	DATE:	SIGNATURE OF DBM DEPARTMENT HEAD:	

cc 4/23/13

ELISEO "AL" CANTU, JR.
Major, US Army (Retired)
Chairman

JAMES H. SCOTT
Colonel, USAF (Retired)
Vice Chairman

THE REV. RICHARD A. McLEON, IV
US Army Veteran
Secretary




DANIEL P. MORAN
Captain, USMC (Retired)
Member

J.K. "JAKE" ELLZEY
Commander, US Navy (Retired)
Member

THOMAS P. PALLADINO
Colonel, US Army (Retired)
Executive Director

TEXAS VETERANS COMMISSION

CLAIMS REPRESENTATION AND COUNSELING

MEMO TO: All Veterans County Service Officers and Assistants (VCSOs)
FROM: Cruz Montemayor, Chief Administrative Officer 
DATE: March 22, 2013
SUBJECT: 2013 Spring Training Conference

Important! New information. Please read carefully.

The 2013 Spring Training Conference, conducted by the Texas Veterans Commission (TVC), will be held from Monday, May 20 – Thursday, May 23, 2013, at the Crowne Plaza Riverwalk Hotel, 111 E. Pecan St., San Antonio, Texas 78205.

NEW THIS YEAR FOR ALL VCISO ATTENDEES

Because of the importance of Fully Developed Claims, the Texas Veterans Commission has received funding from the Legislature to cover hotel and per diem for all VCSOs to attend this Conference, regardless of whether you attend further training conferences this calendar year.

All hotel reservations will be made and covered by the Texas Veterans Commission via information you provide when you complete the Conference Registration online using this [LINK](#). Please be sure to complete your registration ***no later than Friday, April 12, 2013***. Hotel reservations will be made on a first come, first served basis for both VCSOs and Texas Veterans Commission employees.

When completing the conference registration process, please be specific in the special needs portion and remember that refrigerators and microwaves are limited and should only be requested for medical purposes. Note, also, that King beds are limited and not guaranteed. ONLY your hotel reservation will be covered by TVC. You will be required to cover any additional expenses, i.e. room service, valet parking, etc., before you complete your check out on Thursday. The Crowne Plaza Riverwalk Hotel is a smoke-free environment. Self-parking is included in your hotel reservation. Complimentary Wireless Internet Access in all guest sleeping rooms and in the foyer areas is provided to our group. You will be eligible for reimbursement of your Per Diem cost at \$46, including travel days. Initial Training attendees will be eligible for mileage or airfare, whichever is less. Reimbursement forms will be available at the Conference.

NOTE: If you plan on sharing a room with another training attendee, please indicate name, title and level of training in the "Additional Information" section on the registration page. Please do not complete a registration for this person.

INITIAL TRAINING

Initial Training begins promptly at 1:00 pm on Monday, May 20, 2013. Those traveling outside a 200 mile radius are authorized hotel reservations on Sunday night in order to arrive at training on time on

Monday. Training will continue Tuesday and Wednesday, from 8:00 a.m. to 5:00 p.m., and from 8:00 a.m. to 12:00 p.m. on Thursday.

Initial Training will cover the duties and responsibilities of the VCSO, the numerous veterans' benefits programs and the mechanics of filing the claims and applications for Federal and State veterans' entitlements. This training will better enable you to assist the veterans, their families and survivors residing in their county to obtain the benefits to which they are entitled.

You are authorized mileage reimbursement from your office location to the hotel and returning to your office location. If you travel via air, you will be reimbursed for air travel or mileage, whichever is less. You will be reimbursed for your shuttle from the airport to the hotel and returning to the airport.

CERTIFICATION & ACCREDITATION TRAINING

The focus on this year's training for the Certification and Accreditation levels will be the importance and preparation of Fully Developed Claims.

General Session begins promptly at 8:00 a.m. on Tuesday, May 21, 2013. Training will continue Tuesday until 5:00 p.m.; Wednesday from 8:00 a.m. to 5:00 p.m. and Thursday from 8:00 a.m. until noon. Arrivals prior to Monday, May 21, 2013, will be at your expense.

Prior to this year's Spring Training Conference, the Texas Veterans Commission will host a Veterans Expo and Clinic from 3:00 p.m. to 7:00 p.m. on Monday, May 20, 2013, at the Crowne Plaza Riverwalk. The Veterans Expo and Clinic will include a Veterans Benefits Fair with state, local, and federal government agencies, Veterans organizations, not-for-profit organizations, schools, and companies that provide Veteran-specific services which are designed to help Veterans and their families. The Veterans Expo and Clinic will also feature Claims and Employment Clinics. Texas Veterans Commission staff, including Veterans Education, will be available to provide direct, one-on-one assistance to Veterans. The Veterans Expo and Clinic is open to the general public, is free of charge and we encourage you to visit the many vendors in attendance.

TVC sent a letter to your Commissioners Court announcing the conference and encouraging support for your attendance. Section 434.038(a), Texas Government Code, requires VCSOs to attend Commission Training to maintain Certification or Accreditation. Certification is also required for those wishing to enter Commission's Accreditation Program.

Please review the attached "Additional Information Regarding the TVC 2013 Spring Training Conference" for further information.

Please contact Nancy Gamroth at (512) 463-7302; the VCSO Headquarters' Watts Line or via email at nancy.gamroth@tvc.texas.gov if you have any questions.

This year's conference will be very informative and beneficial. The knowledge gained will enable you to better serve veterans, survivors and dependents residing in your county. We look forward to seeing you in San Antonio.

CM/njg
Attachments

cc: James O. Richman, Director
Claims Representation and Counseling



TEXAS VETERANS COMMISSION

2013 Spring Training Conference
San Antonio, Texas

ADDITIONAL INFORMATION REGARDING THE TVC 2013 SPRING TRAINING CONFERENCE

Crowne Plaza Hotel Riverwalk

San Antonio, Texas

May 20-23, 2013

- Check in time is 3:00 p.m. The hotel cannot guarantee that rooms will be available prior to that time. Check out time is 12:00 Noon on Thursday, May 23, 2013.
- The hotel will offer the Group rate two (2) days prior and two (2) days after the TVC Spring Training Conference on a space available basis. These days will not be covered by TVC and you will be responsible for securing the extended stay reservation.
- The Crowne Plaza does not provide shuttle service to and from the San Antonio airport. TVC will contract with a shuttle service. We cannot cover the shuttle expense for non-Initial Training attendees; however we will provide you the group rate. Please send your flight information to Nancy Gamroth so that your shuttle service can be arranged. She can be reached at TVC Headquarters' VCSO WATS Line; or (512) 463-7302 or via email at nancy.gamroth@tvc.texas.gov.
- Monday, May 20, 2013, is the Veterans Expo and Clinic beginning at 3:00 p.m. in the Fiesta Pavilion Room. The Expo includes a Veterans Benefits Fair as well as Claims and Veterans Employment Clinics. For more information on this event, please refer to your Conference Information Letter or visit our website at www.tvc.texas.gov. We encourage you to attend this event.
- All attendees are invited to a Welcome Social on Tuesday evening. Details will be available at the Conference.
- Breaks:
 1. A Continental Breakfast will be served on Tuesday, Wednesday and Thursday mornings. Please refer to the Conference program for times and locations.
 2. Afternoon breaks will be served on Tuesday and Wednesday afternoons. Please refer to the Conference program for times and locations.
- Registration and Information will be open on Monday, May 20 from 3:00 p.m. to 6:00 p.m.; Tuesday and Wednesday from 7:00 a.m. to 5:00 p.m.; and Thursday until 12:30 p.m.
- TVC Dress Code:
 1. Business casual (TVC shirts are permissible). No blue jeans or tennis shoes.
 2. Reception attire – casual (no shorts).
 3. VCSOs can comply with the TVC dress code if so desired but are not required.
- Please do not share this information with non-VCSOs. If you know someone who wants to attend our training conference, please have them contact Nancy Gamroth at (512) 463-7302 or via email at nancy.gamroth@tvc.texas.gov.

Emilio Delos Santos

From: 2013 Spring Training Conference [training@tvc.texas.gov]
Sent: Tuesday, March 26, 2013 8:29 AM
To: emilio.delossantos@co.hidalgo.tx.us
Subject: Thank you for registering for 2013 Spring Training Conference

2013 Spring Training Conference

Tuesday May 21, 2013 at 8:00 AM CDT
-to-
Thursday May 23, 2013 at 12:00 PM CDT

Crowne Plaza Riverwalk Hotel
111 East Pecan Street
San Antonio, TX 78205

Thank you again for registering for our event. This email is confirmation of your successful registration. If any of the information displayed below is incorrect, please contact us as soon as possible.

View and print [my ticket\(s\)](#)

To add your ticket to Passbook, open this email on your Passbook enabled device. [Add to Passbook](#)

Participant Information:

Last Name: De Los Santos
First Name: Emilio
Email Address: emilio.delossantos@co.hidalgo.tx.us
Contact phone number: 956-318-2436

Agency/Organization Information:

Agency/County/Organization: Hidalgo County Veterans Services
Department: Veterans Services
Title: Director / VSO
Address 1: 2816 S. Business Hwy. 281
Address 2:
City: Edinburg
State: Texas
ZIP Code: 78539
Type of Attendee: Veterans County Service Officer

Additional Information Required:

Claims Training: What level of Certification
training are you authorized to
attend?

PLEASE NOTE: TVC will secure ALL
reservations for TVC employees and duly

2013 Spring Training Conference

MAY 21 ^{TUE} 2013 @ 8:00 AM - MAY 23 ^{THU} 2013 @ 12:00 PM

Emilio De Los Santos

emilio.delossantos@co.hidalgo.tx.us

**Crowne Plaza Riverwalk
Hotel**

111 East Pecan Street
San Antonio, TX 78205

Event Host

2013 Spring Training Conference
or 512-463-7302
training@tvc.texas.gov



ETFED7H3P

ETFED7H3P

Francisco.Garza

From: 2013 Spring Training Conference [training@tvc.texas.gov]
Sent: Tuesday, March 26, 2013 8:38 AM
To: francisco.garza@co.hidalgo.tx.us
Subject: Thank you for registering for 2013 Spring Training Conference

2013 Spring Training Conference

Tuesday May 21, 2013 at 8:00 AM CDT

-to-

Thursday May 23, 2013 at 12:00 PM CDT

Crowne Plaza Riverwalk Hotel
111 East Pecan Street
San Antonio, TX 78205

Thank you again for registering for our event. This email is confirmation of your successful registration. If any of the information displayed below is incorrect, please contact us as soon as possible.

View and print [my ticket\(s\)](#)

To add your ticket to Passbook, open this email on your Passbook enabled device. [Add to Passbook](#)

Participant Information:

Last Name:	Garza
First Name:	Frank
Email Address:	francisco.garza@co.hidalgo.tx.us
Contact phone number:	9656-318-2436

Agency/Organization Information:

Agency/County/Organization:	Hidalgo County
Department:	Veterans Services
Title:	Asst. Veterans Service officer
Address 1:	2816 S. Business Hwy 281
Address 2:	
City:	Edinburg
State:	Texas
ZIP Code:	78539
Type of Attendee:	Veterans County Service Officer

Additional Information Required:

Claims Training: What level of training are you authorized to attend?	Certification
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2013 Spring Training Conference

MAY 21

TUE
2013

@ 8:00 AM - MAY 23

THU
2013

@ 12:00 PM

Frank Garza

francisco.garza@co.hidalgo.tx.us

**Crowne Plaza Riverwalk
Hotel**

111 East Pecan Street
San Antonio, TX 78205

Event Host

2013 Spring Training Conference
or 512-463-7302
training@tvc.texas.gov



EXA2B97WX

EXA2B97WX

Felix Rodriguez

From: 2013 Spring Training Conference [training@tvc.texas.gov]
Sent: Thursday, April 04, 2013 11:00 AM
To: felix.rodriguez@co.hidalgo.tx.us
Subject: Thank you for registering for 2013 Spring Training Conference

2013 Spring Training Conference

Tuesday May 21, 2013 at 8:00 AM CDT
 -to-
 Thursday May 23, 2013 at 12:00 PM CDT

Crowne Plaza Riverwalk Hotel
 111 East Pecan Street
 San Antonio, TX 78205

Thank you again for registering for our event. This email is confirmation of your successful registration. If any of the information displayed below is incorrect, please contact us as soon as possible.

View and print [my ticket\(s\)](#)

To add your ticket to Passbook, open this email on your Passbook enabled device. [Add to Passbook](#)

Participant Information:

Last Name:	Rodriguez
First Name:	Felix M.
Email Address:	felix.rodriguez@co.hidalgo.tx.us
Contact phone number:	956.373.8235

Agency/Organization Information:

Agency/County/Organization:	HIDALGO COUNTY
Department:	HIDALGO COUNTY VETERANS SERVICES
Title:	VETERANS SERVICE OFFICER ASST
Address 1:	2816 S. BUS HWY 281, ADM BLDG
Address 2:	SAME
City:	EDINBURG
State:	Texas
ZIP Code:	78539
Type of Attendee:	Veterans County Service Officer

Additional Information Required:

Claims Training: What level of training are you authorized to attend?	Accreditation
---	---------------

2013 Spring Training Conference

MAY 21

TUE
2013

@ 8:00 AM - MAY 23

THU
2013

@ 12:00 PM

Felix M. Rodriguez
felix.rodriguez@co.hidalgo.tx.us

**Crowne Plaza Riverwalk
Hotel**

111 East Pecan Street
San Antonio, TX 78205

Event Host
2013 Spring Training Conference
or 512-463-7302
training@tvc.texas.gov



EWVHJZ4M2

EWVHJZ4M2

AI-38130

Comm. Court Executive Office 7. D.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Nora Linda Cruz, TX.
AGRILIFE EXT.
SERVICES

Department: TX. AGRILIFE EXT. SERVICES

Information

CAPTION

Texas A&M AgriLife Extension Service:

1. Requesting permission to allow Barbara Storz travel to Galveston, Texas on April 30, 2013 through May 3, 2013 to attend the Professional Development Seminar & Program Conference.
2. Requesting permission for agents, Barbara Storz, Brad Cowan, Adelita F. Munoz and Christina L. Perez travel to South Padre Island, Texas on May 14-16, 2013 to attend the District 12 Spring Faculty Meeting.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-461-00-380-001-0-XXX

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 4/10/13

Item #1: Through Req. #234630 for Barbara Storz

Item #2: Through the following:

Req.#234612 for registration fees of all agents

Req.#234615 for Barbara Storz - Meals

Req.#234618 for Brad Cowan - Meals

Req.#234620 for Adelita F. Munoz - Meals

Req.#234627 for Christina L. Perez - Meals

Attachments

Agents Travel Packet

Barbara's Travel Packet

T-1s

Form Review

Inbox
Budget & Management
Purchasing Department

Reviewed By
Angela Garcia
Angela Garcia

Date
04/10/2013 08:38 AM
04/19/2013 04:47 PM
Started On: 04/09/2013 04:24 PM

Form Started By: Nora Linda Cruz

Final Approval Date: 04/19/2013

April 1, 2013

MEMO TO: All District 12 County Faculty

SUBJECT: **District 12 Spring Faculty Meeting**
May 14-16, 2013 • South Padre Island

The District 12 Spring Faculty Meeting will be held on **May 14-16, 2013** at the **KOA Campgrounds on South Padre Island**. All Extension Agents are expected to attend this annual planning meeting. The agenda has been attached for your reference and use in requesting county travel support as appropriate. It is subject to change.


Registration: There will be a \$140 registration fee per person. This fee includes meals as indicated on the agenda, lodging for both nights, and related meeting expenses. Registration will be online through the Texas A&M AgriLife Extension Conference Services website at <http://agrilifeevents.tamu.edu> and will be open between April 15 and May 10. Do NOT send money or registration forms to the District Office. There will be no onsite registration. All registration must be completed online by May 10, 2013.

As part of registration, you will have the option to select a bay cruise and dinner on one of the nights. You must be registered for these in order to participate. The alternative option for that evening will be bay fishing for those who wish to bring boats or wade fish. In addition, we will be hosting an agent BBQ cookoff. If you'd like to enter this contest, the team captain should list the team name and members when he/she registers. An entry fee will be collected on site and rules will be sent separately. We will need judges for this event so if you don't plan to compete, sign up to judge.

Lodging: We have reserved 18 cabins and have made assignments for all agents in advance. These assignments will be shared upon arrival. Each cabin is equipped with a combination of a queen bed, twin bunks, and a sleeper sofa depending on the size. In addition, each cabin has a patio and a full kitchen, including refrigerator, pots/pans/dishes, cooktop, and microwave oven. In addition, each cabin has a BBQ pit and all linens are provided. Additional towels are encouraged for use at the beach or pool.

Finally, I want to thank the **Professional Development Committee** (Luisa-Chair, Ronnie, Jaime, Josie, Larry, Barbie, Raul, Monty, Elaine, & Luis) for their input in planning this meeting with special thanks to Luisa for her leadership on the committee. Further information about this property can be viewed at <http://koa.com/campgrounds/south-padre/>.

Sincerely,



Ruben J. Saldana
District Extension Administrator



Luis H. Saldana
Extension Program Specialist

AgriLife Research & Extension Center
Texas A&M AgriLife Extension Service
South District 12 | 2401 East Highway 83 | Weslaco, Texas 78596

Tel. 956.968.5581 | Fax. 956.969.5539 | rjsaldana@ag.tamu.edu | <http://southtexas.tamu.edu>



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/08/13
TOTAL NUMBER OF EMPLOYEES:
DEPARTMENT NAME: Hidalgo County Extension Service
NAME & TITLE OF EMPLOYEE(S): Barbara Storz, CEA-Horticulture; Adelita F. Munoz, CEA-FCS; Christina L. Perez, CEA-4-H; TRAVELING: Brad Cowan, CEA-Agriculture

EVENT INFORMATION

TITLE OF EVENT: District 12 Spring Faculty Meeting
EVENT DATE(S) FROM: 05/14/13 TO: 05/16/13
DEPARTURE DATE: 05/14/13 RETURN DATE: 05/16/13
LOCATION OF EVENT: CITY: South Padre Island 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.

Table with 4 columns: SUMMARY OF ESTIMATED TRAVEL EXPENSES, ESTIMATED EXPENSES, (DBM USE ONLY) FUNDS AVAILABLE BALANCE, MODE OF TRAVEL. Includes rows for Registration Fee, Airfare, Taxi, Bus, Rental Car, Gasoline, Mileage, Telephone, Parking, Lodging, Meals, and Other Expenses.

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:
X Trip expenses are necessary and will be incurred for official county business.
X 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.
X 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: [Signature] DATE: 4/9/13 DEPARTMENT CONTACT PERSON: Noralinda Cruz PHONE NO.: 383-1026

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

3-1100-461-00-380-001-0-583+584

Travel Outside of Hidalgo County in County Vehicle

TO: D.B.M. SAFETY DIVISION
318-2658FAX
FROM: Hidalgo County Extension Service
DATE: 4/8/2013

Notice to be processed
minimum of 24 hours
prior to trip

Date(s) Requested: From: 5/14/2013 To: 5/16/2013
Estimated Time Leave: 10:30 AM Est. Time Return: 3:30 PM
Destination: South Padre Island, Texas
Reason for Trip: District 12 Spring Faculty Meeting

The following person(s) are requesting to take the following County vehicle(s) out of County:

Name of Driver: Brad Cowan
DL Number: #07015432 ✓ (Texas Only)
Birth Date: 9/7/1954 ✓
Expiration Date: 9/7/2013 ✓

Name of Driver: Barbara Storz
DL Number: #10272682 ✓ (Texas Only)
Birth Date: 1/20/1945 ✓
Expiration Date: 1/20/2014 ✓

Name of Driver: Christina L. Perez
DL Number: #20474044 ✓ (Texas Only)
Birth Date: 4/23/1984 ✓
Expiration Date: 4/23/2014 ✓

Checklist:
Ins. Card in Vehicle
Jack in Vehicle
Drivers License with Driver
This approval with Driver

Vehicle VIN#: 1FMRE11262HA49041 ✓
Tag Number: 824-672 ✓
Asset Number: 37766 - 2002 Ford Econoline Van

Vehicle VIN#: 1FTWW30525EB48635 ✓
Tag Number: 884-793 ✓
Asset Number: 42595 - Ford F350 Pickup

Signed: Barbara C. Storz
Department Head/Designee

Dated: 4/8/2013

D.B.M. Safety Division Checked Insurances:

[Signature]
Date: 4-9-13 8:25 PM

Nora Cruz

From: Christina Perez
Sent: Thursday, April 04, 2013 12:35 PM
To: Nora Cruz
Subject: FW: 2013 District 12 Spring Faculty Meeting - South Padre Island
Attachments: 2013 District 12 Spring Faculty Meeting Agenda.pdf; 2013 District 12 Spring Faculty Meeting-Letter.pdf

From: Martha Bloom
Sent: Thursday, April 04, 2013 12:04 PM
To: EXT - D12 CEA 4H; EXT - D12 CEA ANR; EXT - D12 CEA FCS; EXT - County Offices D-12
Cc: Elaine Fries; Monty Dozier; Ruben Saldana; Luis Saldana; WESLACO - Extension; Lou Garza
Subject: 2013 District 12 Spring Faculty Meeting - South Padre Island

Attached, please find the letter and draft agenda for our upcoming 2013 District 12 Spring Faculty Meeting scheduled to take place in South Padre Island on May 14-16.

Thank you and have a good day.

RJS/mb

Sincerely,

Martha Bloom

Senior Office Assistant
Texas A&M AgriLife Extension-District 12 Office
2401 East Highway 83
Weslaco, TX 78596
E-mail: mbloom@ag.tamu.edu
Ph: 956-968-5581
Fax: 956-969-5639

- 9:30 a.m. **4-H Program Update & Discussion Items** - Luis Saldana
 - Q&A Session on Texas 4-H Inc.
 - 4-H Event Updates
 - Feedback on Annual 4-H Summaries
- 11:00 a.m. **2012/2013 4-H Event Reports & Evaluation**
 - Planning Committee Chairs
- 11:30 a.m. **Lunch** (Pier 19)
- 12:30 p.m. **TAE4HA Meeting** - (Lounge)
- 1:30 p.m. **Cluster Planning Session 1 - 2013-2014 District 4-H Events**
 - Planning Committee Chairs
- 2:30 p.m. **Cluster Planning Session 2 - 2013-14 District 4-H Events**
 - Planning Committee Chairs
- 3:30 p.m. **2013/2014 District 4-H Event Reports & Feedback**
 - Planning Committee Chairs
- 4:00 p.m. **Association Meetings**
 TCAAA - Kitchen
 TEAFCS - Lounge
- 5:00 p.m. **District 12 County Agent BBQ Cookoff**
 - Courtesy of Professional Development Committee
- 7:30 p.m. **BBQ Award Ceremony**

Thursday, May 16, 2013

- 8:00 a.m. **Breakfast – Kitchen**
- 8:30 a.m. **Program Development Training**
 - Dr. Jeff Ripley
- Break
- 10:00 a.m. **Program Development Group Scenarios**
- 11:30 a.m. **Completion of 4-H Event Planning & Wrap - Up**
- 12:00 p.m. **Adjourn - Have a Safe Trip Home!**

District 12 Spring Faculty Meeting
KOA Campgrounds - South Padre Island
May 14 - 16, 2013

DRAFT – AGENDA -- DRAFT

Tuesday, May 14, 2013

Cluster Meeting Areas:
North – Rec Area
South - Kitchen
East - Lounge
West - Patio

1:00 p.m. **Registration** – The Commons

1:30 p.m. **Welcome**

- Dr. Ruben Saldaña

Enhancing 4-H Program Management through 4-H Connect

- Dr. Toby Lepley & Luis Saldaña

Presentation of Service Awards

- Dr. Ruben Saldaña

District Program Review & Administrative Items

- Dr. Ruben Saldaña

RPD Updates

- ANR – Dr. Monty Dozier (Commons Kitchen)

- FCS – Dr. Elaine Fries (Commons Lounge)

**4-H Agents should report to ANR session first, then move to FCS Session once dismissed by Monty Dozier*

5:00 p.m. **Boarding for Bay Cruise aboard Osprey, Pier 19** (optional)

5:30 p.m. **Social & Bay Cruise on Osprey, Pier 19**

Bay Fishing (optional, on your own)

7:30 p.m. **Dinner – Pier 19**

Wednesday, May 15, 2013

8:30 a.m. **2013 TEAFCS State Conference Update (all agents) – Commons Lounge**
(complimentary continental breakfast available)

TEAFCS Annual Meeting Committee will provide an update on progress for the 2013 meeting and outline agent & association support needed district-wide for final tasks & responsibilities.

Travel Outside of Hidalgo County in County Vehicle

TO: D.B.M. SAFETY DIVISION
318-2658FAX

FROM: Hidalgo County Extension Service
DATE: 4/8/2013

Notice to be processed
minimum of 24 hours
prior to trip

Date(s) Requested: From: 4/30/2013 To: 5/3/2013

Estimated Time Leave: 8:00 AM Est. Time Return: 9:00 PM

Destination: Galveston, Texas

Reason for Trip: Professional Development Seminar & Program Planning Conferenc

The following person(s) are requesting to take the following County vehicle(s) out of County:

Name of Driver: Barbara Storz ✓
DL Number: 10272682 ✓ (Texas Only)
Birth Date: 1/20/1945 ✓
Expiration Date: 1/20/2014 ✓

Checklist:
Ins. Card in Vehicle
Jack in Vehicle
Drivers License with Driver
This approval with Driver

Name of Driver: _____
DL Number: _____ (Texas Only)
Birth Date: _____
Expiration Date: _____

Name of Driver: _____
DL Number: _____ (Texas Only)
Birth Date: _____
Expiration Date: _____

Vehicle VIN#: 1FTRX17W22NA62928 ✓
Tag Number: 824-673 ✓
Asset Number: 37765 - Ford F150 Pickup

Vehicle VIN#: _____
Tag Number: _____
Asset Number: _____

Signed: Barbara C. Storz
Department Head/Designee

D.B.M. Safety Division Checked Insurances:

[Signature]
Date: 4-8-13 1:01pm

Dated: 4/8/2013

mailed 4/8/13

Nora Cruz

From: Karin Wallace
Sent: Thursday, March 21, 2013 1:43 PM
To: Nora Cruz; Roy Stanford; JB Holladay
Subject: FW: HOETL info for Professional Development Seminar & Program Planning Conference
Attachments: TEXAS HOTEL OCCUPANCY TAX EXEMPTION CERTIFICATE.PDF

Importance: High

From: Karin Wallace
Sent: Thursday, March 21, 2013 1:06 PM
To: Larry Stein; Al Wagner; William Welch; 'cwalton@tamu.edu'; 'r-seagraves@tamu.edu'; Lisa Whittlesey; 'JBFry@ag.tamu.edu'; 'mlnesbitt@ag.tamu.edu'; 'mganderson@tamu.edu'; 'PGreer@ag.tamu.edu'; Mengmeng Gu; 'jmasabni@ag.tamu.edu'; 'chall@ag.tamu.edu'; 'KMWallace@ag.tamu.edu'; 'd-lineberger@tamu.edu'; Allison Watkins; Barbara Storz; 'Rb.holladay@ag.tamu.edu'; Charla Anthony; 'DGroom@ag.tamu.edu'; Daphne Richards; David Rodriguez; Denise Rodriguez; Ed Hellman; Fritz Westover; Ginger Easton-Smith; Greg Church; Janet Laminack; Jeff W. Floyd; Jennifer Herrera; 'JKamas@ag.tamu.edu'; 'j-anciso@tamu.edu'; 'k-hansen2@tamu.edu'; 'klconway@ag.tamu.edu'; Laura Miller; 'MAPalma@ag.tamu.edu'; Michael Potter; 'rlstandford@ag.tamu.edu'; Russ Wallace; Robert Richter; 'SACHaney@ag.tamu.edu'; Steve George; Thomas LeRoy; William Johnson; Jeanene Ebeling; Holly Jarvis
Cc: 'cruz@ag.tamu.edu'; 'mmetcalfe@co.collin.tx.us'; 'laura.bellmore@co.galveston.tx.us'; Holly Jarvis
Subject: HOETL info for Professional Development Seminar & Program Planning Conference
Importance: High

Greetings Co-Horts,

We look forward to visiting with at the 2013 Hort Retreat. Please take time as soon as possible to make your hotel reservations for this year's retreat. Details are as follows:

Meetings Dates: May 1 (Wednesday afternoon) to May 3 (Friday morning)

Host Hotel: Inn at the Waterpark, 2525 Jones Rd., Galveston, TX 77554

Hotel Phone: 800-718-1155; 409-740-1155

Hotel website: <http://www.innatthewaterpark.com/>

Group Rate: \$69.00 per night

Group ID code for making reservations: A&M Hort Retreat

Note #1: A block of rooms has been reserved at the \$69.00 rate for the Hort Retreat and will be held until April 2. **The tourist season will be in full swing in May and room availability will become scarce (the nearby Moody Gardens Hotel room rates start at \$200 per day); be sure to reserve your room now or before Tuesday, April 2, to ensure the rate.**

Note #2: The group will initially meet on Wednesday afternoon (May 1) at the Galveston County AgriLife Extension Office in La Marque (about 23 minutes travel time to the Inn at the Waterpark in Galveston). Map directions to the Extension Office (<http://aggie-horticulture.tamu.edu/galveston/Map-new-GCEO-CarbidePark.pdf>) and further meeting details will be sent later. If anyone plans on arriving Tuesday and staying overnight, hotel accommodations near the Extension Office can be arranged upon notification.

Tax exemption form: Attached as a PDF is a Texas hotel occupancy tax exemption certificate. Be sure to bring a printed/filled out copy to qualify for applicable tax exemptions on your room rate.

William Johnson &
Karin Wallace
Texas A&M AgriLife Extension
Junior Master Gardener
979-845-8565



Inn at the WaterparkSM

Confirmation # 355881

Inn at the Waterpark
2525 Jones Drive
Galveston, TX 77554

Telephone: (409) 740-1155
Fax: (409) 740-1453
Toll Free: (800) 718-1155
reservations@innatthewaterpark.com

Accommodation Type
1 - Deluxe Two Queen Beds

Guarantee
Visa XXXXXXXXXXXXX7360 XX/XX

View the hotel [website](#)
[Driving directions](#) to the hotel
Local [Weather](#)

Services and Amenities

Complimentary High Speed Wireless Internet
Complimentary Cruise Terminal Transportation
Complimentary Continental Breakfast (6am – 9:30am)
Complimentary Coffee and Juice All Day in Lobby
Complimentary In-Room Coffee
Complimentary Adventure Golf (9am – 10pm)
Complimentary Parking

Reservation for Barbara Storz

Arrival Date: 04-30-13 (3:00 PM)
Departure Date: 05-03-13 (12:00 PM)

3 Nights

Room Rate: 69.00 USD

Total Tax: USD
Deposit Paid: USD
Estimated Total: 238.05USD

Please note that check-in time is after 3pm and check out time is by 12 noon. Any special requests you made are noted on your reservation but are subject to availability and cannot be guaranteed until arrival at the hotel. We are most certainly making every effort to fulfill your requests to make your stay as comfortable as possible.

CANCELLATION POLICY: YOUR RESERVATION IS GUARANTEED FOR A LATE ARRIVAL PENDING AUTHORIZATION OF THE FIRST NIGHTS ROOM AND TAX AFTER 6PM. IF YOU NEED TO CHANGE OR CANCEL YOUR BOOKING, PLEASE DO SO 72 HOURS BY 4PM LOCAL HOTEL TIME PRIOR TO YOUR ARRIVAL IN ORDER TO AVOID THE CANCELLATION FEE OF THE FIRST NIGHTS ROOM AND TAX CHARGE. IF YOUR RESERVATION IS A 7 DAY ADVANCE PURCHASE THIS IS A NON CANCELABLE OR CHANGEABLE RESERVATION, FULL PAYMENT IS DUE AT THE TIME OF BOOKING.

Professional Development Seminar & Program Planning Conference



HORTICULTURE

May 1-3, 2013 Galveston, Texas

Agenda

Wednesday – May 1, 2013

Professional Development Seminar

Location: Galveston County office: 4102-B Main St La Marque, TX

1 – 5 online courses and other Holly Jarvis

Tour Galveston county demonstration garden

Dinner Sponsored by Scotts®

Thursday - May 2, 2013

Program Planning Conference

8 – 12 morning session at the hotel

12 – 1 Lunch

1 – 5 tour of the Moody Gardens Rainforest (renovated extensively since Ike) and other activities during that afternoon]; and an evening dinner (exact restaurant to be determined...Gaido's or another one but it will be finalized with no problem

Friday – May 3, 2013

Program Planning Conference

Master Gardener session

Texas Superstar plant trials for 2012-2013—*Larry Stein, Uvalde*

11:00pm

Adjourn



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/04/13
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: Hidalgo County Extension Service
NAME & TITLE OF EMPLOYEE(S): Barbara Storz, CEA-Horticulture

EVENT INFORMATION

TITLE OF EVENT: Professional Development Seminar & Program Conference
EVENT DATE(S) FROM: 05/01/13 TO: 05/03/13
DEPARTURE DATE: 04/30/13 RETURN DATE: 05/03/13
LOCATION OF EVENT: CITY: Galveston 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.

3-1100-461-00-380-001-0-583+584

Table with 4 columns: SUMMARY OF ESTIMATED TRAVEL EXPENSES, ESTIMATED EXPENSES, (DBM USE ONLY) FUNDS AVAILABLE BALANCE, MODE OF TRAVEL. Includes rows for registration fee, airfare, taxi, bus, rental car, gas, mileage, telephone calls, parking, lodging, meals, and other expenses.

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

Barbara will be sharing half the cost for hotel room with Jennifer Hererra, CEA-Horticulture for Cameron County.

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:

- X Trip expenses are necessary and will be incurred for official county business.
X Reasonable efforts to minimize the use of county funds have been explored.
X 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: Barbara Storz DATE: 4/9/13 DEPARTMENT CONTACT PERSON: Novalinda Cruz PHONE NO.: 383-1026

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



HIDALGO COUNTY, TEXAS

APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/04/13
 TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: Hidalgo County Extension Service
 NAME & TITLE OF EMPLOYEE(S): Barbara Storz, CEA-Horticulture

EVENT INFORMATION

TITLE OF EVENT: Professional Development Seminar & Program Conference
 EVENT DATE(S) FROM: 05/01/13 TO: 05/03/13
 DEPARTURE DATE: 04/30/13 RETURN DATE: 05/03/13
 LOCATION OF EVENT: CITY: Galveston 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)	\$75.00	✓	AIRFARE* _____
Subtotal for Object Code 584	\$ 75.00	\$	BUS** _____
2. AIRFARE - ROUNDTRIP COACH FARE ONLY	\$ -	\$	Rental Car** _____
3. TAXI FARE	\$ -	\$	County Vehicle** _____
4. BUS FARE	\$ -	\$	Private Vehicle** _____
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	\$ -	\$	
8. TELEPHONE CALLS	\$ -	\$	
9. PARKING	\$ -	\$	** 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.
10. LODGING	\$ 119.03	✓	
11. MEALS	\$ 120.00	✓	
12. OTHER EXPENSES	\$ -	\$	
Subtotal for Object Code 583	\$ 239.03	\$	
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 314.03	\$	

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

Barbara will be sharing half the cost for hotel room with Jennifer Hererra, CEA-Horticulture for Cameron County.

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: Barbara Storz DATE: 4/4/13 DEPARTMENT CONTACT PERSON: Noralinda Cruz PHONE NO.: 383-1026

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): Janie Alejos DATE: 4-11-13 REVIEWER'S SIGNATURE: Janie Alejos PHONE NO.: 292-7025

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

3-1100-461-00-380-001-0-583+584

Req # 234630



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/08/13
TOTAL NUMBER OF EMPLOYEES

DEPARTMENT NAME: Hidalgo County Extension Service TRAVELING: Four (4)
NAME & TITLE OF EMPLOYEE(S): Barbara Storz, CEA-Horticulture; Adelita F. Munoz, CEA-FCS; Christina L. Perez, CEA-4-H;
TRAVELING: Brad Cowan, CEA-Agriculture

EVENT INFORMATION

TITLE OF EVENT: District 12 Spring Faculty Meeting
EVENT DATE(S) FROM: 05/14/13 TO: 05/16/13
DEPARTURE DATE: 05/14/13 RETURN DATE: 05/16/13
LOCATION OF EVENT: CITY: South Padre Island 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 (Place an "X" by applicable mode of travel)
1. REGISTRATION FEE(S)	\$560.00		AIRFARE*
Subtotal for Object Code 584	\$ 560.00	\$	BUS**
2. AIRFARE- ROUNDTrip COACH FARE ONLY	\$ -		Rental Car**
3. TAXI FARE	\$ -		County Vehicle**
4. BUS FARE	\$ -		Private Vehicle**
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	\$ -		
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	\$ -		
10. LODGING	\$ -		
11. MEALS	\$96.00		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 96.00	\$	
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 656.00	\$	

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: Barbara Storz DATE: 4/9/13 DEPARTMENT CONTACT PERSON: Nora Linda Cruz PHONE NO.: 383-1026

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): Janie Mejias DATE: 4-11-13 REVIEWER'S SIGNATURE: Janie Mejias PHONE NO.: 383-7085

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

3-1100-461-00-380-001-0-583+584

Registration
Reg # 234612
Meal Reg's
234615 - B.S.
234618 - B.C.
234620 - A.M.
234627 - CP

AI-38119

Comm. Court Executive Office 7. E.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Nielda Cavazos,
PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Purchasing Department:

Requesting approval for Darlene H. Betancourt and Leticia H. Saenz to attend the 2013 Lone Star Conference (Hosted by: SAPPA) Public Purchasing Association on May 1- 3, 2013 in San Antonio, Texas.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-415-18-160-001-0-583

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

BUDGETARY IMPACT:

Pending line item transfer AI 38096

FISCAL YEAR: 2013

ACCT. #: 3-1100-415-18-160-001-0-584

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

BUDGETARY IMPACT:

Pending line item transfer AI 38096

Attachments

registration

t-1

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Nielda Cavazos	04/16/2013 10:16 AM
Budget & Management	Angela Garcia	04/17/2013 11:19 AM
Olga Garza	Olga Garza	04/19/2013 02:40 PM
Auditor's Office	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Nielda Cavazos		Started On: 04/09/2013 10:29 AM
	Final Approval Date: 04/19/2013	

2013 Lone Star Conference Registration Form

Hosted By: SAPPA
San Antonio Public
Purchasing Association

May 1 – 3, 2013
San Antonio, Texas

SAPPA Chapter of NIGP

Check the appropriate box:

- 2013 Conference \$300 Registration Fee \$ _____
- First Time Attendee

Early Bird registration: Paid registration received prior to March 31, 2013 qualifies you for the "Early Bird" drawing for prizes.

**Mail your Lone Star Conference
Registration Form and Payment to:**

SAPPA Lone Star Conference 2013
PO Box 830101
San Antonio, TX 78283-0101

Checks are payable to:
SAPPA Lone Star Conference 2013
(Tax ID #74-2884936)

**Payment is required in advance. Full refunds will be given for written cancellations received prior to April 1, 2013.
No refunds are available after April 1, 2013. Substitutions are allowed at any time.**

Name	Telephone Number	Fax Number
Betancourt, Darlene	956-318-2626	956-318-2629
Agency	Department	Title
Hidalgo County	Purchasing	Procurement Coordinator
Mailing Address	City	State and Zip Code
2812 S Bus Hwy 281	Edinburg	Texas 78539
Email	Certifications	
darlene.betancourt@co.hidalgo.tx.us		

Recertification Points: 1 point for each 8 contact hours

Meals: Wednesday evening reception with refreshments
Breakfast Wednesday, Thursday and Friday
Lunch on Thursday with dessert during Vendor Expo

Hotel Information:

DoubleTree by Hilton
San Antonio Downtown

502 West Cesar E. Chaves Boulevard
San Antonio, Texas 78207

DoubleTree Contact : Michelle L. Stephan, Director of Sales at michelle.stephan@hilton.com or 210-388-0355.

\$106 per night plus taxes for single or king (contact the hotel for premium room rates).

Call early for your room, limited amount of rooms at discounted rate.

Web page address to register: http://doubletree.hilton.com/en/dt/groups/personalized/S/SATDWDT-SAP-20130429/index.jhtml?WT.mc_id=POG

Group Name: 2013 LONESTAR CONFERENCE - SAPPA

Group Code: SAP

Dates range the discount rate applies is April 29, 2013 thru May 5, 2013

Hotel Name: DoubleTree by Hilton Hotel San Antonio Downtown

For additional information please contact Daniel Garza as drgarza@hexas.org

2013 Lone Star Conference Registration Form

Hosted By: SAPPA
San Antonio Public
Purchasing Association

May 1 – 3, 2013
San Antonio, Texas

SAPPA Chapter of NIGP

Check the appropriate box:

- 2013 Conference \$300 Registration Fee \$ _____
- First Time Attendee

Early Bird registration: Paid registration received prior to March 31, 2013 qualifies you for the "Early Bird" drawing for prizes.

**Mail your Lone Star Conference
Registration Form and Payment to:**

SAPPA Lone Star Conference 2013
PO Box 830101
San Antonio, TX 78283-0101

Checks are payable to:
SAPPA Lone Star Conference 2013
(Tax ID #74-2884936)

**Payment is required in advance. Full refunds will be given for written cancellations received prior to April 1, 2013.
No refunds are available after April 1, 2013. Substitutions are allowed at any time.**

Name	Telephone Number	Fax Number
Leticia Saenz	956-318-2626	956-318-2629
Agency	Department	Title
Hidalgo County	Purchasing	Contracts Manager
Mailing Address	City	State and Zip Code
2812 S Bus Hwy 281	Edinburg	Texas 78539
Email	Certifications	
leticia.saenz@co.hidalgo.tx.us		

Recertification Points: 1 point for each 8 contact hours

Meals: Wednesday evening reception with refreshments
Breakfast Wednesday, Thursday and Friday
Lunch on Thursday with dessert during Vendor Expo

Hotel Information:

DoubleTree by Hilton
San Antonio Downtown

502 West Cesar E. Chaves Boulevard
San Antonio, Texas 78207

DoubleTree Contact : Michelle L. Stephan, Director of Sales at michelle.stephan@hilton.com or 210-388-0355.

\$106 per night plus taxes for single or king (contact the hotel for premium room rates).

Call early for your room, limited amount of rooms at discounted rate.

Web page address to register: http://doubletree.hilton.com/en/dt/groups/personalized/S/SATDWDT-SAP-20130429/index.jhtml?WT.mc_id=POG

Group Name: 2013 LONESTAR CONFERENCE - SAPPA

Group Code: SAP

Dates range the discount rate applies is April 29, 2013 thru May 5, 2013

Hotel Name: DoubleTree by Hilton Hotel San Antonio Downtown

For additional information please contact Daniel Garza as drgarza@bexas.org

AI-38096

3. 0.

CC CONSENT

Meeting Date: 04/23/2013

Submitted By: Nielda Cavazos, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION
2013 Purchasing (1100)

BACKGROUND

Attachments

line item

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By

Date

Form Started By: Nielda Cavazos

Started On: 04/08/2013 10:35 AM



HIDALGO COUNTY, TEXAS

APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/16/13
 TOTAL NUMBER OF EMPLOYEES TRAVELING: 2

DEPARTMENT NAME: Purchasing
 NAME & TITLE OF EMPLOYEE(S): Leticia Saenz, Contract Manager and Darlene Betancourt, Procurement Coordinator

EVENT INFORMATION

TITLE OF EVENT: 2013 Lone Star Conference
 EVENT DATE(S) FROM: 05/01/13 TO: 05/03/13
 DEPARTURE DATE: 04/30/13 RETURN DATE: 05/03/13
 LOCATION OF EVENT: CITY: _____ STATE: _____

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.

Continuing education

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)	\$ 600.00		AIRFARE* _____
Subtotal for Object Code 584	\$ 600.00	\$	BUS** _____
2. AIRFARE- ROUNDTRIP COACH FARE ONLY	\$ -		Rental Car** _____
3. TAXI FARE	\$ -		County Vehicle** _____
4. BUS FARE	\$ -		Private Vehicle** <u>personal</u>
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	\$ -		
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	\$ -		
10. LODGING	\$ 742.54		
11. MEALS	\$ 312.00		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 1,054.54		
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 1,654.54	\$	

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: <u>4/17/13</u>	DEPARTMENT CONTACT PERSON: <u>Nielda</u>	PHONE NO.: <u>X4853</u>
---	----------------------	--	-------------------------

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): <u>Janie Ateos</u>	DATE: <u>4-17-13</u>	REVIEWER'S SIGNATURE: <u>[Signature]</u>	PHONE NO.: <u>292-7025</u>
DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME):	DATE:	SIGNATURE OF DBM DEPARTMENT HEAD:	

Lodging
Req: 234548
(Not finalized)
4-17

10 in 584
9107 in 583

transfer
-Pending A.I.
#38096 (4/23/13)

cc 4/23/13

AI-38106

7. F.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Wesley Bradley

Submitted By: Sulema Cavazos, FIRE
MARSHAL'S DEPT.

Department: FIRE MARSHAL'S DEPT.

Information

CAPTION

Fire Marshal:

Requesting permission to allow Wesley Bradley, Chief Deputy, to attend the 2013 IAAI Annual Training Conference in Orlando, Florida on May 5-10, 2013.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-422-10-300-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available through the following requisitions:

234523, 234551, 234536 & 234559.

Attachments

Travel for Wesley Bradley - Orlando, FL

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 08:30 AM
Auditor's Office	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Sulema Cavazos		Started On: 04/08/2013 02:54 PM
	Final Approval Date: 04/19/2013	



HIDALGO COUNTY, TEX
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/08/13
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: Fire Marshal's Office
NAME & TITLE OF EMPLOYEE(S): Wesley Bradley, Chief Deputy Fire Marshal

EVENT INFORMATION

TITLE OF EVENT: 2013 IAAI Annual Training Conference
EVENT DATE(S) FROM: 05/05/13 TO: 05/10/13
DEPARTURE DATE: 05/04/13 RETURN DATE: 05/10/13
LOCATION OF EVENT: CITY: Orlando STATE: Florida

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.

Trainings of this nature will keep me abreast of new and changing policies and procedures, thus enabling me to better perform my duties as Chief Deputy Fire Marshal for Hidalgo County.

SUMMARY OF ESTIMATED TRAVEL EXPENSES	ESTIMATED EXPENSES	(DBM USE ONLY) FUNDS AVAILABLE BALANCE	MODE OF TRAVEL (Place an "X" by applicable mode of travel)
1. REGISTRATION FEE(S)	\$ 495.00		AIRFARE* X
Subtotal for Object Code 584	\$ 495.00		BUS**
2. AIRFARE- ROUNDTRIP COACH FARE ONLY	\$ 525.60		Rental Car**
3. TAXI FARE	\$ -		County Vehicle**
4. BUS FARE	\$ -		Private Vehicle**
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. ** 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.
7. MILEAGE REIMBURSEMENT	\$ -		
8. TELEPHONE CALLS	\$ -		
9. PARKING	\$ -		
10. LODGING	\$ 674.94		
11. MEALS	\$ 264.00		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 1,464.54		
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 1,959.54		

Registration
Req: 234523

Airfare
Req: 234551

meals
Req: 234536

Lodging
Req: 234559

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: 4/8/13 DEPARTMENT CONTACT PERSON: Sulerna PHONE NO.: 318-2656

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): Janie Alegos DATE: 4-12-13 REVIEWER'S SIGNATURE: PHONE NO.:

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



HIDALGO COUNTY, TEXAS OUT-OF-COUNTY – TRAVEL ADVANCE REQUEST

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	Wesley Bradley		EMPLOYEE ID NO.:	138088		EMPLOYEE TITLE:	Chief Deputy Fire Marshal	
DEPARTMENT:	Fire Marshal's Office			DO YOU HAVE AN OUTSTANDING TRAVEL ADVANCE?		No		
DEPARTURE DATE:	5/4/13			RETURN DATE:		5/10/13		
TIME OF DEPARTURE:	11:01 a.m.			TIME OF RETURN:		9:13 p.m.		
TO CITY:	Orlando			STATE:		Florida		
SEMINAR/CONFERENCE/MEETING:	START DATE:	5/5/2013	END DATE:	5/10/2013	ACTUAL NO. OF DAYS	6		
TITLE OF WORKSHOP/CONFERENCE:		2013 IAAI Annual Training Conference						
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):				Air Travel		IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL.		Yes
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?								
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?				Yes		IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?		
						Out of State		
PURPOSE/BENEFIT TO HIDALGO COUNTY: Trainings of this nature will keep me abreast of new and changing policies and procedures, thus enabling me to better perform my duties as the Fire Marshal for Hidalgo County.								

B. ESTIMATED EXPENSES:

I. MEALS: (Meals for one-day travel not requiring an overnight stay will not be advanced)									
Meals will be prorated for partial days	Meal Rate	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	Total
		4-May	5-May	6-May	7-May	8-May	9-May	10-May	
Breakfast	\$9.00	\$0.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$54.00
Lunch	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$84.00
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$126.00
Total	\$39.00	\$30.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$264.00

Meal per diems must be prorated for 1st day and last day of travel as follows:			
Departure:		Arrival:	
Before 8:00 a.m. (breakfast, lunch, & dinner)	\$ 39.00	Before 8:00 a.m. (breakfast)	\$ 9.00
8:00 a.m. - 1:00 p.m. (lunch & dinner)	\$ 30.00	8:00 a.m. - 6:00 p.m. (breakfast & lunch)	\$ 21.00
After 1:00 p.m. (dinner)	\$ 18.00	After 6:00 p.m. (breakfast, lunch, & dinner)	\$ 39.00

II. INCIDENTAL EXPENSES (taxi fare, shuttle fare, gas charges for car rentals, airport and hotel parking):

Expense type: _____ days @ \$ 20.00 \$ -

III. PERSONAL VEHICLE MILEAGE _____ Miles @ \$ 0.565 (Current Rate) \$ -

(Note: Mileage may be advanced calculated on a point-to-point basis using "Mapquest" at the current county adopted rate per highway mile. Incidental mileage will not be advanced. In addition, "Coordination of Travel" may apply (see Section 7 of the Travel Policies, Guidelines, and Procedures). When traveling out of state, if the most economical means of travel is driving, traveler must supply documentation to support the price of the airfare at the time of travel.

Mapquest

IV. OTHER (Itemize)

_____ \$ _____

_____ \$ _____

V. P.O. # ISSUED UNDER EMPLOYEE'S NAME FOR THE AMOUNT OF THE TRAVEL ADVANCE:	VI. TOTAL TRAVEL ADVANCE REQUESTED: \$ 264.00
VII. COMMENTS:	VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-422-10-300-001-0-583

C. CERTIFICATION AND AUTHORIZATION TO PAYROLL DEDUCTIONS

I hereby certify that information provided on this form is true and estimated expenditures are reasonable and necessary. The funds will be used by me for the specific trip listed above and not given to or used by another county employee. If my trip is cancelled, I will immediately return the travel advance funds to the County Treasurer no later than 20 calendar days after the seminar/conference/ meeting end date by submitting a Final Travel Expense Claim. In addition, I agree to account for all travel expenditures including the travel advance by submitting a Final Travel Expense Claim, accompanied by required original supporting documentation, no later than 20 days after my seminar/conference/meeting end date. Any unused funds will also be returned to the County Treasurer's Office no later than 20 days after my seminar/conference/meeting end date.

Should I fail to submit a Final Travel Expense Claim, I understand that I will not be allowed to obtain another travel advance until the pending travel advance is settled. In addition, I agree to repay Hidalgo County and further consent to payroll deductions by the County Treasurer to recover the pending travel advance amount.

EMPLOYEE SIGNATURE	Juan Martinez DEPARTMENT OFFICIAL'S NAME <small>(Print Name)</small>	DEPARTMENT OFFICIAL'S APPROVAL (Signature)
--------------------	--	--



HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 1 OF 2

DEPARTMENT:	Fire Marshal's Office	If, applicable, was travel approved by Co. Exec. Officer?	
DEPARTURE DATE:	5/4/2013	RETURN DATE:	5/10/2013
TO CITY:	Orlando	STATE:	Florida
NAME OF EMPLOYEES ATTENDING SEMINAR:	Wesley Bradley, Chief Deputy Fire Marshal		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	1		
PURPOSE/BENEFIT TO HIDALGO COUNTY:	Trainings of this nature will keep me abreast of new and changing policies and procedures, therefore, enabling me to better perform my duties as Fire Marshal for Hidalgo County.		

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR:	2013 IAAI Annual Training Conference		
SPONSORED BY:	International Association of Arson Investigators (IAAI)		
REGISTRATION CHECK PAYABLE TO:	IAAI		
REGISTRATION ADDRESS:	2111 Baldwin Ave.	SEMINAR START DATE:	5/5/2013
	Suite 203	SEMINAR END DATE:	5/10/2013
	Crofton, MD 21114	PURCHASE ORDER NO.	
1. REGISTRATION COST PER EMPLOYEE:	\$ 495.00	NO. OF EMPLOYEES ATTENDING AT THIS RATE:	1
2. REGISTRATION COST PER EMPLOYEE:		NO. OF EMPLOYEES ATTENDING AT THIS RATE:	
3. "FREE REGISTRATION COST:	"FREE"	NO. OF EMPLOYEES ATTENDING FOR "FREE":	
GL ACCT NO.:	3-1100-422-10-300-001-0-584	TOTAL NO. OF EMPLOYEES ATTENDING:	1
TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) A.	\$	495.00	
(SEE PAGE 2 FOR SECTIONS B, C, & D)	TOTAL THIS PAGE (A):	\$	495.00
	TOTAL 2ND PAGE (B + C + D):	\$	1,199.79
	GRAND TOTAL (A + B + C + D):	\$	1,694.79

E. CERTIFICATIONS AND EMPLOYEE AUTHORIZATIONS FOR PAYROLL DEDUCTIONS

DEPARTMENT'S PUBLIC OFFICIAL CERTIFICATION: I hereby certify that trip expenditures are necessary and will be incurred for official county business. Reasonable efforts to minimize the use of county funds have been explored. The information and estimates provided on this form are true and as accurate as possible. If it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. Travelers have read the Travel Policy, Guidelines, and Procedures and understand that failure to cancel reservations for any reasons other than those allowed by the Travel Policy will be at their expense.

	SULEMA CAVAZOS	956-318-2656
DEPARTMENT'S PUBLIC OFFICIAL (Signature)	DEPARTMENT'S CONTACT PERSON	PHONE #

TRAVELER'S AUTHORIZATION: I certify that if it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. If I fail to cancel reservations for reasons other than those allowed by Section 17 of the Travel Policy, Guidelines, and Procedures, I authorize the deduction of any travel expenses incurred by the county on my behalf from my payroll check.

WESLEY BRADLEY		138088
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.



HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 2 OF 2

DEPARTMENT: Fire Marshal's Office

DEPARTURE DATE: 5/4/2013 RETURN DATE: 5/10/2013

TO CITY: Orlando STATE: Florida

NAME OF EMPLOYEES ATTENDING SEMINAR: Wesley Bradley, Chief Deputy Fire Marshal

TOTAL# OF EMPLOYEES ATTENDING SEMINAR: 1

B. HOTEL RESERVATION(S)

Note: Use of a travel agency is discouraged. Unless a benefit is achieved by other means, you must use the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/prog/stmp/

NAME OF HOTEL: Rosen Centre Hotel HOTEL PHONE NO: 800-204-7234

ADDRESS OF HOTEL: 9840 International Drive CONFIRMATION NO.(s): RR623CA7A
Orlando, FL 32819

ROOM RATE: \$ 99.00 PURCHASE ORDER NO. _____

NUMBER OF NIGHTS: 6 GENERAL LEDGER ACCT NO: 3-1100-422-10-300-001-0-583

ROOM RATE: _____ TOTAL NO. OF ROOMS: 1

NUMBER OF NIGHTS: _____

ROOM RATE: _____ HOTEL TAX RATE: 13.50%

NUMBER OF NIGHTS: _____

TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate) B. \$ 674.19

C. CAR RENTAL(S)

Note: Reservations for car rentals made under the name of Hidalgo County are required to be made through the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/prog/stmp/

IS A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? YES / NO Yes IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed. OUT OF STATE

NAME OF CAR RENTAL COMPANY: _____

ADDRESS OF CAR RENTAL COMPANY: _____
Note: Coordination of travel is required for every group of 4 or less

PHONE NUMBER OF CAR RENTAL COMPANY: _____

VEHICLE NO. 1 TYPE: _____ VEHICLE NO. 2 TYPE: _____

DAILY CAR RATE: _____ DAILY CAR RATE: _____

NUMBER OF DAYS: _____ NUMBER OF DAYS: _____

CONFIRMATION NO.: _____ CONFIRMATION NO.: _____

VEHICLE NO. 1 - NAMES OF EMPLOYEES TRAVELING: _____ VEHICLE NO. 2 - NAMES OF EMPLOYEES TRAVELING: _____

PURCHASE ORDER NO. _____ GL ACCT NO: _____

TOTAL CHECK AMOUNT FOR CAR RENTAL (Daily Car Rate x No. of Days) C. \$ -

D. AIRFARE(S)

Note: Use of a travel agency is discouraged. Refundable fares should be considered if possibility of a trip cancellation exists.

NAME OF AIRLINE COMPANY: United Airlines

ADDRESS OF AIRLINE COMPANY: P.O. Box 6120
Rapid City, SD 57709-6120

PHONE NO. OF AIRLINE COMPANY: 800-864-8331 CONFIRMATION NO.: G91VBY

ROUND TRIP AIRFARE PER PERSON: \$ 525.60

NUMBER OF TRAVELERS: 1

GENERAL LEDGER ACCOUNT NUMBER 3-1100-422-10-300-001-0-583 P.O. NO. _____

TOTAL CHECK AMOUNT FOR AIRLINE COMPANY D. \$ 525.60

SUBTOTAL (B+C+D) \$ 1,199.79

HIDALGO COUNTY PURCHASING DEPARTMENT
TRAVEL REQUEST FORM
USING THE STATE OF TEXAS TRAVEL CARD

As per County Travel Policy (at least two (2) weeks prior to the date the check will be needed)

Date of Travel Request Submission: 3/27/13
Department: Fire Marshal's Office Requestor: Sulema EXT: 5901
Number of Employees: 1
Employee(s) Name (DOB if requesting airfare): Wesley Bradley (3/26/1983)
Destination: Orlando, Florida
Name of Seminar/Conference: 2013 IAAI Annual Training Conference
Travel Account Number: 3 -1100-422-10-300-001-0-583

HOTEL: Req. #: _____ P.O. #: _____

MUST REQUEST CHECK FOR HOTEL

Hotel Name: Rosen Centre Hotel Hotel Address: 9840 International Drive, Orlando, Florida 32819
Number of Rooms: 1 Hotel Phone Number: 407-996-9840 or 800-204-7234
Check In: 5/4/13 Check Out: 5/11/13
Single Bed or Double Beds

AUTO: Req. #: _____ P.O. #: _____ Vendor # 396095

Rental Location: _____ Type of Vehicle: _____
Date/Time of Pick up: _____ Date/Time of Drop off: _____

AIRFARE: Req. #: _____ P.O. #: CITIBANK vendor #: 343277
Refundable: YES NO Airline Name: _____

Departure Date/Time: _____ Return Date/Time: _____
[Signature] 04/08/13
Signature: Elected Official/Department Head Date
Original Signature is required

For Purchasing Department Office Use Only

Hotel Confirmation: _____	Spoke to: _____
Auto Confirmation: _____	
Flight Confirmation: _____	
Received Confirmation via email/fax: _____	
Credit Card Authorization Form Hotel: _____	Faxed back to Hotel: _____
CC Approval on: _____	Agenda Item: _____
HCPD-TRAVEL-2011 REVISED 2012	CC APPROVED ON: 3/06/2012

Requisition

Req # 00234551

PO #

Date: 04/08/13

Bill To: x
xVendor : 343277
CITIBANK
P.O. BOX 183173
COLUMBUS OH 43218-3173Ship To: FIRE MARSHAL
1124 NORTH "M" RD.
EDINBURG TX 78542Contact: SULEMA
956-318-2656

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	DO NOT DUPLICATE ORDER ROUND-TRIP FOR WESLEY BRADLEY, CHIEF DEPUTY TO ATTEND 2013 IAAI ANNUAL TRAINING CONFERENCE ORLANDO, FLORIDA MAY 5-10 2013 TO CONFERENCE: DEPART MCALLEN ON 5/4/13 @ 11:01AM ARRIVE IN HOUSTON AT 12:16PM FLIGHT #UA5231 CHANGE PLANES DEPART HOUSTON AT 2:20PM ARRIVE IN ORLANDO AT 5:40PM FLIGHT# UA1702 FROM CONFERENCE: DEPART ORLANDO ON 5/10/13 AT 6:31PM ARRIVE IN HOUSTON AT 8:00PM FLIGHT #UA370 CHANGE PLANES DEPART HOUSTON AT 9:13 PM ARRIVE IN MCALLEN AT 10:35PM ON 5/10/13 FLIGHT #UA4509 <u>Account No</u> 3-1100-422-10-300-001-0-583 <u>Encumbrance</u> 525.60 Freight .00 Total 525.60 REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	525.60	525.60

Authorized By: 

Requisition

Req # 00234523

PO #

Date: 04/08/13

Bill To: x
x

Vendor : 350605
INTERNATIONAL ASSC OF ARSON INVESTIG.
2151 PRIEST BRIDGE DRIVE, STE 25
CROFTON MD 21114-2466
FAX (410)451-9049

Ship To: FIRE MARSHAL
1124 NORTH "M" RD.
EDINBURG TX 78542

Contact:

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	Registration Fee for Chief Deputy Wesley Bradley IAAI Annual Training Conference Orlando, Florida May 5-10 2013 Registration/Conference will be held at the Rosen Centre Hotel Account No _____ 3-1100-422-10-300-001-0-584	495.00	495.00
			<u>Encumbrance</u>	
			495.00	
			Freight	.00
			Total	495.00

Authorized By: _____



Requisition

Req # 00234536

PO #

Date: 04/08/13

Bill To: x
x

Vendor: 340073
BRADLEY, WESLEY
C/O FIRE MARSHAL

Ship To: FIRE MARSHAL
1124 NORTH "M" RD.
EDINBURG TX 78542

Contact:

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	MEALS FOR CHIEF DEPUTY WESLEY BRADLEY TO ATTEND 2013 IAAI ANNUAL TRAINING CONFERENCE ORLANDO, FLORIDA MAY 5-10 2013 MAY 5-DEPART @ 11:01 AM---\$30.00 MAY 6---\$39.00 MAY 7---\$39.00 MAY 8---\$39.00 MAY 9---\$39.00 MAY 10-ARRIVE @ 9:13 PM---\$39.00 <u>Account No</u> 3-1100-422-10-300-001-0-583	264.00 <u>Encumbrance</u> 264.00 Freight .00 Total 264.00	264.00 .00 264.00

Authorized By: _____



Requisition

Req # 00234559

PO #

Date: 04/08/13

Bill To: x
x

Vendor: 407178
ROSEN CENTRE HOTEL
9840 INTERNATIONAL DRIVE
ORLANDO FL 32819
FAX (407)996-2659

Ship To: FIRE MARSHAL
1124 NORTH "M" RD.
EDINBURG TX 78542

Contact: SULEMA
956-318-2656

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	NGT	DO NOT DUPLICATE ORDER RESERVATIONS FOR WESLEY BRADLEY, CHIEF DEPUTY TO ATTEND THE 2013 IAAI ANNUAL TRAINING CONFERENCE IN ORLANDO FLORIDA MAY 5-10 2013. ROOM RATE IS \$99.00 PER NIGHT PLUS 13.5% TAX PER ROOM PER NIGHT CONFIRMATION # RR623CA7A CHECK IN:5/4/13 CHECK OUT:5/10/13 TOTAL OF 6 NIGHTS =\$674.94 (INCLUDING ROOM RATE + TAX FOR THE 6 NIGHTS) <u>Account No</u> 3-1100-422-10-300-001-0-583 REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	674.94 <u>Encumbrance</u> 674.94 Freight .00 Total 674.94	674.94

Authorized By: 



International Association of Arson Investigators 2013 INTERNATIONAL TRAINING CONFERENCE SCHEDULE

May 5-10 • Rosen Centre • Orlando, Florida

	TRACK A— Fire Investigation & Research	TRACK B— Insurance Industry Investigations	TRACK C— Problem Solving & Industry Requirements
MONDAY— MAY 6			
8:00 – 10:00	OPENING CEREMONIES		Meeting the 921 & 1033 Challenge for Today's Investigators <i>Jim Allen</i> <i>Joseph Konefal</i>
10:00 – 12:00	Investigation of Pyrotechnic Fires <i>Zach Jason</i>	Investigation of Industrial/Chemical Events <i>John Schumacher</i>	
1:00 – 3:00	On-Scene Narrative-Based Interview Techniques for First Responders: Practical Kinetic Interview Interrogation <i>Stan Walters</i> <i>Also offered on Tuesday am</i>	What it Takes for an Expert to Testify in the Age of Daubert & NFPA 921 <i>Mike McKenzie/Tom Dunford</i>	
3:00 – 5:00		Using Social Media Effectively in the Investigation & Litigation of Insurance Claims <i>Matthew Smith</i>	
TUESDAY— MAY 7			
8:00 – 12:00	Ventilation Flowpaths & Fire Growth: A Review of Recent Firefighter Line of Duty Deaths Utilizing Fire Dynamics Simulator <i>Adam St. John</i>	On-Scene Narrative-Based Interview Techniques for First Responders: Practical Kinetic Interview Interrogation <i>Stan Walters</i> <i>Also offered on Monday pm</i>	Week-long course will proceed based on the needs of students & instructors. <i>No specific schedule is in place.</i>
1:00 – 3:00	ANNUAL GENERAL MEETING	The Forensic Accountant's Role in Fire Investigations <i>Joseph Hines</i>	
3:00 – 5:00		Overview of the Investigation of Fires Involving Lighting Fixtures <i>David Powell</i>	
WEDNESDAY— MAY 8			
8:00 – 12:00	Evidence Collection Technician Practicum – Applications due by April 1, 2013. Go to www.iaaiitc.com for details. Additional registration and fees apply.		
8:00 – 12:00	Origin Matrix Analysis: A Systematic Methodology for the Assessment & Interpretation of Compartment Fire Damage <i>Andrew Cox</i>	Don't Get Burned! Key Strategies for the Testifying Expert <i>Brian Henry</i>	Anticipated Topics * Introduction * Role of NFPA 921 * Scientific method * Fire behavior * Ventilation
1:00 – 3:00	Fluorescent Fixture Fundamentals for Fire Investigators <i>David Powell</i>	Developing and Implementing Fire Loss Investigation & Safety Protocols for the Insurance Industry <i>Jeffrey Washinger/Mark Svare</i>	
3:00 – 5:00	Fundamentals of Fire Protection Systems <i>Michael McGreal</i> <i>Also offered on Thursday pm</i>		
THURSDAY— MAY 9			
8:00 – 10:00	Profiling the Arsonist by Subtype <i>Dian Williams</i>	Fire on Trial <i>David Schudel</i> <i>Also offered on Friday am</i>	* Ignition * Role of synthetics * Fire patterns * Evidence issues * Fatal fires * CV preparation
10:00 – 12:00		Fire Investigation Origin Determination Survey <i>Greg Gorbett/Andrew Tinsley</i> <i>Also offered on Friday am</i>	
1:00 – 3:00	Writing Expert Reports <i>David Icove/Robert Toth</i>	Strategies and Methods for Conducting Effective EUO's <i>Roy Mura</i>	
3:00 – 5:00	Math for Investigators: Field Calculations <i>David Cusatis</i>	Fundamentals of Fire Protection Systems <i>Michael McGreal</i> <i>Also offered on Wednesday pm</i>	
FRIDAY— MAY 10			
8:00 – 12:00	Fire on Trial <i>David Schudel</i> <i>Also offered on Thursday am</i>	Dryer Fires: It's Not Just a Lint Fire <i>Mike Stoddard</i>	* NFPA 1033 * Review
10:00 – 12:00	Fire Investigation Origin Determination Survey <i>Greg Gorbett/Andrew Tinsley</i> <i>Also offered on Thursday am</i>		

Conference Testing is available on CFITrainer.Net®



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Password:

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2013 ITC ORLANDO, FL

Event

Event location: Orlando, FL
Event date and time: Sunday, May 05, 2013
Event Category: Training

Description

For more than 60 years, members of the International Association of Arson Investigators eagerly anticipate their International Training Conference for fire and explosion investigators, and the 2013 ITC will be no exception!

Why? The IAAI offers the best fire investigation training and education around the world. Fire investigators from both the private and public sectors, fire service and law enforcement personnel, claims adjustors and SIU from the insurance industry, attorneys, engineers, forensic science experts, and professionals representing many agencies and organizations know that they can count on the IAAI to offer outstanding training on what's new, what's changed, and what's trending in the fire and explosion investigation industry.

The Rosen Centre in Orlando will host the 2013 ITC and will feature some of the world's leading experts and top instructors sharing their knowledge and insight into today's most important subjects.

With several uniquely tailored tracks to pick and choose from, attendees can select fire investigation, insurance, hands on, or requirements classes that will meet their specific needs and interests.

Whether you select a track that will provide you with up to 36 hours of basic hours to reach pre-requisites and better prepare you for IAAI-FIT designation or you are a seasoned fire investigator looking for tools and techniques to better assist you with a quickly evolving industry, you won't want to miss this conference.

The IAAI has also designed an insurance track that not only provides critical information in regard to fire investigation and insurance, but also helps you better understand and prepare for meeting the needs of the insurance industry and successfully navigating the courtrooms.

Mark your calendar now for May 5-10, 2013, and make plans to be proactive about your profession and your career: attend the IAAI's 64th International Training Conference for fire and explosion investigators in Orlando!

Venue

Venue: Rosen Centre
Street: 9840 International Drive
City: Orlando
State: Florida
Zip: 32819

Description

Full Week Registration: **Early Bird Rate - Save \$100!** *Before 3/31/2013*

IAAI Members: ~~\$595.00~~ **\$495.00**

Non Members: ~~\$795.00~~ **\$695.00** **OR Save \$125** and become an IAAI member and register at the IAAI member rate!
Click [Register Now](#) then "Continue without Logging In," and select **Join Now and Save**.

Spouse Program Registration: \$200

Daily Rates Available

One-day pass: \$165 for members; \$225 non-members
Two-day pass: \$330 for members; \$450 non-members
Three-day pass: \$495 for members; \$675 non-members

[Register Now](#)

Make hotel arrangements at the [Rosen Centre](#).

Zimbra

wesley.bradley@co.hidalgo.tx.us

2013 Annual Training Conference

From : ITC@firearson.com

Mon, Mar 25, 2013 11:11 AM

Subject : 2013 Annual Training Conference**To :** wesley bradley <wesley.bradley@co.hidalgo.tx.us>**Reply To :** ITC@firearson.com

2013 Annual Training Conference

Confirmation #: 249Company: Hidalgo County Fire Marshal's OfficeRegistrants: Wesley BradleyAttending: **IAAI 2013 ITC-Orlando, FL**Total Billed: \$495.00Total Paid: \$0.00Balance Due: \$495.00

Thank you for your registration to the 2013 IAAI Annual Training Conference in Orlando, FL May 5 - 10, 2013 at the Rosen Centre.

Please review this information and if there are any modifications, please contact ITC@firearson.com or call 1-800-468-IAAI (4224).

Hotel registrations and payments are your responsibility.

[Rosen Centre Hotel](#)
9840 International Drive
Orlando, Florida 32819
Phone: (407) 996-9840
Toll Free: 1-800-204-7234

[IAAI](#)Email: ITC@firearson.com

2013 International Training Conference May 5-10



ORLANDO 2013 INTERNATIONAL TRAINING CONFERENCE FOR FIRE & EXPLOSION INVESTIGATORS



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Hotel & Transportation

Rosen Centre Hotel
9840 International Drive
Orlando, Florida 32819
(407) 996-9840
Fax: (407) 996-9840

[Make your reservation TODAY!](#)

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International Association of Arson Investigators, Inc. 2111 Baldwin Avenue, Suite 203 | Crofton, MD 21114 | Phone: 800-468-IAAI (4224) | Fax: 410-451-90

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Zimbra

wesley.bradley@co.hidalgo.tx.us

2013 Annual Training Conference

From : ITC@firearson.com

Tue, Mar 26, 2013 07:13 AM

Subject : 2013 Annual Training Conference**To :** wesley bradley <wesley.bradley@co.hidalgo.tx.us>

2013 Annual Training Conference

Confirmation #: 249Company: Hidalgo County Fire Marshal's OfficeAttending: **IAAI 2013 ITC-Orlando, FL****Total Billed: \$495.00****Total Paid: \$0.00****Balance Due: \$495.00****Registrants:**

Name	Type	Fee	Events
Wesley Bradley	MEM	\$495.00	Presidents Reception 5/5/2013, 06:00 PM Awards Banquet 5/7/2013, 06:00 PM

Thank you for your registration to the 2013 IAAI Annual Training Conference in Orlando, FL May 5 - 10, 2013 at the Rosen Centre.

Please review this information and if there are any modifications, please contact ITC@firearson.com or call 1-800-468-IAAI (4224).

Hotel registrations and payments are your responsibility.

Rosen Centre Hotel

**9840 International Drive
Orlando, Florida 32819
Phone: (407) 996-9840
Toll Free: 1-800-204-7234**



Reservation Phone Number: 1-800-204-7234
 Reservation Fax: 407-996-3169
 9840 International Drive, Orlando, Florida 32819
<http://www.RosenCentre.com>

PLEASE VERIFY ALL INFORMATION FOR ACCURACY

Guest Information:
 WESLEY BRADLEY
 2812 S BUSINESS HWY
 EDINBURG, TX 78539 USA

Room Total
 \$594.00 +
 Surcharge + Taxes

Date	Stay Rate	Rate
Saturday, May 4, 2013		\$99.00
Sunday, May 5, 2013		\$99.00
Monday, May 6, 2013		\$99.00
Tuesday, May 7, 2013		\$99.00
Wednesday, May 8, 2013		\$99.00
Thursday, May 9, 2013		\$99.00
		+ 13.5% tax
		\$674.94

Home Phone: 9563182626

Email Address: nielda.cavazos@co.hidalgo.tx.us

ACCOMMODATIONS REQUESTED

Deluxe Double

Printed On: Tuesday, April 2, 2013

ARRIVAL DATE	DEPART DATE	# GUEST	CONFIRMATION #	ASSOCIATED WITH
05/04/2013	05/10/2013	1	RR623CA7A	IAAI Annual Training Seminar

Stay Summary: # of Rms : 1
 GTD: YES MAST
 All rates are exclusive of 12.5% tax and 1% of the room rate (not subject to tax exemption) to fund the promotion of the Orange County Convention Center and tourist services in the vicinity of the Orange County Convention Center District.

Information that you will need to know :

King Beds, Connecting rooms, specific locations, and other special requests noted on your reservation are not guaranteed. Rest assured every effort will be made to meet your needs. Rosen Centre is a smoke-free facility including all guest rooms, restaurants, lounges, meeting rooms and public spaces. Designated smoking areas are available outside of the Hotel. The Hotel will apply a \$350 cleaning fee for guests who disregard this policy.

The Hotel will collect one percent of the room rate (not subject to tax exemption) to fund the promotion of the Orange County Convention Center and tourist services in the vicinity of the Orange County Convention Center District.

All approved major credit & debit cards will be accepted.

Please note an authorization of one night's room and tax will be taken on your card five days prior to your arrival date. Debit Cards will show a debit in your account at this time. Any reservation with a declining credit or debit card will be subject to cancellation. In the event that you do not arrive on your requested arrival date listed above, the card given at the time of booking will be charged one night's room and tax.

All Reservations must be cancelled at least 5 days prior to arrival in order to avoid a cancellation charge.

5 Day Cancellation Policy Complimentary Self Parking

During Your Stay, Enjoy Our Dining Options...



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OPENS NIGHTLY AT 5:30PM

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Please be aware that there are two Rosen Hotels adjacent to the Orange County Convention Center.

The Rosen CENTRE is at 9840 international Drive and the Rosen PLAZA is at 9700 International Drive. Your reservation is at the ROSEN CENTRE.

Here you can i have req numbers as soon as you get them please

----- Forwarded Message -----

From: "Rosen Centre Reservations" <rclex@rosencentre.com>
To: "nielda cavazos" <nielda.cavazos@co.hidalgo.tx.us>
Sent: Tuesday, April 2, 2013 2:01:39 PM
Subject: Reservation Confirmation

Attached you will find the e-mail reservation confirmation you requested from Rosen Centre Hotel

To open the attachment you will need the Adobe Acrobat Reader. If you do not already have the reader installed on your system, you may download it at no charge at <http://www.adobe.com/products/acrobat/readstep2.html>.

--
Nielda Cavazos, Travel Specialist
Hidalgo County Purchasing
2812 S Bus Hwy 281
Edinburg, Texas 78539
O/956-318-2626
F/956-318-2629

[Home](#) > [Manage Reservations](#) > [View Current Reservation](#)

Handwritten notes in the top right corner:

- 5/10 - LID 29.00
- 5/11 - LID 29.00
- 5/12 - LID 29.00
- 5/13 - LID 29.00
- 5/14 - LID 29.00
- 5/15 - LID 29.00
- 5/16 - LID 29.00
- 5/17 - LID 29.00
- 5/18 - LID 29.00
- 5/19 - LID 29.00
- 5/20 - LID 29.00

View Current Reservation

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Flight Details

Sat., May. 4, 2013 | McAllen, TX (MFE) to Orlando, FL (MCO)

Depart: 11:01 a.m. Sat., May. 4, 2013 McAllen, TX (MFE)	Arrive: 12:16 p.m. Sat., May. 4, 2013 Houston, TX (IAH - Intercontinental)	Flight Time: 1 hr 15 mn	Award Miles/ Premier Qualifying*: 316 /100%	Flight: UA5231 Operated by Skywest Airlines dba United Express. Aircraft: Canadair Regional Jet 200 Fare Class: United Economy (T) Meal: None No Special Meal Offered.
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Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 2 hr 4 mn.

Depart: 2:20 p.m. Sat., May. 4, 2013 Houston, TX (IAH - Intercontinental)	Arrive: 5:40 p.m. Sat., May. 4, 2013 Orlando, FL (MCO)	Flight Time: 2 hr 20 mn Travel Time: 5 hr 39 mn	Award Miles/ Premier Qualifying*: 853 /100% Total Award Miles: 1,169	Flight: UA1702 Aircraft: Boeing 737-900 Fare Class: United Economy (T) Meal: Snacks for Purchase No Special Meal Offered.
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Fri., May. 10, 2013 | Orlando, FL (MCO) to McAllen, TX (MFE)

Depart: 6:31 p.m. Fri., May. 10, 2013 Orlando, FL (MCO)	Arrive: 8:00 p.m. Fri., May. 10, 2013 Houston, TX (IAH - Intercontinental)	Flight Time: 2 hr 29 mn	Award Miles/ Premier Qualifying*: 853 /100%	Flight: UA370 Aircraft: Boeing 757-200 Fare Class: United Economy (V) Meal: Snacks for Purchase No Special Meal Offered.
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Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 1 hr 13 mn.

Depart: 9:13 p.m. Fri., May. 10, 2013 Houston, TX (IAH - Intercontinental)	Arrive: 10:35 p.m. Fri., May. 10, 2013 McAllen, TX (MFE)	Flight Time: 1 hr 22 mn Travel Time: 5 hr 4 mn	Award Miles/ Premier Qualifying*: 316 /100% Total Award Miles: 1,169	Flight: UA4509 Operated by ExpressJet Airlines Inc. dba United Express. Aircraft: Embraer RJ145 Fare Class: United Economy (V) Meal: None No Special Meal Offered.
--	--	--	--	--

here you go

From: "United Airlines, Inc." <unitedairlines@united.com>
To: "nielda cavazos" <nielda.cavazos@co.hidalgo.tx.us>
Sent: Tuesday, April 2, 2013 1:54:02 PM
Subject: united.com reservation for Orlando, FL (MCO)

Add unitedairlines@united.com to your address book. See instructions.

Tue., Apr. 2, 2013

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Thank you for choosing United Airlines.

We are processing your reservation and will send you a confirmation email once this is completed. This process usually takes less than an hour; however, in rare cases it could take longer. Your reservation will remain confirmed during the processing period, and it's not necessary to contact us unless you are traveling within 24 hours.

As a reminder, you can [manage your reservation](#) at united.com, including:

- Purchasing additional products and services to improve your travel experience
- Viewing or changing seat assignments
- Changing your flight
- Checking-in (within 24 hours)
- Booking a car or hotel
- Printing additional receipts, and more

If you do not receive your receipt within three hours, [please contact us](#).

Flight Summary		Confirmation Number:	G91VBY
Sat., May. 4, 2013	McAllen, TX (MFE) to Orlando, FL (MCO) Connecting in Houston, TX (IAH - Intercontinental)		
Fri., May. 10, 2013	Orlando, FL (MCO) to McAllen, TX (MFE) Connecting in Houston, TX (IAH - Intercontinental)		
Manage my reservation > View full trip details, seat assignments and printable receipts.			

Traveler Details
Wesley Bradley

Seats: MFE - IAH: 12C
 IAH - MCO: 30B
 MCO - IAH: 24E
 IAH - MFE: 11B

Orlando Hotels

STARTING AT
\$24
 PER DAY

[Book now](#)

Ticket Price Details

1 Adults (age 18 to 64)	\$485.00
Additional Taxes/Fees	\$40.60

Total Fare \$525.60

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- Earn 150 bonus reward miles when booking on united.com
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Total Fare: \$525.60/TA10KN/TA10KN/VE14SFN/VE14SFN

Additional Trip Planning Tools

- [Baggage Policies](#): View current baggage acceptance allowances.
- [Orlando Destination Guide](#): Download a complete travel guide.

Important Baggage Information

Carry-on baggage allowed

United accepts the following items, per customer to be carried on the aircraft at no charge:

- One carry-on bag no more than 45 linear inches or 114 linear centimeters (L + W + H) or 14 inches x 9 inches x 22 inches (23 x 35 x 56 cm)
- One personal item (such as a shoulder or laptop bag).

[Learn more about carry-on baggage policy](#)

Checking bags for this itinerary

Checked baggage service charges are collected at any point in the itinerary where bags are checked. The bag service charges below reflect a maximum outside linear dimension of 62 linear inches (157 cm)

First and second baggage service charges per traveler as listed below:	1st bag	2nd bag	Weight per bag
Sat., May. 4, 2013 McAllen, TX (MFE) to Orlando, FL (MCO)	\$25	\$35	50.0 lbs (23 kgs)
Fri., May. 10, 2013 Orlando, FL (MCO) to McAllen, TX (MFE)	\$25	\$35	50.0 lbs (23 kgs)

Check Your First Bag for Free

You and your companion can check your first bag for free when you use your MileagePlus Explorer Card to buy your ticket and fly a United-operated flight. **That's up to a \$50 savings per person round trip.**

[Learn more](#)

First and second bag service charges do not apply to active-duty members of the U.S. military and their accompanying dependents. For additional information regarding baggage charges, allowances, weight/size restrictions, exceptions or embargoes, or charges for overweight, oversized, excess, odd-sized baggage, special items or sporting equipment, visit united.com/baggage

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57709-6120 USA

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Nielda Cavazos, Travel Specialist
Hidalgo County Purchasing
2812 S Bus Hwy 281
Edinburg, Texas 78539
O/956-318-2626
F/956-318-2629

AI-37905

Comm. Court Executive Office 7. G.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Roy Quintanilha

Submitted By: Rosie Luna, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Safety Division:

Requesting permission/approval of travel for Armando Guzman and Rene Parrao to attend the OSH502 90 - Update for Construction Industry Outreach Trainers Course to be held in San Antonio, Texas on June 24-26, 2013.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-419-50-125-003-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available through requisitions:
233093, 233507, 233095 & 233096

Attachments

travel packet

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 03:46 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Rosie Luna		Started On: 03/25/2013 08:29 AM
	Final Approval Date: 04/19/2013	



HIDALGO COUNTY, TEXAS

APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: _____
TOTAL NUMBER OF EMPLOYEES TRAVELING: 2

DEPARTMENT NAME: Safety Division
NAME & TITLE OF EMPLOYEE(S): Armando Guzman Jr, Safety Officer & Rene Parrao, Safety Officer

EVENT INFORMATION

TITLE OF EVENT: OSH502 90 - Update for Construction Industry Outreach Trainers Course
 EVENT DATE(S) FROM: 6/24/13 TO: 6/26/13
 DEPARTURE DATE: 6/23/13 RETURN DATE: 6/26/13
 LOCATION OF EVENT: CITY: San Antonio 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.

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 (Place an "X" by applicable mode of travel)
1. REGISTRATION FEE(S)	\$ 1,190.00	<input checked="" type="checkbox"/>	AIRFARE*
Subtotal for Object Code 584	\$ 1,190.00	<input checked="" type="checkbox"/>	BUS**
2. AIRFARE- ROUNDTrip COACH FARE ONLY	\$ -	<input type="checkbox"/>	Rental Car**
3. TAXI FARE	\$ -	<input type="checkbox"/>	County Vehicle**
4. BUS FARE	\$ -	<input type="checkbox"/>	Private Vehicle**
5. RENTAL CAR	\$ -	<input type="checkbox"/>	OTHER** (Specify)
6. GASOLINE/DIESEL/FUEL	\$ -	<input type="checkbox"/>	* If traveling by airplane, the traveler should consider purchasing a refundable fare if possibility of a cancellation exists.
7. MILEAGE REIMBURSEMENT	\$ -	<input type="checkbox"/>	
8. TELEPHONE CALLS	\$ -	<input type="checkbox"/>	** 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	\$ -	<input type="checkbox"/>	
10. LODGING	\$ 504.36	<input checked="" type="checkbox"/>	
11. MEALS	\$ 312.00	<input checked="" type="checkbox"/>	
12. OTHER EXPENSES	\$ -	<input type="checkbox"/>	
Subtotal for Object Code 583	\$ 816.36	<input checked="" type="checkbox"/>	
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 2,006.36	<input checked="" type="checkbox"/>	

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: [Signature] DATE: 3/26/13 DEPARTMENT CONTACT PERSON: Roy Quintanilha PHONE NO.: 292-7030

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): Janice Alvarez DATE: 3-27-13 REVIEWER'S SIGNATURE: [Signature] PHONE NO.: 292-7035

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

1. Req# 233093
Reg Fee - \$1190.00
10. Req# 233507
lodging & SOA 76
11. Req# 233095
& Req# 233096
meals for both

HIDALGO COUNTY BUDGET OFFICE

MAY 27 AM 8:10



**HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 1 OF 2**

DEPARTMENT:	Safety Division		
DEPARTURE DATE:	6/23/13	RETURN DATE:	6/24/13
TO CITY:	San Antonio	STATE:	Texas
NAME OF EMPLOYEES ATTENDING SEMINAR:	Armando Guzman Jr. & Rene Parrao		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	2		
PURPOSE/BENEFIT TO HIDALGO COUNTY:	Above employees need to be OSHA re-certified in order to train other County Employees.		

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR:	OSH502- 90 Update for Construction Industry Outreach Trainers Course		
SPONSORED BY:	TEEX/OSHA		
REGISTRATION CHECK PAYABLE TO:	TEEX/OSHA		
REGISTRATION ADDRESS:		SEMINAR START DATE:	6/24/13
		SEMINAR END DATE:	6/26/13
		PURCHASE ORDER NO.	
1. REGISTRATION COST PER EMPLOYEE:	\$ 595.00	NO. OF EMPLOYEES ATTENDING AT THIS RATE:	2
2. REGISTRATION COST PER EMPLOYEE:		NO. OF EMPLOYEES ATTENDING AT THIS RATE:	
3. "FREE REGISTRATION COST:	"FREE"	NO. OF EMPLOYEES ATTENDING FOR "FREE":	
GL ACCT NO.:	3-1100-419-50-125-003-0-583	TOTAL NO. OF EMPLOYEES ATTENDING:	2
TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) A.	\$	1,190.00	
(SEE PAGE 2 FOR SECTIONS B, C, & D)	TOTAL THIS PAGE (A):	\$	1,190.00
	TOTAL 2ND PAGE (B + C + D):	\$	504.36
	GRAND TOTAL (A + B + C + D)	\$	1,694.36

E. CERTIFICATIONS AND EMPLOYEE AUTHORIZATIONS FOR PAYROLL DEDUCTIONS

DEPARTMENT'S PUBLIC OFFICIAL CERTIFICATION: I hereby certify that trip expenditures are necessary and will be incurred for official county business. Reasonable efforts to minimize the use of county funds have been explored. The information and estimates provided on this form are true and as accurate as possible. If it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. Travelers have read the Travel Policy, Guidelines, and Procedures and understand that failure to cancel reservations for any reasons other than those allowed by the Travel Policy will be at their expense.

	Roy Quintanilha	292-7030
DEPARTMENT'S PUBLIC OFFICIAL (Signature)	DEPARTMENT'S CONTACT PERSON	PHONE #

TRAVELER'S AUTHORIZATION: I certify that if it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. If I fail to cancel reservations for reasons other than those allowed by Section 17 of the Travel Policy, Guidelines, and Procedures, I authorize the deduction of any travel expenses incurred by the county on my behalf from my payroll check.

Armando Guzman Jr.		129356
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
Rene Parrao		127639
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.



**HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 2 OF 2**

DEPARTMENT: _____ Safety Division
 DEPARTURE DATE: 6/23/13 RETURN DATE: 6/26/13
 TO CITY: San Antonio STATE: Texas
 NAME OF EMPLOYEES ATTENDING SEMINAR: _____
 SEMINAR: Armando Guzman Jr. & Rene Parrao
 TOTAL# OF EMPLOYEES ATTENDING SEMINAR: 2

B. HOTEL RESERVATION(S)

Note: Use of a travel agency is discouraged. Unless a benefit is achieved by other means, you must use the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/prog/stmp/

NAME OF HOTEL:	<u>La Quinta Inn</u>	HOTEL PHONE NO:	<u>210-819-4677</u>
ADDRESS OF HOTEL:	<u>3180 Goliad Rd</u>	CONFIRMATION NO.(s):	<u>6032105026</u>
	<u>78223</u>		
ROOM RATE:	<u>\$ 168.12</u>	PURCHASE ORDER NO.	<u>Req # 233507</u>
NUMBER OF NIGHTS:	<u>3</u>	GENERAL LEDGER ACCT NO:	<u>3-1100-419-50-125-003-0-583</u>
ROOM RATE:		TOTAL NO. OF ROOMS:	<u>1</u>
NUMBER OF NIGHTS:			
ROOM RATE:		HOTEL TAX RATE:	
NUMBER OF NIGHTS:			
TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate) B.			\$ 504.36

C. CAR RENTAL(S)

Note: Reservations for car rentals made under the name of Hidalgo County are required to be made through the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/prog/stmp/

IS A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? YES / NO	IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed.
NAME OF CAR RENTAL COMPANY:	
ADDRESS OF CAR RENTAL COMPANY:	
<i>Note: Coordination of travel is required for every group of 4 or less</i>	
PHONE NUMBER OF CAR RENTAL COMPANY:	
VEHICLE NO. 1 TYPE:	VEHICLE NO. 2 TYPE:
DAILY CAR RATE:	DAILY CAR RATE:
NUMBER OF DAYS:	NUMBER OF DAYS:
CONFIRMATION NO.:	CONFIRMATION NO.:
VEHICLE NO. 1 - NAMES OF EMPLOYEES TRAVELING:	VEHICLE NO. 2 - NAMES OF EMPLOYEES TRAVELING:
PURCHASE ORDER NO.	GL ACCT NO:
TOTAL CHECK AMOUNT FOR CAR RENTAL (Daily Car Rate x No. of Days) C.	
	\$ -

D. AIRFARE(S)

Note: Use of a travel agency is discouraged. Refundable fares should be considered if possibility of a trip cancellation exists.

NAME OF AIRLINE COMPANY:	
ADDRESS OF AIRLINE COMPANY:	
PHONE NO. OF AIRLINE COMPANY:	CONFIRMATION NO.:
ROUND TRIP AIRFARE PER PERSON:	
NUMBER OF TRAVELERS:	
GENERAL LEDGER ACCOUNT NUMBER	P.O. NO.
TOTAL CHECK AMOUNT FOR AIRLINE COMPANY D.	
	\$ -
SUBTOTAL (B+C+D)	
	\$ 504.36



HIDALGO COUNTY, TEXAS OUT-OF-COUNTY – TRAVEL ADVANCE REQUEST

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	Rene Parrao	EMPLOYEE I.D. NO.:	127639	EMPLOYEE TITLE:	Safety Officer
DEPARTMENT:	Safety Division	DO YOU HAVE AN OUTSTANDING TRAVEL ADVANCE?	no		
DEPARTURE DATE:	6/23/13	RETURN DATE:	6/26/13		
TIME OF DEPARTURE:	8:00 AM	TIME OF RETURN:	9:00 PM		
TO CITY:	San Antonio	STATE:	Texas		
SEMINAR/CONFERENCE/MEETING:	START DATE: 6/24/13	END DATE: 6/26/13	ACTUAL NO. OF DAYS:	3	
TITLE OF WORKSHOP/CONFERENCE:	OSH502 90 - Update for Construction Industry Outreach Trainers Course				
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):	County Vehicle	IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL.			
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?	Armando Guzman Jr.				
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?	yes	IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?			
PURPOSE/BENEFIT TO HIDALGO COUNTY:	Employees need OSHA Re-certification in order to train other County Employees.				

B. ESTIMATED EXPENSES:

I. MEALS: (Meals for one-day travel not requiring an overnight stay will not be advanced)																							
Meals will be prorated for partial days	Meal Rate	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	Total														
		6/23	6/24	6/25	6/26																		
Breakfast	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00				\$36.00														
Lunch	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00				\$48.00														
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00				\$72.00														
Total	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$0.00	\$0.00	\$0.00	\$156.00														
<p>Meal per diems must be prorated for 1st day and last day of travel as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Departure:</th> <th style="text-align: left;">Arrival:</th> </tr> <tr> <td>Before 8:00 a.m. (breakfast, lunch, & dinner)</td> <td>Before 8:00 a.m. (breakfast)</td> </tr> <tr> <td>8:00 a.m. - 1:00 p.m. (lunch & dinner)</td> <td>8:00 a.m. - 6:00 p.m. (breakfast & lunch)</td> </tr> <tr> <td>After 1:00 p.m. (dinner)</td> <td>After 6:00 p.m. (breakfast, lunch, & dinner)</td> </tr> <tr> <td style="text-align: right;">\$ 39.00</td> <td style="text-align: right;">\$ 9.00</td> </tr> <tr> <td style="text-align: right;">\$ 30.00</td> <td style="text-align: right;">\$ 21.00</td> </tr> <tr> <td style="text-align: right;">\$ 18.00</td> <td style="text-align: right;">\$ 39.00</td> </tr> </table>										Departure:	Arrival:	Before 8:00 a.m. (breakfast, lunch, & dinner)	Before 8:00 a.m. (breakfast)	8:00 a.m. - 1:00 p.m. (lunch & dinner)	8:00 a.m. - 6:00 p.m. (breakfast & lunch)	After 1:00 p.m. (dinner)	After 6:00 p.m. (breakfast, lunch, & dinner)	\$ 39.00	\$ 9.00	\$ 30.00	\$ 21.00	\$ 18.00	\$ 39.00
Departure:	Arrival:																						
Before 8:00 a.m. (breakfast, lunch, & dinner)	Before 8:00 a.m. (breakfast)																						
8:00 a.m. - 1:00 p.m. (lunch & dinner)	8:00 a.m. - 6:00 p.m. (breakfast & lunch)																						
After 1:00 p.m. (dinner)	After 6:00 p.m. (breakfast, lunch, & dinner)																						
\$ 39.00	\$ 9.00																						
\$ 30.00	\$ 21.00																						
\$ 18.00	\$ 39.00																						
II. INCIDENTAL EXPENSES (taxi fare, shuttle fare, gas charges for car rentals, airport and hotel parking):																							
Expense type:							days @ \$	20.00	\$	-													
III. PERSONAL VEHICLE MILEAGE _____ Miles @ \$ _____ (Current Rate) \$ -																							
<p>(Note: Mileage may be advanced calculated on a point-to-point basis using "Mapquest" at the current county adopted rate per highway mile. Incidental mileage will not be advanced. In addition, "Coordination of Travel" may apply (see Section 7 of the Travel Policies, Guidelines, and Procedures). When traveling out of state, if the most economical means of travel is driving, traveler must supply documentation to support the price of the airfare at the time of travel.</p>																							
IV. OTHER (Itemize)																							
_____ \$ _____																							
_____ \$ _____																							
V. P.O. # ISSUED UNDER EMPLOYEE'S NAME Roy 4233096					VI. TOTAL TRAVEL ADVANCE REQUESTED: \$ 156.00																		
VII. COMMENTS:					VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-419-50-125-003-0-583																		

C. CERTIFICATION AND AUTHORIZATION TO PAYROLL DEDUCTIONS

I hereby certify that information provided on this form is true and estimated expenditures are reasonable and necessary. The funds will be used by me for the specific trip listed above and not given to or used by another county employee. If my trip is cancelled, I will immediately return the travel advance funds to the County Treasurer no later than 20 calendar days after the seminar/conference/ meeting end date by submitting a Final Travel Expense Claim. In addition, I agree to account for all travel expenditures including the travel advance by submitting a Final Travel Expense Claim, accompanied by required original supporting documentation, no later than 20 days after my seminar/conference/meeting end date. Any unused funds will also be returned to the County Treasurer's Office no later than 20 days after my seminar/conference/meeting end date.

Should I fail to submit a Final Travel Expense Claim, I understand that I will not be allowed to obtain another travel advance until the pending travel advance is settled. In addition, I agree to repay Hidalgo County and further consent to payroll deductions by the County Treasurer to recover the pending travel advance amount.

	Roy Quintanilha <small>DEPARTMENT OFFICIAL'S NAME (Print Name)</small>	
<small>EMPLOYEE SIGNATURE</small>	<small>DEPARTMENT OFFICIAL'S APPROVAL (Signature)</small>	



HIDALGO COUNTY, TEXAS OUT-OF-COUNTY – TRAVEL ADVANCE REQUEST

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	Armando Guzman Jr.	EMPLOYEE I.D. NO.:	129356	EMPLOYEE TITLE:	Safety Officer
DEPARTMENT:	Safety Division	DO YOU HAVE AN OUTSTANDING TRAVEL ADVANCE?	no		
DEPARTURE DATE:	6/23/13	RETURN DATE:	6/26/13		
TIME OF DEPARTURE:	8:00 AM	TIME OF RETURN:	9:00 PM		
TO CITY:	San Antonio	STATE:	Texas		
SEMINAR/CONFERENCE/MEETING:	START DATE: 6/24/13	END DATE: 6/26/13	ACTUAL NO. OF DAYS:	3	
TITLE OF WORKSHOP/CONFERENCE:	OSH502 90 - Update for Construction Industry Outreach Trainers Course				
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):	County Vehicle	IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL.			
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?	Rene Parrao				
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?	yes	IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?			
PURPOSE/BENEFIT TO HIDALGO COUNTY:	Employees need OSHA Re-certification in order to train other County Employees.				

B. ESTIMATED EXPENSES:

I. MEALS: (Meals for one-day travel not requiring an overnight stay will not be advanced)											
Meals will be prorated for partial days	Meal Rate	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	Total		
		6/23	6/24	6/25	6/26						
Breakfast	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00				\$36.00		
Lunch	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00				\$48.00		
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00				\$72.00		
Total	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$0.00	\$0.00	\$0.00	\$156.00		
Meal per diems must be prorated for 1st day and last day of travel as follows:											
Departure:					Arrival:						
Before 8:00 a.m. (breakfast, lunch, & dinner)					\$	39.00	Before 8:00 a.m. (breakfast)			\$	9.00
8:00 a.m. - 1:00 p.m. (lunch & dinner)					\$	30.00	8:00 a.m. - 6:00 p.m. (breakfast & lunch)			\$	21.00
After 1:00 p.m. (dinner)					\$	18.00	After 6:00 p.m. (breakfast, lunch, & dinner)			\$	39.00
II. INCIDENTAL EXPENSES (taxi fare, shuttle fare, gas charges for car rentals, airport and hotel parking):											
Expense type:						days @	\$	20.00	\$	-	
III. PERSONAL VEHICLE MILEAGE _____ Miles @ \$ _____ (Current Rate) \$ _____											
<small>(Note: Mileage may be advanced calculated on a point-to-point basis using "Mapquest" at the current county adopted rate per highway mile. Incidental mileage will not be advanced. In addition, "Coordination of Travel" may apply (see Section 7 of the Travel Policies, Guidelines, and Procedures). When traveling out of state, if the most economical means of travel is driving, traveler must supply documentation to support the price of the airfare at the time of travel.</small>											
IV. OTHER (Itemize)											
_____ \$ _____											
_____ \$ _____											
V. P.O. # ISSUED UNDER EMPLOYEE'S NAME 2094 233095 #					VI. TOTAL TRAVEL ADVANCE REQUESTED: \$ 156.00						
VII. COMMENTS:					VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-419-50-125-003-0-583						

C. CERTIFICATION AND AUTHORIZATION TO PAYROLL DEDUCTIONS

I hereby certify that information provided on this form is true and estimated expenditures are reasonable and necessary. The funds will be used by me for the specific trip listed above and not given to or used by another county employee. If my trip is cancelled, I will immediately return the travel advance funds to the County Treasurer no later than 20 calendar days after the seminar/conference/ meeting end date by submitting a Final Travel Expense Claim. In addition, I agree to account for all travel expenditures including the travel advance by submitting a Final Travel Expense Claim, accompanied by required original supporting documentation, no later than 20 days after my seminar/conference/meeting end date. Any unused funds will also be returned to the County Treasurer's Office no later than 20 days after my seminar/conference/meeting end date.

Should I fail to submit a Final Travel Expense Claim, I understand that I will not be allowed to obtain another travel advance until the pending travel advance is settled. In addition, I agree to repay Hidalgo County and further consent to payroll deductions by the County Treasurer to recover the pending travel advance amount.

 EMPLOYEE SIGNATURE	Roy Quintanilha DEPARTMENT OFFICIAL'S NAME (Print Name)	 DEPARTMENT OFFICIAL'S APPROVAL (Signature)
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**HIDALGO COUNTY PURCHASING DEPARTMENT
TRAVEL REQUEST FORM
USING THE STATE OF TEXAS TRAVEL CARD**

Date of Travel Request Submission: 3/12/2013
 Department: SAFETY DIVISION Number of Employees: 2
 Employee(s) Name (DOB if requesting airfare): Amanda Glezman Jr - Lisa Parra
 Destination: SAN ANTONIO, TEXAS
 Name of Seminar/Conference: OSH502 90 - UPDATE FOR CONTRUCTION INDUSTRY
OUTREACH TRAINERS COURSE
 Travel Account Number: 3-1100-419-50-125-003-0-583

HOTEL: Req. #: _____ P.O. #: _____

MUST REQUEST CHECK FOR HOTEL

Hotel Name: La Quinta Inn Hotel Address: 3180 Goliad Rd, San Antonio, Texas 78223
 Number of Rooms: 1 Hotel Phone Number: 210-819-4677
 Check In: 6/23/13 Check Out: 6/26/13
 Single Bed or Double Beds

AUTO: Req. #: 233507 P.O. #: _____

Rental Location: _____
 Date/Time of Pick up: _____ Date/Time of Drop off: _____

AIRFARE: Req. #: _____ P.O. #: CITIBANK vendor #: 343277
 Refundable: YES NO Airline Name: _____

Departure Date/Time: _____ Return Date/Time: _____
 Signature: [Signature] Date: 3-21-13
 Signature: Elected Official/Department Head Date

For Purchasing Department Office Use Only

Hotel Confirmation: _____
 Auto Confirmation: _____
 Flight Confirmation: _____
 Received Confirmation via email/fax: _____
 Credit Card Authorization Form Hotel: _____ Faxed back to Hotel: _____
 CC Approval on: _____
 HCPD-TRAVEL-2011

Rosie Luna

From: Nielda Cavazos [nielda.cavazos@co.hidalgo.tx.us]
Sent: Monday, April 08, 2013 2:15 PM
To: Rosie Luna
Subject: Reservation Confirmation
Attachments: LOGO0.jpg

From: LQ6032GM@laquinta.com
To: "nielda cavazos" <nielda.cavazos@co.hidalgo.tx.us>
Sent: Monday, April 8, 2013 1:43:48 PM
Subject: Reservation Confirmation

4/8/2013 2:43:48 PM

NiteVision 2010 SP0 HF2 P1

LA QUINTA INN SAN ANTONIO ALAMODOME SOUTH
3180 GOLIAD ROAD
SAN ANTONIO, TX 78223
210-337-7171

LA QUINTA
INNS & SUITES

RESERVATION CONFIRMATION

Confirmation#:	6032105026	Arrival Date:	6/23/2013
Armando Guzman		Departure Date:	6/26/2013
2812 S Business Hwy 281		Number of Nights:	3
EDINBURG, TX 78539		RoomType Reserved:	DDR - 2 DOUBLE BEDS NS

Adults/Children 1/0
Method of Guarantee: ... 6574

Total Estimated Stay: \$283.71

Rate Detail: Room Charges: \$243.00
Taxes: \$40.71

Thank you for choosing La Quinta Inns & Suites for your upcoming hotel stay. Please contact us at least 24-hours before check-in should your travel plans change.

Plan your next stay with La Quinta Inns & Suites on LQ.com where you'll find the best rates online. Choose from hundreds of hotels across the U.S., Canada, and Mexico offering free high-speed Internet access, Free Bright Side Breakfast, and comfy beds.

Sincerely,

La Quinta Inns & Suites
wake up on the bright side

--
Nielda Cavazos, Travel Specialist
Hidalgo County Purchasing
2812 S Bus Hwy 281
Edinburg, Texas 78539
O/956-318-2626
F/956-318-2629

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[Go]



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Class Details

OS OSH502 91 — Update for Construction Industry Outreach Trainers

Price	Start Date	End Date	Start Time	Instructor	Location	
\$595.00 full participant rate	6/24/2013	6/26/2013	900	To be announced	H. B. Zachary Training Center 9350 South Presa San Antonio, TX 78223 USA	[see Other information below] [details]

Course Description

OSH502 - Update for Construction Industry Outreach Trainers - 19.25 Hours

Prerequisites
SEE BELOW.

Description

IMPORTANT PREREQUISITE: In order to participate in this course, the student **MUST** have successfully completed the *Trainer In Occupational Safety And Health Standards For Construction Industry* course (OSHA 500), as verified by **ONE** of the following:

1. Verification by TEEX Customer Care Center of successful completion of the TEEX *Trainer In Occupational Safety And Health Standards For Construction Industry* course (OSHA500),
OR
2. Providing TEEX Customer Care Center a copy of your successful completion certificate for a *Trainer In Occupational Safety And Health Standards For Construction Industry* course (OSHA 500),
OR
3. Providing TEEX Customer Care Center a copy of your valid OSHA Construction Industry Outreach Trainer card.
AND
4. Downloading and mailing in the completed, signed, and dated OTISEC Registration Form (TO INCLUDE PAYMENT).

NOTE: You must renew your Trainer Course every four years to maintain your "OSHA Authorized Trainer" status. Check your card expiration date. If your card is expired, you must retake the OSHA 500.

NOTE: The student will NOT be registered for the course until the prerequisite is met.

This course (OSHA 502) is designed for personnel who have completed OSHA Course 500 and who are active trainers in the outreach program or those in the construction industry who would like to keep current their knowledge of the OSHA Standards in 29 CFR 1926. It provides an update on such topics as OSHA construction standards, policies, and regulations.



GSA customers, please contact the division to register. Call 800-723-3811.

This course is eligible for 3.01 CM points from the ABIH.

Topics**Audience**

Active trainers in the outreach program.

Other Information**STUDENT ATTENDANCE POLICY**

TEEX-PRT and the OSHA Training Institute (OTI) have an attendance policy that requires all students to fully attend enrolled classes. In order for you to receive a certificate of completion, you must attend the entire class. We realize that extenuating circumstances may arise that would take you out of class and have implemented the following policy to handle those situations. Below are the responsibilities and expectations of you as a student in a TEEX-PRT course.

1. You are expected to attend 100% of the course in which you are enrolled.
2. If an extenuating circumstance arises that requires you to attend less than 100% of class, you must complete the Student Absentee Request form (found in the student manual) prior to leaving the classroom and submit it to the instructor for approval. If the extenuating circumstance arises during non-class hours, you must complete the Student Absentee Request form immediately upon return to the classroom and submit it to the instructor for approval.
3. With an approved absence for extenuating circumstances you may have options for make-up work. See your instructor.
4. Unexcused absences will require you to make-up time missed by attending the same course offered at another time.
5. You must enroll through TEEX-PRT Registrars to attend the make-up course.

This course may be offered on-site on a contract basis. Contact OSHA today for a quote.

Due to the prerequisites, registration must be done by contacting our registrars at 1-800-723-3811 or 972-222-1300.

OSHA Course: OSHA 502.

Contact:

OSHA Training Institute Southwest Education Center



www.TEEX.org

Class Schedule

Start Date	End Date	Start Time	Location	Price	Class Status
4/22/13	4/24/13	900	San Antonio, TX USA	\$595.00 full participant rate	Open
5/20/13	5/22/13	900	Austin, TX USA	\$595.00 full participant rate	Open
5/20/13	5/22/13	900	Mesquite, TX USA	\$595.00 full participant rate	Open
6/3/13	6/5/13	900	Oklahoma City, OK USA	\$595.00 full participant rate	Open
6/24/13	6/26/13	900	San Antonio, TX USA	\$595.00 full participant rate	Open
7/22/13	7/24/13	900	Hobbs, NM USA	\$595.00 full participant rate	Open
7/22/13	7/24/13	900	Mesquite, TX USA	\$595.00 full participant rate	Open
8/26/13	8/28/13	900	San Antonio, TX USA	\$595.00 full participant rate	Open
9/9/13	9/11/13	900	Mesquite, TX USA	\$595.00 full participant rate	Open
10/28/13	10/30/13	900	San Antonio, TX USA	\$595.00 full participant rate	Open
11/11/13	11/13/13	900	Mesquite, TX USA	\$595.00 full participant rate	Open
12/9/13	12/11/13	900	Oklahoma City, OK USA	\$595.00 full participant rate	Open
12/16/13	12/18/13	900	Austin, TX USA	\$595.00 full participant rate	Open

This schedule is subject to change without notice. If you have not received confirmation of the class prior to the class start, please [contact us](#) to get the latest schedule.

Course Description**Course Number**

OSH502 — Update for Construction Industry Outreach Trainers

Hours

19.25 Hours

DO NOT EMAIL THIS FORM

For your security and ours, TEEX cannot accept personal information such as social security numbers or credit card information via email.

Fill Out Registration Form. (Photocopies can be made for additional participants.) **GSA Eligible?** Yes No

Rene Parrao 458-19-1458

Participant Name

TEEX Student ID** (or Full Social Security Number*)

OSH 502 Update for Construction Industry Outreach Trainers San Antonio, Texas 6/24-26/13 \$ 595.00

Course #

Course Name

Class Location

Class Date

Class Fee

Organization Hidalgo County Safety Division Supervisor Name Roy Quintanilha

Address PO Box 1356 City/State/Zip Edinburg, Texas 78539

Phone 956-292-7030 Fax 956-318-2658

Email rosie.luna@co.hidalgo.tx.us

NOTE: Are you licensed by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE)?
 If so, enter your PID# 215104

NOTE: Are you a water/wastewater worker licensed by the Texas Commission on Environmental Quality (TCEQ)?
 If so, enter your TCEQ License# _____

*Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 552a) requires that when any federal, state or local government agency requests an individual to disclose his or her social security account number (SSN) that individual also must be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what uses will be made of it. (Call 800-SAFE-811 or 800-723-3811 for full privacy statement) ** New students will receive a student ID number from TEEX.

Transfers, Cancellations, and Refund Policy

If you cannot attend a class, you MUST contact TEEX in advance to either transfer or cancel your registration. Please refer to the transfer, cancellation, and no-show policy listed below.

- Transfers:**
- Transfers to another scheduled class (or from one customer to another) are accepted at any time before the start of the class at no charge.
 - Customers are encouraged to transfer to a future scheduled class of the same course.
 - If the customer cannot transfer to a scheduled class of the same course, then he/she may transfer to another class of a different course and receive either a refund or pay the difference between the two class fees (if applicable).
 - If the customer cannot attend any scheduled class, then the Cancellation/Refund Policy is in effect.
- Cancellations:**
- TEEX will provide a full refund if you cancel 15 or more calendar days before the start of the class.
 - Cancellations received 14 calendar days or less before the start of the class will be charged a fee of 10% of the class tuition.
 - If TEEX cancels a class, customers will be offered: 1) a transfer to a scheduled class of the same course; 2) a transfer to another class of a different course (customers will receive either a refund or pay the difference between the two class fees, if applicable); 3) a full refund.

No Shows: Registered participants who do not contact TEEX in advance to cancel their registration and do not attend their scheduled class will be charged the entire class fee.
eLearning/Home Study Courses: Refunds are not available for eLearning or home study courses, nor may the course be transferred from one customer to another.

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

Payment Information – Advance registration is required. Payment must accompany registration.

Total Amount Due \$ 595.00

Arrange payment by one of the following methods:

- ***Check/Money Order/Cashier's Check enclosed payable to **TEEX** - (Please add course number, course name, and course date)
- Purchase Order (Copy of official and signed company PO must be attached. TEEX will send you an invoice)
- Credit Card
 - MasterCard
 - VISA
 - American Express
 - Discover
 - PIN-less Debit Card

(Print) Name on card _____ Last 4 Digits of card number: _____

Signature _____

Ad Code: R12RB1

FOR CUSTOMER SECURITY REQUIRED INFORMATION BELOW WILL BE DESTROYED ONCE PAYMENT IS PROCESSED

Credit Card #: _____ Expiration Date: _____ (MM/YY)

***By sending your check, please be aware that you are authorizing the Texas Engineering Extension Service (TEEX) to make a one-time electronic debit from your account at the financial institution on your check. This electronic debit will be for the amount of the check; no additional amount will be added to the amount and ALL transactions will remain secure. Please contact TEEX's Financial Services Department at 979-458-6906 to learn about other payment options if you prefer NOT to have your check used in this way. We value your business and appreciate your selecting TEEX for your training needs.

DO NOT EMAIL THIS FORM

For your security and ours, TEEX cannot accept personal information such as social security numbers or credit card information via email.

Fill Out Registration Form. (Photocopies can be made for additional participants.) **GSA Eligible?** Yes No

Armando Guzman Jr. 456-33-6465

Participant Name

TEEX Student ID** (or Full Social Security Number*)

OSH 502 Update for Construction Industry Outreach Trainers San Antonio, Texas 6/24-26/13 \$ 595.00

Course #

Course Name

Class Location

Class Date

Class Fee

Organization Hidalgo County Safety Division Supervisor Name Roy Quintanilha

Address PO Box 1356 City/State/Zip Edinburg, Texas 78539

Phone 956-292-7030 Fax 956-318-2658

Email rosie.luna@co.hidalgo.tx.us

NOTE: Are you licensed by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE)?
 If so, enter your PID# _____

NOTE: Are you a water/wastewater worker licensed by the Texas Commission on Environmental Quality (TCEQ)?
 If so, enter your TCEQ License# SW0005629

*Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 552a) requires that when any federal, state or local government agency requests an individual to disclose his or her social security account number (SSN), that individual also must be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what uses will be made of it. (Call 800-SAFE-811 or 800-723-3811 for full privacy statement.) ** New students will receive a student ID number from TEEX.

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eLearning/Home Study Courses: Refunds are not available for eLearning or home study courses, nor may the course be transferred from one customer to another.

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

Payment Information – Advance registration is required. Payment must accompany registration.

Total Amount Due \$595

Arrange payment by one of the following methods:

- ***Check/Money Order/Cashier's Check enclosed payable to TEEX - (Please add course number, course name, and course date)
- Purchase Order (Copy of official and signed company PO must be attached. TEEX will send you an invoice)
- Credit Card
 - MasterCard
 - VISA
 - American Express
 - Discover
 - PIN-less Debit Card

(Print) Name on card _____ Last 4 Digits of card number: _____

Signature _____

Ad Code: R12RB1

FOR CUSTOMER SECURITY REQUIRED INFORMATION BELOW WILL BE DESTROYED ONCE PAYMENT IS PROCESSED

Credit Card #: _____ Expiration Date: _____ (MM/YY)

***By sending your check, please be aware that you are authorizing the Texas Engineering Extension Service (TEEX) to make a one-time electronic debit from your account at the financial institution on your check. This electronic debit will be for the amount of the check; no additional amount will be added to the amount and ALL transactions will remain secure. Please contact TEEX's Financial Services Department at 979-458-6906 to learn about other payment options if you prefer NOT to have your check used in this way. We value your business and appreciate your selecting TEEX for your training needs.

AI-38121

8. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Constable Celestino Avila Jr.

Submitted By: Joe Espinoza, CONSTABLE PCT.
#1

Department: CONSTABLE PCT. #1

Information

CAPTION

Constable Pct. #1:

Requesting approval to process payment of the following invoices as claims to Slik Pitt Wash And Lube, with authority for the County Treasurer to issue payment after review, audit, and processing procedures are completed by the County Auditor

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-421-00-291-001-0-432

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 4-11-13

Attachments

Invoice 37989

Invoice 38017

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 03:52 PM
Manuel Chapa	Manuel Chapa	04/11/2013 04:38 PM
Auditor's Office	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Joe Espinoza		Started On: 04/09/2013 11:14 AM
Final Approval Date: 04/19/2013		

Slik Pitt Wash And Lube
 605 E. Edinburg Ave
 P.o. box 1157
 Elasa, TX 78543
 956-262-9705

INVOICE

37989

447-8614

Hidalgo County Pct 1
 1902 Joe Stephens
 Weslaco, TX 78596
 956-8733

447-3775

LICENSE	YEAR	MAKE	MODEL	ENGINE	MILEAGE	DATE	TIME
TX-1034160	2009	Ford Trucks	F150 Pickup	E-8 8-c 4.6l (281) Fi [8]	82531	3/5/2013	09:22 A

VEHICLE MAINTENANCE SCHEDULE

RECOMMENDED SERVICE	DATE DUE	MILEAGE DUE
Automatic Transmission*		every 30000
Cooling System	60 months	every 105000
Engine Oil*	6 months	every 5000
Transfer Case*		every 60000

SERVICES COMPLETED

Parts - Rear Brk Pads 1 - FR1' BRK PADS (1)	11.98
Labor - Turn Rotors	86.00
Labor - Labor	93.98

CHECKLIST

CHECKLIST ITEM	STATUS
----------------	--------

INVOICE RECEIVED BY:

Paul Lopez on 4-9-13

GOODS/SERVICES RECEIVED BY:

Paul Lopez on 4-9-13

Joel

MANAGER: Leo	UPPER TECH: Joel	OPER: 38
COURTESY: Joel	LOWER TECH: Leo	TV: 1

SERVICE REMARKS

SUBTOTAL	241.96
TAX	.00
TOTAL	241.96
AMOUNT TENDERED (Fleet Charge, H.c.pct1)	241.96
CHANGE	.00

RETURN FOR SERVICE

Signature: *Joel*

AI-38328

County Treasurer 9. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Fred Zamarripa, TREASURER'S
OFFICE

Department: TREASURER'S OFFICE

Information

CAPTION

1. Discussion and possible action on Hidalgo County Wage Overpayment/Underpayment Policy
2. Discussion and possible action on Hidalgo County Wage Deduction Authorization Agreement

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 03:45 PM
Manuel Chapa	Manuel Chapa	04/19/2013 04:02 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Fred Zamarripa		Started On: 04/19/2013 03:00 PM
	Final Approval Date: 04/19/2013	

AI-38274

Health & Human Services Dept. 10. B.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Eddie Olivarez

Submitted By: Mike Escaname, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

Presentation regarding the MORE Health @ UTPA Conference, April 25 – 27, 2013.

BACKGROUND

Health professionals, educators, policy-makers and others interested in border health are invited and encouraged to attend and present.

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: N/A

FUNDS AVAILABLE Y/N?: N/A

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

No budgetary impact.

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/18/2013 08:54 AM
Manuel Chapa	Manuel Chapa	04/18/2013 02:14 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Mike Escaname		Started On: 04/17/2013 01:36 PM
	Final Approval Date: 04/19/2013	

AI-38213

Health & Human Services Dept. 10. C.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Eddie Olivarez

Submitted By: Mike Escaname, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

Requesting approval to process the following AT&T invoices as claims with authority for County Treasurer to issue check after auditing procedures are completed by County Auditor.

Vendor	Account No.	Billing Date	Amount
AT&T	956-383-0111-942-9	Mar 19, 2013	\$100.93
AT&T	956-843-7463-001-7	Mar 29, 2013	\$1,702.55
AT&T	956-262-1141-273-7	Mar 23, 2013	\$3,123.21
	Total		\$4,926.69

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-441-00-340-003-0-531

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funding available as of 4-17-13

PO 688425

Attachments

Invoices

Form Review

Inbox
 Budget & Management
 Manuel Chapa
 Purchasing Department
 Form Started By: Mike Escaname

Reviewed By
 Angela Garcia
 Manuel Chapa
 Angela Garcia

Date
 04/12/2013 03:59 PM
 04/17/2013 01:43 PM
 04/19/2013 04:47 PM
 Started On: 04/12/2013 11:02 AM

Final Approval Date: 04/19/2013

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

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: 04/10/2013

TO: Jeanette Palacios

DEPARTMENT: (340) HEALTH

FROM: Jessica Ortega

PHONE: (956)-318-2511 ext 4627

REFERENCE: AT&T Invoice #956 843-7463

THE FOLLOWING DOCUMENT (S), i.e. **Invoice #956 843-7463** 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.,:
- OTHER: This account was approved thru CC to be placed on the DIR contract but it has not. I've spoken with the AT&T REP and she has assured me that the account still hasn't been requested to be placed on the contract. Please place invoice as a claim thru CC and speak to IT Dept regarding the account being placed on the contract. If you have any further questions, please feel free to call me.
- COMMENTS / RECOMMENDATION:

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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Monthly Statement

INVOICE RECEIVED BY: Jeanette Delacios DATE 3/28/13
 GOODS/SERVICES RECEIVED BY: Delacios DATE 3/19-4/18/13
3-1100-441-00-340-003-0-531
 PYMT AMOUNT \$ 100.93 PO# 688425
 APPROVED BY: [Signature] 4/13/13

Bill-At-A-Glance

Previous Bill	198.11
Payment Received 3-09	97.03CR
Adjustments	.00
Past Due - Please Pay Immediately <u>pa 3/20/13 #3776925</u>	101.08
Current Charges	100.93 <u>add</u>
Total Amount Due	\$202.01
Current Charges Due in Full by	Apr 11, 2013

Plans and Services

Monthly Service - Mar 19 thru Apr 18 (2)

Charges for 956 383-0111	
1. Monthly Charges	1.30 <
2. Basic Local Service - Business	22.36 <
Total Charges for 956 383-0111	23.66 ^
Charges for 956 383-0112	
3. Monthly Charges	1.30 <
4. Basic Local Service - Business	22.36 <
Total Charges for 956 383-0112	23.66 ^
Charges for 956 383-7351	
5. Monthly Charges	1.30 <
6. Basic Local Service - Business	20.85 <
Total Charges for 956 383-7351	22.15 ^
Total Monthly Service	69.47 ^

Billing Summary

Billing Questions? Visit att.com/billing Page

Plans and Services	1	100.93 <
1 800 770-2260		
Payment Arrangements:		
1 800 924-1743		
Service Changes:		
1 800 321-2000		
Repair Services:		
1 800 286-8313		
Total Current Charges		100.93 <u>add</u>

Directory Assistance

411		
7.	2 Call(s) billed at \$1.99 each	3.98 <

Local Toll

Charges for 956 383-0111

Directory Assistance Calls

Dialed	411: 2	555: 0
Operator Handled	411: 0	555: 0

Surcharges and Other Fees

8. Federal Subscriber Line Charge	16.47 <
9. 911 Fee	1.68 <
10. Federal Universal Service Fee	2.97 <
11. Municipal right-of-way Fee	6.36 <
Total Surcharges and Other Fees	27.48 ^

Taxes

12. Federal	.00
13. State and Local	.00
Total Taxes	.00

Total Plans and Services

100.93 add

News You Can Use Summary

- PREVENT DISCONNECT
 - LONG DIST. PROVIDERS
- See "News You Can Use" for additional information

Return bottom portion with your check in the enclosed envelope.

Local Services provided by AT&T Arkansas, AT&T Kansas, AT&T Missouri, AT&T Oklahoma, or AT&T Texas based upon the service address location.

GO GREEN - Enroll in paperless billing.

Printed on Recyclable Paper

COUNTY OF HIDALGO
HIDALGO CLINIC
1304 S 25TH AVE
EDINBURG TX 78542 - 7205

Page 1 of 2
Account Number 956 843-7463 (001 7)
Billing Date Mar 29, 2013

Web Site att.com



Monthly Statement

INVOICE RECEIVED BY: Seagate Palacios DATE 4/11/13
GOODS/SERVICES RECEIVED BY: Palacios DATE 3/29-4/28/13
3 -1100-441-00-340-003-0-531
PYMT AMOUNTS 1702.55 PO# 688425
APPROVED BY: [Signature] 4/15/13

Bill-At-A-Glance

Previous Bill	3,686.97
Payment	823.98CR
Adjustments	.00
Past Due - Please Pay Immediately <i>pd 4/9/13</i>	2,862.99
Current Charges	1,702.55
Total Amount Due	\$4,565.54
Current Charges Due in Full by	Apr 22, 2013

Detail of Payments and Adjustments

Item No.	Date	Description	Adjustments	Payments
1.	3-09	Payment		412.15
2.	3-16	Payment		411.83
Totals				823.98

Plans and Services

Monthly Service - Mar 29 thru Apr 28 (2)

Charges for 956 843-7463	
3. Monthly Charges	1,574.11
4. Basic Local Service - Business	20.85
Total Charges for 956 843-7463	1,594.96
Charges for 956 843-2659	
5. Monthly Charges	1.56
6. Basic Local Service - Business	20.85
Total Charges for 956 843-2659	22.41
Charges for 956 843-6672	
7. Monthly Charges	1.30
8. Basic Local Service - Business	20.85
Total Charges for 956 843-6672	22.15
Charges for 956 843-9864	
9. Monthly Charges	1.30
10. Basic Local Service - Business	20.85
Total Charges for 956 843-9864	22.15
Total Monthly Service	1,661.67

Billing Summary

Billing Questions? Visit att.com/billing Page

Plans and Services		
1 800 770-2260	1	1,702.55
Payment Arrangements: 1 800 924-1743		
Service Changes: 1 800 321-2000		
Repair Services: 1 800 286-8313		
Total Current Charges		1,702.55

RECEIVED
Hidalgo County Health
& Human Services Department
APR 04 2013
1304 S. 25th Ave.
Edinburg, Texas 78542

ED BY
AUDITOR
PM 3 23

Surcharges and Other Fees	
11. Federal Subscriber Line Charge	21.96
12. 911 Fee	1.12
13. Federal Universal Service Fee	3.96
14. Municipal right-of-way Fee	13.84
Total Surcharges and Other Fees	40.88

Taxes	
15. Federal	.00
16. State and Local	.00
Total Taxes	.00

Total Plans and Services 1,702.55

News You Can Use Summary

- PREVENT DISCONNECT
 - LONG DIST. PROVIDERS
- See "News You Can Use" for additional information

Local Services provided by AT&T Arkansas, AT&T Kansas, AT&T Missouri, AT&T Oklahoma, or AT&T Texas based upon the service address location.

GO GREEN - Enroll in paperless billing.

Printed on Recyclable Paper

Return bottom portion with your check in the enclosed envelope.

HILDALGO CNTY HLTH DPT
 ELSA CLINIC
 1304 S 25TH AVE
 EDINBURG TX 78542 - 7205

Page 1 of 2
 Account Number 956 262-1141 273 7
 Billing Date Mar 23, 2013
 Web Site att.com



Monthly Statement

INVOICE RECEIVED BY:
Jeanette Palacios DATE *4/2/13*
 GOODS/SERVICES RECEIVED BY:
Palacios DATE *3/23-4/22/13*
 3-1100-441-00-340-003 -0-531
 PYMT AMOUNTS \$ *3123.21* PO# *188425*
 APPROVED BY: *[Signature]* *4/3/13*

Bill-At-A-Glance

Previous Bill	920.76
Payment Received 3-09	460.29CR
Adjustments	.00
Past Due - Please Pay Immediately <i>pd 3/20/13</i> <i>#376925 →</i>	460.47
Current Charges	3,123.21
Total Amount Due	\$3,583.68
Current Charges Due in Full by	Apr 17, 2013

Billing Summary

Billing Questions? Visit att.com/billing Page

Plans and Services	1	3,123.21
1 800 770-2260		
Payment Arrangements:		
1 800 924-1743		
Service Changes:		
1 800 321-2000		
Repair Services:		
1 800 286-8313		
Total Current Charges		3,123.21

RECEIVED
 Hidalgo County Health
 & Human Services Department
 APR 02 2013
 1304 S. 25th Ave.
 Edinburg, Texas 78542

Plans and Services

Monthly Service - Mar 23 thru Apr 22

Charges for 956 262-1141		
1. Monthly Charges		1,259.37
2. Basic Local Service - Business		20.85
Total Charges for 956 262-1141		1,280.22
Charges for 956 262-2361		
3. Monthly Charges		1.30
4. Basic Local Service - Business		20.85
Total Charges for 956 262-2361		22.15
Charges for 956 262-3130		
5. Monthly Charges		1.30
6. Basic Local Service - Business		20.85
Total Charges for 956 262-3130		22.15
Charges for 956 262-3491		
7. Monthly Charges		1.30
8. Basic Local Service - Business		20.85
Total Charges for 956 262-3491		22.15
Charges for 956 262-7842		
9. Monthly Charges		1.30
10. Basic Local Service - Business		20.85
Total Charges for 956 262-7842		22.15
Charges for 956 262-9138		
11. Monthly Charges		1.30
12. Basic Local Service - Business		20.85
Total Charges for 956 262-9138		22.15
Total Monthly Service		1,390.97

Additions and Changes to Service

This section of your bill reflects charges and credits resulting from account activity.

Item	Monthly	Amount	
No. Description	Quantity	Rate	Billed
Activity on Feb 28, 2013			
PON EXPIRED CONTRACT			
Order No. R851156			
CKT No. 38.DHXS.432589.SW			
Services Removed			
(Monthly Charges were Billed in Advance and are Prorated from Feb 1, 2013 through Mar 22, 2013)			
13. Mileage - MegaLink® Digital Interoffice Facility @ 1.544M	1	60.00CR	104.00CR
14. Mileage-Digital Local Ch @1.5M	2	220.00CR	381.33CR

News You Can Use Summary

- PREVENT DISCONNECT
 - LONG DIST. PROVIDERS
- See "News You Can Use" for additional information

Local Services provided by AT&T Arkansas, AT&T Kansas, AT&T Missouri, AT&T Oklahoma, or AT&T Texas based upon the service address location.

GO GREEN - Enroll in paperless billing.

Printed on Recyclable Paper

Return bottom portion with your check in the enclosed envelope.



Purchase Order

COUNTY OF HIDALGO

PO#: 688425

DATE: 02/22/13

Page No 1 Of 1

VENDOR: 328626

REQ:00229972

Email:

BUYER: JESCALANTE

Phone:

SHIP TO: HEALTH DEPARTMENT

AT&T

1304 S. 25TH

P.O. BOX 650661

EDINBURG TX 78539

DALLAS TX 75265-0661

Vendor Acct:

CONTACT:

SITE: HEALTH

Special Instructions:

Contract No: DIRTEXANNGCTSA005

VENDOR NOTES

1. DO NOT ADD TO, OR ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
2. TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
3. THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
4. INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED CUSTOMER COPY MAY BE ACCEPTED. OUT NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, AND PACKAGES.
5. PAYMENT WILL BE MADE ONLY FOR A BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

RECEIVED

FEB 25 2013

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		DIRTEXANNGCTSA005		
12	MONTH	CO TELEPHONE SERVICE FOR ELSA CLINIC (956)262-1141, ENVIRONMENTAL (956)383-0111, PULMONARY CLINIC (956) 387-0118, MISSION CLINIC (956) 585-2461, MCALLEN CLINIC (956) 682-6155, PHARR CLINIC (956)787-1531, & HIDALGO CLINIC (956) 843-7463	2,000.00	24,000.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		Total		24,000.00
		***** For Hidalgo County use only 3-1100-441-00-340-003-0-531		24,000.00
		Approved _____		

RECEIVED BY
COUNTY AUDITOR
2013 APR 8 PM 3 23

Authorized by: Martha L. Salazar *mls*

AI-38103

Health & Human Services Dept. 10. D.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Dairen Sarmiento,
HEALTH & HUMAN
SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

Approval to process payment of claim for telephone services (Verizon Southwest Inc. Vendor #251577) for Weslaco Clinic Account # 10 5492 2821135867 03 in the amount of \$168.56 for dates of services March 28 - April 27, 2013.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-444-00-240-001-0-531

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Amount available for requisition# 231977 as of 4-9-13 \$1,750.00 for Verizon.

Attachments

bill

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 08:30 AM
Manuel Chapa	Manuel Chapa	04/10/2013 11:09 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Dairen Sarmiento		Started On: 04/08/2013 02:28 PM
	Final Approval Date: 04/19/2013	



Billing Date: 03/28/13 Page 1 of 4
 Telephone Number : 956 969-4700 071029
 Account Number: 10 5492 2821135867 03
 How to Reach Us : See page 2

COUTNY OF HIDALGO

Account Summary

Previous Charges	\$ 317.08
Payment(s) received. Thank you.	- 317.08
Balance	\$.00

New Charges

Verizon (page 3)	\$ 168.56
Total New Charges Due Apr 22, 2013	\$ 168.56

To avoid a late payment charge of 5.0% or \$5.00, whichever is greater, payment must be received before Apr 27, 2013.

Total Due \$ 168.56

RECEIVED

APR 05 2013

Hidalgo County Human Services

Mail Payments To:

VERIZON SOUTHWEST, PO BOX 920041, DALLAS TX 75392-0041

Change of billing address?

Go to verizon.com/billingaddress or call us.

▼ Detach & return payment slip with your check, payable to Verizon.



Account: 10 5492 2821135867 03

New Charges Due: Apr 22, 2013

Total Due: \$ 168.56

210*HBRDA1
 00002076 3S0000012433
 10-TX 5492
 9569694700 20071029

032813

Amount Paid :

\$

00002076 01 AB 0.384 SW032811 0012
 COUTNY OF HIDALGO
 EDINGENT
 1304 S. 25TH AVENUE
 EDINBURG TX 78542-7205



VERIZON SOUTHWEST
 PO BOX 920041
 DALLAS TX 75392-0041

10 5492 2821135867 03N00000000000 00000016856 05



Billing Date: 03/28/13 Page 2 of 4
 Telephone Number : 956 969-4700 071029
 Account Number: 10 5492 2821135867 03
 How to Reach Us : See below

How to Reach Us

Billing Questions	enterprisecenter.verizon.com	1-800-483-6000	8:30 am - 5 pm M-F
Order Questions	enterprisecenter.verizon.com	1-800-483-6000	8:30 am - 5 pm M-F
Online billing and payment	enterprisecenter.verizon.com		24 hours a day
Repair	enterprisecenter.verizon.com	1-888-875-4144	24 hours a day
Pay By Phone Service*	(third party fee applies)	1-800-345-6563	24 hours a day
Payment Arrangements		1-800-440-8052	7:00am-6:00pm CST M-F

* Pay by Phone Service - This service is optional and provided by an independent third party vendor for a fee.

For Your Information

Previous Payments

If you sent a payment that we did not receive in time to be reflected on this bill, please deduct that amount before sending payment. To check whether your payment has been received, call the Billing Questions number above.

Returned Payment

If your payment is returned for any reason, Verizon will resubmit it electronically. A charge may apply for each payment returned.

Past Due Amounts

The due date on your bill only applies to New Charges. Any past due amount should be paid immediately.

Service Suspension for Non-Payment

Based on state regulatory and notice requirements, once your bill is past due, some or all of your service may be suspended. Charges may apply to suspend and reconnect service. A deposit to reestablish service may also be required.

TX Slamming & Cramming

If you think you have been slammed, (your long distance service switched without your permission) or crammed (charged for services that you did not authorize), please contact us. If we do not resolve your problem, you may write the Public Utility Commission of Texas, c/o Office of Consumer Protection, PO Box 13326, Austin, TX 78711-3326, email at (customer@puc.state.tx.us) or call 512-936-7120 (toll free in Texas 1-888-782-8477). TTY service available on 512-936-7136.

Consumer Information

For important consumer information see the Customer Guide in your Verizon White pages.

Automatic Bill Payment Enrollment for Account:

Enroll at verizon.com, or complete 4 steps below to authorize and instruct your financial institution to deduct the amount of your monthly telephone bill from your checking account and remit directly to Verizon. This also enrolls you in Paperless billing. To discontinue Automatic Bill Payment, you must call Verizon.

1. Check box

2. Sign here

3. Put date here

4. Print email address here



Go Green! Go Paperless Billing! Pay Electronically!



PAYMENTS

1 Payment Received on Mar 11.	CR 158.54
2 Payment Received on Mar 27.	CR 158.54
Payment(s) applied to previous charges.	Total CR \$ 317.08

MONTHLY LOCAL SERVICE - REGULATED (Mar 28 to Apr 27)
BASIC LOCAL SERVICE CHARGE

Description	Qty	Unit Rate	
3 Federal Access Recovery Charge	3		2.58
4 Business Line	3	.86	110.85
5 Federal Subscriber Line Charge	3	36.95	22.14
		7.38	
		Subtotal	135.57

OPTIONAL SERVICE CHARGE

Description	Qty	Unit Rate	
6 Call Forwarding	2	9.25	18.50
7 Line hunt service	2	3.00	6.00
		Subtotal	24.50
Total			\$ 160.07

REGULATED SERVICE TAXES AND SURCHARGES

8 Cost of service surcharge			.24
9 9-1-1 Equalization Fee			.18
10 9-1-1 Fee			1.50
11 Federal Universal Service Fee			6.57
Total			\$ 8.49

Verizon regulated charges

Total Verizon charges

\$ 168.56
\$ 168.56

ITEMIZATION OF TELEPHONE NUMBERS:

Listed below are the telephone numbers included with this billing:

956 969-4700 956 969-8071 956 969-8268

Should you have any questions, please contact Verizon by using the telephone number listed on page two of your bill.

For Your Information

Bankruptcy Information

If you are or were in bankruptcy, this statement may include amounts for pre-bankruptcy service. You should not pay pre-bankruptcy amounts; they are for your information only. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

Payment by Check

Paying by check authorizes check processing or use of the check information for a one-time electronic fund transfer from your account. For all payments using bank account information, we may retain the information to send you electronic refunds or enable your future electronic payments to us (to opt out, call 1-888-500-5358).

You Can Block Third Party Billing to Your Verizon Bill.

For more information, visit verizon.com/blocking or call us at the number listed on your bill.

AI-38115

Health & Human Services Dept. 10. E.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Dairen Sarmiento **Submitted By:** Perla Lopez, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

Requesting approval of claim/invoice submitted by The University of Texas Health Science Center at San Antonio for the preparation of the 1115 Waiver Program Plan in the amount of \$20,000.00, with authority for County Treasurer to issue payment after review and auditing procedures are completed by County Auditor.

BACKGROUND

Originally the Interlocal Agreement between UTHSCSA and Hidalgo County was for the amount of \$100,000.00. In the month of December, our office was notified by Health Management Associates and UTHSCSA that there was going to be an additional \$20,000.00 in expenses due to unforeseen additional work. There was a misunderstanding between UTHSCSA and Hidalgo County on who drafted the original interlocal. Once the issue was resolved in early January 2013, Steve Crain advised us that we were unable to sign the amendment because the interlocal agreement terminated December 31, 2012.

Fiscal Impact

FISCAL YEAR: 2012

ACCT. #: 2-1100-444-00-240-005-3-843

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 4/15/13.

Attachments

Invoice

Form Review

Inbox	Reviewed By	Date
Perla Lopez (Originator)	Perla Lopez	04/09/2013 02:32 PM
Budget & Management	Angela Garcia	04/09/2013 03:55 PM
Obdett Calzada	Obdett Calzada	04/18/2013 01:27 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Perla Lopez		Started On: 04/09/2013 08:31 AM
	Final Approval Date: 04/19/2013	


SOUTH TEXAS PROGRAMS
UT HEALTH SCIENCE CENTER[®]
 BROWNSVILLE TO LAREDO

Please Remit To:
 UT Health Science Center San Antonio
 Attn: Andrea Marks
 MCS: 7866
 7703 Floyd Curl Dr.
 San Antonio, TX 78229

RECEIVED

APR 09 2013

Hidalgo County Human Services

Bill To:
 Hidalgo County
 Health & Human Services Department
 Attn: Dairen Sarmiento
 1304 South 25th Avenue
 Edinburg, TX 78542

Project: Health Management Associates
Strategy: RHP5/DSRIP Professional and Consulting Services
Invoice #: 3 **Invoice Date:** 4/3/2013
Period: Final Payment from Contract **Due Date:** 4/18/2013
Project ID: 150004

Category:	Total Hours	Rate	Fees
Personnel Costs			
Lisa Duchon	25.75	\$ 300.00	\$ 7,725.00
Linda Wertz	11.00	\$ 300.00	\$ 3,300.00
Dennis Roberts	22.00	\$ 290.00	\$ 6,380.00
Glenda Stepchinski	8.95	\$ 290.00	\$ 2,595.00
	67.70		\$ 20,000.00

Total Costs **\$ 20,000.00**

AI-38009

IT Department 12. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Griselda Salazar, IT DEPARTMENT

Department: IT DEPARTMENT

Information

CAPTION

Constables:

Authorization and approval to purchase new wireless devices and service through the County's membership/participation with CONTRACT: DIR-SDD-1779 with awarded vendor VERIZON WIRELESS for the following:

Requisition#:	Description:	Monthly Plan:	Equipment Cost:	Employee Name:	Accessories:
232721	Data Card	4G Unl. Mobile Broadband Plan @ \$37.99 X 20 (data cards) X 9/mo (April-Dec.2013) = \$6,838.20	VZW MIFI4620L @ \$0.	Office Use	VPC(one time cost car chargers) @ \$19.49 X 20 = \$389.80

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1242-412-00-060-001-0-532

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Available balance of \$18,570.12 as of 4/15/2013.

FISCAL YEAR: 2013

ACCT. #: 3-1242-412-00-060-001-0-601

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Available balance of \$1,323.24 as of 4/15/2013.

Attachments

Back up docs.

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 03:42 PM
Obdett Calzada	Obdett Calzada	04/15/2013 01:45 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Griselda Salazar		Started On: 04/03/2013 09:58 AM
	Final Approval Date: 04/19/2013	



WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST

County Owned Wireless Device:

- Office Use or Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

Wireless Data Device:

- Data Card
- Blackberry
- Other:

Stipend:

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Office Use Employee ID# — Signature: _____Department: Const. Pet 1-4 Dept#: _____Quantity: 20Service: \$ 37.99 /mo (x) 9 months = 6,838.20 Account: 3-1242-412-00-060-001-0 -532Service: \$ 389.80 /mo (x) 1 months = 389.80 Account: 3-1242-412-00-060-001-0-601 617064Requisition Total: 7,228.00 Requisition Number: 232721

STIPEND

(1) Employee: _____ Employee ID# _____ Signature: _____

Department: _____ Dept#: _____

Quantity: _____

Service: \$ _____ /mo (x) _____ months = _____ Account: _____ -532

Total: _____


(2) Elected Official/Department Head Authorization for Request:

_____ Signature Renan Ramirez Print Name 4/10/13 Date
 _____ Signature _____ Print Name _____ Date

(3) Executive Office Authorization (Commissioner's Court Departments Only):

_____ Signature _____ Print Name _____ Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: 4G Uni. Mobile Broadband Plan @ 37.99 each 

Commissioner's Court Action: _____ Commissioner's Court Date: _____

 Approved Date: _____ DisapprovedCurrent County cell phone policy stipulates that employees that have cell phones assigned to them will be taxed the value of the service. Please see the following IRS document for more information: <http://www.irs.gov/govt/fslg/article/0,,id=167154,00.html>, EXAMPLE 2.2/1/12

Requisition

Req # 00232721

PO #

Date: 03/05/13

Bill To: x
x

Vendor : 287024
VERIZON WIRELESS
P.O. BOX 660108
DALLAS TX 75266-0108

Ship To: INFORMATION TECHNOLOGY DEPARTMENT
100 E. CANO, 4TH FLOOR
EDINBURG TX 78540

Contact: GRISELDA
956-292-7010

Contract No: DIR-SDD-1779

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DIR-SDD-1779 CC 4/16/13 AI-38009 / CO. CONSTABLES DO NOT DUPLICATE ORDER		
9.00	MONTH	4G Unlimited Mobile Broadband Plan @ \$37.99 X 20 Data Cards X 9 months (April-Dec2013)	759.80	6,838.20
20.00	EACH	VZW MIFI4620L (data cards) at no charge		.00
20.00	EACH	VPC (chargers) @ one time charge of \$19.49/each	19.49	389.80
		Account No	Encumbrance	
		3-1242-412-00-060-001-0-532	6,838.20	
		3-1242-412-00-060-001-0-601	389.80	
			Freight	.00
			Total	7,228.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

AI-38009

4/16/13 Regular Agenda

SERVICE PLAN, CALLING FEATURES, AND EQUIPMENT QUOTES

Req#: 232721

Wireless Proposal For Hidalgo County

Date: 12/6/2012

Rate Plan:	Line Count	Discounted Monthly Access	Unlimited Minutes (Y/N)	Included Minutes	Included Text	Data Usage	Overage	Monthly Cost	Yearly Cost
4G \$37.99 Unlimited Mobile Broadband Plan (BGS 666)	20	\$37.99	N	0	0	Unlimited	\$0.00	\$759.80	\$9,117.60
		\$0.00	0	0	0	0	\$0.00	\$0.00	\$0.00
		\$0.00	0	0	0	0	\$0.00	\$0.00	\$0.00
		\$0.00	0	0	0	0	\$0.00	\$0.00	\$0.00
		\$0.00	0	0	0	0	\$0.00	\$0.00	\$0.00
		\$0.00	0	0	0	0	\$0.00	\$0.00	\$0.00
Total	20	\$37.99		0				\$759.80	\$9,117.60

Features	Line Count	Discounted Monthly Access	Monthly Cost	Yearly Cost
23% Discount applies to features of \$24.99 and higher when combined with rate plans of \$34.99 and higher.		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Total	0	\$0.00	\$0.00	\$0.00
RATE PLAN & FEATURE ESTIMATED ANNUAL COST				\$9,117.60

Quarterly Device Promotions	Line Count	Cost per Unit	Total
VZW MFI4620L (PP \$27.99+)	20	\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
Total	20	\$0.00	\$0.00

Device	Line Count	Cost per Unit	Total
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
Total	0	\$0.00	\$0.00

Accessory - 35% Off	Line Count	Cost per Unit	Discount	Total
VPC	20	\$19.49	\$10.50	\$389.80
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total	20	\$19.49		\$389.80
EQUIPMENT ESTIMATED COST				\$389.80

INVESTMENT ESTIMATE		Total
Rate Plan & Feature Estimated Annual Cost:		\$9,117.60
Equipment Estimated Cost:		\$389.80
INVESTMENT TOTAL		\$9,507.40

Additional Notes:

- * Charge does not include roaming charges, minutes used over allowance, etc. Please consult with your Sales Representative for more information.
- ** Equipment pricing and availability is subject to change.
- *** All applicable price plan and feature discounts have already been applied.

Service Pricing provided is for Government Liability Accounts Only and is subject to the terms, provisions and conditions of the State of Texas Department of Information Resources (DIR) Contract No. DIR-500-1779 Coverage, service and offers not available in all areas. Full terms and conditions, along with additional price plans offered by Verizon Wireless can be found on the <http://www.dir.state.tx.us/Internet> website. Price quotes do not reflect Federal Universal Service, E911 and Regulatory Fees, charges, or pass-through assessments. Please see information on Regulatory Surcharges and Fees below for additional details.

All quotes contained in this proposal are subject to the terms and conditions of the State of Texas DIR contract. Your accounts must be in good standing with Verizon Wireless to migrate your existing lines of service to the original offered in this proposal. If your Agency currently has service with Verizon Wireless, Price Plan changes and discounts may take up to two bill cycles to appear on your Verizon Wireless billing statement for accounts transitional to an approved State of Texas contract vehicle. As part of our compliance with FCC requirements, Verizon Wireless allows only GPS-compliant devices to be activated on our network. If your current device is not GPS-compliant you will not be able to activate service on our network with your existing equipment.

This Quotation is valid for ninety (90) days from date listed on quote (except for promotional pricing which may expire sooner). Data furnished in this document shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate the document.

Updated 10.10.12

AI-38049

HIDTA - Task Force 13. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Rene Guerra, Criminal District Attorney Submitted By: Nelda Olivarez, HIDTA

Department: HIDTA

Information

CAPTION

Requesting approval to process the following claims/invoices with authority for the County Treasurer to issue payment/check after review, audit and processing procedures are completed by the County Auditor:

Vendor Name	Inv. Date	Invoice No.	Amount
McCreery Aviation Co., Inc.	10/25/12	2012-263427(Nov.)	\$50.00
McCreery Aviation Co., Inc.	11/25/12	2012-265428(Dec.)	\$50.00
McCreery Aviation Co., Inc.	12/25/12	2012-267690(Jan.)	\$50.00
McCreery Aviation Co., Inc.	01/25/13	2013-269504(Feb.)	\$50.00

BACKGROUND

Monthly tie down fees on a seized aircraft-case no. T.F.#2012-0045

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1252-412-00-270-012-0-442

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance as of 4-5-13 \$822.00

Attachments

Invoices/claims

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/04/2013 12:39 PM
Manuel Chapa	Manuel Chapa	04/10/2013 11:53 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Nelda Olivarez		Started On: 04/04/2013 09:31 AM
	Final Approval Date: 04/19/2013	

McCreery Aviation Co., Inc.: INVOICE: SALE



Remit to: McCREERY AVIATION CO., INC.
 P.O. Box 1659
 McAllen, TX 78505
 Ph: 956-686-1774
 Fax: 956-686-3221

Bill to: [REDACTED] Ship to: [REDACTED]

Invoice Date	PO Number	Terms	Type		Invoice Number	
01/25/2013			INVO MD		2013-269504	
Item Number	Inv. Item	Description	Quantity	Unit Price	Unit Tax/Fees	Total
1	MON TIEDOWN	MONTHLY TIEDOWN-N9443D February	1.000	50.000	.0000	\$50.00

Sonya Lopez 3/15/13
[Signature] 3/15/2013
 3-1252-412-00-270-D12-0-442

zju

CUSTOMER: PRADO, RAUL

Customer Signature: _____

Sub-Total \$50.00
 Total \$50.00
 On Account \$50.00
 Change Due \$0.00

McCreery Aviation Co., Inc.: INVOICE: SALE



McCreery Aviation Co., Inc.

Remit to: McCREERY AVIATION CO., INC.
 P.O. Box 1659
 McAllen, TX 78505
 Ph: 956-686-1774
 Fax: 956-686-3221

Bill to: [REDACTED] Ship to: [REDACTED]

Invoice Date	PO Number	Terms	Type	Invoice Number
10/25/2012			INVO MD	2012-263427

Item Number	Inv. Item	Description	Quantity	Unit Price	Unit Tax/Fees	Total
1	MON TIEDOWN	MONTHLY TIEDOWN-N9443D	1.000	50.000	.0000	\$50.00

REPRINT

November

Some per. from 3/15/13

3-1253-412-00-270-012-D-442

Pd

7/80

CUSTOMER: PRADO, RAUL

Customer Signature: _____

Sub-Total	\$50.00
	\$0.00
Total	\$50.00
On Account	\$50.00
Change Due	\$0.00

McCreery Aviation Co., Inc.: INVOICE: SALE



McCreery Aviation Co., Inc.

Remit to: McCREERY AVIATION CO., INC.
 P.O. Box 1659
 McAllen, TX 78505
 Ph: 956-686-1774
 Fax: 956-686-3221

Bill to: [REDACTED] Ship to: [REDACTED]

Invoice Date	PO Number	Terms	Type	Invoice Number
11/25/2012			INVO MD	2012-265428

Item Number	Inv. Item	Description	Quantity	Unit Price	Unit Tax/Fees	Total
1	MON TIEDOWN	MONTHLY TIEDOWN-N9443D <i>December</i>	1.000	50.000	.0000	\$50.00

REPRINT

3-1252-412-DD-270-D12-D-442
3/15/13
[Signature]

copy

CUSTOMER: PRADO, RAUL


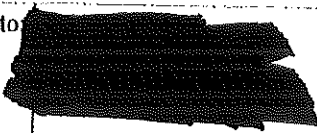
Customer Signature: _____

Sub-Total	\$50.00
	\$0.00
Total	\$50.00
On Account	\$50.00
Change Due	\$0.00

McCreery Aviation Co., Inc.: INVOICE: SALE



Remit to: McCREERY AVIATION CO., INC.
 P.O. Box 1659
 McAllen, TX 78505
 Ph: 956-686-1774
 Fax: 956-686-3221

Bill to:  Ship to: 

Invoice Date	PO Number	Terms	Type	Invoice Number		
12/25/2012			INVO MD	2012-267690		
Item Number	Inv. Item	Description	Quantity	Unit Price	Unit Tax/Fees	Total
1	MON TIEDOWN	MONTHLY TIEDOWN-N9443D	1.000	50.000	.0000	\$50.00
		January				
REPRINT						
3-12-52-418-00-270-012-0-442 3/15/13 3/11/2013						

CUSTOMER: PRADO, RAUL

Customer Signature: _____

Sub-Total	\$50.00
	\$0.00
Total	\$50.00
On Account	\$50.00
Change Due	\$0.00

AI-38111
CC REGULAR

Urban County 14. A.

Meeting Date: 04/23/2013

Submitted For: Lupita V. Garcia

Submitted By: Mary Flores, URBAN COUNTY

Department: URBAN COUNTY

Information

CAPTION

The Urban County Program on behalf of the Hidalgo County Precinct No. 4 is requesting approval and award of best and final negotiated contract with Dos Logistics, Inc. in the amount of \$ 35,976.00 utilizing CDBG FY (2012) Street Improvements Project.

BACKGROUND

Dos Logistics, Inc. submitted a best and final offer for professional engineering services for a street improvements project for Moises Flores Street within the Precinct No. 4 boundaries. Dos Logistics, Inc. was the highest ranked firm by County Commissioner's Court. See attached scope of services and Best and Final Offer Letter

Available Funds: \$ 190,936.59 STREET IMPROVEMENTS-PCT. #4

Attachments

Agenda Backup

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 08:29 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Mary Flores		Started On: 04/08/2013 04:25 PM
	Final Approval Date: 04/19/2013	

COUNTY *of* HIDALGO

JOSEPH PALACIOS

1051 N. DOOLITTLE RD.
EDINBURG, TEXAS 78542
OFFICE: (956) 383-3112
FAX: (956) 381-5905



COUNTY COMMISSIONER, PCT. No. 4

April 8, 2013

Mrs. Lupita V. Garcia
Hidalgo Urban County Program
3304 W. Alberta
Edinburg, TX 78539

REF: Urban County Program
Moises Flores Street Improvement Project

Mrs. Garcia,

Please be advised that after review of the best and final offer for the above mentioned project, Precinct 4 concurs with the recommendation of Raul Segin, to award to the engineering contract to, **Dos Logistics Inc.**, in the total amount of **\$35,976.00**.

Please place on the next available Commissioners' Court meeting for approval.

Should you have any questions or require additional information, please feel free to contact me at 383-3112.

Sincerely,

A handwritten signature in cursive script that reads 'Maria D. Lucio'.

Maria (Lulu) Lucio
Precinct #4 Program Manager

April 4, 2013

Commissioner Joseph Palacios
County of Hidalgo, Precinct 4
P.O. Box 1356
Edinburg, Texas 78540

**Re: *Best and Final Offer Delta Orchards Company Subdivision Unit No.7 Moises Road
"Paving and Drainage Improvements"***

Commissioner Palacios,

It is our pleasure to submit to Hidalgo County Precinct No.4, this proposal for Engineering in relation to Paving and Drainage Improvements on the above mentioned Subdivision. We have attached our proposal and scope of services and a fee schedule. Dos Logistics, Inc. (DL, Inc.) is eager regarding the opportunity to provide professional services for the Hidalgo County Precinct No. 4. DL, Inc.'s best and final offer for *Professional Engineering Services* is \$35,976.00.

If the attached meets your approval, we are ready to begin services promptly and certainly look forward to working with you on this valuable project.

Thank you for your attention and consideration. If you have any questions, concerns, or require additional information, please do not hesitate to contact me at (956) 968-8800, or Mr. Hugo Gonzalez, P.E. / Luis Nava P.E., at your earliest convenience.

Sincerely,



ERIC C. YBARRA
President/CEO

Cc: Marcos Lopez, Pct. 4

EXHIBIT "A"
HIDALGO COUNTY PRECINCT No. 4

Engineering for Pavement and Drainage Improvements

SCOPE OF SERVICES

Project Startup

Recovery existing Right of Way

Review FEMA maps

Review Appraisal Maps

Topographic Survey and Engineering Design for Road and Drainage

Set up control points for Topographic Survey

ROW Recovery

Run Elevations points to this project Area

Set up Two (2) Bench Marks

Perform Hydrology and Hydraulic Analysis,

Prepare Engineering Cost Estimate

Prepare Construction Plans,

Prepare Bid Package and Specification Book

Perform QA/QC

DOS Logistics

Delta Orchards Company Subdivision Paving and Drainage Improvements
Moises Road

	Contracted Rates	Survey Crew	Project Manager	Sr. Engineer	Project Engineer	Assistant Engineer	Senior Designer	Designer	Tech III	Clerical
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
TASK 145										
PROJECT MANAGEMENT/ADMINISTRATION										
TASK 145.01 - PROJECT MANAGEMENT AND COORDINATION										
A) Coordinate, Execute and Administer Work Authorization										
B) Progress Reports and Invoices					4					
C) Record Keeping and File Management										
D) Correspondence										
E) Meetings (Hidalgo County, Utility Companies)				8	8					
TASK 145 SUBTOTAL			220.00	200.00	172.00	159.00	149.00	139.00	86.00	72.00
TASK 160										
TASK 160.01 - DESIGN CRITERIA COORDINATION										
PS&E				4	6				8	
TASK 160.01 SUBTOTAL				4	6				8	
TASK 160.02 - HYDROLOGIC ANALYSIS										
					8					
TASK 160.02 SUBTOTAL					8					
TASK 160.03 - HYDRAULIC ANALYSIS										
					8					
TASK 160.03 SUBTOTAL					8					
TASK 160.04 - PLAN PREPARATION										
Create Existing Contours					2				16	
Create Drainage Area Map					3				8	
Create Preliminary Design					2				16	
Create Proposed Crosssections					2				16	
Create Existing and Proposed Typical Sections					2				4	
Prepare Utilities and Drainage Sheets					2				24	
Prepare ESC Tables					2				20	
Prepare Details and Standard Sheets					2				20	
QA/QC				4	3				12	
Prepare Specification Book				4	3				2	
TASK 160.04 SUBTOTAL				8	21				138	
TASK 160.05 - TOPOGRAPHIC SURVEY										
Find Control Points		16							8	
Basic Topographic Survey		40							16	
TASK 160.05 SUBTOTAL		56							24	
TASK 160 SUBTOTAL		56		12	43				170	
TOTAL HOURS (DOS Logistics)		56		20	55				170	
Contracted Rates	\$ 141.00	\$ 220.00	\$ 200.00	\$ 172.00	\$ 159.00	\$ 149.00	\$ 139.00	\$ 86.00	\$ 72.00	
Total Labor Cost	\$ 7,896	\$ 4,000	\$ 9,460	\$ 14,620	\$ 14,620	\$ 14,620	\$ 14,620	\$ 14,620	\$ 14,620	\$ 14,620
Total		\$ 35,976								



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
4/4/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RON ROBERTSON INSURANCE AGCY 7322 SW Frwy #1850 Houston, TX 77074	CONTACT NAME: Thomas Henrichsen	
	PHONE (A/C, No, Ext): (713) 771-6686 FAX (A/C, No): (713) 779-9410 E-MAIL ADDRESS: thomashenrichsen@aol.com	
INSURED Dos Logistics, Inc. 1002 East Expressway 83 Weslaco, TX 78596 956-968-8800	INSURER(S) AFFORDING COVERAGE	NAIC#
	INSURER A: Northfield Insurance	
	INSURER B: Sentinel Insurance / Hartford	
	INSURER C: Texas Mutual Insurance Company	
	INSURER D: Evanston Insurance Company	
	INSURER E: Tower National Insurance	
	INSURER F: Scottsdale Insurance Co.	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			BA-2410ACR	10-28-12	10-28-13	EACH OCCURRENCE \$ 1,000,000
		Y	Y				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/OP AGG \$ 1,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANYAUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			61 UECK04021	08/20/12	08/20/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		Y	Y				BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
E	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			6523-AZ23	10-28-12	10-28-2013	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 25,000						AGGREGATE \$ 1,000,000
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			0001199185	03/18/13	03/18/14	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
		N/A	Y				E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional E&O			EED 0001028	10-28-12	10-28-13	\$ 2,000,000 occurrence
E	Valuable Papers			CPS1604190	6/29/2012	6/29/2014	\$ 100,000 Occurrence \$ 1,000 deductible

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
PROJECT: "On Call" Professional Engineering Services Agreement for: "Road & Bridge, C.I.P. and All other Projects" within Hidalgo County Precinct #4.
Hidalgo County is shown as additional insured and waiver of subrogation on the General Liability & Auto Liability. Waiver of Subrogation on the Workers' Compensation. All subject to policy terms, conditions, limitations and exclusions.

CERTIFICATE HOLDER Hidalgo County 2802 S. Business Hwy 281 Edinburg, TX 78539	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Ron Robertson</i>
--	---

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

Professional Services Agreement

This Agreement, entered into this 23rd day of April, 2013 by and between Urban County Program, (hereinafter called the "Party") and Dos Logistics, Inc., duly authorized Engineer, herein acting by Eric Ybarra, President / CEO (hereinafter called the "Engineer").

WITNESSETH THAT:

WHEREAS, Hidalgo County has received CDBG funds from the U.S. Dept. of Housing and Urban Development to be used by Urban County Participants. It is understood and agreed that the Party's obligation under this Agreement is contingent upon the actual receipt of adequate federal funds to meet the liabilities under this Agreement; and

WHEREAS, the Party is interested in obtaining Engineering Services; and

WHEREAS, the Engineer, duly licensed and registered to practice engineer in the State of Texas, has the professional abilities to undertake the study, evaluation, analysis and recommendations in a manner which shall provide the necessary public service while preserving and enhancing to the greatest degree possible the natural and proposed environment in the Project (as hereinafter defined) area; and

WHEREAS, the Party desires to engage the Engineer to render certain services in connection therewith;

NOW, THEREFORE, the participants do mutually agree as follows:

**SECTION I
EMPLOYMENT OF THE ENGINEER**

The Party agrees to employ the Engineer to furnish and provide the engineering services as stated in the following sections and upon receipt of such satisfactory services, the Party agrees to pay the Engineer as stated in the sections to follow.

**SECTION II
BASIC SERVICES OF THE ENGINEER**

The Engineer shall perform the following Basic Services in connection with the proposed Precinct no. 4 Street Improvements Account(s) 5012-94-0311-5000-9400-UCP-GVG (the "Project") as more particularly described in Exhibit A attached hereto.

2.1 Preliminary Phase

- a. Attend preliminary conferences with the Party and, if requested, with the funding agency and other government agencies or interested parties regarding the project.
- b. As may be required, comply and receive from the Party and the funding agencies approval on all work.
- c. Prepare preliminary engineering plans on the Project in sufficient detail to indicate clearly the problems involved and solutions recommended with the cost estimates.
- d. Obtain the Party's written approval of the work of this Preliminary Phase before proceeding with the next phase.

2.2 Design Phase

- a. Attend the respective Party's meetings as requested for the purpose of explaining completed design work activities.
- b. Advise the Party of any soil investigations or tests which, in the opinion of the Engineer, may be required for the proper execution of the Project.
- c. Provide all field information and surveys required for the design of the Project.
- d. Plot field data and other survey information for the design of the Project.
- e. Prepare detailed plans, specifications and contract documents and drawings (reproducible tracings) for construction authorized by the Party.
- f. Furnish, if requested, the engineering data necessary for the Party to obtain permits required by local, state, and federal authorities.
- g. Prepare cost estimates of authorized construction, based on prices for work. If such estimated costs exceed the monies available, the Party shall be consulted so that revisions can be made to reduce the cost as required.
- h. Prepare all documents required for the advertisement and bidding of the Project in cooperation with the Party's staff.
- i. Preparation of property or easement descriptions.

2.3 Construction Phase

The Construction Phase will commence with the execution of the prime construction contract(s). The Party will issue a ten (10) day commence work notice which will signal the commencement of work under any construction contracts and will terminate upon the Party's approval of the Engineer's written approval of final payment to the Contractor(s). During the Construction Phase, the Engineer will:

- a. Assist the Party in opening and tabulating bids for the construction of the Project, and advise the Party in establishing the procedure for entering into construction phase.
- b. Prepare the formal Contract Documents for the Contractor.
- c. Make periodic visits to the site as required pursuant to the standards of Professional Engineers on projects of this nature, provide project construction supervision, to observe the progress and quality of the executed work and to determine if the work is proceeding in accordance with the contract documents.
- d. Consult with and advise the Party and issue all instructions and Change Orders to the Contractor selected by the Party.
- e. During the progress of actual construction, Engineer will keep continually the Owner informed with brief and concise information. A monthly progress report will be prepared and delivered to the Party including but limited to monies spent, construction time elapsed, percent of Project completed, a brief narrative of problems encountered and the anticipated completion date.
- f. Review shop and working drawings furnished by Contractor(s) for general compliance with design concept and with information given in contract documents.
- g. Review and provide a recommendation concerning samples, catalog data, schedules, shop drawings, laboratory, shape and mill tests of material and equipment and other data which the Contractor is required to submit, in compliance with the Contract Documents.
- h. Prepare monthly and final estimates for payments to Contractor(s).
- i. Engineer shall accompany the Party on the Final Inspection to assure that the total work has been completed in accordance with the Contract Documents.
- j. Prior to the Party's dispersal of any retainage of funds, render a written opinion to the Party that the construction has been completed according to the Contract Documents and provide the Party with a certificate of completion and release of liens documents from subcontractors.
- k. Provide the Party with bond copies of as-built drawings of the constructed improvements, within sixty (60) days of issuance of certificate of completion.
- l. The Engineer will be responsible for interim and final inspection.
- m. Furnish to the Party six (6) sets of plans and six (6) sets of specifications and contract documents.

**SECTION III
ADDITIONAL SERVICES OF THE ENGINEER**

If authorized in writing by the Party, the Engineer will furnish or obtain from others Additional Services of the following types which are not considered normal or customary basic services; these will be paid for by the Party as indicated in Section VI.

- 3.1 Services of a Resident Project Representative, and other field personnel as required, for on-the-site observations of construction, other than periodic visits covered in Section 2.3 herein.
- 3.2 Detailed mill, shop and/or laboratory inspection of materials or equipment.
- 3.3 Major revision of Contract drawings as distinguished from modifications due to change orders, modifications to reduce the cost of the project or modifications requested to meet federal, state, or local regulations.

**SECTION IV
REIMBURSABLE EXPENSES**

- 4.1 Travel and subsistence required for the Engineer and authorized by the Party to points other than within Hidalgo County and Project site.
- 4.2 Additional copies of reports and specifications over six (6) copies and additional prints of drawings over six (6) copies.
- 4.3 Reimbursable expenses as provided in Section IV herein shall be paid to the Engineer on the basis of 1.1 times the Engineers actual cost.

**SECTION V
THE PARTY'S RESPONSIBILITIES**

The Party will:

- 5.1 Provide full information as to requirements for the Project.
- 5.2 Assist the Engineer by providing all available information pertinent to the Project including reports and any other data relative to design and construction of the Project.
- 5.3 Furnish the services or data as required such as appropriate professional interpretations of all of the foregoing; property, boundary, easement, right-of-way, zoning, and deed restrictions; all of which the Engineer may rely upon in performing his services under this agreement.
- 5.4 Guarantee access to and make all provisions for the Engineer to enter upon public and private property as required for the Engineer to perform his services under this Agreement.
- 5.5 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the Engineer.
- 5.6 Pay for all costs incident to advertising and obtaining bids or proposals from Contractors.

- 5.7 Provide such legal and accounting services required to discharge the Party's responsibility under the terms of this Agreement and any Agreement with any governmental agency as may be required for the project, and such auditing services as the Party may require to ascertain how or for what purpose any Contractor has used the monies paid to him under the construction contract.
- 5.8 Give prompt written notice to the Engineer whenever the Party observes or otherwise becomes aware of any defect in the Project.

SECTION VI PAYMENTS TO THE ENGINEER

The Party agrees to pay the Engineer for completed services as identified by the Party:

- 6.1 The Engineer shall be paid a total fixed amount of **\$35,976.00** for services rendered under this contract. Payment shall be based on request for reimbursements with documentation requested by the Party. The Engineer's fee shall be due and payable as outlined in Sections 6.2, 6.3, and 6.4 as follows.
- 6.2 At Engineer's completion and Party's approval of the Engineer's services under the Preliminary Phase, Section 2.1 of this Agreement, Party shall pay a maximum of 15% of the sum set forth in Section 6.1 above.
- 6.3 At Engineer's completion and Party's approval of the Engineer's services under the Design Phase, Section 2.2 of this Agreement, Party shall pay a maximum of 60% of the sum set forth in Section 6.1 above.
- 6.4 At Engineer's completion and Party's approval of the Engineer's services under the Construction Phase, Section 2.3 of this Agreement, Party shall pay a maximum of 25% of the sum set forth in Section 6.1 above. Such sum to be paid periodically proportionately to the percentage of construction completed by the Contractor as determined by Engineer's reports.
- 6.5 For Additional Services as provided in Section III herein the Engineer shall be paid a sum of 1.1 times the Engineer's actual cost for such services.

SECTION VII OWNERSHIP OF DOCUMENTS

Original documents, plans, designs and survey notes developed in connection with services performed hereunder belong to, and remain the property of the Party, in consideration of which it is mutually agreed that the Party will use them solely in connection with the Project and as base material for possible future projects.

SECTION VIII TERMINATION

The Party may terminate this Agreement without cause at any time by a 30-day notice in writing to the Engineer. Upon receipt of such notice, the Engineer shall, unless the notice directs otherwise immediately discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. As soon as practical after receipt of notice of termination, the Engineer shall submit a statement showing in detail the actual services that were performed under this Agreement to date of termination, the date such services were performed and the length of time spent by each person or party engaged in performing such services on each day,

The Party shall pay the Engineer a sum of money equal to the reasonable value of the professional engineer services rendered by the Engineer to the Party in connection with the services performed under this Contract, less payments previously made by the Party to Engineer on work performed and expenses incurred by Engineer under the provisions of this Agreement. Copies of all completed or partially completed designs, plans, and specifications prepared under this Agreement shall be delivered to the Party when and if this Agreement is terminated, but subject to the restrictions as to their use, as set forth above.

Notwithstanding the above, the Engineer shall not be relieved of liability to the Party for damages sustained by the Party arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

SECTION IX COUNTY AND CITY OFFICIALS

Engineer agrees that no County or City official or Party employee shall be personally liable for any of the obligation created under this Agreement, or for any matter which may arise out of the Project, or any activities related thereto and hereby holds the Party, its political bodies and its employees harmless from and indemnifies them from any liability from any matter arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

SECTION X SUCCESSORS AND ASSIGNS

Party and Engineer each binds themselves, their partners, successors, executors, administrators, and assigns to the other party of Agreement in respect to all covenants of this Agreement. Neither the Party nor Engineer shall assign or transfer any interest in this Agreement without the written consent of the other.

SECTION XI TIME OF PERFORMANCE

The Engineer contracts and agrees to commence work within ten (10) days from the date of written authorization to proceed and will complete the preparation of the preliminary phase and estimates by ninety (90) days and will proceed upon authorization with final drawings, specifications, and contracts documents and complete same within the earliest practical time from such notice to proceed.

**SECTION XII
VENUE**

Venue and jurisdiction of any suit, right or cause of action arising under or in connection with this Contract shall lie exclusively in Hidalgo County, Texas.

**SECTION XIII
AMENDMENT**

This Agreement may be amended only by a written document executed by the parties hereto.

**SECTION XIV
COMPLIANCE WITH LOCAL LAWS**

The Engineer shall comply with all applicable laws, ordinances, and codes of the State and local governments, and the Engineer shall save the Party harmless with respect to any damages arising from any negligence of the engineer in performing any of the work embraced by this Contract.

**SECTION XV
ASSIGNABILITY**

The Engineer shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the Party thereof; provided however, that claims for money due or to become due to the Engineer from the Party under this Contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Party.

**SECTION XVI
GENERAL**

- 16.1 Audit. The Party and/or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Engineer which are directly pertinent to the Project for the purpose of making the audit, examination, excerpts, and transcriptions.
- 16.2 The Engineer agrees to comply with the following Executive orders, Titles and Program Regulations, including any additional requirements that may be set forth by the Party.
- a. Title VI of the Civil Rights Act - requires that no one may be denied access to benefits from projects which receive federal assistance.
 - b. Section 109 of the Housing and Community Development Act of 1974 - Nondiscrimination related to benefits from projects funded specifically under Title I of the Act.
 - c. Section 3 of the HUD Act of 1968 - requires that maximum effort be made to provide employment, training, and business opportunities to low income families and/or residents of the project area.

- d. The Engineer shall give the United States Department of Housing and Urban Development, the Inspector General, the Comptroller General of the United States, the Auditor of the State of Texas, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by Engineer pertaining to this Agreement. Such rights to access shall continue as long as the records are retained by Engineer. Engineer agrees to maintain such records in an accessible location for a period of three (3) years.
- e. Executive Order 11246 (paragraph a-c for contracts under \$10,000; paragraphs a-g for contracts over \$10,000) - Equal Employment Opportunity.

Executive Order 11246. Executive Order 11246 and the regulations issued pursuant thereto (24 CFR Part 130) which provides that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of federal or federally assisted contracts. Such consultants or subcontractors shall take affirmative action to ensure fair treatment in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination rates of pay or other forms of compensation and selection for training and apprenticeship.

Equal Employment Opportunity for Activities and Contracts not Subject to Executive Order 11246, as amended. In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Engineer shall take affirmative action to ensure that applicants for employment are employed and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not limited to the following: Employment, upgrading, demotion, or transfer; recruitment or other forms of compensation; and selection for training, including apprenticeship. The Engineer shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Government setting forth the provisions of this paragraph in all of its contracts for program work and will require all of its consultants for such work to incorporate such requirements in all subcontracts for program.

- 16.3 Interest of Certain Federal Officials: No member of or Delegate to the Congress of the United States and no Resident Commissioner, shall be admitted to any share or part of this Agreement or to any benefit to arise from the same.
- 16.4 Interest of Members, Officers, or Employees of Public Body, Member of Local Governing Body, or other Public Officials: No member, officer, or employee of the County or City, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any interest, direct or indirect, to be performed in connection with the program assisted under the Agreement. The Engineer shall incorporate or cause to be incorporated in all such documents in the paragraph in this Section.

**SECTION XVII
INSURANCE**

The Engineer shall obtain and keep in force during the term of its engagement on the Project, insurance as follows:

- 17.1 A comprehensive automobile liability policy covering liability exposure to bodily injury and property damages. The Engineer shall furnish Party Certificates of Insurance showing the comprehensive automobile liability insurance policies to be in effect, commencing when Engineers commence operations under this Agreement, in the sum of Three Hundred Thousand Dollars (\$300,000.00) for bodily injury and One Hundred Thousand Dollars (\$100,000.00) for property damages.
- 17.2 Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;
- 17.3 A Five Hundred Thousand Dollar (\$500,000.00) Comprehensive General Liability Insurance Policy providing additional coverage to all underlying liabilities of County consistent with potential exposure of County under the Texas Tort Claims Act;
- 17.4 Workers Compensation Insurance in amount established by Texas law, unless the engineer is specifically exempted from the Texas Worker's Compensation Act, Texas Labor Code Chapter 401, et. seq.
- 17.5 All insurance policies must be written by an insurance company or companies acceptable to the Party.

**SECTION XVIII
WARRANTY**

- 18.1 Engineer represents and warrants to Owner all services rendered to Owner under this Agreement shall, at a minimum, comply with the Texas Engineering Practices Act (Tex. Civ. St. Ann., Article 3271) and rules of the Texas Board of Professional Engineers.

**SECTION XIX
EFFECTIVE DATE**

The effective date of this contract shall be April 23rd, 2013. Such date being the date the County Commissioners' Court approved entering into contract with Engineer.

This Agreement is hereby approved this _____ day of _____, 20_____.

Signature: _____
Eric Ybarra, President/CEO

Firm Name: **DOS Logistics, Inc.**
Address: **1002 East Expressway 83**
City/ST/ZIP: **Weslaco, TX 78596**

FED ID #/SS #: **47-0946163**

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)(a sole proprietorship).

(seal)

Notary - Signature

County of Hidalgo Urban County Program:

Witness

Diana R. Serna, UCP Director

Revised as to Form:
Atlas & Hall, L.L.P.
By Stephen L. Crain
on April 26, 2012

Exhibit “A”
(Scope of Services)

See Attached

AI-38126

Urban County 14. B.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Candace Armenta

Submitted By: Mary Flores, URBAN COUNTY

Department: URBAN COUNTY

Information

CAPTION

Urban County Program on behalf of the City of San Juan is requesting approval of a best and final negotiated contract with Cruz-Hogan Consultants, Inc. in the amount of \$22,430.00 utilizing Year 25 (2012) funds for engineering and surveying services for water/sewer improvements on Lincoln Avenue and alley between 11th and 12th Street in San Juan, Texas.

BACKGROUND

Cruz-Hogan Consultants, Inc. has submitted a best and final offer for the required professional engineering services for the water/sewer improvements on Lincoln Avenue and alley between 11th and 12th Street in San Juan, Texas. Cruz-Hogan Consultants, Inc. was the highest ranked firm by Commissioner's Court on March 3rd, 2013. Contract approval in the amount of \$22,430.00 is being requested for engineering. See attached contract, letter of best and final offer, scope of services, and certificate of liability insurance.

Engineering Firm: Cruz-Hogan Consultants, Inc.

Contract Amount: \$ 22,430.00

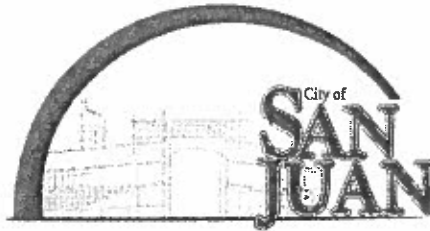
Funds Available: \$275,202.00 – FY 25 (2012) San Juan Water/Sewer Improvement Funds

Attachments

Agenda Backup

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 08:33 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Mary Flores		Started On: 04/09/2013 03:44 PM
	Final Approval Date: 04/19/2013	



San Juanita Sanchez
MAYOR

Armando Garza, Jr.
MAYOR PRO-TEM

Roberto "Bob" Garza
COMMISSIONER

Luis Ramos
COMMISSIONER

Eddie Suarez
COMMISSIONER

April 9, 2013

Candace J Armenta
Program Coordinator
Hidalgo County Urban County Program
3304 West Alberta Road
Edinburg, Texas 78539

RE: San Juan – 2012 Sewer Line Improvements

Dear Ms. Armenta:

This correspondence is to advise you that the City of San Juan has reviewed and concurs with the best and final offer for professional services as submitted by Cruz-Hogan Consultants for the above project. The City respectfully requests that the Urban County Program proceed with a recommendation to the County Commissioners' Court to award the design contract to Cruz-Hogan Consultants in the amount of \$22,430.

Should you have any questions, you may call me at (956)223-2206. I will be glad to assist you.

Sincerely,

Juan J. Rodriguez
City Manager

CRUZ-HOGAN *Consultants, Inc.*

Engineers • Planners • Consultants

McAllen • Harlingen
TBPE Firm Reg. No. F-4860

April 8, 2013

J.J. Rodriguez
City Manager
City of San Juan
709 S. Nebraska
San Juan, Texas 78589

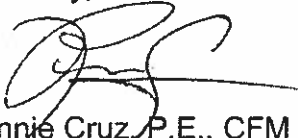
Re: Revised Best & Final Offer for Engineering Services
2012 Sewer Line Improvements (8th Street to 12th Street)
Hidalgo County Urban County Program
City of San Juan, Texas

Dear Mr. Rodriguez:

I have revised our fees on the enclosed "Exhibit A: Scope of Services", based on the hourly breakdown. Our best and final offer for the above-referenced project fees is a fixed sum of \$22,430.00. The total fee was established by adding an Engineering fee of \$19,430.00 and a Surveying fee of \$3,000.00.

I would like to thank you and the City of San Juan for the opportunity in assisting the City in this project. If you have any questions, please feel free to contact me at 956-682-5022.

Sincerely,



Ronnie Cruz, P.E., CFM
Vice-President

RC/lg

Enclosure

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

Professional Services Agreement

This Agreement, entered into this 23rd day of April, 2013 by and between **Urban County Program**, (hereinafter called the "Party") and **Cruz-Hogan Consultants, Inc.**, duly authorized Engineer, herein acting by **Ronnie Cruz, Owner** (hereinafter called the "Engineer").

WITNESSETH THAT:

WHEREAS, Hidalgo County has received CDBG funds from the U.S. Dept. of Housing and Urban Development to be used by Urban County Participants. It is understood and agreed that the Party's obligation under this Agreement is contingent upon the actual receipt of adequate federal funds to meet the liabilities under this Agreement; and

WHEREAS, the Party is interested in obtaining Engineering Services; and

WHEREAS, the Engineer, duly licensed and registered to practice engineer in the State of Texas, has the professional abilities to undertake the study, evaluation, analysis and recommendations in a manner which shall provide the necessary public service while preserving and enhancing to the greatest degree possible the natural and proposed environment in the Project (as hereinafter defined) area; and

WHEREAS, the Party desires to engage the Engineer to render certain services in connection therewith;

NOW, THEREFORE, the participants do mutually agree as follows:

**SECTION I
EMPLOYMENT OF THE ENGINEER**

The Party agrees to employ the Engineer to furnish and provide the engineering services as stated in the following sections and upon receipt of such satisfactory services, the Party agrees to pay the Engineer as stated in the sections to follow.

**SECTION II
BASIC SERVICES OF THE ENGINEER**

The Engineer shall perform the following Basic Services in connection with the proposed **Water/Sewer Improvements** Account(s) **5012-75-0310-5000-7500** (the "Project") as more particularly described in Exhibit A attached hereto.

2.1 Preliminary Phase

- a. Attend preliminary conferences with the Party and, if requested, with the funding agency and other government agencies or interested parties regarding the project.
- b. As may be required, comply and receive from the Party and the funding agencies approval on all work.
- c. Prepare preliminary engineering plans on the Project in sufficient detail to indicate clearly the problems involved and solutions recommended with the cost estimates.
- d. Obtain the Party's written approval of the work of this Preliminary Phase before proceeding with the next phase.

2.2 Design Phase

- a. Attend the respective Party's meetings as requested for the purpose of explaining completed design work activities.
- b. Advise the Party of any soil investigations or tests which, in the opinion of the Engineer, may be required for the proper execution of the Project.
- c. Provide all field information and surveys required for the design of the Project.
- d. Plot field data and other survey information for the design of the Project.
- e. Prepare detailed plans, specifications and contract documents and drawings (reproducible tracings) for construction authorized by the Party.
- f. Furnish, if requested, the engineering data necessary for the Party to obtain permits required by local, state, and federal authorities.
- g. Prepare cost estimates of authorized construction, based on prices for work. If such estimated costs exceed the monies available, the Party shall be consulted so that revisions can be made to reduce the cost as required.
- h. Prepare all documents required for the advertisement and bidding of the Project in cooperation with the Party's staff.
- i. Preparation of property or easement descriptions.

2.3 Construction Phase

The Construction Phase will commence with the execution of the prime construction contract(s). The Party will issue a ten (10) day commence work notice which will signal the commencement of work under any construction contracts and will terminate upon the Party's approval of the Engineer's written approval of final payment to the Contractor(s). During the Construction Phase, the Engineer

will:

- a. Assist the Party in opening and tabulating bids for the construction of the Project, and advise the Party in establishing the procedure for entering into construction phase.
- b. Prepare the formal Contract Documents for the Contractor.
- c. Make periodic visits to the site as required pursuant to the standards of Professional Engineers on projects of this nature, provide project construction supervision, to observe the progress and quality of the executed work and to determine if the work is proceeding in accordance with the contract documents.
- d. Consult with and advise the Party and issue all instructions and Change Orders to the Contractor selected by the Party.
- e. During the progress of actual construction, Engineer will keep continually the Owner informed with brief and concise information. A monthly progress report will be prepared and delivered to the Party including but limited to monies spent, construction time elapsed, percent of Project completed, a brief narrative of problems encountered and the anticipated completion date.
- f. Review shop and working drawings furnished by Contractor(s) for general compliance with design concept and with information given in contract documents.
- g. Review and provide a recommendation concerning samples, catalog data, schedules, shop drawings, laboratory, shape and mill tests of material and equipment and other data which the Contractor is required to submit, in compliance with the Contract Documents.
- h. Prepare monthly and final estimates for payments to Contractor(s).
- i. Engineer shall accompany the Party on the Final Inspection to assure that the total work has been completed in accordance with the Contract Documents.
- j. Prior to the Party's dispersal of any retainage of funds, render a written opinion to the Party that the construction has been completed according to the Contract Documents and provide the Party with a certificate of completion and release of liens documents from subcontractors.
- k. Provide the Party with sepia copies of as-built drawings of the constructed improvements, within sixty (60) days of issuance of certificate of completion.
- l. The Engineer will be responsible for interim and final inspection.
- m. Furnish to the Party six (6) sets of plans and six (6) sets of specifications and contract documents.

**SECTION III
ADDITIONAL SERVICES OF THE ENGINEER**

If authorized in writing by the Party, the Engineer will furnish or obtain from others Additional Services of the following types which are not considered normal or customary basic services; these will be paid for by the Party as indicated in Section VI.

- 3.1 Services of a Resident Project Representative, and other field personnel as required, for on-the-site observations of construction, other than periodic visits covered in Section 2.3 herein.
- 3.2 Detailed mill, shop and/or laboratory inspection of materials or equipment.
- 3.3 Major revision of Contract drawings as distinguished from modifications due to change orders, modifications to reduce the cost of the project or modifications requested to meet federal, state, or local regulations.

**SECTION IV
REIMBURSABLE EXPENSES**

- 4.1 Travel and subsistence required for the Engineer and authorized by the Party to points other than within Hidalgo County and Project site.
- 4.2 Additional copies of reports and specifications over six (6) copies and additional prints of drawings over six (6) copies.
- 4.3 Reimbursable expenses as provided in Section IV herein shall be paid to the Engineer on the basis of 1.1 times the Engineers actual cost.

**SECTION V
THE PARTY'S RESPONSIBILITIES**

The Party will:

- 5.1 Provide full information as to requirements for the Project.
- 5.2 Assist the Engineer by providing all available information pertinent to the Project including reports and any other data relative to design and construction of the Project.
- 5.3 Furnish the services or data as required such as appropriate professional interpretations of all of the foregoing; property, boundary, easement, right-of-way, zoning, and deed restrictions; all of which the Engineer may rely upon in performing his services under this agreement.
- 5.4 Guarantee access to and make all provisions for the Engineer to enter upon public and private property as required for the Engineer to perform his services under this Agreement.
- 5.5 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the Engineer.

- 5.6 Pay for all costs incident to advertising and obtaining bids or proposals from Contractors.
- 5.7 Provide such legal and accounting services required to discharge the Party's responsibility under the terms of this Agreement and any Agreement with any governmental agency as may be required for the project, and such auditing services as the Party may require to ascertain how or for what purpose any Contractor has used the monies paid to him under the construction contract.
- 5.8 Give prompt written notice to the Engineer whenever the Party observes or otherwise becomes aware of any defect in the Project.

SECTION VI PAYMENTS TO THE ENGINEER

The Party agrees to pay the Engineer for completed services as identified by the Party:

- 6.1 The Engineer shall be paid a total fixed amount of \$22,430.00 for services rendered under this contract. Payment shall be based on request for reimbursements with documentation requested by the Party. The Engineer's fee shall be due and payable as outlined in Sections 6.2, 6.3, and 6.4 as follows.
- 6.2 At Engineer's completion and Party's approval of the Engineer's services under the Preliminary Phase, Section 2.1 of this Agreement, Party shall pay a maximum of 15% of the sum set forth in Section 6.1 above.
- 6.3 At Engineer's completion and Party's approval of the Engineer's services under the Design Phase, Section 2.2 of this Agreement, Party shall pay a maximum of 60% of the sum set forth in Section 6.1 above.
- 6.4 At Engineer's completion and Party's approval of the Engineer's services under the Construction Phase, Section 2.3 of this Agreement, Party shall pay a maximum of 25% of the sum set forth in Section 6.1 above. Such sum to be paid periodically proportionately to the percentage of construction completed by the Contractor as determined by Engineer's reports.
- 6.5 For Additional Services as provided in Section III herein the Engineer shall be paid a sum of 1.1 times the Engineer's actual cost for such services.

SECTION VII OWNERSHIP OF DOCUMENTS

Original documents, plans, designs and survey notes developed in connection with services performed hereunder belong to, and remain the property of the Party, in consideration of which it is mutually agreed that the Party will use them solely in connection with the Project and as base material for possible future projects.

SECTION VIII TERMINATION

The Party may terminate this Agreement without cause at any time by a 30-day notice in writing to the Engineer. Upon receipt of such notice, the Engineer shall, unless the notice directs otherwise immediately discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. As soon as practical after receipt of notice of termination, the Engineer shall submit a statement showing in detail the actual services that were performed under this Agreement to date of termination, the date such services were performed and the length of time spent by each person or party engaged in performing such services on each day,

The Party shall pay the Engineer a sum of money equal to the reasonable value of the professional engineer services rendered by the Engineer to the Party in connection with the services performed under this Contract, less payments previously made by the Party to Engineer on work performed and expenses incurred by Engineer under the provisions of this Agreement. Copies of all completed or partially completed designs, plans, and specifications prepared under this Agreement shall be delivered to the Party when and if this Agreement is terminated, but subject to the restrictions as to their use, as set forth above.

Notwithstanding the above, the Engineer shall not be relieved of liability to the Party for damages sustained by the Party arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

SECTION IX COUNTY AND CITY OFFICIALS

Engineer agrees that no County or City official or Party employee shall be personally liable for any of the obligation created under this Agreement, or for any matter which may arise out of the Project, or any activities related thereto and hereby holds the Party, its political bodies and its employees harmless from and indemnifies them from any liability from any matter arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

SECTION X SUCCESSORS AND ASSIGNS

Party and Engineer each binds themselves, their partners, successors, executors, administrators, and assigns to the other party of Agreement in respect to all covenants of this Agreement. Neither the Party nor Engineer shall assign or transfer any interest in this Agreement without the written consent of the other.

SECTION XI TIME OF PERFORMANCE

The Engineer contracts and agrees to commence work within ten (10) days from the date of written authorization to proceed and will complete the preparation of the preliminary phase and estimates by

90 days and will proceed upon authorization with final drawings, specifications, and contracts documents and complete same within the earliest practical time from such notice to proceed.

SECTION XII VENUE

Venue and jurisdiction of any suit, right or cause of action arising under or in connection with this Contract shall lie exclusively in Hidalgo County, Texas.

SECTION XIII AMENDMENT

This Agreement may be amended only by a written document executed by the parties hereto.

SECTION XIV COMPLIANCE WITH LOCAL LAWS

The Engineer shall comply with all applicable laws, ordinances, and codes of the State and local governments, and the Engineer shall save the Party harmless with respect to any damages arising from any negligence of the engineer in performing any of the work embraced by this Contract.

SECTION XV ASSIGNABILITY

The Engineer shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the Party thereof; provided however, that claims for money due or to become due to the Engineer from the Party under this Contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Party.

SECTION XVI GENERAL

- 16.1 Audit. The Party and/or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Engineer which are directly pertinent to the Project for the purpose of making the audit, examination, excerpts, and transcriptions.
- 16.2 The Engineer agrees to comply with the following Executive orders, Titles and Program Regulations, including any additional requirements that may be set forth by the Party.
- a. Title VI of the Civil Rights Act - requires that no one may be denied access to benefits from projects which receive federal assistance.
 - b. Section 109 of the Housing and Community Development Act of 1974 - Nondiscrimination related to benefits from projects funded specifically under Title I of the Act.
 - c. Section 3 of the HUD Act of 1968 - requires that maximum effort be made to provide

employment, training, and business opportunities to low income families and/or residents of the project area.

- d. The Engineer shall give the United States Department of Housing and Urban Development, the Inspector General, the Comptroller General of the United States, the Auditor of the State of Texas, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by Engineer pertaining to this Agreement. Such rights to access shall continue as long as the records are retained by Engineer. Engineer agrees to maintain such records in an accessible location for a period of three (3) years.
- e. Executive Order 11246 (paragraph a-c for contracts under \$10,000; paragraphs a-g for contracts over \$10,000) - Equal Employment Opportunity.

Executive Order 11246. Executive Order 11246 and the regulations issued pursuant thereto (24 CFR Part 130) which provides that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of federal or federally assisted contracts. Such consultants or subcontractors shall take affirmative action to ensure fair treatment in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination rates of pay or other forms of compensation and selection for training and apprenticeship.

Equal Employment Opportunity for Activities and Contracts not Subject to Executive Order 11246, as amended. In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Engineer shall take affirmative action to ensure that applicants for employment are employed and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not limited to the following: Employment, upgrading, demotion, or transfer; recruitment or other forms of compensation; and selection for training, including apprenticeship. The Engineer shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Government setting forth the provisions of this paragraph in all of its contracts for program work and will require all of its consultants for such work to incorporate such requirements in all subcontracts for program.

- 16.3 Interest of Certain Federal Officials: No member of or Delegate to the Congress of the United States and no Resident Commissioner, shall be admitted to any share or part of this Agreement or to any benefit to arise from the same.
- 16.4 Interest of Members, Officers, or Employees of Public Body, Member of Local Governing Body, or other Public Officials: No member, officer, or employee of the County or City, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any interest, direct or indirect, to be performed in connection with the program assisted under the Agreement. The Engineer shall incorporate or cause to be incorporated in all

such documents in the paragraph in this Section.

SECTION XVII INSURANCE

The Engineer shall obtain and keep in force during the term of its engagement on the Project, insurance as follows:

- 17.1 A comprehensive automobile liability policy covering liability exposure to bodily injury and property damages. The Engineer shall furnish Party Certificates of Insurance showing the comprehensive automobile liability insurance policies to be in effect, commencing when Engineers commence operations under this Agreement, in the sum of \$300,000 for bodily injury and \$100,000 for property damages.
- 17.2 Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;
- 17.3 A Five Hundred Thousand Dollar (\$500,000.00) Comprehensive General Liability Insurance Policy providing additional coverage to all underlying liabilities of County consistent with potential exposure of County under the Texas Tort Claims Act;
- 17.4 Workers Compensation Insurance in amount established by Texas law, unless the engineer is specifically exempted from the Texas Worker's Compensation Act, Texas Labor Code Chapter 401, et. seq.
- 17.5 All insurance policies must be written by an insurance company or companies acceptable to the Party.

SECTION XVIII WARRANTY

- 18.1 Engineer represents and warrants to Owner all services rendered to Owner under this Agreement shall, at a minimum, comply with the Texas Engineering Practices Act (Tex. Civ. St. Ann., Article 3271) and rules of the Texas Board of Professional Engineers.

SECTION XIX EFFECTIVE DATE

The effective date of this contract shall be 23rd day of April, 2013. Such date being the date the County Commissioners' Court approved entering into contract with Engineer.

This Agreement is hereby approved this _____ day of _____, 20_____.

Signature: _____
Ronnie Cruz, Cruz-Hogan Consultants, Inc.

Firm Name: Cruz-Hogan Consultants, Inc.
Address: 1221 East Tyler, Suite A
City/ST/ZIP: Harlingen, TX 78550

FED ID #/SS #: 75-2441784

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)(a sole proprietorship).

(seal)

Notary - Signature

County of Hidalgo Urban County Program:

Witness

Diana R. Serna, UCP Director

Revised as to Form:
Atlas, Hall, & Rodriguez
By Stephen L. Crain
on April 26, 2012

Exhibit “A”
(Scope of Services)

See Attached

Exhibit "A"

SCOPE OF SERVICES:

2012 Sewer Line Improvements (8th to 12th Street)
Hidalgo County Urban County Program
City of San Juan, Texas

A. Preliminary Phase

1. Attend preliminary conferences with the City of San Juan staff acquire available and relevant background data in respect to the project.
2. Establish the scope of topographic surveys for the design of the project.
3. Prepare a preliminary engineering report and submit to the City for review.

B. Design Phase

1. Receive electronic survey data from project surveyor and prepare background drawings for construction plans.
2. Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by the City.
3. Submit plans and specifications to the appropriate agencies, other than the City, and coordinate approval process.
4. Furnish the City three (3) sets of copies of plans and specifications marked "Preliminary" for approval by the City. Upon final approval by the City, the Engineer will provide the City three (3) sets of the "Final" plans and specifications.

C. Construction Phase

1. Assist the City in conducting a pre-construction conference with City staff, Urban County staff and Construction Company.
2. Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to the City regarding materials and workmanship.
3. Conduct final inspection of the project.
4. Prepare revisions of construction drawings with the assistance of the City's personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to the City. Three (3) sets will be provided.

Compensation

A. Preliminary Phase (15%) (To include surveying)	\$ 3,364.50
B. Design Phase (60%)	\$13,458.00
C. Construction Phase (25%)	<u>\$ 5,607.50</u>
Total	\$22,430.00

**ENGINEERING FEE
HOURLY BREAKDOWN**

HIDALGO COUNTY URBAN COUNTY PROGRAM

Engineer:	Cruz-Hogan Consultants, Inc.					
Project:	2012 Sewer Line Improvements (8th Street to 12th Street)					
Owner:	City of San Juan, Texas					
Description:	This project consists of the purchase and installation of 8-inch sanitary sewer lines along Lincoln Ave between 8th St. and 12th St., including the alley between 11th St. and 12th St. (from Lincoln Ave to Standard Ave) to include but not limited to adjacent/abutting streets within the same general vicinity.					
TASK	DESCRIPTION	Design Engineer	Project Manager	Engineering Technician	Admin/ Clerical	
Task No. 1	Attend preliminary conferences with the City of San Juan staff acquire available and relevant background data in respect to the project.	4	1		1	
Task No. 2	Establish the scope of topographic surveys for the design of the project.	2	1			
Task No. 3	Prepare a preliminary engineering report and submit to the City for review.	5			2	
Task No. 4	Receive electronic survey data from project surveyor and prepare background drawings for construction plans.	2	2	6		
Task No. 5	Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by the City.	40	4	70	8	
Task No. 6	Submit plans and specifications to the appropriate agencies, other than the City, and coordinate approval process.		2		6	
Task No. 7	Furnish the City three (3) sets of copies of plans and specifications marked "Preliminary" for approval by the City. Upon final approval by the City, the Engineer will provide the City three (3) sets of the "Final" plans and specifications.	1	2		6	
Task No. 8	Assist the City in conducting a pre-construction conference with City staff, Urban County staff and Construction Company.	1	1			
Task No. 9	Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to the City regarding materials and workmanship.	8	10			
Task No. 10	Conduct final inspection of the project.	2	2			
Task No. 11	Prepare revisions of construction drawings with the assistance of the City's personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to the City. Three (3) sets will be provided.	1	1	3	4	
	Hour (Sub-Total)	66	26	79	27	
	Contract Rates Per Hour	\$175.00	\$120.00	\$50.00		\$30.00
	Sub-Total Labor Cost	\$11,550.00	\$3,120.00	\$3,950.00		\$810.00

SUB-TOTAL LABOR COST \$19,430.00
SURVEYING FEES \$3,000.00

TOTAL ENGINEERING FEES \$22,430.00

**ENGINEERING FEE
HOURLY BREAKDOWN**

HIDALGO COUNTY URBAN COUNTY PROGRAM

Engineer:	Cruz-Hogan Consultants, Inc.
Project:	2012 Sewer Line Improvements (8th Street to 12th Street)
Owner:	City of San Juan, Texas
Description:	This project consists of the purchase and installation of 8-inch sanitary sewer lines along Lincoln Ave between 8th St. and 12th St., including the alley between 11th St. and 12th St. (from Lincoln Ave to Standard Ave) to include but not limited to adjacent/abutting streets within the same general vicinity.

TASK	DESCRIPTION	Design Engineer	Project Manager	Engineering Technician	Admin/ Clerical
Task No. 1	Attend preliminary conferences with the City of San Juan staff acquire available and relevant background data in respect to the project.	2 (4)	1		1
Task No. 2	Establish the scope of topographic surveys for the design of the project.	1 (2)	1		
Task No. 3	Prepare a preliminary engineering report and submit to the City for review.	4 (6)			2
Task No. 4	Receive electronic survey data from project surveyor and prepare background drawings for construction plans.	2 (4)	2	6	
Task No. 5	Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by the City.	2 (4)	4	6 (70)	8
Task No. 6	Submit plans and specifications to the appropriate agencies, other than the City, and coordinate approval process.		2		4
Task No. 7	Furnish the City three (3) sets of copies of plans and specifications marked "Preliminary" for approval by the City. Upon final approval by the City, the Engineer will provide the City three (3) sets of the "Final" plans and specifications.	1	2		4
Task No. 8	Assist the City in conducting a pre-construction conference with City staff, Urban County staff and Construction Company.	1	1		
Task No. 9	Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to the City regarding materials and workmanship.	8	10		
Task No. 10	Conduct final inspection of the project.	2	2		
Task No. 11	Prepare revisions of construction drawings with the assistance of the City's personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to the City. Three (3) sets will be provided.	1	1	3	4
Hour (Sub-Total)		56 (68)	26	179 (64)	28 (25)
Contract Rates Per Hour:		\$175.00	\$120.00	\$50.00	\$30.00
Sub-Total Labor Cost		\$11,900.00	\$3,120.00	\$3,950.00	\$870.00

SUB-TOTAL LABOR COST \$19,840.00
SURVEYING FEES \$3,000.00

PROJECT
7-1,500 +F N/S
7-500 4P E/W

Tom - 3/17/10
3/15/13

As per No. 3/27/10 on ENG \$17,060 Surveying \$ 3,000 T.H. \$20,060

9,800 - TOTAL ENGINEERING FEES \$22,840.00
7,750 3,120 3,450 680
ENG - \$14,610
SURVEYING - \$3,000



Policy Number:

Date Entered: 6/17/2010

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/12/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	RISKPRO Insurance Agency, LLC 901 Waterfall Way, Suite 407 Richardson, Texas 75080	CONTACT NAME:		
		PHONE (A/C, No, Ext): (972) 235-3030	FAX (A/C, No): (972) 235-3556	
INSURED	Cruz-Hogan Consultants, Inc. 222 West Harrison, Suite A Harlingen, TX 78550	E-MAIL ADDRESS:		
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A:	SENTINEL INSURANCE COMPANY, LIMITED	11000
		INSURER B:	Hartford Accident and Indemnity Company	22357
		INSURER C:	Everest National Insurance Co.	10120
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			46 SBA NV4715	05/16/2012	05/16/2013	EACH OCCURRENCE	\$2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	\$4,000,000
								\$
A	AUTOMOBILE LIABILITY			46 SBA NV4715	05/16/2012	05/16/2013	COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000
	<input type="checkbox"/> ANY AUTO ALL OWNED AUTOS						BODILY INJURY (Per person)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS						BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED			RETENTION \$				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			46 WBC AB7729	7/30/2012	7/30/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT	\$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$1,000,000
C	Design Professional Liability			79 AE 000044-121	08/09/2012	08/09/2013	Each Claim	\$1,000,000
							Aggregate	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Coverage is subject to all policy terms, conditions, exclusions and endorsements.

CERTIFICATE HOLDER

Hidalgo County Purchasing Department
2802 South Business Highway 281
Edinburg TX 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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AI-38151

Head Start 16. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

End of Year Activities - May 2013

BACKGROUND

Policy Council Approval: 04.17.13

Attachments

End of Year Activities

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 03:39 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 02:47 PM
	Final Approval Date: 04/19/2013	

End of Year Activities

May 2013

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Parent/ Volunteer Banquet	2 Community/ Partnership Banquet	3
6	7	8	9 Staff Graduations	10
13 Center Graduations	14 Center Graduations	15 Center Graduations	16 Center Graduations	17 Center Graduations
20	21	22 Children's Last Day/ Early Release	23 Staff Appreciation Banquet	24 Last Day for Center Staff
27 Holiday	28	29	30	31

Parent Volunteer Banquet, 8:00 am-1:00 pm, A-1 Head Start Center, 2100 Fir Street, McAllen, Texas
Community/Partnership Banquet, 8:00 am-1:00 pm, 12345 State St., McAllen, Texas
Staff Graduations, , 11:00 am – 1:00 pm, Head Start Administration, 1901 West State Highway 107, McAllen, Texas
Center Graduations – Respective Centers
Staff Appreciation Banquet, 10:00 am-1:00 pm, A-1 Head Start Center, 2100 Fir Street, McAllen, Texas

AI-38150

Head Start 16. B.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Recruitment Report for Program Year 2013-2014

BACKGROUND

Policy Council Approval: 04.17.13

Attachments

Recruitment Report

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 03:39 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 02:44 PM
	Final Approval Date: 04/19/2013	

Hidalgo County Head Start Program
 Recruitment Count PY: 2013 - 2014

	Center	Class Quota	Recruitment Total 03/08/2013	Recruitment Total 03/18/2013	Total
1	Alamo	117	85	76	161
2	Alton	100	55	55	110
3	Donna I	136	155	135	290
4	Donna II	60	38	39	77
5	Donna IV	33	21	31	52
6	Edcouch	182	118	95	213
7	Edinburg I	57	40	38	78
8	Edinburg II	34	42	15	57
9	Edinburg III	51	49	15	64
10	Edinburg IV	194	148	194	342
11	Edinburg V	154	98	152	250
12	Elsa	57	37	33	70
13	Hidalgo	54	36	24	60
14	La Herencia	52	42	23	65
15	La Joya	94	74	19	93
16	Las Milpas I	114	72	120	192
17	Las Milpas II	51	43	28	71
18	McAllen II	135	81	97	178
19	McAllen IV	51	50	15	65
20	McAllen V	57	40	25	65
21	McAllen VI	51	23	43	66
22	Mercedes I	117	71	57	128
23	Mercedes II	34	37	25	62
24	Mission I	80	67	41	108
25	Mission II	148	74	51	125
26	Mission III	51	38	36	74
27	Mission IV	55	28	23	51
28	Monte Alto	37	30	35	65
29	Palmview I	100	59	68	127
30	Palmview II	160	74	71	145
31	Palmview III	120	89	25	114
32	Pharr	95	78	45	123
33	Progreso	57	50	53	103
34	San Carlos	80	24	25	49
35	San Juan I	54	62	23	85
36	San Juan II	179	216	143	359
37	Sullivan City	94	21	34	55
38	UTPA	34	22	32	54
39	Vine Terrace	56	30	45	75
40	Weslaco I	77	60	50	110
41	Weslaco II	74	89	65	154
42	Weslaco III	97	65	48	113
43	Western Road	57	66	60	126
	Total	3690	2697	2327	5024

AI-38170

Head Start 16. C.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Presentation of Nutrition Program Contest 2013 Winners

BACKGROUND

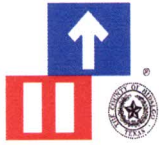
Policy Council Approval: 04.17.13

Attachments

Nutrition Contest

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/11/2013 08:32 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 04:29 PM
	Final Approval Date: 04/19/2013	



Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: April 17, 2013

SUBJECT: Presentation of Child Nutrition Program Contest 2013 Winners

RATIONALE/NEED: The Program conducts a Nutrition Contest annually to promote healthy eating habits. The Nutrition Program Contest winners were selected by the judges. Categories for judging were established based on the number of classrooms in the center.

RECOMMENDATION: No action required.

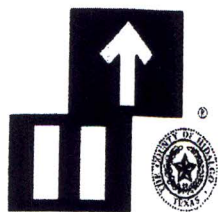
COST: N/A

RELATED INFORMATION INCLUDES: Memorandum Regarding the Nutrition Contest 2013 Winners

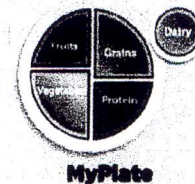
INITIATED BY: Gilbert Silva, Child Nutrition Director

REVIEWED BY: Edmundo Garcia, Assistant Program Director

EXECUTIVE DIRECTOR'S APPROVAL:



Memorandum



TO: All Center Managers

FROM: Mr. Gilbert Silva, Child Nutrition Director *Mr. Gilbert Silva*

THROUGH: Mrs. Teresa Flores, Executive Program Director *Mrs. Teresa Flores*

DATE: March 21, 2013

RE: **NUTRITION CONTEST 2013 WINNERS**

CC: Mr. Edmundo Garcia, Assistant Program Director
Mrs. Nora Munoz, Assistant Program Director
Education Area Director

The Child Nutrition Department would like to thank everyone for participating in our "Annual" Nutrition Contest. It was wonderful to see the smiling faces of the children and the proud enthusiasm of the parents as they watched the contest unfold before them.

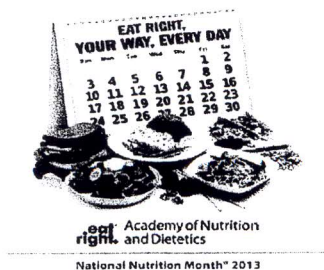
The Head Start staff performance was unequivocally contagious with enthusiasm, as they coordinated the event with the parents and children. YOU WERE EXCELLENT! There are no other words to describe it. Thank you for making the event so wonderful.

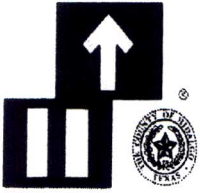
1st place winners will receive the following Activity Kit for your center:

1 Set	Choosy Music (5 pack)
1 Each	Choosy Plush Doll
1 Each	Parachute 6' (8 handles)
1 Each	MyPlate Activity Mat
5 Each	Nutrition Picture Toss-Up Ball
1 Set	Hula Hoop (6/set)
2 Each	MyPlate Apron
1 Set	Fruit and Vegetables Book (2/set)

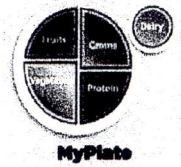
Please distribute the enclosed item as a token of our appreciation for all your efforts during the "Annual" Nutrition Contest.

-Wood Apple Keychain (one each): Center Manager, Facilitator, Support Service Assistant, Teacher, Assistant Teacher, Disability Aide, Custodian, Bus Driver, and Bus Aide.





NUTRITION CONTEST 2013



CONGRATULATIONS!

<u>CATEGORY</u>	<u>FIRST PLACE</u>	<u>SECOND PLACE</u>	<u>THIRD PLACE</u>
Two Classroom Center	Monte Alto	Edinburg II	Donna IV
Three Classroom Centers East	Edinburg I	McAllen VI	Hidalgo
Three Classroom Centers West	Progreso	Vine Terrace	Western Road
Four Classroom Centers	Weslaco II	Mission I	Weslaco I
Five Classroom Centers	Pharr	La Joya	Alton
Six - Seven Classroom Centers	Las Milpas I	Austin One	Alamo
Eight - Ten Classroom Centers	Edcouch	Mission II	Edinburg V

AI-38152

Head Start 16. D.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Discussion/Approval of Summer Work Schedule

BACKGROUND

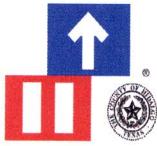
Policy Council Approval: 04.17.13

Attachments

Summer Work Schedule

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 03:39 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 02:52 PM
	Final Approval Date: 04/19/2013	



Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: April 17, 2013

SUBJECT: Discussion/Approval of Summer Work Schedule

RATIONALE/NEED: The Administrative Office staff is recommending working the four (4) day week this summer. The day will begin at 7:00 a.m. and end at 6:00 p.m. including one (1) hour for lunch. The Administrative Office staff were presented with three (3) options to choose from and the above summer work schedule received the majority of the votes.

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Voting Results and Summer Work Calendar

INITIATED BY: Teresa Flores, Executive Director

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: *Teresa Flores*



Hidalgo County Head Start Program

Summer Work Schedule 2012-2013 Results

DEPARTMENTS	OPTION 1 Monday – Thursday 7:00 a.m. – 5:00 pm Friday- 7:00 am-11:00 pm	OPTION 2 Monday – Thursday 7:00 a.m. – 6:00 pm Friday- Off	OPTION 1 Monday – Thursday 8:00 a.m. – 6:00 pm Friday- 8:00 am-12 Noon	TOTAL VOTES
Administration		7		7
Child Nutrition		5		5
Education		6		6
Family Services		4	1	5
Finance		4	1	5
Health/Mental Health		7		7
Human Resources		7		7
Maintenance/Warehouse/ Transportation		25		25
M.I.S.		4		4
Procurement		4		4
Special Services	4	0		4
Staff Development		2		2
Transition		2		2
TOTALS	4	77	2	83

June 2013- Option 2

Mon	Tue	Wed	Thu	Fri
May 27 Holiday Office Closed	May 28 7:00 am - 6:00 pm	May 29 7:00 am - 6:00 pm	May 30 7:00 am - 6:00 pm	May 31 Office Closed
3 1st Phase Begins 7:00 am - 6:00 pm	4 7:00 am - 6:00 pm	5 7:00 am - 6:00 pm	6 7:00 am - 6:00 pm	7 Office Closed
10 7:00 am - 6:00 pm	11 7:00 am - 6:00 pm	12 7:00 am-6:00 pm	13 7:00 am - 6:00 pm	14 Office Closed
17 2nd Phase Begins Office Closed	18 Office Closed	19 Office Closed	20 Office Closed	21 Office Closed
24 Office Closed	25 Office Closed	26 Office Closed	27 Office Closed	28 Office Closed

July 2013- Option 2

Mon	Tue	Wed	Thu	Fri
1 Office Closed	2 Office Closed	3 Office Closed	4 Holiday Office Closed	5 Office Closed
8 Office Closed	9 1st Phase Returns 7:00 am - 6:00 pm	10 7:00 am - 6:00 pm	11 7:00 am - 6:00 pm	12 Office Closed
15 7:00 am - 6:00 pm	16 7:00 am - 6:00 pm	17 7:00 am - 6:00 pm	18 7:00 am - 6:00 pm	19 Office Closed
22 7:00 am - 6:00 pm	23 2nd Phase Returns All Staff Returns 7:00 am - 6:00 pm	24 7:00 am - 6:00 pm	25 7:00 am - 6:00 pm	26 Office Closed
29 Return to Work 8:00 am-5:00 pm	30	31		

AI-38153

Head Start 16. E.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Discussion/Approval to Eliminate Perfect Attendance

BACKGROUND

Policy Council Approval: 04.17.13

Attachments

Eliminate Perfect Attendance

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/11/2013 08:31 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 02:55 PM
	Final Approval Date: 04/19/2013	



Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: April 17, 2013

SUBJECT: Discussion/Approval to Eliminate Perfect Attendance Incentive

RATIONALE/NEED: As part of the reduction in spending reflected in the Sequestration Plan, administration is proposing to eliminate this incentive.

RECOMMENDATION: Administration recommends approval.

COST: 2012 Expenditure - \$17,868
USDA - \$ 2,018

RELATED INFORMATION INCLUDES:

INITIATED BY: Teresa Flores, Executive Director

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL:

Teresa Flores

AI-38161

Head Start 16. F.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Discussion/Approval of Memorandum of Understanding (MOU) between Hidalgo County Head Start Program and The University of Texas Pan American

BACKGROUND

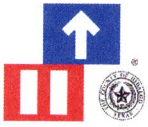
Policy Council Approval: 04.17.13

Attachments

MOU with UTPA

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 04:24 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 03:50 PM
	Final Approval Date: 04/19/2013	



Hidalgo County Head Start Program Policy Council Agenda

DATE: April 17, 2013

SUBJECT: Discussion/ Approval of Memorandum of Understanding (MOU) Between Hidalgo County Head Start Program and the University of Texas Pan American

RATIONALE/NEED: Memorandum of Understanding (MOU) is needed to continue providing Head Start services to children of the community.

RECOMMENDATION: Administration recommends approval.

COST: There is no cost for the use of classrooms.

RELATED INFORMATION INCLUDED: Memorandum of Understanding and Memo

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

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

PROGRAM DIRECTOR'S APPROVAL: *Jessica Flores*



HIDALGO COUNTY HEAD START PROGRAM

P. O. BOX 0117 ♠ EDINBURG, TEXAS 78540-0117 ♠ TEL: (956) 383-0706 ♠ FAX: (956) 380-2588

To: Edmundo Garcia, Assistant Program Director

From: Ambrosio Tovar, Procurement Director *A. Tovar*

Date: April 8, 2013

Sub: Renewal of UTPA Memorandum of Understanding

We are submitting the UTPA Memorandum of Understanding (MOU) for approval for the next school year (2013-2014). The current MOU will expire on June 30, 2013.

If approved, this will be the fifth year that HCHSP would be in partnership with the University of Texas- Pan American. This MOU is the same format that was approved by Mr. Steve Crain, from Atlas, Hall & Rodriguez.

Should you have any questions please let me know.

Thank you.

MEMORANDUM OF UNDERSTANDING
Between
Hidalgo County Head Start Program and
The University of Texas-Pan American
2013 – 2014

WHEREAS, the County of Hidalgo Acting by and through the Hidalgo County Head Start Program (“Head Start”), a governmental entity, desires to provide a Head Start Program for children ages 3 and 4 years old at The University of Texas-Pan American campus, hereinafter referred to as “University”.

WHEREAS, the University desires to provide facilities for Head Start to provide its services to qualified children of the service area,

NOW THEREFORE, The University and Head Start agree as follows:

1. Classes

Head Start agrees to provide all personnel, supplies and equipment, during regular Head Start hours, in order to provide child development and daycare services for qualified children of the service area (the “Services”). Head Start will operate between the hours of 7:30 a.m. and 5:30 p.m. as needed in facilities provided and designated by the University at College of Education Model Lab Center. The University will designate two (2) classrooms located in the College of Education, a kitchen area for food preparation, and office space (the “Facility”); a minimum of three (3) reserved parking spaces for parents and a playground area to be used by the Head Start Program for a program defined above will also be provided.

2. Term

The term of this Memorandum of Understanding is for one (1) year commencing August 1, 2013 and terminating July 31, 2014.

3. Facilities

The University hereby agrees to provide two (2) classrooms located in the College of Education (“COE”), a kitchen area for food preparation, office space, a minimum of three (3) reserved parking spaces for parents, and a playground area on a year round basis for Head Start to conduct its Early Childhood Development Program. Head Start agrees to pay for utilities, including but not limited to, lighting, heating, ventilation, air conditioning, water and general custodial services reasonably required to provide services. Utility cost will be prorated by the parties based on the square footage occupied by Head Start. Head Start will also pay for all expenses associated with the maintenance of the Facility and seven (7) parking passes for the Head Start staff. Head Start shall coordinate all programs and schedules with the assigned Liaison of the University. Head Start assumes responsibility and liability arising from, associated with or in any way connected to the storage of all property of Head Start on the premises of the University. In connection therewith and not in any way

limiting the foregoing, Head Start expressly assumes all liability and responsibility for theft or damages to property of Head Start located on the premises of the University.

4. Insurance

At all times during the term of this Memorandum of Understanding, Head Start shall maintain in place a commercial general liability insurance policy insuring its property against bodily injury and property damage claims brought in connection with this MOU. Head Start agrees to carry insurance in the amounts shown below. Head Start will furnish the University with certificates of insurance covering all required policies.

- Workers Compensation Insurance with statutory limits, and Employer's Liability Insurance with limits of not less than \$1,000,000:

Employers Liability - Each Accident	\$1,000,000
Employers Liability - Each Employee	\$1,000,000
Employers Liability - Policy Limit	\$1,000,000

- Commercial General Liability Insurance with limits of not less than:

Each Occurrence Limit	\$1,000,000
Damage to Rented Premises	\$ 100,000
Medical Expenses (any one person)	\$ 10,000
Personal & Advertising Injury	\$1,000,000

- Business Auto Liability Insurance covering all owned, non-owned or hired automobiles, with limits of not less than \$1,000,000 Combined Single Limit Bodily Injury and Property Damage;

Insurance policies, with the exception of Workers' Compensation and Employer's Liability, will be endorsed and name University as an Additional Insured. All policies will be endorsed to provide a waiver of subrogation in favor of University. All policies with the exception of Workers' Compensation and Employer's Liability will be endorsed to provide primary and non-contributory coverage. No policy will be canceled until after thirty (30) days' unconditional written notice to University.

5. Indemnification

TO THE EXTENT ALLOWED BY LAW, HEAD START WILL AND DOES HEREBY AGREE TO INDEMNIFY, PROTECT, DEFEND WITH COUNSEL APPROVED BY UNIVERSITY, AND HOLD HARMLESS UNIVERSITY AND THE UNIVERSITY OF TEXAS SYSTEM, AND THEIR RESPECTIVE AFFILIATED ENTERPRISES, REGENTS, OFFICERS, DIRECTORS, ATTORNEYS, EMPLOYEES, REPRESENTATIVES AND AGENTS (COLLECTIVELY “**INDEMNITEES**”) FROM AND AGAINST ALL DAMAGES, LOSSES, LIENS, CAUSES OF ACTION, SUITS, JUDGMENTS, EXPENSES, AND OTHER CLAIMS OF ANY NATURE, KIND, OR DESCRIPTION, INCLUDING REASONABLE ATTORNEYS’ FEES INCURRED IN INVESTIGATING, DEFENDING OR SETTLING ANY OF THE FOREGOING (COLLECTIVELY “**CLAIMS**”) BY ANY PERSON OR ENTITY, ARISING OUT OF, CAUSED BY, OR RESULTING FROM HEAD START’S PERFORMANCE UNDER OR BREACH OF THIS AGREEMENT AND THAT ARE CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT, NEGLIGENT OMISSION OR WILLFUL MISCONDUCT OF HEAD START, ANYONE DIRECTLY EMPLOYED BY HEAD START OR ANYONE FOR WHOSE ACTS HEAD START MAY BE LIABLE. THE PROVISIONS OF THIS SECTION WILL NOT BE CONSTRUED TO ELIMINATE OR REDUCE ANY OTHER INDEMNIFICATION OR RIGHT WHICH ANY INDEMNITEE HAS BY LAW OR EQUITY. ALL PARTIES WILL BE ENTITLED TO BE REPRESENTED BY COUNSEL AT THEIR OWN EXPENSE.

TO THE EXTENT ALLOWED BY LAW, UNIVERSITY WILL AND DOES HEREBY AGREE TO INDEMNIFY, PROTECT, DEFEND WITH COUNSEL APPROVED BY HEAD START, AND HOLD HARMLESS HEAD START AND THE COUNTY, AND THEIR RESPECTIVE AFFILIATED ENTERPRISES, REGENTS, OFFICERS, DIRECTORS, ATTORNEYS, EMPLOYEES, REPRESENTATIVES AND AGENTS (COLLECTIVELY “**INDEMNITEES**”) FROM AND AGAINST ALL DAMAGES, LOSSES, LIENS, CAUSES OF ACTION, SUITS, JUDGMENTS, EXPENSES, AND OTHER CLAIMS OF ANY NATURE, KIND, OR DESCRIPTION, INCLUDING REASONABLE ATTORNEYS’ FEES INCURRED IN INVESTIGATING, DEFENDING OR SETTLING ANY OF THE FOREGOING (COLLECTIVELY “**CLAIMS**”) BY ANY PERSON OR ENTITY, ARISING OUT OF, CAUSED BY, OR RESULTING FROM UNIVERSITY’S PERFORMANCE UNDER OR BREACH OF THIS AGREEMENT AND THAT ARE CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT, NEGLIGENT OMISSION OR WILLFUL MISCONDUCT OF UNIVERSITY, ANYONE DIRECTLY EMPLOYED BY THE UNIVERSITY OR ANYONE FOR WHOSE ACTS THE UNIVERSITY MAY BE LIABLE. THE PROVISIONS OF THIS SECTION WILL NOT BE CONSTRUED TO ELIMINATE OR REDUCE ANY OTHER INDEMNIFICATION OR RIGHT WHICH ANY INDEMNITEE HAS BY LAW OR EQUITY. ALL PARTIES WILL BE ENTITLED TO BE REPRESENTED BY COUNSEL AT THEIR OWN EXPENSE.

6. Other

The University agrees to collaborate with Head Start through community service projects such as: Week of the Young Child, dia del libro, adopt a child, holiday events, etc. The COE agrees to identify courses that will participate in Head Start Model Lab Center to include: Early childhood Education, Bilingual Education and Special Education. Head Start agrees to allow the University to use the Head Start classrooms as a site for research involving young children by designated faculty with appropriate IRB forms. Head Start agrees to allow the University to use the Head Start classrooms to provide field experiences to students at the COE studying child development and the teaching and learning process (observations, activities, lessons, etc.). Head Start agrees to allow University faculty to model appropriate lessons based on young children’s developmental needs and interests in areas such as early language and literacy skills, dual language development, math concepts, exploring science and nature, social and emotional skills, utilizing a philosophy of active learning through play that will contribute to their success in later schooling. Head Start will request

permission from Head Start parents whose children are participating in the COE Head Start Model Lab Center to be part of the naturalistic observation which takes place daily. The observation will be done through the one-way view windows in classrooms 1.404 and 1.406.

7. Termination

The University and Head Start shall have the right to cancel this Memorandum of Understanding for any reason upon thirty (30) day notice. Any notice of termination must be in writing and sent by certified mail no less than thirty (30) days before the effective date of such termination as follows:

If to University: The University of Texas-Pan American
 1201 W. University Dr.
 Edinburg, TX 78539
 Attention: Martin Baylor
 Vice-President for Business Affairs

with copy to: The University of Texas-Pan American
 1201 W. University Dr.
 Edinburg, TX 78539
 Attention: Norma Dryer
 Director of Materials Management

If to Head Start: Hidalgo County Head Start Program
 P.O. Box 0117
 Edinburg, TX 78540
 Attention: Teresa Flores
 Executive Director

8. Standards of Performance; Applicable Laws

Notwithstanding anything to the contrary contained in this Memorandum of Understanding, Head Start agrees and acknowledges that University is entering into this Memorandum of Understanding in reliance on Head Start's special and unique knowledge and abilities with respect to the operation and management of the Services. Head Start accepts the relationship of trust and confidence established between it and University by this Memorandum of Understanding. Head Start will use its best efforts, skill, judgment, and abilities to perform the Services and to further the interests of University in accordance with University's requirements and procedures, in accordance with the highest standards of Head Start's profession or business and in compliance with all applicable national, federal, state, and municipal, laws, regulations, codes, ordinances and orders.

9. Limited Access; Facility License

Head Start, its employees, representatives, agents, and subcontractors, will have the right to use and access only the Facility to perform the Services and will have no right to use or access any other University facilities. University will permit Head Start to use the Facility in accordance with the license contained in this Section. University licenses the Facility in its current, "as is" condition to Head Start for use by Head Start and its employees, representatives, agents, and subcontractors in the performance of the Services and for no other purpose. This is a non-exclusive license to use the Facility. University may enter the Facility at any time for any reason. No unlawful activities will be permitted in the use of the Facility. Head Start will comply with all Applicable Laws in connection with the use of the Facility. Head Start will cause all of its employees, representatives, agents, and subcontractors to observe and comply with all Applicable Laws.

Head Start will not modify, alter or repair the Facility or any other University facilities without the prior written approval of University and with project management of renovations by University.

Head Start will not harm the Facility or make any use of the Facility that is offensive as determined by University. Upon expiration or termination of this Memorandum of Understanding for any reason, Head Start will remove Head Start Owned Equipment and other effects, repair any damage caused by the removal, and peaceably deliver up the Facility in clean condition and in good order, repair and condition, ordinary wear and tear excepted. Any personal property of Head Start not removed within two (2) days following the termination will be deemed abandoned by Head Start and University may dispose of the property in any manner it chooses, with no liability or reimbursement obligation to Head Start.

Head Start will not suffer any mechanic's lien to be filed against the Facility or the adjoining facilities by reason of any work, labor, services, or materials performed at or furnished to the Facility for Head Start. Nothing in this Memorandum of Understanding will be construed as the consent of University to subject University's estate in the Facility or adjoining facilities to any lien.

The Facility is sufficiently equipped for Head Start to provide the Services in accordance with the terms and conditions of this Memorandum of Understanding.

Date: _____

Date: _____

By: _____

Martin Baylor, VP for Bus Affairs
The University of Texas-Pan American

By: _____

Honorable Ramon Garcia
Hidalgo County Judge

Approved As to Form:
Oxford & Gonzalez

Date: _____

By: _____

Ricardo Gonzalez

By: _____

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Approved As to Form:
Atlas, Hall & Rodriguez, LLP

By: _____

Stephen L. Crain

By: _____

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved by Policy Council:
Approved by Commissioner' Court:



AI-38164

Head Start 16. G.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Discussion/Approval for Hidalgo County Head Start Program to Exercise Option to Extend for an Additional One Year Term the Contract for Services for Air Conditioning, Plumbing Maintenance Services with Roberto Ontiveros, dba, JR Electric

BACKGROUND

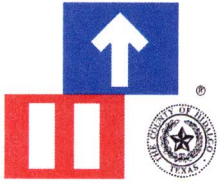
Policy Council Approval: 04.17.13

Attachments

Extend Contract

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 04:28 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Linda Galaviz		Started On: 04/10/2013 03:59 PM
	Final Approval Date: 04/19/2013	



Hidalgo County Head Start Program Policy Council Agenda

DATE: April 17, 2013



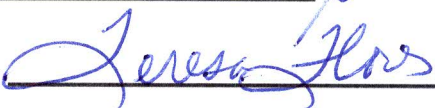
SUBJECT: Discussion/Approval for Hidalgo County Head Start Program to Exercise Option to Extend for an Additional One Year Term the Contract for Services for Air Conditioning Plumbing Maintenance Services with Roberto Ontiveros, dba, JR Electric

RATIONALE/NEED: An extension is needed to continue to provide needed services to Head Start.

RECOMMENDATION: Administration recommends approval.

COST: Head Start funds for this project are available.
Maintenance: Acct. 19-5156-20-10000-505

RELATED INFORMATION INCLUDED: Extension Acknowledgement /Contract Extension/Original Contract

INITIATED BY: Ambrosio Tovar, Procurement Director 
REVIEWED BY: Mr. Edmundo Garcia, Assistant Director 
PROGRAM DIRECTOR'S APPROVAL: 



Hidalgo County Head Start Program

¼ mile west of 10th st. On State Hwy 107, Edinburg, Texas 78540-0117

Teresa Flores, Executive Director
Hidalgo County Head Start Program

One Year Contract Service Extension

Dear Sir/Madam:

The purpose of this letter is to exercise Hidalgo County's option to extend a contract for service for one (1) additional year as stated in the existing contract dated September 1st, 2012 between Hidalgo County and Roberto Ontiveros, Dba/JR Electric for A/C services. (The "Original Contract for Services").

If the Roberto Ontiveros, Dba/JR Electric agrees to this one (1) year extension of the original Contract of Services under the existing terms and conditions, please have the authorized individual sign this Contract Extension. It should be noted that the basis of this one (1) year extension is listed under ARTICLE A.2, of the original contract.

The Head Start Program wishes to express its appreciation for your cooperation and support in this matter.

The beginning and ending date of extension shall be September 1st, 2013 through August 31^s, 2014. The original Contract is extended for a period of one (1) year with all conditions.

Property/Building: Roberto Ontiveros, dba/JR Electric
100 Miller Avenue, Apt #A
Mission, TX 78572-5442

Authorized Official:

BY: _____

Title: _____

Date: _____

One Year Contract Service Extension (Cont.)

Hidalgo County Head Start Program

Date approved by Policy Council:
Date approved by Commissioner's Court:

Head Start Program

Teresa Flores, Executive Director

Ramon Garcia, County Judge

Approved As to Form:
Oxford & Gonzalez

Ricardo Gonzalez

Approved As to Form:
Atlas & Hall & Rodriguez, L.L.P

Stephen L. Crain

Arturo Guajardo, Jr., County Clerk

- A. 1. Contractor represents that he is licensed by the State of Texas and qualified to perform and execute services provided in the Agreement. If such license is suspended or revoked, this Contract shall automatically be terminated and Contractor shall immediately notify the Program of such suspension or revocation.
2. The term of this Contract shall commence on September 1st, 2012, and terminate August 31st, 2013. The term may be extended for an additional one (1) year by mutual agreement of the parties hereto on the same terms and conditions.
3. The Contractor shall prepare, maintain and submit all records that are designated, required or prescribed by the Program federal grantor agency or County of Hidalgo. In addition, the Contractor shall permit the Program, the Department of Health and Human Services and the County of Hidalgo to audit or inspect records and reports, review services and /or evaluate the performance of the services provided hereunder at any time. The Contractor shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish reviews of activities, services and expenditures of the Program.
4. As consideration for the above and foregoing, the Contractor shall submit a monthly billing statement to the Program at:

**Hidalgo County Head Start Program
P.O. Box 0117
Edinburg, Texas, 78540**

Said statement must provide an itemized list of services rendered to the Program during the statement period. Upon receipt of said statement, the Program shall submit a requisition for payment of said services in the customary manner provided for payments utilized by the Program. The Contractor shall be compensated based on the Program's fee schedule, a copy of which is attached

on Exhibit "B" attached hereto.

5. The Contractor must comply with all applicable Program and Hidalgo County policies. Notwithstanding the foregoing sentence, the Contractor represents and maintains that he is an independent contractor and is not an employee of the Program, Hidalgo County, Texas, or any agency thereof, and represents and warrants that he does not desire or request any fringe benefits provided to employees of the Program, Hidalgo County, Texas, and/or agency thereof, including, but not limited to benefits associated with Hidalgo County's civil service program. The Contractor agrees to be responsible for any and all taxes included but not limited to federal income tax, withholding or social security tax liability that might arise from payments received hereunder.
6. The Program and the Contractor 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. Proper notice will be submitted through certified letter to:

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

OR

Roberto Ontiveros
DBA JR Electric
100 Miller Avenue Apt. A
Mission, TX 78572-5442

7. Contractor agrees to provide general liability, premises liability and auto liability insurance covering his and his employee's activities in the services for the Program in an amount not less than the minimum amounts prescribed by the

Texas Tort Claims Act, §101.001, et seq., Texas Civil Practices and Remedies Code, and shall furnish the Program a certificate issued by the insurer that such insurance is in full force and effect.

8. Except as otherwise herein provided, the Contractor may not assign the obligations or right under this Contract to any person without the prior written consent of the Program.
- B. The Contractor's employees, if any, who perform services for the Program under this Agreement shall be bound by the provisions of the terms of this Agreement. At the request of the Program, the Contractor shall provide adequate evidence that such persons are the Contractor's employees.
 - C. The Contractor will indemnify and hold the Program and the County of Hidalgo, its employee's, officers and agent harmless from any and all claims, actions, liability, and expenses including all cost of judgments, settlements, court cost, and attorney's fees regardless of the outcome of such claim or (action) caused by, resulting from, or alleging negligent or intentional acts or omissions or any failure to perform any obligation undertaken or any covenant in this Agreement, whether such act, omission, or failure to perform any obligation undertaken or any covenant in this Agreement, whether such act, omission, or failure was Contractor's or that of any person providing services hereunder through or for Contractor. Upon written notice from the County and the Program, Contractor will resist and defend at its own expenses, and by counsel reasonably satisfactory to the County and the Program, any such claim or action.
 - D. 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 performance in Hidalgo County, Texas.

- E. 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.
- F. **Contract Extension.** Hidalgo County Head Start Program reserves the right to extend this agreement for ninety (90) days from the date of termination of the Contract at the same rate and terms. A thirty (30) day written notice of intention to extend will be provided prior to expiration by Hidalgo County Head Start Program.
- G. No amendment, modification or alteration of the terms hereof shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.
- H. Contractor will not discriminate on the basis of race, color, sex, age, religion, national origin, or handicap in providing the services under this Agreement or in the selection of associates, employees, or independent contractors.
- I. Contractor will perform its services at all times in compliance with federal, state, and local laws, rules and regulations, the policies, rule and regulations of the Program, and all currently accepted and approved methods and practices of the professional specialty relating to the services.

IN WITNESS WHEREOF, the parties have caused their names to be hereunto subscribed personally or by a duly authorized officer or agent of each party, effective the day and year first written above.
EXECUTED as of the day and year first written above.

CONTRACTOR:

HIDALGO COUNTY HEAD
START PROGRAM

BY: *Roberto Ontiveros*
Roberto Ontiveros
Roberto Ontiveros
Print Name
Owner
Title

BY: *Ramon Garcia*
Ramon Garcia, County Judge

BY: *Teresa Flores*
Teresa Flores, Executive Director

ATTEST:

BY: *Arturo Guajardo Jr.*
Arturo Guajardo Jr., County Clerk

APPROVED AS TO FORM:
OXFORD & GONZALEZ

BY: *[Signature]*
Ricardo Gonzalez

APPROVED BY
COMMISSIONERS COURT
ON: 8/21/12

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, L.L.P.

BY: *[Signature]*
Stephen L. Crain

EXHIBIT A
SPECIFICATIONS

HIDALGO COUTNY HEAD START PROGRAM AIR CONDITIONING SERVICE

EXHIBIT A

Description of Services

The following work is required on an as needed basis on the following (but not limited to) equipment; wall pack units, window units, Central Air/Heat Systems.

Cleaning all components, removing dust, old lubricants or contaminants to allow Equipment to function as designed.

Overhaul equipment and devices not in proper working order.

Replace equipment, devices, system, compressors, or components not in proper working order.

Company to provide the required preventive maintenance to reduce shipments of repairs utilizing this "Emergency Repair" delivery service.

Parts requiring replacement shall be the newest design available provided they are compatible with en-use equipment and functionally equivalent.

Steam cleaning of fan and coil units is not routine service. Cleaning shall be conducted outside normal operating hours to prevent building temperature extremes and inconvenience to building occupants. Cleaning shall be coordinated with the Field Operation Director or designated department head.

EMERGENCY CALLS

Contractor shall provide emergency service at no additional cost, in addition to normal maintenance and repairs as follows:

- (a) Emergency response within two (2) hours after call, on a twenty four (24) hour a day basis, every day, including weekends and holidays.
- (b) Contractor shall provide a current list of individuals responsible for providing emergency calls, to Hidalgo County Head Start Program Field Operations Director or designated representative.
- (c) Automatic telephone answering or recording device numbers are not acceptable.

One additional telephone number of someone within the company management structure shall also be given. The additional number is not to be used unless there has been no response to emergency calls within (2) hours.

Exhibit A, Description of services (Cont.)

- (d) Emergency service request may only be made by the Field Operations Director or designated representatives; a copy of such listing shall be provided to vendor.

ACCESS TO BUILDINGS: Field Operations Director designated representative of Hidalgo County Head Start Program Field Operations Director shall establish mutually agreeable schedule for performance of routine service calls, schedule of normal operating hour's points of access, and other information necessary to insure optimum convenience to all concerned.

BILLING SPECIFICATIONS: Invoices must be submitted to the Field Operations Department on a weekly basis. The following information must be listed on the submitted invoice.

1. Center Location
2. Date
3. Description of Repair (s) being performed
4. Labors Price
5. Serial Number of unit which was worked on
6. Part – Price
7. Purchase Order
8. Confirmation Signature form Center Director

EXHIBIT B
FEE SCHEDULE

**HIDALGO COUNTY HEAD START PROGRAM
AIR COINDITIONING SERVICE**

EXHIBIT B

FEE SCHEDULE

\$29.00 (Twenty nine dollars) / per hour.

10% (10 percent) Mark up

EXHIBIT C
INSURANCE

AI-38166

Head Start 16. H.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Teresa Flores

Submitted By: Linda Galaviz, HEAD START

Department: HEAD START

Information

CAPTION

Discussion/Approval for Hidalgo County Head Start Program to Exercise Option to Extend for an Additional One Year Term the Lease Agreements for Facilities (under same terms and conditions) with the Following Private Entities

Texas Regional Properties:	
Donna IV H/S Center	Mercedes II H/S Center
Edinburg III H/S Center	Mission III H/S Center
La Herencia H/S Center	Mcallen VI H/S Center
Las Milpas H/S Center	Mcallen IV H/S Center
Mission IV H/S Center	

Guillermina Garcia:
Weslaco III H/S Center

BACKGROUND

Policy Council Approval: 04.17.13

Attachments

Extend Lease Agreements

COVER PGS

Form Review

Inbox
 Budget & Management
 Purchasing Department

Reviewed By
 Angela Garcia
 Angela Garcia

Date
 04/10/2013 04:28 PM
 04/19/2013 04:47 PM
 Started On: 04/10/2013 04:07 PM

Form Started By: Linda Galaviz

Final Approval Date: 04/19/2013

Texas Regional Properties

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **202 West South Avenue, Donna, Texas** in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the premises" known by lessee as "**Donna IV**" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents' meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** ("commencement date") and ending on **May 31, 2013** ("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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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

3.02 LESSOR will keep all and singular the said buildings, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEOR'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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Texas Regional Properties,LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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 _____, 2012.

LESSEE:

BY: 
Ramon Garcia, County Judge

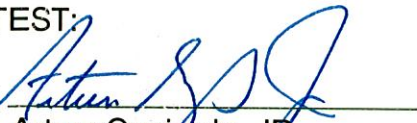
BY: 
Teresa Flores, Executive Director

LESSOR:

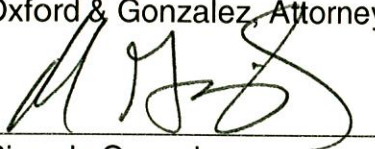
BY: 

APPROVED BY
COMMISSIONER'S COURT
ON: 5/22/12

ATTEST:

BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described located all of lot 1, Amistad Apartments, L.P., Subdivision an addition to the City Of Donna, Hidalgo County, TX. According to the plat thereof recorded in Volume 37, page 141. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activities.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **3817 South I Road, Edinburg, Texas** in and depicted in Exhibit “A”, attached hereto. The premises leased hereunder are referred to in this Lease as “the premises” known by lessee as “**Edinburg III**” or “the Leased Premises.”

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents’ meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** (“commencement date”) and ending on **May 31, 2013** (“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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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

3.02 LESSOR will keep all and singular the said buildings, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSOR 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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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17336 W Little York Rd.
Houston, TX 77084

LESSEE:

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

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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

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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 _____, 2012.

LESSEE:

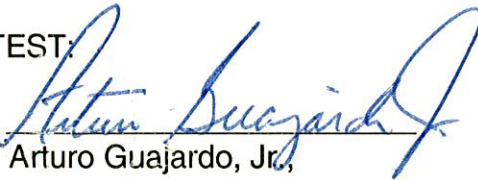
BY: 
Ramon Garcia, County Judge

BY: 
Teresa Flores, Executive Director

LESSOR:

BY: 

APPROVED BY
COMMISSIONER'S COURT
ON: 5/22/12

ATTEST:
BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described all of lot 1, Galilean Apartments, L.P., Subdivision an addition to the City Of Edinburg, Hidalgo County, TX. According to the plat thereof recorded in Volume 45, page 83. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activites.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **100 La Herencia Drive, Mercedes, Texas** in and depicted in Exhibit “A”, attached hereto. The premises leased hereunder are referred to in this Lease as “the premises” known by lessee as “**La Herencia**” or “the Leased Premises.”

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents’ meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** (“commencement date”) and ending on **May 31, 2013** (“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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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.

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Taxes

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

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LESSEE:

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Attn: Teresa Flores, Executive Director
P.O. Box 0117
Edinburg, TX 78540-0117

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Time of Essence

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THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2012.

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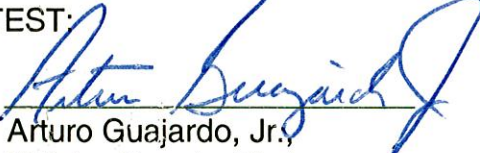
BY: 
Ramon Garcia, County Judge

BY: 
Teresa Flores, Executive Director

LESSOR:

BY: _____

APPROVED BY
COMMISSIONER'S COURT
ON: 5/22/12

ATTEST:
BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
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BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described all of lot 1, La Herencia Apartments, L.P., Subdivision an addition to the City of Mercedes, Hidalgo County, TX. According to the plat thereof recorded in Volume 1, page 2. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activities.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
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This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **901 E. Thomas, Pharr, Texas** in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the premises" known by lessee as "**Las Milpas II**" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents' meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** ("commencement date") and ending on **May 31, 2013** ("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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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 LESSOR will keep all and singular the said buildings, including all of LESSEE'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEOR'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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Texas Regional Properties, LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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 _____, 2012.

LESSEE:

BY: Ramon Garcia
Ramon Garcia, County Judge

BY: Teresa Flores
Teresa Flores, Executive Director

LESSOR:

BY: _____

ATTEST:

BY: Arturo Guajardo, Jr.
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED BY
COMMISSIONER OF COURT
ON: 5/22/12



APPROVED AS TO FORM:
Atkford & Gonzalez, Attorney
BY: Ricardo Gonzalez
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP
BY: Stephen Crain
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described all of lot 1, El Pueblo Dorado Apartments, L.P., Subdivision an addition to the City Of Pharr, Hidalgo County, TX. According to the plat thereof recorded in Volume 3, page 133-134. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activites.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **3900 South Ware Road McAllen, TX** in and depicted in Exhibit “A”, attached hereto. The premises leased hereunder are referred to in this Lease as “the premises” known by lessee as “**McAllen IV**” or “the Leased Premises.”

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents’ meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease

shall be for twelve months (12) months commencing on June 1, 2012 ("commencement date") and ending on May 31, 2013 ("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 extend the term of the lease hereof, commencing on the first day of June 2013, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, 17336 W. Little York Rd. Houston, TX 77084.

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,

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Houston, TX 77084

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.

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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.

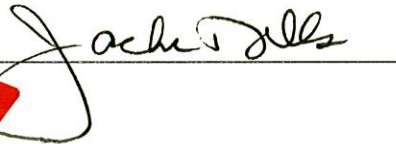
THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2012.

LESSEE:

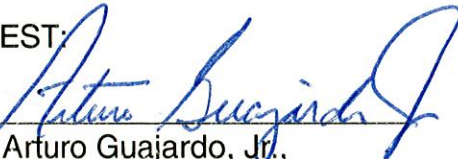
BY: 
Ramon Garcia, County Judge

BY: 
Teresa Flores, Executive Director

LESSOR:

BY: 

APPROVED BY
COMMISSIONER'S COURT
ON: 

ATTEST:
BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

**PLEASE SIGN
& RETURN**

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described, all of lot 5, Padre de Vida Apartment, L.P., Subdivision an addition to the City Of McAllen, Hidalgo County, TX. According to the plat thereof recorded in Volume W, page 197. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activities.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **2601 Sarah Avenue, McAllen, Texas** in and depicted in Exhibit “A”, attached hereto. The premises leased hereunder are referred to in this Lease as “the premises” known by lessee as “**McAllen VI**” or “the Leased Premises.”

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents’ meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** (“commencement date”) and ending on **May 31, 2013** (“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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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

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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

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ARTICLE 3. MAINTENANCE ON PREMISES

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Property Insurance

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copy to such policy of insurance to LESSEE 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 conducted upon the premises any trade or business, which increases the rate of insurance premiums on the Leased Premises, building(s) or contents.

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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:

Texas Regional Properties, LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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.

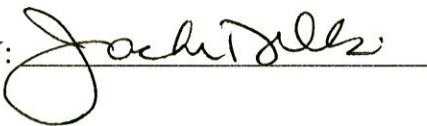
THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day
of _____, 2012.

LESSEE:

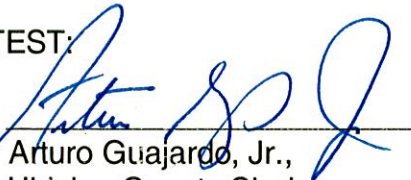
BY: 
Ramon Garcia, County Judge

BY: 
Teresa Flores, Executive Director

LESSOR:

BY: 

APPROVED BY
COMMISSIONER'S COURT
ON: 

ATTEST:
BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described, all of lot 5, Padre de Vida Apartment, L.P., Subdivision an addition to the City Of McAllen, Hidalgo County, TX. According to the plat thereof recorded in Volume W, page 197. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activites.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **3601 East Mile 8 North Mercedes ,Texas** in and depicted in Exhibit “A”, attached hereto. The premises leased hereunder are referred to in this Lease as “the premises” known by lessee as “**Mercedes II**” or “the Leased Premises.”

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents’ meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** (“commencement date”) and ending on **May 31, 2013** (“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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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

3.02 LESSOR will keep all and singular the said buildings, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSOR 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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Texas Regional Properties.LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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.

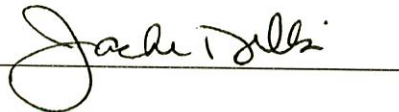
THE UNDERSIGNED LESSOR and LESSEE execute this Lease on the day of _____, 2012.

LESSEE:

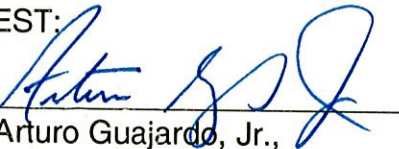
BY: 
Ramon Garcia, County Judge

BY: 
Teresa Flores, Executive Director

LESSOR:

BY: 


APPROVED BY
COMMISSIONER OF COURT
ON: 

ATTEST:
BY: 
Arturo Guajardo, Jr.,
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described all of lot 1, La Estancia Apartments, L.P., Subdivision an addition to the City Of Mercedes, Hidalgo County, Texas. According to the plat thereof recorded in Volume 45, pages 34-37. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activities.

STATE OF TEXAS

§

COUNTY OF HIDALGO

§

§

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **3401 N. Mayberry, Mission, Texas** in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the premises" known by lessee as "**Mission III**" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents' meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** ("commencement date") and ending on **May 31, 2013** ("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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, LLC., 17336 W. Little York Rd. Houston, TX 77084.

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,

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ARTICLE 3. MAINTENANCE ON PREMISES

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

3.02 LESSOR will keep all and singular the said buildings, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEOR'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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Texas Regional Properties, LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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 _____, 2012.

LESSEE:

BY: Ramon Garcia
Ramon Garcia, County Judge

BY: Teresa Flores
Teresa Flores, Executive Director

LESSOR:

BY: _____

APPROVED BY
COMMISSIONER'S COURT
ON: 5/22/12

ATTEST:
BY: Arturo Guajardo, Jr.
Arturo Guajardo, Jr.
Hidalgo County Clerk

PLEASE SIGN & RETURN

APPROVED AS TO FORM:
_____ & Gonzalez, Attorney

BY: Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012

EXHIBIT "A"

Property being described all of lot 1, Pueblo de Paz Apartments, L.P., Subdivision an addition to the City Of Mission, Hidalgo County, TX. According to the plat thereof recorded in Volume 1, page 56. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activites.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**LEASE AGREEMENT BETWEEN
TEXAS REGIONAL PROPERTIES, LLC AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Texas Regional Properties, LLC** 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 **301 South Inspiration, Mission, Texas** in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the premises" known by lessee as "**Mission IV**" or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start Classrooms and for Head Start Parents' meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to constitute all 100% percent of such buildings in which the Leased Premises are located.

1.02 Except as otherwise provided herein, the initial term of this lease shall be for twelve months (12) months commencing on **June 1, 2012** ("commencement date") and ending on **May 31, 2013** ("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 extend the term of the lease hereof, commencing on the first day of June 2013, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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 \$12.00, in twelve (12) equal monthly payment of \$1.00 per month payable on the 1st day of each month. Payment shall be mailed to Texas Regional Properties, 17336 W. Little York Rd., Houston, TX 77084.

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

3.02 LESSOR will keep all and singular the said buildings, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSEOR'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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a

copy to such policy of insurance to LESSEE 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 conducted 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 LEESEE may terminate this Agreement upon sixty (60) days written notice to the other party. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Texas Regional Properties, LLC
Attn: Jackie Dill
17336 W Little York Rd.
Houston, TX 77084

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 _____, 2012.

LESSEE:

BY: 
Ramon Garcia, County Judge

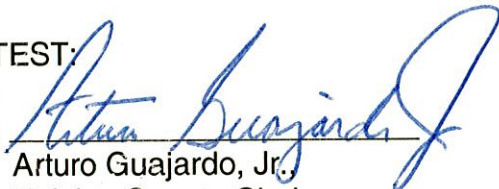
BY: 
Teresa Flores, Executive Director

LESSOR:

BY: 

APPROVED BY
COMMISSIONER'S COURT
ON: 5/22/12

ATTEST:

BY: 
Arturo Guajardo, Jr.
Hidalgo County Clerk

APPROVED AS TO FORM:
Oxford & Gonzalez, Attorney

BY: 
Ricardo Gonzalez

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

BY: 
Stephen Crain

Date Approved by Policy Council: 5/16/2012
Date Approved by County Commissioner: 5/22/2012



EXHIBIT "A"

Property being described all of lot 1, Rio de Vida Apartments, L.P., Subdivision an addition to the City Of Mission, Hidalgo County, TX. According to the plat thereof recorded in Volume 45, page 44. Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activites.

Guillermina
Garcia

STATE OF TEXAS
COUNTY OF HIDALGO

§
§
§

**LEASE AGREEMENT BETWEEN
GUILLERMINA A. GARCIA AND
HIDALGO COUNTY**

This Lease is made and entered into by and between **Guillermina A. Garcia**, 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 **1317 W. Expressway 83, Weslaco, Texas** in and depicted in Exhibit "A", attached hereto. The premises leased hereunder are referred to in this Lease as "the premises" known by lessee as "**Weslaco III**", or "the Leased Premises."

ARTICLE 1. TERMS AND RENT

Term of Lease

1.01 The Leased Premises shall be used for the purpose of Head Start classrooms and for Head Start parent's meetings subject to the special terms (if any) which may be listed below. The Leased Premises are deemed for the purposes of this Agreement to 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 **June 1, 2012** ("commencement date") and ending on **May 31, 2013** ("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 extend the term of the lease hereof, commencing on the first day of **June 2013**, for a like term or terms as may be subsequently agreed to upon by both parties.

Either LESSEE OR LESSOR shall have the right to terminate the Lease Agreement with or without cause with sixty (60) days written notice to the other.

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, in twelve (12) equal monthly payments of \$2,290.00 per month payable on the 1st day of each month. Payment shall be mailed to Guillermina A. Garcia, 4822 North 5 ½ West, Weslaco, Texas 78596.

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

3.02 LESSOR will keep all and singular the said building, including all of LESSOR'S improvements, fixtures, appurtenances, equipment and machinery in such repair as the same were at the commencement of the term. All repairs shall be at LESSOR'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 improvements made to or furnished by the LESSEE on the Leased Premises shall not become part of the realty and shall belong to LESSEE upon expiration of the lease and may be removed upon termination of the Lease or any extension hereof; provided, further, that all removal of such chattels will not damage the building upon which they are situated.

3.06 LESSOR shall maintain the building situated on the land during this lease 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 LESSOR or this lease Agreement shall thereby be terminated and ended at the election of LESSEE or its legal representatives. LESSOR agrees to provide a copy to such policy of insurance to LESSEE 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 conducted 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. Both parties agree, however to use their 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 parties.

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 LESSEE'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:

Guillermina A. Garcia
4822 N. 5½ W.
Weslaco, TX 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 _____, 2012

LESSEE:

BY: Ramon Garcia
Ramon Garcia, County Judge

BY: Teresa Flores
Teresa Flores, Executive Director

LESSOR:

BY: Guillermina A. Garcia
Guillermina A. Garcia

APPROVED BY
COMMISSIONERS' COURT
ON: 5/22/12

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

APPROVED AS TO FORM:
Oxford & Gonzalez

BY: Ricardo Gonzalez
Ricardo Gonzalez

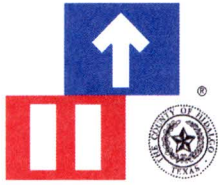
APPROVED AS TO FORM:
Atlas & Hall, LLP

BY: Stephen Crain
Stephen Crain

Date Approved by Policy Council: 5-16-2012
Date Approved by County Commissioners: 5-22-2012

EXHIBIT "A"

Building being described, as Survey Plat of Lot 16, Flora Subdivision An Addition to the City of Weslaco, Hidalgo County, Texas; per map recorded in volume 19, page 56;
Designated as Head Start classrooms, administrative space, including the parking areas and outside playground for recreational activities.



Hidalgo County Head Start Program Policy Council Agenda

DATE: April 17, 2013

SUBJECT: Discussion/Approval for Hidalgo County Head Start Program to Exercise Option to Extend for an Additional One Year Term the Lease Agreements for Facilities (under same terms and conditions) With the Following Private Entities:

1. Texas Regional Properties, LLC - Donna IV Head Start
2. Texas Regional Properties, LLC - Edinburg III Head Start
3. Texas Regional Properties, LLC - La Herencia Head Start
4. Texas Regional Properties, LLC - Las Milpas II Head Start
5. Texas Regional Properties, LLC - McAllen IV Head Start
6. Texas Regional Properties, LLC - McAllen VI Head Start
7. Texas Regional Properties, LLC - Mercedes II Head Start
8. Texas Regional Properties, LLC - Mission III Head Start
9. Texas Regional Properties, LLC - Mission IV Head Start
10. Guillermina Garcia - Weslaco III Head Start

RATIONALE/NEED: The existing lease agreements need to be extended in order to secure the facilities to continue serving Head Start children and families.

RECOMMENDATION: Administration recommends approval.

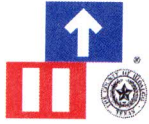
COST: Head Start (HHS-ACF) funds are available.
Rent: 19-20-5152-10000-505

RELATED INFORMATION INCLUDED: Memo/Lease Extension

INITIATED BY: Ambrosio Tovar, Procurement Director

REVIEWED BY: Mr. Edmundo Garcia, Assistant Director

PROGRAM DIRECTOR'S APPROVAL:



HIDALGO COUNTY HEAD START PROGRAM

P. O. BOX 0117 ♣ EDINBURG, TEXAS 78540♣ TEL: (956) 383-0706 ♣ FAX: (956) 380-2588

TO: Edmundo Garcia, Assistant Program Director

FROM: Ambrosio Tovar, Procurement Director *A. Tovar*

DATE: April 17, 2013

SUBJ: Lease Extension – Private Entities

The lease agreements with the private owners will expire on May31, 2013. We need to request for approval to extend the private lease agreements for another year. The lease extensions have been reviewed by legal counsel. Hidalgo County Head Start Program has the option to extend the lease agreements for an additional year under the same terms and conditions.

The lease agreements are as follows:

Entity	Center	Classrooms	Enrollment	Monthly Rent
Texas Regional Properties, LLC	Donna IV	2	34	\$1.00
Texas Regional Properties, LLC	Edinburg III	3	51	\$1.00
Texas Regional Properties, LLC	La Herencia	3	54	\$1.00
Texas Regional Properties, LLC	Las Milpas II	3	52	\$1.00
Texas Regional Properties, LLC	McAllen IV	3	57	\$1.00
Texas Regional Properties, LLC	McAllen VI	3	55	\$1.00
Texas Regional Properties, LLC	Mercedes II	2	38	\$1.00
Texas Regional Properties, LLC	Mission III	3	54	\$1.00
Texas Regional Properties, LLC	Mission IV	3	57	\$1.00
Guillermina Garcia	Weslaco III	4	76	\$2,290.00

Should you have any questions please let me know.
Thank you.

AI-38101

Right of Way 17. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Rebecca Gomez, RIGHT OF WAY
DEPT.

Department: RIGHT OF WAY DEPT.

Information

CAPTION

Authorization for County Judge to sign Closing Documents for FM 681/ FM 2221 Project, Parcel 31.
Approved by Commissioners Court on February 15, 2013.

BACKGROUND

Attachments

Parcel 31 FM 681/2221

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 03:43 PM
Olga Garza	Olga Garza	04/19/2013 02:15 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Rebecca Gomez		Started On: 04/08/2013 01:58 PM
	Final Approval Date: 04/19/2013	

EXHIBIT "A"

County: **Hidalgo**
Highway: **FM 681 & FM 2221**
RCSJ: **0669-01-052**

Parcel 31
Property Description

A tract of land containing 0.168 acre (7,329 square feet), situated in Hidalgo County, Texas and also being a part or portion of **LOT 78, BLOCK 4, LA HOMA RANCH CITRUS GROVES UNIT 1**, recorded in Volume 7, Page 59, H.C.M.R., and said 0.168 acre (7,329 square feet) also being a part or portion of a 4.330 Acre tract of land deeded to Hidalgo County, recorded in Document No. 2351376, H.C.D.R., by Wemo Inc. on August 15, 2012, and said 0.168 acre (7,329 square feet) also being more particularly described as follows;

COMMENCING on the southwest corner of said Hidalgo County tract;

THENCE N 08° 52' 11" E (N 8° 55' E), along the West line of said Hidalgo County tract, a distance of 820.23 feet to a #5 iron rod, 24" long with a plastic cap stamped "CVQ LS" set for the southwest corner of this tract and the **POINT OF BEGINNING**; having surface coordinates of X=1038235.83 and Y=16642069.22. All bearings and coordinates are based on the State Plane Coordinate System of Texas, South Zone, North American Datum 1983 (1993 adjustment), English units. All distances and coordinates are surface and may be converted to grid by multiplying by a combined scale factor of 0.999960;

1. **THENCE** N 08° 52' 11" E (N 8° 55' E), continuing along the West line of said Hidalgo County tract, a distance of 37.17 feet to a #5 iron rod, 24" long with a plastic cap stamped "CVQ LS" set on the South right-of-way line of FM 681, for the northwest corner of this tract;
2. **THENCE** S 81° 02' 00" E (S 81° 10' E), along the South right-of-way line of said FM 681, a distance of 205.58 feet to a #5 iron rod, 24" long with a plastic cap stamped "CVQ LS" set, for the northeast corner of this tract;
3. **THENCE** S 08° 52' 11" W (S 8° 55' W), a distance of 35.00 feet to a #5 iron rod, 24" long with a plastic cap stamped "CVQ LS" set on the proposed South right-of-way line of FM 681, for the southeast corner of this tract;

Page 2 of 3

July 13, 2009

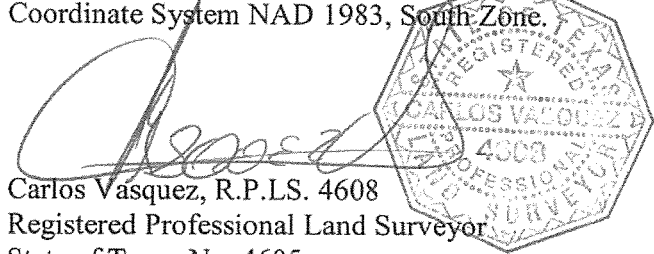
Revised December 7, 2012

Parcel 31

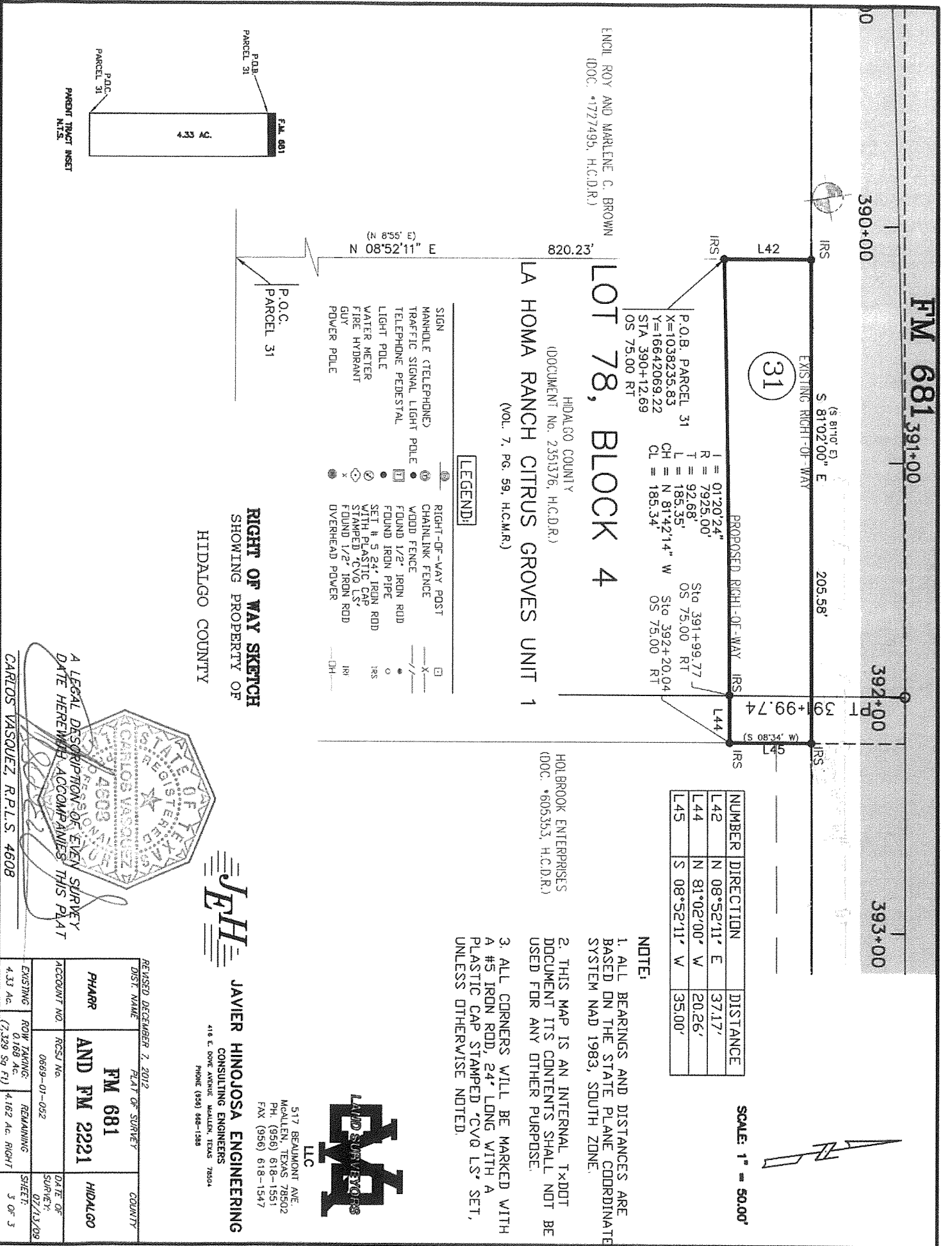
4. **THENCE** N 81° 02' 00" W, along the proposed South right-of-way line of FM 681, a distance of 20.26 feet to a #5 iron rod, 24" long with a plastic cap stamped "CVQ LS" set, for a point of curvature of this tract;

5. **THENCE** along the proposed South right-of-way line of said FM 681 and said curve to the left with a radius of 7,925.00 feet, an interior angle of 01° 20' 24", an arc length of 185.35 feet, a tangent of 92.68 feet and a chord that bears N 81° 42' 14" W, a distance of 185.34 feet to the **POINT OF BEGINNING**, containing 0.168 acre (7,329 square feet), more or less.

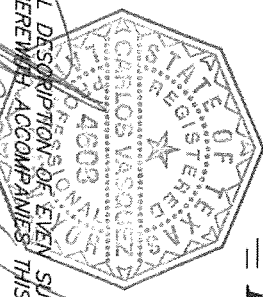
A survey exhibit map accompanies this description. Bearings are based on the State Plane Coordinate System NAD 1983, South Zone.



Carlos Vasquez, R.P.L.S. 4608
Registered Professional Land Surveyor
State of Texas No. 4605
Date: July 13, 2009



JH
JAVIER HINOJOSA ENGINEERING
CONSULTING ENGINEERS
410 E. DOWE AVENUE, MCKINNEY, TEXAS 75069
PHONE (972) 966-1268



A LEGAL DESCRIPTION OF EVEN DATE HEREWITH ACCOMPANIES THIS PLAT
CARLOS VASQUEZ, R.P.L.S. 4608

REVISED DECEMBER 7, 2012

DIST. NAME	PLAT OF SURVEY	COUNTY
PHARR	FM 681 AND FM 2221	HIDALGO

ACCOUNT NO.	RCSJ No.	DATE OF SURVEY
EXISTING ROW TAKING	0689-01-052	02/13/09
4.33 Ac.	(7,329 SQ FT)	4.182 Ac. RIGHT

AI-38315

Precinct #1 18. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Katia Garcia, COMM. PCT. #1

Department: COMM. PCT. #1

Information

CAPTION

Requesting approval of Amendment to Interlocal Cooperation Agreement between City of Mercedes and County of Hidalgo for the Mile 2 West Project.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-121-040-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance as of 4-19-13

Object Code:

711 \$126,505.92

731 \$ 2,983.20

841 \$ 13,750.00

Attachments

Amended ILA

Legal approval

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 10:20 AM
Manuel Chapa	Manuel Chapa	04/19/2013 04:04 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Katia Garcia		Started On: 04/18/2013 04:55 PM
	Final Approval Date: 04/19/2013	

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**AMENDMENT TO INTERLOCAL COOPERATION AGREEMENT
BETWEEN HIDALGO COUNTY AND CITY OF MERCEDES, TEXAS**

This **AMENDMENT** to the INTERLOCAL AGREEMENT is made this ____ day of March, 2013 by and between **HIDALGO COUNTY, TEXAS** (the "County") and **CITY OF MERCEDES, TEXAS**, (the "City").

WHEREAS, City and County entered into an Interlocal Agreement dated December 28, 2012 by and between County and City to make highway improvements to a portion Mile 2 west from U. S. 83 to 0.44 miles north of U.S. 83;

NOW THEREFORE, for and in consideration of the terms and provisions set forth herein, for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and County hereby agree to the following amendment to the Agreement:

1. The seventh "Whereas Clause" shall be deleted in its entirety and the following substituted in lieu of:

WHEREAS, the Project will require the acquisition of certain right of way, environment documentation, engineering design, surveying and road construction within the city limits and ETJ of City and as such, City has requested that County provide all necessary services required for the Project on its behalf;

2. Numbered paragraph 2 shall be deleted in its entirety and the following substituted in lieu thereof:

City further agrees to reimburse County for any and all expenses not reimbursed directly to County by TxDOT for the right of way acquisition including but not limited to the cost of land, title policies, appraisals, recording fees, closing costs and any necessary legal services and any and all other associated expenses incurred by County related to engineering design, surveying, environmental documentation and road construction of the project.

3. Numbered paragraph 4 shall be deleted in its entirety and the following substituted in lieu thereof:

City further agrees to at its sole cost and expense to incur all costs associated with utility design, utility relocation, road construction not reimbursed to County by TxDOT and all related items within the corporate city limits and the ETJ of City which may be necessary to complete the Project described herein.

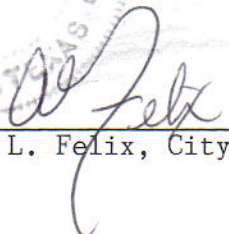
4. The "with copy to " address in numbered paragraph 11 shall be deleted in its entirety and the following shall be substituted in lieu thereof:

AC Cuellar, Jr., Commissioner
Precinct No. 1
1902 Joe Stephens Avenue
Weslaco, Texas 78596

5. Except as modified herein, all terms and conditions of the Contract, as amended, remain in full force and effect and City and County ratify and confirm the terms and provisions of the Agreement as amended.

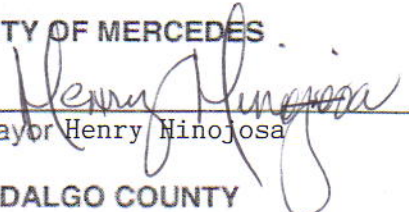
EXECUTED IN DUPLICATE ORIGINALS and effective as of the day and year first written above.

ATTEST:



Arcelia L. Felix, City Secretary

CITY OF MERCEDES



Mayor Henry Hinojosa

HIDALGO COUNTY

Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

APPROVED AS TO FORM:

ATLAS, HALL & RODRIGUEZ, LLP

By: _____
Stephen L. Crain

APPROVED BY COMMISSIONERS COURT: _____

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

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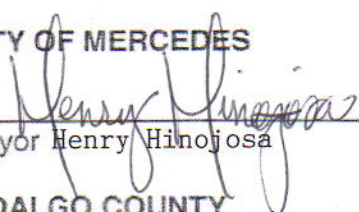
EXECUTED IN DUPLICATE ORIGINALS and effective as of the day and year first written above.

ATTEST:



Arcelia L. Felix, City Secretary

CITY OF MERCEDES



Mayor Henry Hinojosa

HIDALGO COUNTY

Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

APPROVED AS TO FORM:

ATLAS, HALL & RODRIGUEZ, LLP

By: _____
Stephen L. Crain

APPROVED BY COMMISSIONERS COURT: _____

Zimbra**katia.garcia@co.hidalgo.tx.us**

RE: Amendment to ILA City of Mercedes - Mile 2 West Project

From : Steve Crain <scrain@atlashall.com>

Fri, Apr 19, 2013 07:20 AM

Subject : RE: Amendment to ILA City of Mercedes - Mile 2
West Project**To :** 'Katia Garcia' <katia.garcia@co.hidalgo.tx.us>

This email shall evidence approval as to form of the amendment.

-----Original Message-----

From: Katia Garcia [mailto:katia.garcia@co.hidalgo.tx.us]

Sent: Thursday, April 18, 2013 4:53 PM

To: scrain@atlashall.com

Cc: Raul lozano; David Rodriguez

Subject: Amendment to ILA City of Mercedes - Mile 2 West Project

Mr. Crain,

We will be placing an item on the agenda for approval of the Amendment to Interlocal Agreement with City of Mercedes for the Mile 2 West Project. I believe this amendment was drafted by your office.

Will you please approve as to form.

Thank You,

--

Katia Garcia
Executive Assistant
Hidalgo County Pct # 1
1902 Joe Stephens Ave Ste. 101
Weslaco, Tx 78596
956-968-8733 ext. 1022
Email: katia.garcia@co.hidalgo.tx.us

AI-38241

Precinct #3 19. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted By: Norma Ceballos, COMM. PCT. #3

Department: COMM. PCT. #3

Information

CAPTION

Requesting approval to process the following invoices a claim with authority for County Treasurer to issue payment after review, audit, and processing procedures are completed by County Auditor. PO # 625224 and PO #625225

Vendor	Invoice #	Date	Amount
L&G Consulting Engineers	11324402	03-31-2013	\$84,375.62
L&G Consulting Engineers	11324401	03-31-2013	\$50,185.60

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-123-070-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO 625224

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-123-071-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO 625225

Attachments

invoice 1

invoice

Form Review

Inbox
Budget & Management
Olga Garza
Purchasing Department

Reviewed By
Angela Garcia
Olga Garza
Angela Garcia

Date
04/17/2013 11:22 AM
04/19/2013 03:20 PM
04/19/2013 04:47 PM
Started On: 04/15/2013 12:53 PM

Form Started By: Norma Ceballos

Final Approval Date: 04/19/2013

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324402
INVOICE DATE: 03/31/13

BILL TO: 08

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090501

FM 681
 From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

<u>DESCRIPTION</u>	<u>CONTRACT</u>	<u>PREVIOUS APPLICATIONS</u>	<u>CURRENT COMPLETED</u>	<u>TOTAL COMPLETED</u>	<u>% COMPL</u>	<u>BALANCE TO FINISH</u>
Engineering services for the month of March 2012.						
13002-ROW Map	6,200.00	6,200.00		6,200.00	100.0	
13020-ROW Map/Sub	158,100.00	158,100.00		158,100.00	100.0	
15001-Surv.Plans&Des	677.32	677.32		677.32	100.0	
15010-Field Srvy/Sub	65,748.00	62,460.60	3,287.40	65,748.00	100.0	
15050-Outfall Sy Sub	15,204.00	15,204.00		15,204.00	100.0	
15060-Outfall Sy Sub	34,218.00	34,218.00		34,218.00	100.0	
16001-Rdwy Design	365,920.00	365,920.00		365,920.00	100.0	
16102-Hydraulic Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16104-Outfall Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16201-Signing	20,000.00	20,000.00		20,000.00	100.0	
16202-Pvmt Marking	16,000.00	16,000.00		16,000.00	100.0	
16230-Signal/Illum	90,000.00	90,000.00		90,000.00	100.0	
16302-Traf Cntrl Pin	30,000.00	30,000.00		30,000.00	100.0	
16304-Irrigation	30,000.00	30,000.00		30,000.00	100.0	
16306-Qty Specs	30,000.00	30,000.00		30,000.00	100.0	
16307-Utilities	30,000.00	30,000.00		30,000.00	100.0	
32001-Const. Mgmt	22,075.47				0.0	22,075.47
60000-Row Acq. Admin	272,852.83	272,852.83		272,852.83	100.0	
60100-Title Services	31,800.00	31,800.00		31,800.00	100.0	
60200-Appraisal Srv	37,100.00	37,100.00		37,100.00	100.0	
60220-Appr Svc/Sub	106,000.00	106,000.00		106,000.00	100.0	
60300-Appraisal Rvw	22,525.00	22,525.00		22,525.00	100.0	
60301-Apprais Update	9,500.00	7,100.00		7,100.00	74.7	2,400.00
60330-Appr Rev/Sub	19,875.00	19,875.00		19,875.00	100.0	
60400-Parcel Negtion	185,500.00	166,600.00	18,900.00	185,500.00	100.0	
60500-Clsng Srvs Fee	10,600.00	7,180.00	3,800.00	7,560.00	71.3	3,040.00
60600-Relocation Srv	12,000.00	12,000.00		12,000.00	100.0	
60700-Land	38,716.98	38,716.98		38,716.98	100.0	
TOTALS	1,740,612.60	1,690,529.73	22,567.40	1,713,097.13	98.4	27,515.47

16002-Rdwy Dsg-2 Set 34,566.98 34,566.98 34,566.98 100.0
 13021-ROW Map/Sub 4,150.00 4,150.00 4,150.00 100.0
 60700-Land -38,716.98 -38,716.98 -38,716.98 100.0
 Supplemental #1

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324402
INVOICE DATE: 03/31/13
PAGE: 2

SIGN: _____
REQ# 136841
PO# 625224

BILL TO: 08
 Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090501
 FM 681
 From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

<u>DESCRIPTION</u>	<u>CONTRACT</u>	<u>PREVIOUS APPLICATIONS</u>	<u>CURRENT COMPLETED</u>	<u>TOTAL COMPLETED</u>	<u>% COMPL</u>	<u>BALANCE TO FINISH</u>
13002-ROW Map Revise	8.164.40		8.164.40	8.164.40	100.0	
13020-ROW Map Sub	4.810.00		4.810.00	4.810.00	100.0	
50200-Appraisal Srv	4.082.20		4.082.20	4.082.20	100.0	
60220-Appr Srv/Sub	12.000.00		12.000.00	12.000.00	100.0	
60300-Appr Rev	4.082.20		4.082.20	4.082.20	100.0	
60330-Appr Rev/Sub	4.000.00		4.000.00	4.000.00	100.0	
12001-EA Reports	10.109.42		10.109.42	10.109.42	100.0	
03000-Direct Expense	1.010.00		1.010.00	1.010.00	100.0	
60700-Land	13.550.00		13.550.00	13.550.00	100.0	
TOTALS:	1.802.420.82	1.690.529.73	84.375.62	1.774.905.35	98.4	27.515.47

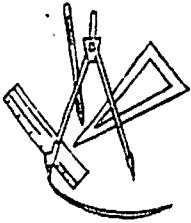
ORIGINAL CONTRACT SUM \$ 1,740,612.60
CHANGE BY CHANGE ORDER \$ 61,808.22
CONTRACT SUM TO DATE \$ 1,802,420.82
TOTAL COMPLETED TO DATE \$ 1,774,905.35
LESS PREVIOUS INVOICES \$ 1,690,529.73

CURRENT PAYMENT DUE \$ 84,375.62



 PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
na ON 4/2/13
GOODS/SERVICES RECEIVED BY
Comm-Flow ON 3/31/13
 3-1315-131-00-123-070-0-841



L&G Engineering

Transportation Consultants

April 1, 2013

Mr. Joe Flores
 Hidalgo County Commissioner, Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

RE: FM 681 (FM681/2221) L&G Project#090501
Limits: from FM 2221 to SH 107
 RCSJ: 0669-01-052 Phase I
 Contract#C-09-192-06-08 (P.O. #625224)

Dear Commissioner Joe Flores:

Attached for your approval is our invoice for services rendered for the month March 2013.

The following is attached:

- L&G's Invoice & Subconsultant Invoice (when applicable)
- Exhibit C "Project Schedule"

TASK		% COMPL
FC 13002 - ROW MAP		
This task is complete.	L&G	100%
FC 13020 - ROW MAP/SUB		
The final revised map was submitted to TxDOT on 08/27/10. This task is complete.	Javier Hinojosa	100%
FC 15001 - SURVEY PLANS & DESIGN		
This task is complete.	L&G	100%
FC 15010 - FIELD SURVEY/SUB		
This task is complete.	Javier Hinojosa	100%
FC 15050 - OUTFALL SURVEY/SUB		
This task is complete.	Javier Hinojosa	100%
FC 15060 - OUTFALL SURVEY/SUB		
This task is complete.	Javier Hinojosa	100%
FC 16001 - ROADWAY DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16102 - HYDRAULIC DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16104 - OUTFALL DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16201 - SIGNING		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16202 - PAVEMENT MARKING		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%

FC 16300 - SIGNALS/ILLUMINATIONS SUB		
TEDSI has finalized the design. We have submitted the final mylars to TxDOT. This task is complete.	TEDSI	100%
FC 16302 - TRAFFIC CONTROL PLAN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16304 - IRRIGATION		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16306 - QUANTITY SPECS DCIS		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16307 - UTILITIES		
This task is complete.	L&G	100%
FC 12001 - CONSTRUCTION MANAGEMENT		
This task has not yet begun.	L&G	0%
FC 60000 - ROW ACO ADMIN		
<ul style="list-style-type: none"> •Negotiation of Scope of Services for Work Authorization has been completed and project site has been visited and inspected. •Established project presence at L&G Engineering-Transportation Consulting Engineers Right of Way Office at 900 S. Stewart Road in Mission, Texas 78572 •Open during normal County and State work hours with available personnel to answer questions. Project files have been set up and are available for review. At least one staff member is a current commissioned notary public. •Weekly and Monthly progress reports are available and sent with invoice. Personnel are available for project review meetings as determined by the County. Initial property owner contact list has been prepared as well as Letters of Introduction have been mailed out certified return receipt requested. •Personal meetings and telephone conversations occur on a daily basis with property owners to discuss initial offers, counter offers, and time extension requests. Meetings with lien holders occur on a daily basis also. •Project working files and individual parcel files are prepared and kept at project office and documents generated will be forwarded to the County. All records of payments will be maintained as well as copies of all correspondence and contacts with property owners are documented in files. •L & G Engineering has Agreements in place for the professional services of a State Certified Independent Fee Appraiser and a State Certified Review Appraiser. Sierra Title of Hidalgo County, Inc. has provided title commitment services, and will provide closing of transactions and title insurance policies. •Communications with appraiser and review appraiser are held daily to determine progress of appraisals and reviews. Appraiser is actively conducting his appraisal inspections and has provided completed appraisals on inspected properties to the reviewer. Reviewer has done corrections and appraiser is revising reports for further review by TxDOT. •Meetings with the appraiser, TxDOT and Sierra Title are held regularly. Communications with TxDOT occur on a weekly basis to discuss project status and special issues. 	L&G	100%

<ul style="list-style-type: none"> •ROW acquisition services continue to date as appraisal reports continue to be approved by TxDOT. Status reports are being updated daily. •All above services will be done in conformity with TxDOT policy. <p>This task is now complete.</p>		
FC 60100 - TITLE SERVICES		
This task is now complete.	L&G	100%
FC 60200 - APPRAISAL SERVICE		
This task is now complete.	L&G	100%
FC 60220 - APPRAISAL SRV/SUB		
This task is now complete.	LEONEL	100%
FC 60300 - APPRAISAL RVW		
This task is now complete.	L&G	100%
FC 60301 - APPRAISAL UPDATE		
Appraisal updates were submitted for parcels 32, 33, 35, 40, 41, 56, 59, 60, 73 & 74 from Leonel Garza, Jr. & Associates. Review updates were also submitted from HLH Appraisal Services for the following parcels 65, 74 & 81. Updates were necessary to clarify easement ownerships. We will not be invoicing for the month of March 2013.	L&G	74.7%
FC 60320 - APPRAISAL REV/SUB		
This task is now complete.	HLH	100%
FC 60400 - PARCEL NEGO		
To date all offers have been made and have gone through negotiations.	L&G	100%
FC 60500 - CLOSING SERV FEE		
To date 36 parcels have been submitted for reimbursement with parcel 57 being the most recent reimbursement submitted.	L&G	71.3%
FC 60600 - RELOCATION SRV		
This task is now complete.	L&G	100%
FC 60700 - LAND		
This is complete.	N/A	N/A

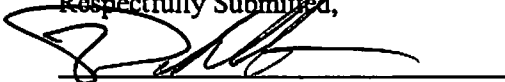
SUPPLEMENTAL #1		% COMPL
FC 16002 - ROADWAY DESIGN COMPLETE 2 SETS OF PS&E PLANS		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 13021 - ROW MAP/SUB		
The ROW map has been split into two separate maps and was submitted to TxDOT for approval on 08/27/10. This task is complete.	Javier Hinojosa	100%
FC 60700 - LAND		
This is complete.	N/A	N/A

SUPPLEMENTAL #2		% COMPL
FC 13002 - ROW MAP REVISE		
This task is now complete.	L&G	100%
FC 13020 - ROW MAP/SUB REVISE		
This task is complete. All notes and sketches have been submitted and approved.	Javier Hinojosa	100%

FC 60200 – APPRAISAL SERVICE		
Work has been performed by Leonel Garza, Jr. & Associates. This task is now complete.	L&G	100%
FC 60220 – APPRAISAL SERVICE		
Work has been performed by Leonel Garza, Jr. & Associates. This task is now complete.	Leonel	100%
FC 60300 – APPRAISAL REVIEW		
Work has been performed by HLH Appraisal Services. This task is now complete.	L&G	100%
FC 60300 – APPRAISAL REVIEW/SUB		
Work has been performed by HLH Appraisal Services. This task is now complete.	HLH	100%
FC 12001 – EA REPORTS	L&G	
L&G has completed the Phase I Site Assessment. This task is now complete.	L&G	100%
FC 03000 – DIRECT EXPENSES		
This task is now complete.	L&G	100%
FC 60700 – LAND		
This task is now complete.	L&G	100%

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 565-9813.

Respectfully Submitted,



Robert Macheska, P.E.
Project Manager

Attachment

EXHIBIT "D-1c"



Leonel Garza Jr. & Associates, LLC
 1419 Dove Ste. 1
 McAllen, TX 78504
 Phone # 956-687-7295

TIN# 74-2948770

Invoice

Date 8/30/2011 Invoice # 1767

L & G Engineering
 c/o Fred Herrera & Luana Gonzalez
 900 S. Stewart Road Ste 9
 Mission, Texas 78572

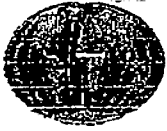
P.O. No. Terms Job
 Net 30 FM 681

Item	Quantity	Office File#	Description	Rate	Amount
Right of Way		1470	FM 681 Parcel 30 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1471	FM 681 Parcel 31 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1472	FM 681 Parcel 32 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1473	FM 681 Parcel 33 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1475	FM 681 Parcel 35 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1476	FM 681 Parcel 36 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1477	FM 681 Parcel 37 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1480	FM 681 Parcel 40 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1481	FM 681 Parcel 41 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1485	FM 681 Parcel 45 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1486	FM 681 Parcel 46 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1487	FM 681 Parcel 47 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00

All work is complete!

Total

EXHIBIT "D-1c"



Leonel Garza Jr. & Associates, LLC
 1419 Dove Ste. 1
 McAllen, TX 78504
 Phone # 956-687-7295

TIN# 74-2948770

Invoice

Date 8/30/2011 Invoice # 1767

L & G Engineering
 c/o Fred Herrera & Luana Gonzalez
 900 S. Stewart Road Ste 9
 Mission, Texas 78572

P.O. No. Terms Job
 Net 30 FM 681

Item	Quantity	Office File #	Description	Rate	Amount
Right of Way		1488	FM 681 Parcel 48 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1489	FM 681 Parcel 49 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1490	FM 681 Parcel 50 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1492	FM 681 Parcel 52 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1493	FM 681 Parcel 53 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1494	FM 681 Parcel 54 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1495	FM 681 Parcel 55 A Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1495	FM 681 Parcel 55 B Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1496	FM 681 Parcel 56 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1498	FM 681 Parcel 58 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1499	FM 681 Parcel 59 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1500	FM 681 Parcel 60 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00

All work is complete!

Total

EXHIBIT "D-1c"



Leonel Garza Jr. & Associates, LLC
 1419 Dove Ste. 1
 McAllen, TX 78504
 Phone # 956-687-7295

TIN# 74-2948770

Invoice

Date 8/30/2011 Invoice # 1767

L & G Engineering
 c/o Fred Herrera & Luana Gonzalez
 900 S. Stewart Road Ste 9
 Mission, Texas 78572

P.O. No. Terms Job
 Net 30 FM 681

Item	Quantity	Office File#	Description	Rate	Amount
Right of Way		1501	FM 681 Parcel 61 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1502	FM 681 Parcel 62 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1504	FM 681 Parcel 64 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1505	FM 681 Parcel 65 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1506	FM 681 Parcel 66 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1507	FM 681 Parcel 67 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1508	FM 681 Parcel 68 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1509	FM 681 Parcel 69 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1510	FM 681 Parcel 70 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1511	FM 681 Parcel 71 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1512	FM 681 Parcel 72 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1513	FM 681 Parcel 73 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00

All work is complete!

Total

EXHIBIT "D-1c"



Leonel Garza Jr. & Associates, LLC
1419 Dove Ste. 1
McAllen, TX 78504
Phone # 956-687-7295

TIN# 74-2948770

Invoice

Date 8/30/2011 Invoice # 1767

L & G Engineering
c/o Fred Herrera & Luana Gonzalez
900 S. Stewart Road Ste 9
Mission, Texas 78572

P.O. No. Terms Job
Net 30 FM 681

Item	Quantity	Office File#	Description	Rate	Amount
Right of Way		1514	FM 681 Parcel 74 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1515	FM 681 Parcel 75 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1516	FM 681 Parcel 76 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1517	FM 681 Parcel 77 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00

All work is complete!

Total \$12,000.00

EXHIBIT "D-1c"

HLH APPRAISAL SERVICES
Specializing in Appraisal Review of Road and Drainage Projects

UPDATES INVOICE NO. 1
SEPTEMBER 10, 2012

ITEMIZED BILLING STATEMENT FOR UPDATED APPRAISAL REVIEWS WORK
PERFORMED ON FM 681 PROJECT, RCSJ 0669-01-052, HIDALGO COUNTY, TEXAS.

THE BILLING IS IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF OF CONTRACT
AGREEMENT EXECUTED ON AUGUST 3, 2010 AND WORK AUTHORIZATION NO. 2 EXECUTED
ON SEPTEMBER 21, 2010 BETWEEN L & G ENGINEERING ("Engineer") AND HLH APPRAISAL
SERVICES, ("CONSULTANT")

Parcel No. 30 -	200.00
Parcel No. 31-	200.00
Parcel No. 32-	200.00
Parcel No. 33-	200.00
Parcel No. 35-	200.00
Parcel No. 40-	200.00
Parcel No. 41-	200.00
Parcel No. 42-	200.00
Parcel No. 49-	200.00
Parcel No. 52A-	200.00
Parcel No. 52B-	200.00
Parcel No. 53-	200.00
Parcel No. 56-	200.00
Parcel No. 57	200.00
Parcel No. 59 -	200.00
Parcel No. 60 -	200.00
Parcel No. 61-	200.00
Parcel No. 62-	200.00
Parcel No. 73-	200.00
Parcel No. 77-	<u>200.00</u>
	\$4,000.00

Twenty (20) parcels at \$200.00 per
parcel totals \$4,000.00

Harvey L. Heerssen - Review Appraiser
Tx. State Certified General Real Estate Appraiser
No. TX-1327190-G
6107 Aberton Forest Drive
Houston, Tx. 77084

9-10-12
Date

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 12077

INVOICE

Customer	
Name: L & G Engineering Address: 2100 W. Expressway 83 City: Mercedes State: Texas Zip: 78570 Attn: Mr. Jacinto Garza, P.E.	Date: September 4, 2012 Project: Section 2 (FM 681 Project) FM 2221/FM 492 from FM 2221 to SH 107

Description	
<u>Contract No. C-09-192-06-08</u> <u>Work Authorization No. 1</u>	
Surveying services completed for Section 2 for the FM 681 Project (FM 2221/ FM 492) from FM 2221 to SH 107	
<u>Function Code 150</u>	
Field Surveying @ 100% (\$65,748.00)	\$65,748.00
Outfall Survey @ 100% (\$15,204.00)	\$15,204.00
Outfall Survey @ 100% (\$34,218.00)	<u>\$34,218.00</u>
Total Amount Due	\$115,170.00

Contract Amount:	\$115,170.00
Amount To Date :	\$115,170.00
Amount Paid To Date:	\$111,882.60
Amount Due This Invoice:	\$3,287.40

Office Use Only

543
09/05/12

We Appreciate Your Business.

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 12107

INVOICE

Customer	
Name: L & G Engineering Address: 2100 W. Expressway 83 City: Mercedes State: Texas Zip: 78570 Attn: Mr. Jacinto Garza, P.E.	Date: November 14, 2012 Project: Section 2 (FM 681 Project) FM 2221/FM 492 from FM 2221 to SH 107

Description
Contract No. C-09-192-06-08 Additional Surveying services completed for preparation of Right of Way Parcel Maps, Metes and Bounds Descriptions and strip map for Lot 49-5 West Addition to Sharyland Subdivision.

Amount Due This Invoice:	\$3,310.00
---------------------------------	-------------------

Office Use Only

We Appreciate Your Business.

543
090501

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 13014

INVOICE

Customer	
Name: L & G Engineering Address: 2100 W. Expressway 83 City: Mercedes State: Texas Zip: 78570 Attn: Mr. Jacinto Garza, P.E.	Date: February 18, 2013 Project: Section 2 (FM 681 Project) FM 2221/FM 492 from FM 2221 to SH 107

Description
<u>Contract No. C-09-192-06-08</u> Right of Way Survey of 0.343 acres out of Lot 49-5 West Addition to Sharyland Subdivison, Hidalgo County, Texas. (Francisco D. Tijerina)

Amount Due This Invoice:	\$1,500.00
---------------------------------	-------------------

Office Use Only

We Appreciate Your Business.

543
090521

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324401
INVOICE DATE: 03/31/13

SIGN: _____
REQ# 136346
PO# 625225

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090502
FM 681 Project
From FM 2221/FM 492:
FM 681 to FM 364

Contract# C-09-192A-06-08 P.O.#625225

<u>DESCRIPTION</u>	<u>CONTRACT</u>	<u>PREVIOUS APPLICATIONS</u>	<u>CURRENT COMPLETED</u>	<u>TOTAL COMPLETED</u>	<u>% COMPL</u>	<u>BALANCE TO FINISH</u>
Engineering services for the month of March 2013.						
13020-ROW Map/Sub	99,200.00	99,200.00		99,200.00	100.0	
15001-Surv.Plans&Des	16,611.68	16,611.68		16,611.68	100.0	
15010-Field Srvy/Sub	30,940.00	30,940.00		30,940.00	100.0	
15050-Outfall Sy/Sub	7,154.00	7,154.00		7,154.00	100.0	
16001-Rdwy Design	126,800.00	126,800.00		126,800.00	100.0	
16102-Hydraulic Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16104-Outfall Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16201-Signing	10,000.00	10,000.00		10,000.00	100.0	
16202-Pvmt Marking	8,000.00	8,000.00		8,000.00	100.0	
16303-Signal/III	8,490.57	8,490.57		8,490.57	100.0	
16230-Signal/III Sub	30,000.00	30,000.00		30,000.00	100.0	
16302-Traf Cntrl Pln	15,000.00	15,000.00		15,000.00	100.0	
16304-Irrigation	15,000.00	15,000.00		15,000.00	100.0	
16306-Qty Specs	15,000.00	15,000.00		15,000.00	100.0	
16307-Utilities	15,000.00	15,000.00		15,000.00	100.0	
32001-Const. Mgnmt	14,433.96				0.0	14,433.96
60000-Row Acq. Admin	145,172.17	145,172.17		145,172.17	100.0	
60100-Title Services	19,200.00	19,200.00		19,200.00	100.0	
60200-Appraisal Srv	22,400.00	21,011.20		21,011.20	93.8	1,388.80
60220-Appr Svc/Sub	64,000.00	60,000.00		60,000.00	93.8	4,000.00
60300-Appraisal Rvw	13,600.00	12,321.60		12,321.60	90.6	1,278.40
60301-Apprais Update	4,500.00	2,750.00		2,750.00	61.1	1,750.00
60330-Appr Rev/Sub	12,000.00	10,875.00		10,875.00	90.6	1,125.00
60400-Parcel Negtion	112,000.00	88,900.00	23,100.00	112,000.00	100.0	
60500-Clsng Srvs Fee	6,400.00	3,920.00	20.00	3,940.00	61.6	2,460.00
60600-Relocation Srv	6,000.00	6,000.00		6,000.00	100.0	
60700-Land	18,283.02	18,283.02		18,283.02	100.0	
TOTALS:	875,185.40	825,629.24	23,120.00	848,749.24	97.0	26,436.16
16002-Rdwy Design	14,133.02	14,133.02		14,133.02	100.0	
13021-ROW Map/Sub	4,150.00	4,150.00		4,150.00	100.0	
60700-Land	-18,283.02	-18,283.02		-18,283.02	100.0	
Supplemental #1						
13002-ROW Map Revise	8,932.80		8,932.80	8,932.80	100.0	

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324401
INVOICE DATE: 03/31/13
PAGE: 2


BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090502
FM 681 Project
From FM 2221/FM 492:
FM 681 to FM 364

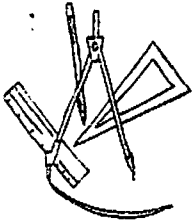
Contract# C-09-192A-06-08 P.O.#625225

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
13020-ROW Map Sub	3,000.00		3,000.00	3,000.00	100.0	
60200-Appraisal Srv	4,466.40		4,466.40	4,466.40	100.0	
60220-Appr Srv/Sub	3,000.00		3,000.00	3,000.00	100.0	
60300-Appraisal Rev	4,466.40		4,466.40	4,466.40	100.0	
60330-Appr Rev/Sub	3,200.00		3,200.00	3,200.00	100.0	
TOTALS:	902,251.00	825,629.24	50,185.60	875,814.84	97.0	26,436.16

ORIGINAL CONTRACT SUM	\$ 875,185.40
CHANGE BY CHANGE ORDER	\$ 27,065.60
CONTRACT SUM TO DATE	\$ 902,251.00
TOTAL COMPLETED TO DATE	\$ 875,814.84
LESS PREVIOUS INVOICES	\$ 825,629.24
CURRENT PAYMENT DUE	\$ 50,185.60


PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
now ON *4/2/13*
GOODS/SERVICES RECEIVED BY
Anna Flores ON *3/5/13*
3-1315-431-a-123-071-0.841



L&G Engineering

Transportation Consultants

April 1, 2013

Mr. Joe Flores
 Hidalgo County Commissioner, Pct. #3
 724 N. Breyfogle
 Mission, Tx 78572

RE: FM 681 Project (FM 2221)

RCSJ: 0862-01-046

Limits: from 0.25 Miles W. of SH 364 (La Homa) to 0.25 M. W. of Moorefield Rd.

RCSJ: 0862-01-048

Limits: from 0.25 Mi. W of Moorefield Rd. to FM 681

Contract# C-09-192A-06-08 (P.O. #625225)

Dear Commissioner Joe Flores:

Attached for your approval is our invoice for services for the month of March 2013. The following is attached:

- L&G's Invoice & Subconsultant Invoice (when applicable)
- Exhibit C "Project Schedule"

TASK		% COMPL
FC 13020 - ROW MAP/SUB		
This task is complete.	Javier Hinojosa	100%
FC 15001 - SURVEY PLANS & DESIGN		
This task is complete.	L&G	100%
FC 15010 - FIELD SURVEY/SUB		
This task is complete.	Javier Hinojosa	100%
FC 15050 - OUTCALL SURVEY/SUB		
This task is complete.	Javier Hinojosa	100%
FC 16001 - ROADWAY DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16102 - HYDRAULIC DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16104 - OUTCALL DESIGN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16201 - SIGNING		

This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16202 - PAVEMENT MARKING		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16303 - SIGNALS/ILLUMINATIONS		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16304 - SIGNALS/ILLUMINATIONS SUB		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	TEDSI	100%
FC 16302 - TRAFFIC CONTROL PLAN		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16301 - IRRIGATION		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16306 - QUANTITY SPECS DCIS		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 16307 - UTILITIES		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 32001 - CONSTRUCTION MANAGEMENT		
This task has not yet begun.	L&G	0%
FC 60000 - ROW ACQ ADMIN		
This task is now complete.	L&G	100%
FC 60100 - TITLE SERVICES		
This task is now complete.	L&G	100%
FC 60200 - APPRAISAL SERVICE		
The firm of Leonel Garza, Jr. & Associates has provided L&G Engineering with an additional appraisal report for Parcel 1E and 18E. These parcels were added to the project in order to release easement located under the roadway with Sharyland Water Supply Corporation. We will not be invoicing for the month of March 2013.	L&G	93.8%
FC 60220 - APPRAISAL SRV/SUB		
The firm of Leonel Garza, Jr. & Associates has provided L&G Engineering with an additional appraisal report for Parcel 1E and 18E. These parcels were added to the project in order to release easement located under the roadway with Sharyland Water Supply Corporation. We will not be invoicing for the month of March 2013.	LEONEL	93.8%
FC 60300 - APPRAISAL RVW		
HLH Appraisal Services has completed and provided L&G Engineering with an additional appraisal report for Parcel 1E and 18E. These parcels were added to the project in order to release easement located under the roadway with Sharyland Water Supply Corporation. We will not be invoicing for the month of March 2013.	L&G	90.6%
FC 60301 - APPRAISAL UPDATE		
Appraisal updates were submitted from Leonel Garza, Jr. & Associates for the following parcels 6, 7, 8, 9, 15, 16 & 83. Updates were needed to clarify easement ownership. Please	L&G	61.1%

note that parcel 8 was updated twice. We will not be invoicing for the month of March 2013.		
FC 60330 - APPRAISAL REV/SUB		
HLH Appraisal Services has completed and provided L&G Engineering with an additional appraisal report for Parcel 1E and 18E. These parcels were added to the project in order to release easement located under the roadway with Sharyland Water Supply Corporation. We will not be invoicing for the month of March 2013.	HLH	90.6%
FC 60400 - PARCEL NEGO		
To date all offers have been made and have gone through negotiations.	L&G	100%
FC 60500 - CLOSING SERV/FEE		
To date 20 parcels have been closed. L&G has submitted parcel 20 for reimbursement as the final process of acquisition.	L&G	61.6%
FC 60600 - RELOCATION SRV		
90 Day letters have been mailed and contact with displacees has been made. On-site inspections have been made also. Inventory sheets have been requested in order to determine self-moves or commercial moves. Will continue making contact on a weekly basis.	L&G	100%
FC 60700 - LAND		
This is complete.	N/A	N/A

SUPPLEMENTAL #1		% COMPL
FC 16002 - ROADWAY DESIGN COMPLETE 2 SETS OF PS&E PLANS		
This task is complete. All of the mylars are in Austin and this project will go to letting the first week of September.	L&G	100%
FC 13021 - ROW MAP/SUB		
The ROW map has been split into two separate maps and was submitted to TxDOT for approval on 08/27/10. This task is complete.	Javier Hinojosa	100%
FC 60700 - LAND		
This is complete.	N/A	N/A

SUPPLEMENTAL #2		% COMPL
FC 13002 - ROADWAY MAP REVISE		
This task is now complete.	L&G	100%
FC 13020 - ROW MAP/SUB		
This task is now complete. All notes and sketches have been submitted and approved.	Javier Hinojosa	100%
FC 60200 - APPRAISAL SERVICE		
Work has been performed by Leonel Garza & Associates. This task is now complete.	L&G	100%
FC 60220 - APPRAISAL SERVICE SUB		
Work has been performed by Leonel Garza & Associates. This task is now complete.	Leonel	100%
FC 60300 - APPRAISAL REVIEW		
Work has been performed by HLH Appraisal Services. This task is now complete.	L&G	100%

FC 60300 APPRAISAL REVIEW SUB		
Work has been performed by HLH Appraisal Services. This task is now complete.	HLH	100%

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 583-7117.

Respectfully Submitted,


Robert Macheska, P.E.
Project Manager
Attachment

EXHIBIT "D-1b"



Leonel Garza Jr. & Associates, LLC
 1419 Dove Ste. 1
 McAllen, TX 78504
 Phone # 956-687-7295

TIN# 74-2948770

Invoice

Date 8/30/2011 Invoice # 1768

L & G Engineering
 c/o Fred Herrera & Luana Gonzalez
 900 S. Stewart Road Ste 9
 Mission, Texas 78572

P.O. No. Terms Job
 Net 30 FM 681

Item	Quantity	Office File#	Description	Rate	Amount
Right of Way		1446	FM 681 Parcel 6 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1447	FM 681 Parcel 7 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1448	FM 681 Parcel 8 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1449	FM 681 Parcel 9 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1450	FM 681 Parcel 10 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1454	FM 681 Parcel 14 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1455	FM 681 Parcel 15 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1456	FM 681 Parcel 16 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1457	FM 681 Parcel 17 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00
Right of Way		1458	FM 681 Parcel 18 Revisions to Appraisal Report Based on Senate Bill 18	300.00	300.00

All work is complete!

Total \$3,000.00

Fax # 956-687-9236 leonel3@garza-associates.com

EXHIBIT "D-1b"

HLH APPRAISAL SERVICES
Specializing in Appraisal Review of Road and Drainage Projects

UPDATES INVOICE NO. 1
SEPTEMBER 10, 2012

ITEMIZED BILLING STATEMENT FOR UPDATED APPRAISAL REVIEW WORK
PERFORMED ON FM FM 2221, RCSJ 0862-01-046, HIDALGO COUNTY, TEXAS.

THE BILLING IS IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF OF CONTRACT
AGREEMENT EXECUTED ON AUGUST 3, 2010 AND WORK AUTHORIZATION NO. 2 EXECUTED
ON SEPTEMBER 21, 2010 BETWEEN L & G ENGINEERING ("Engineer") AND HLH APPRAISAL
SERVICES, ("CONSULTANT")

Parcel No. 2-	\$	200.00
Parcel No. 4-		200.00
Parcel No. 5-		200.00
Parcel No. 6-		200.00
Parcel No. 7-		200.00
Parcel No. 8-		200.00
Parcel No. 9-		200.00
Parcel No. 10-		200.00
Parcel No. 12-		200.00
Parcel No. 13-		200.00
Parcel No. 15-		200.00
Parcel No. 16-		<u>200.00</u>
		2,400.00

Twelve (12) parcels at \$200.00 per parcel
totals \$2,400.00

Harvey L. Heerssen - Review Appraiser
Tx. State Certified General Real Estate Appraiser
No. TX-1327190-G
6107 Aberton Forest Drive
Houston, Tx. 77084

9-10-12
Date

EXHIBIT "D-1b"

HLH APPRAISAL SERVICES
Specializing in Appraisal Review of Road and Drainage Projects

UPDATES INVOICE NO. 1
SEPTEMBER 10, 2012

ITEMIZED BILLING STATEMENT FOR UPDATED APPRAISAL REVIEW WORK
PERFORMED FM 2221 PROJECT, RCSJ 0862-01-048, HIDALGO COUNTY, TEXAS.

THE BILLING IS IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF OF CONTRACT
AGREEMENT EXECUTED ON AUGUST 3, 2010 AND WORK AUTHORIZATION NO. 2 EXECUTED
ON SEPTEMBER 21, 2010 BETWEEN L & G ENGINEERING ("Engineer") AND HLH APPRAISAL
SERVICES, ("CONSULTANT")

Parcel No. 20-	\$	200.00
Parcel No. 22 -		200.00
Parcel No. 23-		200.00
Parcel No. 24 -		<u>200.00</u>
		800.00

Four (4) parcels at \$200.00 per parcel totals
\$800.00 due

Harvey L. Heerssen - Review Appraiser
Tx. State Certified General Real Estate Appraiser
No. TX-1327190-G
6107 Aberton Forest Drive
Houston, Tx. 77084

9-10-12
Date

Javier Hinojosa Engineering
416 E. Dove Avenue
McAllen, TX 78504
956/668-1588 Fax: 956/994-8102

Invoice No. 12099-A

INVOICE

Customer	
Name: L & G Engineering Address: 2100 W. Expressway 83 City: Mercedes State: Texas Zip: 78570 Attn: Mr. Jacinto Garza, P.E.	Date: November 14, 2012 Project: Section 2 (FM 681 Project) FM 2221/FM 492 from FM 2221 to SH 107

Description
Contract No. C-09-192A-06-08 Additional Surveying services completed for preparation of Right of Way Parcels out of La Homa Citrus Groves No. 2 Subdivision (Sharyland Water Supply Corp. Easements).

Amount Due This Invoice:	\$3,000.00
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Office Use Only

We Appreciate Your Business.

AI-38323

Budget and Management 20. A.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Sergio Cruz

Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 TXDOT (1315):

1. Approval to accept the revised agreement for FM 493 (from US Bus. 83 to US 281) from TXDOT and rescind prior agreement. This revised agreement will decrease the local participation rate from 10% to 1.2%. Ref: ROW CSJ-0863-01-057 and Construction CSJ-0863-01-047
2. Approval to submit payment to TXDOT in the amount of \$17,778.00, with authority for the County Treasurer to issue payment after review, audit, and processing procedures are completed by the County Auditor:
3. Approval of Second Amendment and Restatement of Interlocal Cooperation Agreement between the County of Hidalgo and City of Donna, Texas concerning certain improvements to FM 493 from Champion St. south to US Highway 281.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-121-053-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: Nq

BUDGETARY IMPACT:

Decrease Local participation cost from \$148,150.00 (10%) to \$17,778.00 (1.2%) on FM 493 project (Total Estimated Cost of \$1,481,500.00)

Funds for the local participation cost of \$17,778.00 are available as of 4/19/2013.

Attachments

revised contract amendment

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 01:16 PM
Obdett Calzada	Obdett Calzada	04/19/2013 01:45 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Angela Garcia		Started On: 04/19/2013 11:08 AM
	Final Approval Date: 04/19/2013	



Texas Department of Transportation

PO BOX 1717 • PHARR TEXAS 78577-1717 • (956) 702-6100

RECEIVED

MAR 18 2013

COUNTY JUDGE

March 12, 2013

The Honorable Ramon Garcia
Hidalgo County Judge
PO Box 1356
Edinburg, TX 78540

REF: Submission of Agreement to Contribute ROW Funds and Rescinding of Contractual Agreements for ROW Procurement-Local Government

County: Hidalgo County
Project: FM 493
Limits: From: US Bus 83 to US 281
ROW CSJ: 0863-01-057
Const CSJ: 0863-01-047

Honorable Judge Garcia,

Enclosed find two (2) originals of a "Agreement to Contribute Right of Way Funds" for approval by the Hidalgo County Commissioners for the above right of way acquisition project.

The agreement has been modified to reflect the Hidalgo County's requested and awarded Economically Disadvantage County (EDC) Program adjustment from the Texas Transportation Commission under Minute Order No. 112018. A letter dated August 2, 2010 from Mario R. Jorge, P.E., Pharr District Engineer to your attention, awards the Count a eighty eight percent (88%) adjustment to the required ten percent (10%), thereby resulting in a Local Government net contribution amount of one point two percent (1.2%) participation and State participation of ninety eight point eight percent (98.8%).

We are herein respectfully requesting that an action item be presented to the Hidalgo County Commissioner agenda at the earliest convenient time to consider the execution of the enclosed agreement. Once presented, approved and executed, please forward the two original executed agreements, a copy of the ordinance or resolution approving the project and a check from Hidalgo County to the Texas Department of Transportation in the amount of Seventeen Thousand Seven Hundred and Seventy Eight Dollars (\$17,778.00). Your cost participation is calculated by applying the 88% EDC adjustment award to the 10% Hidalgo

THE TEXAS PLAN

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PRESERVE THE VALUE OF TRANSPORTATION ASSETS

An Equal Opportunity Employer

County cost participation requirement resulting in a cost participation breakdown of 98.8 % State and 1.2% Hidalgo County. The 1.2 % is then applied to the estimated cost of right of way acquisition of One million Four Hundred Eighty One Thousand and Five Hundred Dollars (\$1,481,500).

Upon receipt of the (2) fully executed agreements, a copy of the ordinance or resolution approving the project and the above referenced check, we will forward the executed agreements to our Right of Way Division Director in Austin for his review, approval and execution. We will also request that the ROW acquisition project be released.

Once we obtain the official release from the ROW Division, we will issue a written Notice of Project Release to advise the County that the STATE will commence with the acquisition of the needed parcels for this project.

Additionally, we are requesting that the Hidalgo County Commissioners rescind the previously approved "Contractual Agreements for ROW Procurement-Local Government" that was passed and approved by the County Commissioners and signed by the County Judge on September 4, 2010.

Your continued cooperative efforts towards the improvement of the Highway System in the State of Texas are most certainly appreciated.

Sincerely,



Nelda R. Eveste
South ROW
Project Delivery Manager

cc: Mario R. Jorge, P.E., Pharr District Engineer
Jody Ellington, P.E., Deputy Pharr District Engineer
Homer Bazan, P.E., Director of Transportation Planning and Development
Valente Olivarez, P.E., Pharr Area Engineer
Jesus Noriega, P.E. Project Manager

Enclosures: Two (2)

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STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT TO CONTRIBUTE RIGHT OF WAY FUNDS

THIS AGREEMENT is made by and between the State of Texas, acting through the Texas Department of Transportation, called the "State", and **Hidalgo County**, Texas, acting through its duly authorized officials, called the "Local Government."

WITNESSETH

WHEREAS, Texas Transportation Code §§ 201.103 and 222.052 establish that the State shall design, construct, and operate a system of highways in cooperation with local governments; and

WHEREAS, Texas Transportation Code, §§ 201.209 authorizes the State and a Local Government to enter into agreements in accordance with Texas Government Code, Chapter 791; and

WHEREAS, the State has deemed it necessary to make certain highway improvements on Highway No. **FM 493** from **Champion Street** to **US 281**(**all except Parcels 1,3,4,7,8,9,108 and 127**), and this section of highway improvements will necessitate the acquisition of certain right of way and the relocating and adjusting of utilities, called the "Project"; and

WHEREAS, the Local Government requests that the State assume responsibility for acquisition of all necessary right of way and adjustment of utilities for this highway project; and

WHEREAS, the Local Government desires to contribute to the State funding participation as defined in 43 TAC §15.55 for the cost of acquiring the right of way and relocating or adjusting utilities for the proper improvement of the State Highway System;

WHEREAS, the Governing Body of the Local Government has approved entering into this agreement by resolution or ordinance dated _____, 2013 which is attached to and made a part of this agreement as Attachment A. A map showing the Project location appears in Attachment B, which is attached to and made a part of this agreement.

NOW THEREFORE, the State and the Local Government do agree as follows:

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ROW CSJ # 0863-01-057
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AGREEMENT

1. Agreement Period

This agreement becomes effective when signed by the last party whose signing makes the agreement fully executed. This agreement shall remain in effect until the Project is completed or unless terminated as provided below.

2. Termination

This agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

- A. The agreement is terminated in writing with the mutual consent of the parties;
- B. The agreement is terminated by one party because of a breach, in which case any cost incurred because of the breach shall be paid by the breaching party; or
- C. The Project is inactive for thirty-six (36) months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this agreement.

3. Local Project Sources and Uses of Funds

- A. The total estimated cost of the Project is shown in Attachment C, Project Budget Estimate and Payment Schedule, which is attached to and made a part of this agreement. The expected cash contributions from the Federal or State government, the Local Government, or other parties is shown in Attachment C. The Local Government shall contribute to the State the amount shown in Attachment C for its percentage of the total cost of the right of way to be acquired by the State and shall transmit to the State with the return of this agreement, duly executed by the Local Government, a warrant or check for the amount and according to the payment schedule shown in Attachment C.
- B. In the event that the State determines that additional funding by the Local Government is required at any time during the Project, the State will notify the Local Government in writing. The Local Government shall make payment to the State within thirty (30) days from receipt of the State's written notification.
- C. If the Local Government will perform any work under this contract for which reimbursement will be provided by or through the State, the Local Government must complete training before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled *Local Government Project Procedures Qualification for the Texas Department of Transportation*. The Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny

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reimbursement if the Local Government has not designated a qualified individual to oversee the Project.

- D. The total cost of the right of way acquired by the State shall mean the total value of compensation paid, either through negotiations or eminent domain proceedings, to the owners for their property interests, plus costs related to the relocation, removal, or adjustment of eligible utilities.
- E. Whenever funds are paid by the Local Government to the State under this agreement, the Local Government shall remit a warrant or check made payable to the "Texas Department of Transportation Trust Fund." The warrant or check shall be deposited by the State in an escrow account to be managed by the State. Funds in the escrow account may only be applied to this highway project.
- F. Upon completion of the Project, the State will perform an audit of the Project costs. Any funds due by the Local Government or the State will be promptly paid by the owing party. If, after final Project accounting, excess funds remain in the escrow account, those funds may be applied by the State to the Local Government's contractual obligations to the State under another agreement with approval by appropriate personnel of the Local Government. If the Local Government contributes real property under this agreement, this refund provision is subject to the limitation described below in Article 4 (Real Property in Lieu of Monetary Payment).
- G. The State will not pay interest on any funds provided by the Local Government.
- H. In the event any existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy, or other directive, including, but not limited to, outdoor advertising or storm water drainage facility requirements, is more restrictive than State or federal regulations, or any other locally proposed change, including, but not limited to, plats or re-plats, results in any increased costs to the State, then the Local Government will pay one hundred percent (100%) of all those increased costs, even if the applicable county qualifies as an Economically Disadvantaged County (EDC). The amount of the increased costs associated with the existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy, or other directive will be determined by the State at its sole discretion.
- I. If the Local Government is an EDC and if the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.
- J. If the Project has been approved for a "fixed price" or an "incremental payment" non-standard funding or payment arrangement under 43 TAC §15.52, the budget in Attachment C will clearly state the amount of the fixed price or the incremental payment schedule.

4. Real Property in Lieu of Monetary Payment

- A. Contributions of real property may be credited to the Local Government's funding obligation for the cost of right of way to be acquired for this project. Credit for all real property, other than property which is already dedicated or in use as a public road, contributed by the Local Government to the State shall be based on the property's fair

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market value established as of the effective date of this agreement. The fair market value shall not include increases or decreases in value caused by the project and should include the value of the land and improvements being conveyed, excluding any damages to the remainder. The amount of any credit for real property contributed for this project is clearly shown in Attachment C.

- B. The Local Government will provide to the State all documentation to support the determined fair market value of the donated property. This documentation shall include an appraisal of the property by a licensed appraiser approved by the State. The cost of appraisal will be the responsibility of the State. The State will review the submitted documentation and make a final determination of value; provided however, the State may perform any additional investigation deemed necessary, including supplemental appraisal work by State employees or employment of fee appraisers.
- C. Credit shall be given only for property transferred at no cost to the State after the effective date of this agreement and the issuance of spending authority, and only for property which is necessary to complete this project, has title acceptable to the State, and is not contaminated with hazardous materials. Credit shall be in lieu of monetary contributions required to be paid to the State for the Local Government's funding share of the right of way to be acquired for this project. The total credit cannot exceed the Local Government's matching share of the right of way obligation under this agreement, and credits cannot be reimbursed in cash to the Local Government, applied to project phases other than right of way, nor used for other projects.
- D. In the event the Local Government's monetary contributions to the State for acquisition of right of way, when added to its real property credits, exceed the Local Government's matching share of the right of way obligation, there will be no refund to the Local Government of any portion of its contributed money.

5. Amendments

Amendments to this agreement due to changes in the character of the work, terms of the agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written supplemental agreement.

6. Notices

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified or U.S. mail, postage prepaid, to the following addresses:

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Local Government:	State:
<hr/> Honorable Judge, Ramon Garcia Judge, Hidalgo County <hr/>	Director of Right of Way Division Texas Department of Transportation
<hr/> P.O. Box 1356 <hr/>	125 E. 11 th Street
<hr/> Edinburg, TX 78540 <hr/>	Austin, Texas 78701

All notices shall be deemed given on the date delivered or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail and that request shall be honored and carried out by the other party.

7. Remedies

This agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this agreement and shall be cumulative.

8. Legal Construction

If one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provisions and this agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

9. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

10. Compliance with Laws

The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

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11. Sole Agreement

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

12. Ownership of Documents

Upon completion or termination of this agreement, all documents prepared by the State shall remain the property of the State. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State in the form of photocopy reproduction on a monthly basis as required by the State. The originals shall remain the property of the Local Government. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

13. Inspection of Books and Records

The Local Government shall maintain all books, papers, accounting records and other documentation relating to costs incurred under this agreement and shall make such materials available to the State and, if federally funded, the Federal Highway Administration (FHWA) or their duly authorized representatives for review and inspection at its office during the contract period and for four (4) years from the date of completion of work defined under this agreement or until any impending litigation, or claims are resolved. Additionally, the State and FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

14. State Auditor

The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this agreement or indirectly through a subcontract under this agreement. Acceptance of funds directly under this agreement or indirectly through a subcontract under this agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

15. Procurement and Property Management Standards

The parties shall adhere to the procurement standards established in Title 49 CFR §18.36 and with the property management standard established in Title 49 CFR §18.32.

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16. Civil Rights Compliance

The parties to this agreement shall comply with the regulations of the U.S. Department of Transportation as they relate to nondiscrimination (49 CFR Part 21 and 23 CFR Part 200), and Executive Order 11246 titled "Equal Employment Opportunity," as amended by Executive Order 11375 and supplemented in the Department of Labor Regulations (41 CFR Part 60).

17. Applicability of Federal Provisions

Articles 18 through 23 only apply if Federal funding is used in the acquisition of right of way or the adjustment of utilities.

18. Office of Management and Budget (OMB) Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in OMB Circular A-87 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

19. Disadvantaged Business Enterprise (DBE) Program Requirements

- A. The parties shall comply with the DBE Program requirements established in 49 CFR Part 26.
- B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.
- C. The Local Government shall set an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally -Approved Disadvantaged Business Enterprise by Entity and attachments found at web address http://txdot.gov/business/business_outreach/mou.htm.
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under

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18 USC 1001 and the Program Fraud Civil Remedies Act of 1986 (31 USC 3801 et seq.).

- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.*

20. Debarment Certification

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Local Government certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

21. Lobbying Certification

In executing this agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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- C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 USC §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

22. Federal Funding Accountability and Transparency Act Requirements

- A. Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms:
<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and
<http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>.
- B. The Local Government agrees that it shall:
1. Obtain and provide to the State a Central Contracting Registry (CCR) number (Federal Acquisition Regulation, Part 4, Sub-part 4.1100) if this award provides for more than \$25,000 in Federal funding. The CCR number may be obtained by visiting the CCR web-site whose address is: <https://www.bpn.gov/ccr/default.aspx>;
 2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows the Federal government to track the distribution of federal money. The DUNS number may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet on-line registration website <http://fedgov.dnb.com/webform>; and
 3. Report the total compensation and names of its top five (5) executives to the State if:
 - i. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25,000,000; and
 - ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

23. Single Audit Report

- A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in OMB Circular A-133.
- B. If threshold expenditures of \$500,000 or more are met during the Local Government's fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Audit Office, 125 E. 11th Street, Austin, TX 78701 or contact TxDOT's Audit Office at http://www.txdot.gov/contact_us/audit.htm.
- C. If expenditures are less than \$500,000 during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Audit Office as follows: "We did not meet the \$500,000 expenditure threshold and therefore, are not required to have a single audit performed for FY _____."

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D. For each year the project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or the project has been formally closed out and no charges have been incurred within the current fiscal year.

24. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

THIS AGREEMENT IS EXECUTED by the State and the Local Government in duplicate.

THE LOCAL GOVERNMENT

Signature

Ramon Garcia

Typed or Printed Name

Honorable Judge of Hidalgo County

Title

Date

THE STATE OF TEXAS

John P. Campbell, P.E.
Director, Right of Way Division
Texas Department of Transportation

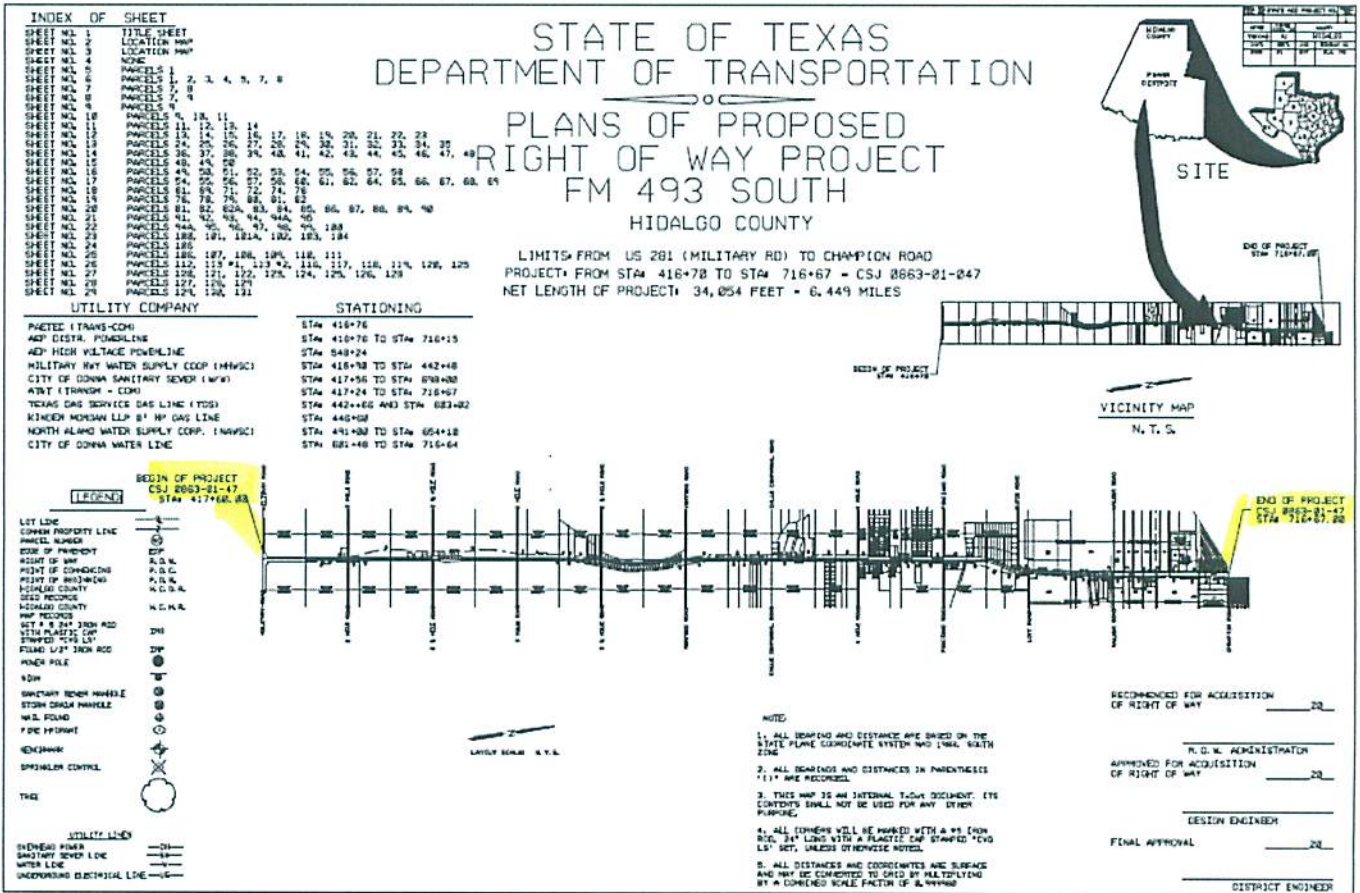
Date

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**ATTACHMENT A
RESOLUTION OR ORDINANCE**

County Hidalgo county
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ATTACHMENT B LOCATION MAP SHOWING PROJECT



Hidalgo County: All parcels except Parcels 1, 3, 4, 7, 8, 9, 108 and 127.

**Standard Agreement to Contribute
State Performs Work
EDC Adjustment
Attachment C**

Description	Total Estimated Cost	State Participation			Local Participation		
		% Before EDC Adj.	% After EDC Adj.	Cost After EDC Adj.	% Before EDC Adj.	% After EDC Adj.	Cost After EDC Adj.
Right of Way Acquisition	\$1,281,500	90%	98.8%	\$1,266,122	10%	1.2%	\$15,378
Reimbursable Utility Adjustments	\$200,000	90%	98.8%	\$197,600	10%	1.2%	\$2400
Joint Bid Reimbursable Utility Adjustments	\$0	0%	0%	\$0	0%	0%	\$0
	\$0	0%	0%	\$0	0%	0%	\$0
	\$0	0%	0%	\$0	0%	0%	\$0
TOTAL	\$1,481,500	90%	98.8%	\$1,463,722	10%	1.2%	\$17,778

Local Government requested and has been granted an Economically Disadvantaged County Adjustment from the Texas Transportation Commission on **October 29, 2009** by virtue of attached Minute Order No. **112018**, and approved a **88** percent adjustment to the required **10** percent local participation for this project. Also attached are completed Affidavit and EDC Program Information Sheet.

This is an estimate. The final amount of Local Government participation will be based on actual costs.

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

FIRST AMENDMENT TO AMENDMENT AND RESTATEMENT OF THAT CERTAIN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE COUNTY OF HIDALGO AND CITY OF DONNA, TEXAS CONCERNING CERTAIN IMPROVEMENTS TO FARM TO MARKET ROAD 493 FROM CHAMPION STREET SOUTH OF US HIGHWAY 281

This **AMENDMENT** to the **INTERLOCAL AGREEMENT** is made this ____ day of April, 2013 by and between **HIDALGO COUNTY, TEXAS** (the “County”) and **CITY OF DONNA, TEXAS**, (the “City”).

WHEREAS, City and County entered into an Amendment and Restatement of that certain Interlocal Cooperation Agreement between the County of Hidalgo and City of Donna, Texas Concerning Certain Improvements to Farm to Market Road 493 From Champion Street South of U.S. Highway 281 dated January 25, 2011 by and between County and City to make improvements Farm to Market Road 493 from Champion Street South of U.S. Highway 281 (the “Road”);

WHEREAS, Texas Department of Transportation (“TxDOT”) determined it will acquire the right of way for the Road including but not limited to compensable utilities and utility relocation required, title reports, title policies, appraisals, recording fees, closing costs and cost of land and condemnation.

NOW THEREFORE, for and in consideration of the terms and provisions set forth herein, for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and County hereby agree to the following amendment to the Agreement:

1. Numbered paragraph 1 of the Agreement shall be deleted in its entirety and the following substituted in lieu of:

The County agrees to undertake compensable utility relocations as required and invoice City for same.

2. Except as modified herein, all terms and conditions of the Agreement, as amended, remain in full force and effect and City and County ratify and confirm the terms and provisions of the Agreement as amended.

EXECUTED IN DUPLICATE ORIGINALS and effective as of the day and year first written above.

CITY OF DONNA

David S. Simmons, Mayor

HIDALGO COUNTY

Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

APPROVED AS TO FORM:

ATLAS, HALL & RODRIGUEZ, LLP

By: _____
Stephen L. Crain

APPROVED BY COMMISSIONERS COURT: _____

AI-38102

Budget and Management 20. B. 1.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Sheriff's Office

Submitted By: Rosie Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Sheriff's Office (1100):

a. Approval to authorize clothing allowance as follows, effective 01/01/13.

Slot No.	Position Title	Allowance	Budgeted Amount
0028	Sergeant (Step I)	Clothing	\$500.00
0052	(Sr.) Deputy Sheriff (Step II)	Clothing	\$500.00

b. Approval of interdepartmental transfer.

c. Approval of revised salary schedule.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-415-00-115-002-0-899

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funding available as of 02-28-13 from 2013 Co. Wide Adm - Contingency.

Attachments

Salary Schedule

Fiscal Note

Transfer

Form Review

Inbox
 Budget & Management
 Obdett Calzada
 Sylvia Solis
 Purchasing Department

Reviewed By
 Angela Garcia
 Obdett Calzada
 Sylvia Solis
 Angela Garcia

Date
 04/09/2013 08:29 AM
 04/17/2013 01:38 PM
 04/17/2013 01:49 PM
 04/19/2013 04:47 PM
 Started On: 04/08/2013

Form Started By: Rosie Cantu

Final Approval Date: 04/19/2013

HIDALGO COUNTY
COMMISSIONER COURT
2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0051	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,694.00
		AUTHORIZE CLOTHING ALLOWANCE														
0052	113	SR. DEPUTY SHERIFF STEP II	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$44,561.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,701.00
0053	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,200.00	\$0.00	\$3,900.00	\$0.00	\$500.00	\$53,834.00
0054	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,140.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$53,174.00
0055	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,254.00
0056	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$60.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$39,134.00
0057	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$840.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,374.00
0058	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,910.00
0059	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,074.00
0060	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$44,050.00
0061	113	DEPUTY SHERIFF	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$37,574.00	\$60.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$38,834.00
0062	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$44,910.00
0063	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,120.00
0064	113	DEPUTY SHERIFF	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,634.00
0065	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,350.00
0066	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,194.00
0067	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,720.00
0068	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,750.00
0069	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$120.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$42,930.00
0070	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$43,590.00
0071	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,230.00
0072	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,050.00
0073	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,314.00
0074	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,640.00
0075	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,754.00
0076	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$42,910.00
0077	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$720.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$51,654.00
0078	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,754.00
0079	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,200.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$53,234.00
0080	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,300.00
0081	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,990.00
0082	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$900.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$51,234.00
0083	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$840.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,874.00
0084	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$120.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$41,260.00
0085	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$51,114.00
0086	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,814.00
0087	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$46,454.00
0088	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$47,734.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$52,754.00
0089	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$900.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$52,434.00
0090	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,380.00
0091	113	DEPUTY SHERIFF	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0092	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,140.00
0093	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0094	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$840.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$51,874.00
0095	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$51,714.00
0096	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,910.00
0097	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$43,530.00

HIDALGO COUNTY
COMMISSIONER COURT
2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0098	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,380.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$50,314.00
0099	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,500.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$50,434.00
0100	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,660.00	\$39,140.00	0.03	\$1,174.20	\$0.00	\$40,314.00	\$39,140.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,260.00
0101	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$1,620.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$50,554.00
0102	113	DEPUTY SHERIFF STEP I	\$44,777.00	(\$2,977.00)	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0103	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,350.00
0104	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$50,814.00
0105	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$720.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$49,654.00
0106	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$840.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$51,574.00
0107	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$47,734.00	\$840.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$50,374.00
0108	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,810.00
0109	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,470.00
0110	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,240.00
0111	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$5,100.00	\$0.00	\$0.00	\$51,820.00
0112	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$43,750.00
0113	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,750.00
0114	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.00	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$49,714.00
0115	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,580.00
0116	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,194.00
0117	113	SR. DEPUTY SHERIFF STEP IV	\$44,777.00	\$1,567.00	\$46,344.00	0.03	\$1,390.32	\$0.00	\$47,734.00	\$47,734.00	\$780.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$49,714.00
0118	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,580.00
0119	113	DEPUTY SHERIFF	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$37,574.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$39,874.00
0120	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,750.00
0121	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$420.00	\$0.00	\$4,800.00	\$0.00	\$500.00	\$50,281.00
0122	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$51,020.00
0123	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$1,620.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$52,140.00
0124	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,380.00
0125	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$900.00	\$0.00	\$600.00	\$0.00	\$0.00	\$48,120.00
0126	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,460.00
0127	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,760.00
0128	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,760.00
0129	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,660.00
0130	113	DEPUTY SHERIFF	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0131	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,640.00
0132	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
0133	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$49,480.00
0134	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$780.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,700.00
0135	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$39,574.00
0136	113	DEPUTY SHERIFF	\$36,480.00	\$1,520.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,814.00
0137	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$48,580.00
0138	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,754.00
0139	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,660.00
0140	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$49,660.00
0141	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$49,860.00
0142	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$43,350.00
0143	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,200.00
0144	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,700.00
0145	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,850.00

HIDALGO COUNTY
COMMISSIONER COURT
2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0146	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$840.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$48,660.00
0147	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$42,910.00
0148	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$43,150.00
0149	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,754.00
0150	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$42,970.00
0151	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,860.00
0152	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$420.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$48,340.00
0153	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$420.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$48,340.00
0154	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$780.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,500.00
0155	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,180.00
0156	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,050.00
0157	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$420.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,340.00
0158	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$49,880.00
0159	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$48,480.00
0160	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$420.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$48,340.00
0161	113	DEPUTY SHERIFF	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$37,574.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,994.00
0162	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$48,820.00
0163	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,720.00
0164	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$50,020.00
0165	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$48,760.00
0166	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,410.00
0167	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,160.00
0168	113	DEPUTY SHERIFF	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0169	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$720.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$50,040.00
0170	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$48,360.00
0171	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$50,460.00
0172	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$43,170.00
0173	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,634.00
0174	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$120.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$40,760.00
0175	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,740.00
0176	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$600.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,920.00
0177	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$420.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$49,840.00
0178	113	DEPUTY SHERIFF	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0179	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,694.00
0180	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$44,910.00
0181	113	ACCOUNTANT II	\$41,006.00	\$0.00	\$41,006.00	0.03	\$1,230.18	\$0.00	\$42,236.00	\$42,236.00	\$1,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,476.00
0182	113	MECHANIC IV	\$39,707.00	\$233.00	\$39,940.00	0.03	\$1,198.20	\$0.00	\$41,138.00	\$41,138.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,038.00
0183	113	MECHANIC IV	\$39,707.00	\$233.00	\$39,940.00	0.03	\$1,198.00	\$0.00	\$41,138.00	\$39,492.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,492.48
0184	113	MECHANIC IV	\$39,707.00	\$233.00	\$39,940.00	0.03	\$1,198.20	\$0.00	\$41,138.00	\$41,138.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,678.00
0185	113	MECHANIC IV	\$39,707.00	\$233.00	\$39,940.00	0.03	\$1,198.20	\$0.00	\$41,138.00	\$41,138.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,798.00
0186	113	MECHANIC IV	\$37,109.00	\$0.00	\$37,109.00	0.03	\$1,113.27	\$0.00	\$38,222.00	\$38,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,222.00
0187	113	MECHANIC IV	\$39,707.00	\$233.00	\$39,940.00	0.03	\$1,198.20	\$0.00	\$41,138.00	\$41,138.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,558.00
0188	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,930.00
0189	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,320.00
0190	113	DEPUTY SHERIFF	\$36,480.00	\$1,520.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0191	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$420.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$49,081.00
0192	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,430.00
0193	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,810.00

HIDALGO COUNTY
COMMISSIONER COURT
2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0194	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,114.00
0195	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$300.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$44,554.00
0196	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,874.00
0197	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$47,514.00
0198	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$420.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,281.00
0199	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$45,470.00
0200	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$45,114.00
0201	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,320.00
0202	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$45,214.00
0203	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,380.00
0204	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$840.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$47,694.00
0205	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$600.00	\$0.00	\$0.00	\$42,150.00
0206	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$42,610.00
0207	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,414.00
0208	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$420.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$46,781.00
0209	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$600.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,761.00
0210	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$48,021.00
0211	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,490.00
0212	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$44,561.00	\$600.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$46,961.00
0213	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$44,561.00	\$480.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$47,341.00
0214	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$480.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$47,341.00
0215	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,934.00
0216	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,701.00
0217	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,850.00
0218	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,550.00
0219	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$44,561.00	\$600.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$46,961.00
0220	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$46,014.00
0221	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$600.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$44,210.00
0222	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$44,561.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$47,721.00
0223	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,250.00
0224	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,620.00
0225	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$47,214.00
0226	113	DEPUTY SHERIFF STEP I	\$36,480.00	\$2,850.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$39,140.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,760.00
0227	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,354.00
0228	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,650.00
0229	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$720.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$43,530.00
0230	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,414.00
0231	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,320.00
0232	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$44,614.00
0233	113	SR. DEPUTY SHERIFF STEP I	\$39,330.00	\$2,470.00	\$41,800.00	0.03	\$1,254.00	\$0.00	\$43,054.00	\$43,054.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$45,214.00
0234	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$44,410.00
0235	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,410.00
0236	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,490.00
0237	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,930.00
0238	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,470.00
0239	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,610.00
0240	113	CRIMINAL INTELLIGENCE RESEARCH ANALYST	\$35,563.00	\$0.00	\$35,563.00	0.03	\$1,066.89	\$0.00	\$36,630.00	\$36,630.00	\$540.00	\$0.00	\$0.00	\$0.00	\$500.00	\$37,670.00
0241	113	EVIDENCE TECHNICIAN	\$34,360.00	\$474.00	\$34,834.00	0.03	\$1,045.02	\$0.00	\$35,879.00	\$35,879.00	\$780.00	\$0.00	\$0.00	\$0.00	\$500.00	\$37,659.00

HIDALGO COUNTY
COMMISSIONER COURT
2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0293	113	ADMINISTRATIVE ASSISTANT I	\$25,021.00	\$0.00	\$25,021.00	0.03	\$751.00	\$0.00	\$25,772.00	\$25,772.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,772.00
0294	113	CUSTODIAN II	\$22,411.00	\$0.00	\$22,411.00	0.03	\$672.33	\$0.00	\$23,083.00	\$23,083.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,503.00
0295	113	CUSTODIAN II	\$22,411.00	\$0.00	\$22,411.00	0.03	\$672.33	\$0.00	\$23,083.00	\$23,083.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,623.00
0296	113	CUSTODIAN II	\$22,411.00	\$0.00	\$22,411.00	0.03	\$672.33	\$0.00	\$23,083.00	\$23,083.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,623.00
0297	113	CUSTODIAN II	\$22,411.00	\$0.00	\$22,411.00	0.03	\$672.33	\$0.00	\$23,083.00	\$23,083.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,503.00
0327	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,810.00
0328	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.00	\$0.00	\$46,120.00	\$46,120.00	\$540.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,860.00
0329	113	SR. DEPUTY SHERIFF STEP III	\$43,263.00	\$1,514.00	\$44,777.00	0.03	\$1,343.31	\$0.00	\$46,120.00	\$46,120.00	\$480.00	\$0.00	\$600.00	\$0.00	\$0.00	\$47,200.00
0330	113	CRIMINAL INTELLIGENCE RESEARCH ANALYST	\$35,563.00	\$0.00	\$35,563.00	0.03	\$1,066.89	\$0.00	\$36,630.00	\$36,630.00	\$420.00	\$0.00	\$0.00	\$0.00	\$500.00	\$37,550.00
0331	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,614.00
0332	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0333	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,870.00
0334	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$300.00	\$0.00	\$4,800.00	\$0.00	\$500.00	\$46,110.00
0335	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$43,670.00
0336	113	DEPUTY SHERIFF	\$36,480.00	\$1,520.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$39,574.00
0337	113	DEPUTY SHERIFF	\$36,480.00	\$1,520.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0338	113	DEPUTY SHERIFF STEP II	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$40,510.00	\$120.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$43,230.00
0339	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$600.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$49,561.00
0340	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,641.00
0341	113	DEPUTY SHERIFF	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,298.00	\$0.00	\$44,561.00	\$37,574.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,194.00
0342	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,179.90	\$0.00	\$40,510.00	\$39,140.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,740.00
0343	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$600.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,761.00
0344	113	SR. DEPUTY SHERIFF STEP II	\$41,800.00	\$1,463.00	\$43,263.00	0.03	\$1,297.89	\$0.00	\$44,561.00	\$44,561.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$48,201.00
0345	113	DEPUTY SHERIFF	\$38,000.00	\$1,330.00	\$39,330.00	0.03	\$1,180.00	\$0.00	\$40,510.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,074.00
0346	113	ADMINISTRATIVE ASSISTANT II	\$27,276.00	\$0.00	\$27,276.00	0.03	\$818.28	\$0.00	\$28,094.00	\$28,094.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,114.00
0347	113	ADMINISTRATIVE ASSISTANT II	\$27,276.00	\$0.00	\$27,276.00	0.03	\$818.28	\$0.00	\$28,094.00	\$28,094.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,054.00
0361	113	BUDGET MANAGER II	\$63,599.00	\$0.00	\$63,599.00	0.03	\$1,907.97	\$0.00	\$65,507.00	\$65,507.00	\$1,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,427.00
0362	113	PROCUREMENT SPECIALIST	\$43,284.00	\$0.00	\$43,284.00	0.03	\$1,298.52	\$0.00	\$44,583.00	\$44,583.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,243.00
0363	113	COMMUNICATIONS SUPERVISOR	\$34,360.00	\$0.00	\$34,360.00	0.03	\$1,030.80	\$0.00	\$35,391.00	\$35,391.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,111.00
0364	113	CRIME VICTIM LIASON	\$38,408.00	\$3.00	\$38,411.00	0.03	\$1,152.33	\$0.00	\$39,563.00	\$39,563.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,343.00
0365	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0.03	\$1,950.00	\$0.00	\$66,950.00	\$66,950.00	\$1,620.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$70,870.00
0366	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0.03	\$1,950.00	\$0.00	\$66,950.00	\$66,950.00	\$1,020.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$70,770.00
0367	113	CAPTAIN	\$65,000.00	\$0.00	\$65,000.00	0.03	\$1,950.00	\$0.00	\$66,950.00	\$66,950.00	\$1,200.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$70,950.00
0369	113	DIVISION COMMANDER	\$75,000.00	\$0.00	\$75,000.00	0.03	\$2,250.00	\$0.00	\$77,250.00	\$77,250.00	\$1,500.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$81,550.00
0370	113	CHIEF OF STAFF	\$75,000.00	\$0.00	\$75,000.00	0.03	\$2,250.00	\$0.00	\$77,250.00	\$77,250.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,230.00
0371	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$180.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$39,254.00
0372	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$38,774.00
0373	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,634.00
0374	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,054.00
0375	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0376	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$38,774.00
0377	113	DEPUTY SHERIFF	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$38,774.00
0378	113	DEPUTY SHERIFF STEP I	\$38,000.00	\$0.00	\$38,000.00	0.03	\$1,140.00	\$0.00	\$39,140.00	\$37,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,574.00
0379	113	TECHNICIAN IV	\$0.00	\$37,109.00	\$37,109.00	0.03	\$1,113.00	\$0.00	\$38,222.00	\$36,693.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,693.00
0380	113	DEPUTY SHERIFF STEP I	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0382	113	DEPUTY SHERIFF STEP I	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
0383	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00
0384	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00

HIDALGO COUNTY
 COMMISSIONER COURT
 2013 SALARY SCHEDULE

3-1100-421-00-280-001-0

AI - 38102

SHERIFF

Slot #	Obj Code	POSITION TITLE	2012 BUDGETED SALARY	2013 ADJUSTED SALARY	\$13,347,874.00	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2013 BUDGETED SALARY APPROVED	2013 ACTUAL SALARY	Other Allowances					2013 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0385	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00
0386	113	DEPUTY SHERIFF STEP I	\$0.00	\$1,140.00	\$1,140.00	0	\$0.00	(\$1,140.00)	\$0.00	\$0.00	\$480.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,680.00
0387	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$480.00
0388	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$480.00
0389	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00
0390	113	DEPUTY SHERIFF STEP I	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
0391	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00
0392	113	DEPUTY SHERIFF STEP II	\$0.00	\$1,180.00	\$1,180.00	0	\$0.00	\$0.00	\$1,180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL			\$13,347,874.00	\$409,179.00	\$13,757,053.00		\$412,326.09	\$3,892.00	\$14,173,260.00	\$13,744,905.48	\$169,380.00	\$0.00	\$379,500.00	\$0.00	\$48,000.00	\$14,341,785.48

Approval to authorize clothing allowance as illustrated above is pending CC approval.

PERSONNEL ACTION PENDING CC APPROVAL.

AI-38074

Purchasing Department 21. A. 3.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Martha L. Salazar

Submitted By: Yolanda Velasquez, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

a. Report from Commissioners Court's assigned "committee" on the negotiations conducted with the applicant, Lone Star National Bank, if applicable:

b. Acceptance of final negotiated rates, fees, terms and conditions, award, and/or approval of the final negotiated Hidalgo County Depository Bank and/or Remittance Processing (Lockbox) with if applicable, Trust and/or Other Related Service Agreements with Lone Star National Bank, with the effective date upon expiration of current agreement and expiring on Commissioners Court May term of _____ ; or in the alternative,

c. Recommendation to cease negotiations with Lone Star National Bank, Pharr, Texas and re-advertise pursuant to Chapter 116, Texas Local Government Code, for the selection of a County Depository Bank as other ranked Banks do not meet all requirements set forth by Hidalgo County with current depository bank remaining as such until new bank is selected and permitted by statute.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/19/2013 03:53 PM
Budget & Management	Angela Garcia	04/19/2013 04:22 PM
Olga Garza	Olga Garza	04/19/2013 04:33 PM
Auditor's Office	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Yolanda Velasquez		Started On: 04/05/2013 09:57 AM
	Final Approval Date: 04/19/2013	

AI-38232

Closed Session 22. C.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of City of Palmview, Texas

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/16/2013 02:33 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/15/2013 08:37 AM
	Final Approval Date: 04/19/2013	

AI-38230

Closed Session 22. D.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Cristobal Vela

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/16/2013 02:33 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/15/2013 08:33 AM
	Final Approval Date: 04/19/2013	

AI-38265

Closed Session 22. E.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Patrick McNeely

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/17/2013 08:34 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/16/2013 04:29 PM
	Final Approval Date: 04/19/2013	

AI-38295

Closed Session 22. F.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Joel Resendez

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/18/2013 08:52 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/18/2013 08:50 AM
	Final Approval Date: 04/19/2013	

AI-38233

Open Session 23. C.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of City of Palmview, Texas

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/16/2013 02:33 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/15/2013 08:43 AM
	Final Approval Date: 04/19/2013	

AI-38231

Open Session 23. D.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Cristobal Vela

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/16/2013 02:33 PM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/15/2013 08:34 AM
	Final Approval Date: 04/19/2013	

AI-38266

Open Session 23. E.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Patrick McNeely

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/17/2013 08:34 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/16/2013 04:32 PM
	Final Approval Date: 04/19/2013	

AI-38296

Open Session 23. F.

CC REGULAR

Meeting Date: 04/23/2013

Submitted For: Valde Guerra

Submitted By: Aida Alvarez, SAFETY DIVISION

Department: SAFETY DIVISION

Information

CAPTION

Claim of Joel Resendez

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/18/2013 08:57 AM
Purchasing Department	Angela Garcia	04/19/2013 04:47 PM
Form Started By: Aida Alvarez		Started On: 04/18/2013 08:55 AM
	Final Approval Date: 04/19/2013	